



MONTHLY COMMISSION MATERIALS

June 2015

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**NVTC COMMISSION MEETING
THURSDAY, JUNE 4, 2015
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201**

8:00 P.M.

7:00 P.M. NVTC's Executive Committee (dinner is available at that time)

AGENDA

1. OPENING REMARKS
2. ACTION ITEM: Approve the Minutes of the May 8, 2015 Meeting
3. ACTION ITEM: Approve the **CONSENT AGENDA** (subject to approval by Chairman)
 - A. Authorization for NVTC Chairman to Send Letters Regarding PRIIA funding for WMATA
4. Virginia Railway Express
 - A. VRE CEO Report and Minutes
 - B. ACTION ITEM: Resolution #2275: Authorization to Execute First Option Period of the Operations and Maintenance Contract with Keolis Rail Services Virginia, LLC
 - C. INFORMATION ITEM: Procurement and Contract Award Thresholds Increased for VRE CEO
 - D. INFORMATION ITEM: VRE Financial Plan
5. DEMONSTRATION: VRE Mobile Ticketing Application
6. DISCUSSION: Transit Means Business Forum Report and Next Steps

7. WMATA: Report of the Virginia Members of the Board of Directors
 - A. Budget
 - B. Capital Funding Agreement (CFA)
 - C. Safety and Related Issues
 - D. Management Audit
 - E. Financials (Dashboard)
 - F. Financial Management Oversight (FMO)
 - G. Quarterly WMATA System Performance (Vital Signs)
 - H. Key WMATA Milestones/Dates
8. INFORMATION ITEM: Legislative and Policy Committee Co-Chairs Update
9. INFORMATION ITEM: VTrans 2040 Update
10. Executive Director Report
11. INFORMATION ITEM: Commonwealth and Regional Agency Reports
 - A. Department of Rail and Public Transportation (DRPT)
 - B. Commonwealth Transportation Board
 - C. Northern Virginia Transportation Authority (NVTA)
12. INFORMATION ITEM: NVTC's Electronic Participation Policy Update
13. INFORMATION ITEM: NVTC Letter of Endorsement for Alexandria's TIGER Grant Application
14. INFORMATION ITEM: Financial Items for April 2015



AGENDA ITEM #2

MINUTES NVTC COMMISSION MEETING – MAY 8, 2015 GREENSBORO STATION CONFERENCE CENTER – MC LEAN, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Snyder at 12:04 P.M.

Members Present

John Cook
John Foust
Jeff Greenfield
Catherine Hudgins
Mary Hynes
David LaRock
James LeMunyon
Jeff McKay
J. Randall Minchew
Jennifer Mitchell (DRPT Alternate)
Thomas D. Rust
Paul Smedberg
David F. Snyder

Members Absent

Richard Black
Sharon Bulova
Jim Corcoran
William Euille
Ken Reid
J. Walter Tejada
Jennifer Wexton

Staff Present

Doug Allen (VRE)
Karen Finucan Clarkson
Kelley Coyner
Rhonda Gilchrest
Scott Kalkwarf
David Koch
Kate Mattice
Aimee Perron Siebert (Hillbridge Group)
Colethia Quarles
Claire Randall
Joe Swartz (VRE)
Melissa Walker

Recognition of PRTC'S Executive Director

Chairman Snyder recognized Al Harf, who has been the Executive Director of the Potomac and Rappahannock Transportation Commission (PRTC) since 1998. PRTC and NVTC, as co-owners of VRE, have worked together over the years to promote transit and contribute to VRE's growth. A resolution was prepared commending Mr. Harf on the occasion of his departure from PRTC for his leadership in promoting the regional transit network since 1998 through his service to PRTC, VRE, and the citizens of Northern Virginia and to the Commonwealth of Virginia.

On a motion by Mrs. Hynes and a second by Mr. Smedberg, the Commission unanimously adopted the resolution commending Mr. Harf for his service. The vote in favor was cast by Commissioners Cook, Foust, Greenfield, Hudgins, Hynes, LaRock, LeMunyon, McKay, Rust, Smedberg and Snyder.

On behalf of the Commission, Chairman Snyder presented a framed copy of the resolution to Mr. Harf.

Mr. Harf thanked the Commission and stated that this is only the second occasion over the past 16 years where he has been able to attend a NVTC meeting, since NVTC and PRTC hold their meetings on the same nights. He will now be able to attend more NVTC meetings and events. He has observed NVTC is a strong partner with VRE and a long standing transit champion. He salutes NVTC on its work, especially culminating with this morning's forum which was a marvelous event to spread the message that "Transit Means Business." Although he is leaving PRTC, he plans to stay in the region and will continue to be active in transit issues.

Minutes of NVTC's April 9, 2015 Meeting

Chairman Snyder stated that the minutes have been corrected (page 2, paragraph 4) to replace "CFA FY2016-FY2021" with "CFA FY2011-2016" for the corrected sentence to read:

"In regards to the Capital Funding Agreement (CFA), Mr. Downey explained that the recommendation is to keep the CFA for FY2011-FY2016 in place and not renew it now and take time during 2015 to revisit the capital program and its management and priorities and then adopt a CFA for FY 2017-2022."

Mrs. Hynes moved, with a second by Mr. Smedberg, to approve the amended minutes. The vote in favor was cast by Commissioners Cook, Foust, Greenfield, Hudgins, Hynes, LaRock, LeMunyon, McKay, Rust, Smedberg and Snyder.

Consent Agenda

Mrs. Hynes moved, with a second by Mr. McKay, to approve the following Consent Agenda:

- Approve the NVTC Annual Budget Process
- Authorize the Chairman to Submit Letters of Endorsement for NVTC Jurisdictions Seeking Funding Under the USDOT's 2015 TIGER Discretionary Grant Program

Delegate LeMunyon asked if there are copies of the TIGER Grant endorsement letters. Ms. Coyner explained that last year NVTC endorsed all NVTC jurisdiction's TIGER grant applications. This year USDOT's application deadline is June 4, 2015. Yesterday, NVTC received a request from Alexandria to endorse its TIGER grant application for the Potomac Yard Metrorail station. Mrs. Hynes stated that the rationale last year was since these are competitive grants and jurisdictions are only submitting projects that are already in the Six-Year Improvement Program (SYIP), NVTC decided to support and endorse all these efforts in the spirit of leveraging where you can.

Ms. Mitchell arrived at 12:10 P.M.

Chairman Snyder stated that in the future, staff should include the letters with the requested action or distributed them electronically to Commissioners prior to sending them, when possible.

Delegate LeMunyon also asked if it would be helpful to synchronize NVTC's budget process with the General Assembly budget process, since the General Assembly does not finish its budget until March. NVTC's budget process calls for approval by January. Ms. Coyner stated that the jurisdictions requested that NVTC complete its budget no later than January so they can move forward with their budgets, since they fund NVTC's general and administrative budget. Chairman Snyder stated that NVTC wants to be responsive to the jurisdictions as well as to give the full Commission time to review the budget. Ms. Coyner noted that NVTC's budget could be amended to reflect changed circumstances.

The Commission then voted to approve the Consent Agenda and it passed. The vote in favor was cast by Commissioners Cook, Foust, Greenfield, Hudgins, Hynes, LaRock, McKay, Mitchell, Rust, Smedberg and Snyder. Delegate LeMunyon abstained.

Report of the Virginia Members of the WMATA Board of Directors

Mrs. Hynes observed staff did an excellent job on the summary, which brings the Commission up-to-date on WMATA issues. She gave an update on the Governance Committee and the search for a new General Manager/CEO. A few weeks ago, several WMATA Board Members suggested using an approach similar to what was done by MARTA where they brought in an outside firm to do a management audit to look at

management and business process issues to help guide the search for a new General Manager/CEO and then be the basis for the work plan for the new General Manager/CEO moving forward. The WMATA Board has decided to pursue a management audit. Next Thursday the Governance Committee will be looking at a scope of work for the audit, which will then move into a competitive bid process.

Mrs. Hynes also gave an update on the FY2014 audit financials. When Mr. Downey was here at the April 9th meeting, he stated he was hopeful that the audit would be completed by the end of April. She reported that this has not happened and does not have a new completion date. WMATA has weekly communications with the Chief Financial Officers of the jurisdictions to keep them up-to-date on the status of the audit. Everyone understands how critically important it is to get this audit completed. She stated that it will not be an unqualified opinion.

Mr. Cook asked if the WMATA Board has discussed issuing a plan of action regarding the issues raised in the audit financials rather than waiting and reacting after the audited financials are released. To acknowledge WMATA knows it has some problems and is committed to fixing them might reduce some of the apprehension of the public. Mrs. Hynes agreed. Mr. Cook stated that making a statement ahead of time could avoid potential problems.

Mr. McKay asked to what extent WMATA is linking the search for a new General Manager/CEO and what will be learned from the audit. Mrs. Hynes stated that the management audit is expected to launch in June and be completed by December or early January 2016. The issues embedded in the FY2014 audit are clearly delineated in FTA's Financial Management Oversight (FMO) report. She does not think there are more problems to be uncovered, but there are areas, such as staffing, salary, benefits, efficiency, that will be looked at within the management audit which is more performance and business practice related. Mr. McKay stated the management audit will be a great tool for the WMATA Board and the new General Manager/CEO.

In response to a question from Delegate LeMunyon, Mrs. Hynes stated that the search for a new General Manager/CEO has stopped and is on hold. Delegate LeMunyon asked if potential candidates will be briefed on these financial issues. Mrs. Hynes responded that the root of the FY2014 audit issues are outlined in the FMOA report and is a public document.

Delegate Rust asked if the General Manager/CEO search will be impacted by the management audit. Mrs. Hynes stated that the WMATA Board wants to make sure they are absolutely clear on the issues. By going through the scope of work, it will get the questions on the table. In the end, she thinks the final General Manager/CEO selection will be influenced by what is learned from the management audit. It is her guess that the General Manager/CEO will not be selected until after the management audit report is completed.

Delegate LeMunyon asked if it is still a possibility for the auditors to open up the FY2012 and FY2013 audits. Mrs. Hynes stated that she can't answer that since she is not a member of the Audit Committee. Delegate LeMunyon asked if this question could be

addressed at the June monthly meeting or whether additional information could be provided between meetings.

Executive Director Report

Chairman Snyder congratulated staff on their hard work on today's forum. The forum was a phenomenal event that brought together a scope and depth of expertise, including federal, state, local, business, government, and advocacy groups. He stated that as NVTC moves forward it will be critical to package this information and make it available. He asked staff to identify ways to make information available through its website and other venues. The question now is "what do we do next?"

Chairman Snyder stated that it is well documented that there is economic value to rail, especially VRE and Metrorail. For him, this forum solidified the concept of the importance of regional bus service especially for areas not dense enough to support rail and for the outlying regions. He stated there needs to be a real focus on connectivity. One answer isn't necessarily the right answer for the entire region. It is also important to employ technology more effectively. His roundtable talked about friction costs—if it takes too long to get information, people will go someplace else. In his view, the forum is only as effective as the action NVTC takes following it. He encouraged Commissioners to seriously think about how we take this and move forward to work with the federal, state, and regional governments as well as the private sector to address transportation needs of this region. The collective challenge is to make "transportation be transformative" as Congressman Connolly spoke about at the forum. Chairman Snyder asked staff to place a forum follow-up on the agenda for the next meeting.

Ms. Coyner stated that for everyone who attended the forum and for some who couldn't (registration had to be closed because of room capacity) will receive a thank you for their participation and will be asked to complete a survey as a follow-up. They will also have access to color copies of the case profile posters that were on display in the research area. She thanked NVTC staff, as well as DRPT, VDOT, congressional staff, and the research partners, for helping to make the forum a success.

Turning to the Executive Director Report, Ms. Coyner explained that the report is blue sheeted to provide up-to-date information on key issues, including Envision Route 7 Outreach, emergency planning, and TSDAC. The newsletter is now a stand-alone e-newsletter that will be sent out to a broader audience.

Ms. Coyner introduced Karen Finucan Clarkson, NVTC's new Communications and Outreach Manager, who started just over a month ago and jumped right in to support the virtual launch of the Envision Rt. 7 Outreach and today's Transit Means Business Forum.

Regarding TSDAC, Ms. Coyner stated that NVTC commented on the findings and recommendations of DRPT that no jurisdictions had experienced a loss in total transit capital assistance. DRPT's analysis also showed that as a result of the shift in the calculation of the state share from net to gross, NVTC's WMATA Compact jurisdictions will lose approximately \$5.2 million in state funds in FY2015. This is consistent with

NVTC's analysis. She stated NVTC staff will work with DRPT to address improvements in the state's transit capital funding program. Neither TSDAC nor DRPT sought action to address the impact of the shift from net to gross at this time. Instead, TSDAC will continue to monitor the operating and capital programs. The Commonwealth Transportation Board (CTB) is expected to consider DRPT's report at its May meeting. Ms. Coyner stated that she will replace Al Harf as one of the two Virginia Transit Association representatives on TSDAC after he departs PRTC.

Ms. Coyner also highlighted that NVTC will be attending the Commonwealth Transportation Board (CTB) meeting on May 19-20 in Northern Virginia.

Mr. McKay suggested taking the message of the forum to the VTA Conference. He stated everyone here agrees in the benefits of transit but there are big gaps in other parts of the Commonwealth who are not hearing the message on how important transit is to Northern Virginia and what that means to the other areas of the state. He asked how the message can be packaged statewide to people who do not look at transit the same way this region does.

Ms. Coyner stated that NVTC's Kate Mattice and David Koch are conducting a roundtable discussion on Transit Oriented Development in Small Communities at the VTA conference and it is a real opportunity to have these types of discussions. Delegate Rust will also be the keynote speaker for the VTA luncheon and will speak of the lessons he has learned about transit as a legislator. Ms. Coyner reported that following NVTC's forum, some of the business partners have agreed to work to make a statewide business network. Staff will look for other opportunities as well.

Mrs. Hynes suggested the VACO and VML conferences are venues that include people who don't experience transit the same as Northern Virginia. NVTC needs to continue to keep sharpening these types of messages for these types of conferences, including the impact of taxes to state revenue and how it benefits other regions of the Commonwealth.

Ms. Mitchell stated she wishes she could take the entire forum panel on tour with her throughout the state. Hearing the message from the business community is important. With no disrespect to VTA, it is a little like preaching to the choir. She agreed VACO and VML conferences are good venues. Mr. McKay agreed and stated it is important to address it from many different levels, including the business community and jurisdictional staff. He is sure other parts of the state don't package their transit message the same way Northern Virginia does and it may be helpful to hear the stories of the business communities in Northern Virginia and how important transit is to them. The VTA Annual Conference is the next statewide intersection of people. He agreed VACO and VML conferences are also good.

Ms. Coyner stated that at last year's VTA conference, NVTC organized a panel on Making the Business Case for Transit, which was the groundwork for today's forum. It would be easy to take the story/message and visuals from the forum to the VTA conference.

Washington, D.C. to Richmond High-Speed Rail Project

DRPT Director Mitchell introduced Emily Stock, Project Manager for the Washington, D.C. to Richmond High-Speed Rail Project (DC2RVA). DRPT is holding three public meetings in early June in Richmond, Fredericksburg and Alexandria to solicit public comment on the process that will be used to evaluate potential alternatives for improvements in the project corridor. The public open house in Alexandria is scheduled for June 1st at 5:00-7:30 P.M. at the Hilton Alexandria Old Town.

Ms. Stock reviewed the project overview and schedule. This project is part of the larger southeast rail initiative by the Federal Railroad Administration dating back to 1991 for the Washington, D.C. to Jacksonville, Florida rail corridor. Virginia is also working with Northern Carolina on the Richmond to Raleigh segment that is currently undergoing a Tier II NEPA assessment. The Washington, D.C. to Richmond section (123 miles) is undergoing a Tier II Environmental Impact Study (EIS). The message from Tier I, which was completed in 2002, is that it is important to make high speed rail a competitive option compared to automobile or air travel and to stay within the CSX rail corridor.

Ms. Stock stated that Tier II will include 30 percent engineering work, closely partnered with VRE, CSX, and Amtrak. This is a shared use corridor with freight rail, commuter rail, and intercity passenger rail. A number of improvements being considered are third track construction of the entire alignment, efficiency improvements, and stationary improvements. It is not a sealed corridor. The process will continue screening alternatives to identify a narrowed range of reasonable alternatives, which will be presented for comment at a third set of public meetings. Completion of the Tier II EIS is currently scheduled for late 2017.

Ms. Mitchell stated that DRPT is working closely with VRE to make sure there is coordination. This will be a very long-term plan to build the whole corridor with third rail to Northern Carolina and it will require substantial federal funding, which does not exist today. There is some state funding available and DRPT is also looking for ways to use intercity passenger rail funds to build out third track segments to reduce bottlenecked areas, especially in Richmond.

Delegate LeMunyon asked how much time will be saved with high-speed rail compared to current VRE times for the Alexandria to Fredericksburg segment. Ms. Stock replied the estimates are that it will save 30 minutes from Richmond to Washington, D.C. Further analysis on how much time will be saved for shorter segments will be generated during the service development and ridership and revenue analysis segments of the project. Mr. Allen stated that VRE runs currently up to 79 miles per hour on straight track. High-speed rail would reach up to 90 mph. VRE is working to put in island platforms to serve the third track, which will benefit VRE as well as any future high-speed rail service.

Delegate LeMunyon observed that high-speed service could divert passengers off VRE. Ms. Stock stated that these types of impacts will be part of the ridership and revenue analysis. Mr. Allen stated that VRE already has Amtrak trains that serve VRE passengers who buy additional Step-Up tickets. It supplements VRE service and VRE sees high-speed rail also complimenting VRE service.

Chairman Snyder stated that schedules would need to be carefully coordinated to not have duplicative service. He sees adding third track as a positive but hopes it will be worth the additional costs. He asked about NVTC's role in this project. Ms. Coyner stated that both PRTC and NVTC are parties to the EIS process now being conducted by the FRA. VRE is providing technical expertise. Chairman Snyder asked for periodic updates of the project.

Delegate Minchew arrived at 1:08 P.M.

Commonwealth and Regional Agency Reports

Department of Rail and Public Transportation (DRPT). DRPT Director Mitchell stated that DRPT will be bringing the TSDAC recommendation to the Commonwealth Transportation Board (CTB) at the May 19-20 meetings. It is anticipated that there will be robust discussions on HB2 and I-66 at the CTB workshop. CTB also re-established its Rail Committee to provide DRPT a more detailed look at policies regarding the Rail Enhancement Fund (REF), which is primarily for freight rail improvements although the Commonwealth has in the past used funds for passenger rail improvements. VRE has also been a recipient of REF funding. The Rail Committee expects to bring a recommendation on possible legislative changes to the CTB in September with formal action by CTB in October.

In response to a question from Chairman Snyder, Ms. Coyner stated NVTC actively covers CTB meetings and is working with Nick Donohue on the HB2 workshop discussion. NVTC staff is also helping CTB member Scott Kasprowicz set up aerial tours for the members. Aimee Perron Seibert regularly staffs CTB meetings for NVTC.

Virginia Railway Express (VRE). Mr. Allen reported that VRE participated in a recent emergency drill conducted by Amtrak in the tunnel going into Union Station. On-time performance for the month of April was 94 percent for both lines and average daily ridership was just under 20,000. VRE is conducting its annual Meet the Management Events, with the next one scheduled for May 13th at L'Enfant Station. He invited Commissioners to participate. He announced Donna Boxer, VRE's Chief Financial Officer, received a Certificate of Achievement in Excellence in Financial Reporting (CAFR) from the Government Finance Officers Administration (GFOA). The Mobile Ticketing program will be rolled out to all passengers on May 15. He stated track work will be done on the Fredericksburg line and the Spotsylvania Station is expected to open this summer. He concluded his report by announcing that VRE kicked-off the Gainesville-Haymarket extension work with Norfolk Southern.

Chairman Snyder requested a discussion at a future NVTC meeting on cyber risk in new technology for Metro and VRE. If it is a real concern, then the region needs to figure out how to collectively address it. Mrs. Hynes stated that it is her understanding that the Washington Metropolitan Council of Governments (WMCOG) is leading a conversation on this. Ms. Coyner stated staff will investigate and report back. Chairman Snyder stated

he is not looking for duplicative work, but the Commission should discuss this issue for VRE and Metro operations.

Northern Virginia Transportation Authority (NVTA). Mrs. Hynes reported that NVTA adopted its FY2015-FY2016 Two-Year Program consisting of 21 highway and 16 transit projects, totaling \$345.9 million. She also stated that NVTA is keeping some funds in reserve.

Delegate Rust stated he made a comment at NVTA that he has been told that if you take all the VDOT money and after taking off the top all projects already committed and approved for funding, VDOT has about \$400 million left for the entire Commonwealth. In comparison, NVTA allocated \$345.9 million for F2015-FY2016. For those that did not think the General Assembly did a good job on HB2313, here is the proof that it did. Delegate Minchew observed that he was impressed with how smooth the NVTA project selection process went.

FY2016-FY2012 Draft Six-Year Improvement Program (SYIP)

Chairman Snyder reported that he presented NVTC's testimony on the SYIP to the Commonwealth Transportation Board at its public hearing. The testimony called for increased investment in Northern Virginia' regional transit network. He cited the strong relationship between high quality transit and economic vitality among other benefits of transit investment.

FY2014 NVTC Annual Transit Performance Update

Ms. Coyner stated that due to the lateness of the hour staff will forgo giving a full presentation, but Commissioners were provided with detailed visual charts. Overall, transit ridership declined in Northern Virginia between FY2013 and FY2014, although several transit agencies, notably Arlington's ART and Loudoun County Transit (LCT) commuter bus experienced ridership increases. The changes in ridership may be attributed to a number of factors, including the federal government shutdown in October 2013, a decrease in the commuter tax benefits in January 2014, and – in the case of Loudoun County Transit's growth – the acquisition of new bus routes not previously reported.

NVTC FY2015 Third Quarter Ridership Report

Delegate LeMunyon observed that without the Silver Line ridership increase, Metrorail ridership would be down. Ms. Coyner stated that this is attributable to many factors including the expiration of parity for the commuter benefit.

NVTC Annual Agenda

Ms. Coyner stated that the 2015 Annual Agenda provides a calendar of major issues to be addressed by the Commission at its monthly meetings. It will be updated each month. There were no questions.

Financial Items for March 2015

The financial reports were provided to Commissioners and there were no questions. Ms. Coyner reported that the auditors will be on-site at NVTC doing preliminary field work the first week of June. She also reported NVTC will close out the fiscal year in good shape.

Other Business

Delegate LeMunyon requested staff circulate to Commissioners the letter from Congressman Connolly and Congresswoman Comstock to Secretary Layne's about I-66 Inside and Outside the Beltway. Ms. Mitchell stated that DRPT met with the congressional delegation to brief them on the I-66 project. DRPT has done some redesign to minimize right-of-way issues. Ms. Coyner stated that the public meetings are tentatively being held on June 16 and June 17 in Alexandria and Fairfax. Mrs. Hynes observed that Arlington has meeting that conflicts with June 16. Ms. Mitchell and Ms. Coyner both offered to go back to VDOT and look at rescheduling.

Chairman Snyder encouraged Commissioners to attend the VTA Annual Conference on May 19-20 in Williamsburg. He will be participating in a panel on technology and use of data. Lisa Guthrie, VTA's Executive Director, welcomed Commissioners to attend. She provided a few highlights about the conference.

Adjournment

Mrs. Hynes moved, with a second by Mr. Cook, to adjourn. Without objection, Chairman Snyder adjourned the meeting at 1:25 P.M.

Approved this 4th day of June, 2015.

David F. Snyder
Chairman

Jeffrey McKay
Secretary-Treasurer

AGENDA ITEM #3: CONSENT AGENDA

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: May 28, 2015

SUBJECT: Consent Agenda

A. Authorization for Chairman Snyder to Send Letters Regarding PRIIA Funding for WMATA

The Commission is asked to authorize NVTC's Chairman to send letters requesting the full Passenger Rail Investment and Improvement Act (PRIIA) funding for WMATA be restored. The letters would be sent to the House and Senate Appropriations Committee Chairs and Ranking Members, as well as the Northern Virginia congressional delegation.

The House Appropriations Committee recently passed its [FY 2016 Transportation, Housing and Urban Development, and Related Agencies funding bill](#), which proposed halving the annual \$150 million federal contribution to Metrorail under the Passenger Rail Investment and Improvement Act (PRIIA). U.S. Representatives Don Beyer, Barbara Comstock and Gerry Connolly worked closely with the chair of the House Appropriations Committee to close the \$75 million gap and restored \$25 million, bringing WMATA's total appropriation to \$100 million. In 2008, Congress passed PRIIA authorizing \$150 million/year to WMATA from FY 2009 and FY 2018. These funds are matched at a 50 percent non-Federal share from Virginia, the District of Columbia, and Maryland. The PRIIA-authorized funding is used address safety requirements of the National Transportation Safety Board (NTSB), repair aging track, invest in new rail cars, fix broken escalators and elevators, rehabilitate rail stations and platforms, and replace the system's oldest Metrorail cars. The Senate has not acted on this legislation nor has the House scheduled a floor vote on this action.

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--DRAFT--

June 5, 2015

Chairman
Hon. David Snyder

Vice Chairman
Hon. Jay Fiset

Secretary/Treasurer
Hon. Jeffrey McKay

Commissioners:

City of Alexandria
Hon. William D. Euille
Hon. Paul C. Smedberg

Arlington County
Hon. Mary Hynes
Hon. Jay Fiset
Hon. Walter Tejada

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. Jim Corcoran

Virginia General Assembly
Sen. Richard Black
Sen. Jennifer Wexton
Del. David LaRock
Del. James LeMunyon
Del. J. Randall Minchew
Del. Thomas D. Rust

Executive Director
Kelley Coyner

The Honorable Hal Rogers
Chairman of the House Appropriations Committee
U.S. House of Representatives
2406 Rayburn House Office Building
Washington, DC 20515

Dear Chairman Rogers:

On behalf of the Northern Virginia Transportation Commission (NVTC), I am writing to express our concerns regarding the House Appropriations Committee's proposal to reduce Passenger Rail Investment and Improvement Act (PRIIA) funding for the Washington Metropolitan Area Transit Authority (WMATA) to \$100 million. NVTC supports full restoration of the \$150 million in federal PRIIA funding for WMATA.

As you are aware, in 2008, Congress passed the Passenger Rail Investment and Improvement Act (PRIIA), which authorized \$1.5 billion for WMATA between FY 2009 and FY 2018, if the region adopted a dedicated funding source(s) and provides an additional \$1.5 billion to match the federal funds. Virginia, Maryland, and the District of Columbia have all passed the Compact amendments required to receive the federal funding, and the non-federal matches are in place.

The House Appropriations Committee recently passed its FY2016 Transportation, Housing and Urban Development, and Related Agencies funding bill, which provided only \$100 million in grants for WMATA. We believe that reducing this funding is problematic, particularly since these funds are related to improving the system's safety. The PRIIA-authorized funding is used to support areas such as: addressing safety requirements of the National Transportation Safety Board (NTSB), repairing aging track, investing in new rail cars, fixing broken escalators and elevators, rehabilitating rail stations and platforms, and replacing the system's oldest Metrorail cars. Some of these cars have been in service for more than 30 years. Additionally, as this money is matched by the three signatory jurisdictions, this reduction in \$50 million by the federal government could actually result a loss of an additional \$150 million for the system in FY2016. A loss of this magnitude would be extremely detrimental for the system.

The federal government is the region's largest employer, and approximately 42 percent of morning peak Metrorail riders are federal employees. The federal and private employees who rely on WMATA services will feel the impact of any reduced funding.

We ask for your assistance to ensure that the federal government meets its obligations to the region and its own employees, and fully fund the PRIIA funding. Thank you for your efforts to address this shortfall and ask for your continued support to increase this funding to its authorized level.

Sincerely,

David F Snyder
Chairman

cc: Hon. Tim Kaine
Hon. Mark Warner
Hon. Don Beyer
Hon. Barbara Comstock
Hon. Gerry Connolly
Hon. Rob Wittman

AGENDA ITEM #4: VIRGINIA RAILWAY EXPRESS

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and Rhonda Gilchrest

DATE: May 28, 2015

SUBJECT: Virginia Railway Express

A. VRE CEO Report and Minutes

VRE's Chief Executive Officer Doug Allen will be present to update the Commission on VRE highlights. The [VRE CEO April 2015 Report](#) and the [Minutes of the May 15th Meeting of the VRE Operations Board](#) are attached.

B. ACTION ITEM: [Resolution #2275: Authorization to Execute the First Option Period of the Operations and Maintenance Contract with Keolis Rail Services, LLC](#)

The VRE Operations Board recommends the Commissions authorize the VRE Chief Executive Officer to modify the contract with Keolis Rail Services Virginia, LLC for operations and maintenance services by approving: 1) the first of two five-year option periods and 2) up to \$20,931,000 for the first year of the first option period for a total contract value not to exceed \$116,527,554 for operations and maintenance through June 30, 2016. [More information about the contract with Keolis is included in the attached VRE memorandum.](#)

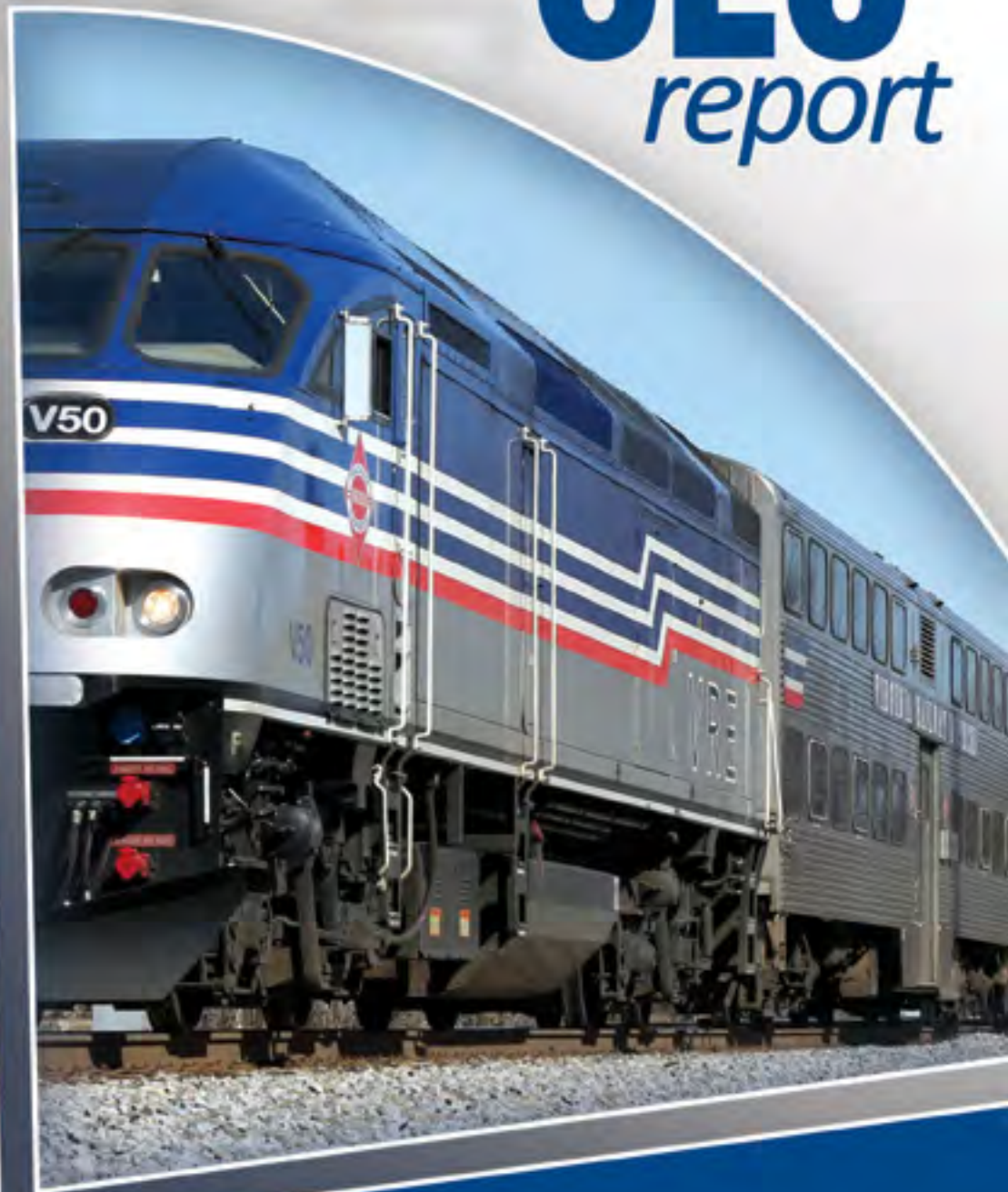
C. INFORMATION ITEM: Procurement and Contract Award Thresholds Increased for VRE CEO

The VRE Operations Board approved an increase in the VRE Chief Executive Officer's procurement authorization and contract award authorities from \$50,000 to \$100,000. The Management Audit Report recommended increasing the approval thresholds to allow the VRE Operations Board to focus on procurements with greater budgetary and policy implications. It was also recommended that any purchase greater than \$50,000 be communicated to the Operations Board as an information item to provide transparency. The Management Audit recommended the Operations Board revisit procurement thresholds every two years to determine whether approval levels should be adjusted to account for inflation and other factors. Any procurement over \$100,000 would continue to require Operations Board approval of the procurement as well as the award of contract. [VRE memorandum on details of procurement and contract award thresholds.](#)

D. INFORMATION ITEM: VRE Financial Plan

At its May 15th meeting, the VRE Operations Board heard a presentation on Strategic Financial Forecasting from VRE's Chief Financial Officer Donna Boxer and JoAnne Carter, Managing Director of the PFM Group, the consulting firm that created the model for VRE's Financial Plan. The presentation was an introduction to the financial model with some preliminary observations on the baseline scenario. A follow-up workshop will be held in July with the VRE Operations Board. This customized financial model incorporates VRE's unique characteristics and funding needs. The model allows for the creation of multiple scenarios, both initially and in the future. The initial scenarios are a baseline level of service and two growth scenarios, based on implementation of the System Plan. All operating, maintenance and capital costs associated with the various scenarios are included in the model.

CEO *report*



MAY 2015

VIRGINIA RAILWAY EXPRESS
A Better Way. A Better Life.





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MEET THE MANAGEMENT

Every spring, VRE launches our Meet the Management events at our five busiest destination stations. Meet the Management allows VRE's management team the opportunity to personally interact with passengers, and listen to their suggestions and ideas to improve VRE. We hosted our first Meet the Management event at Washington's Union Station on April 29. In May, we were at L'Enfant Station on May 13 and will be at the Crystal City Station on May 20 and Alexandria Station on May 27. On June 3, we will be at the Franconia/Springfield Station.

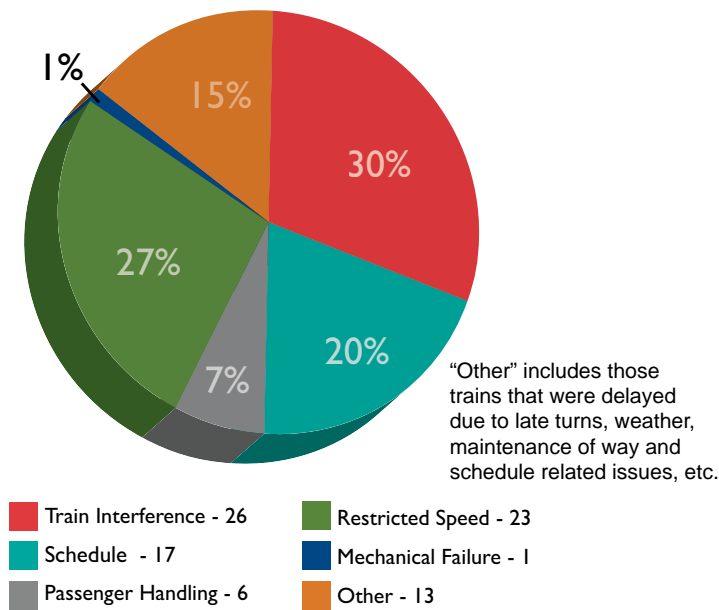


ON-TIME PERFORMANCE

On-Time Performance (OTP) for April 2015 was 96 percent, up from 94 percent in March 2015. The Manassas Line operated at 96 percent while the Fredericksburg Line was 95 percent. Restricted speed orders and train interference were the primary causes of reduced overall OTP. Typical passenger handling and schedule issues were the remaining principal causes of delays. In April, VRE operated 660 trains with 29 trains arriving over five minutes late to their final destination. There were 15 late trains on the Manassas Line and 14 late trains on the Fredericksburg Line.



REASON FOR DELAYS



Note: There were a total of 86 delays during the month of April but only 29 late trains. The reason for the difference is that a train may encounter several delays during its operation which may or may not cause it to be late. For instance, a train could be late leaving Union Station waiting for another train to depart the station. During the course of its run it could also encounter a signal issue, yet still arrive at its final destination on-time. That train experienced two delays but was not “LATE” (arriving at its final destination later than five minutes).

TRIP DELAYS

SYSTEM-WIDE	FEB.	MAR.	APR.
Total late trains	44	36	29
Average length of delay (mins.)	17	15	13
Number over 30 minutes	7	3	2
Total days with heat restrictions	0/18	0/21	0/22
On-Time Performance	92%	94%	96%
FREDERICKSBURG LINE			
Total late trains	25	12	14
Average length of delay (mins.)	13	12	16
Number over 30 minutes	1	0	2
On-Time Performance	90%	96%	95%
MANASSAS LINE			
Total late trains	19	24	15
Average length of delay (mins.)	23	16	9
Number over 30 minutes	6	3	0
On-Time Performance	93%	93%	96%

RIDERSHIP UPDATE

April 2015 average daily ridership was 19,040* compared to 19,567 in April 2014. The total monthly ridership was 418,875*, down from 430,471 compared with the previous April, a decrease of 2.7 percent. The number of full service days in April was 22, the same as the previous April.

*using estimated Amtrak ridership

RIDERSHIP MONTH-TO-MONTH COMPARISON

DESCRIPTION	MONTHLY RIDERSHIP
April 2014	430,471
April 2015	418,875*
Full Service Days (Current/Prior)	22/22
Ridership Percent Change	-2.7%

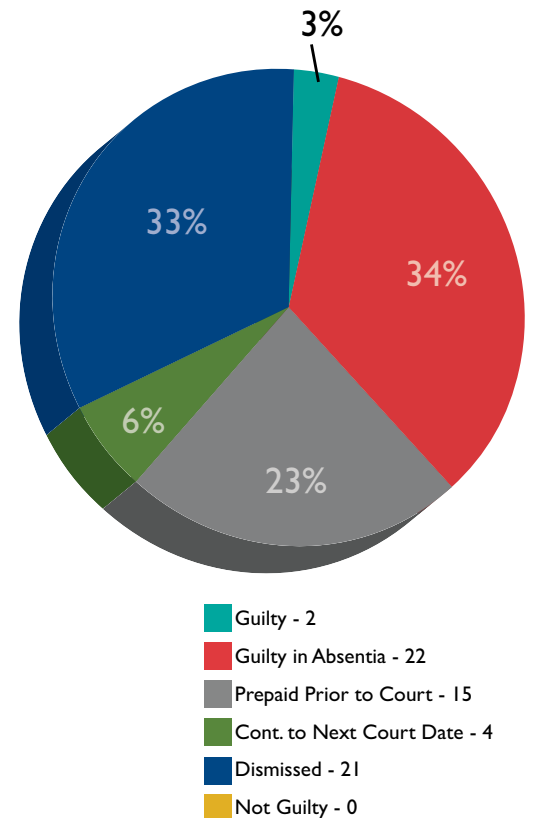
MONTHLY CITATIONS UPDATE

During the month of April, Keolis wrote 149 citations; 32 fewer than last month. VRE waived 51 citations after riders showed proof of purchase of a monthly ticket and 34 others were waived as a one-time courtesy, per the conductor's request, unique circumstances or other reasons. Of the remaining 64 that went to court, two were found guilty, zero were found not guilty, 21 were dismissed, 22 were guilty in absentia, 15 were prepaid and four were continued to next month.

WAIVED CITATIONS

VRE ACTIONS	OCCURRENCES
Waived – Passenger showed proof of a monthly ticket	51
Waived – One-time courtesy	5
Waived – Per the request of the conductor	24
Waived – TVM error	0
Waived – Defective ticket	1
Waived – Per Ops Manager	0
Waived – Unique circumstances	2
Waived – Insufficient processing time	0
Waived – Insufficient information	0
Waived – Lost and found ticket	1
Waived – Other	1
TOTAL WAIVED CITATIONS	85

FARE EVASION COURT ACTIONS



RIDERSHIP CHART

DATE	MSS AM	MSS PM	TOTAL MSS	ACTUAL OTP TD	FBG AM	FBG PM	FBG TOTAL	ACTUAL OTP TD	TOTAL TRIPS	ACTUAL OTP TD
1	4,447	4,303	8,751	94%	4,967	5,151	10,118	93%	18,868	93%
2	4,642	4,158	8,800	100%	4,952	5,086	10,038	93%	18,838	97%
3	2,872	3,288	6,160	94%	3,717	4,007	7,724	93%	13,884	93%
4										
5										
6	4,609	4,133	8,742	100%	4,581	4,661	9,242	100%	17,983	100%
7	5,055	4,718	9,774	94%	4,922	5,055	9,976	86%	19,750	90%
8	4,609	4,443	9,052	100%	4,991	5,050	10,041	86%	19,094	93%
9	5,054	4,679	9,733	100%	4,971	4,995	9,966	100%	19,699	100%
10	3,690	3,790	7,480	100%	3,891	3,908	7,799	100%	15,279	100%
11										
12										
13	4,349	4,391	8,740	94%	4,862	4,947	9,808	100%	18,548	97%
14	4,627	4,814	9,441	94%	5,091	5,237	10,329	100%	19,770	97%
15	4,802	4,720	9,522	75%	5,188	5,249	10,437	100%	19,959	87%
16	4,584	4,633	9,217	88%	5,045	5,150	10,195	100%	19,411	93%
17	3,812	3,578	7,390	100%	3,973	4,078	8,051	79%	15,441	90%
18										
19										
20	4,154	4,967	9,121	100%	5,024	4,967	9,991	100%	19,112	100%
21	4,963	4,827	9,790	94%	5,019	5,231	10,250	100%	20,040	97%
22	4,786	5,058	9,844	100%	5,284	5,550	10,834	93%	20,678	97%
23	4,861	4,761	9,622	100%	5,147	5,229	10,376	100%	19,998	100%
24	3,669	3,708	7,377	100%	3,817	4,169	7,986	93%	15,363	97%
25										
26										
27	4,609	4,730	9,339	100%	5,670	4,702	10,372	100%	19,711	100%
28	4,798	4,966	9,764	94%	5,252	5,400	10,652	100%	20,416	97%
29	4,598	5,193	9,791	94%	4,987	5,130	10,117	93%	19,908	93%
30	4,553	4,727	9,280	94%	4,990	5,154	10,144	93%	19,424	93%
	98,144	98,586	196,730	96%	106,340	108,105	214,445	95%	411,175	96%

Amtrak Trains:	700
Adjusted total:	197,430

Amtrak Trains:	7,000
Adjusted total:	221,445

Amtrak Total:	7,700
Adjusted Total:	418,875

# of Service Days:	22	Full Service Days:	22
Manassas Daily Avg. Trips:	8,942	Adjusted Avg.:	8,974
Fred'burg Daily Avg. Trips:	9,748	Adjusted Avg.:	10,066
Total Avg. Daily Trips:	18,690	Adjusted Avg.:	19,040

Total Trips This Month:	418,875
Prior Total FY-2015:	3,419,854
Total Trips FY-2015:	3,838,730
Total Prior Years:	66,970,373
Grand Total:	70,809,103

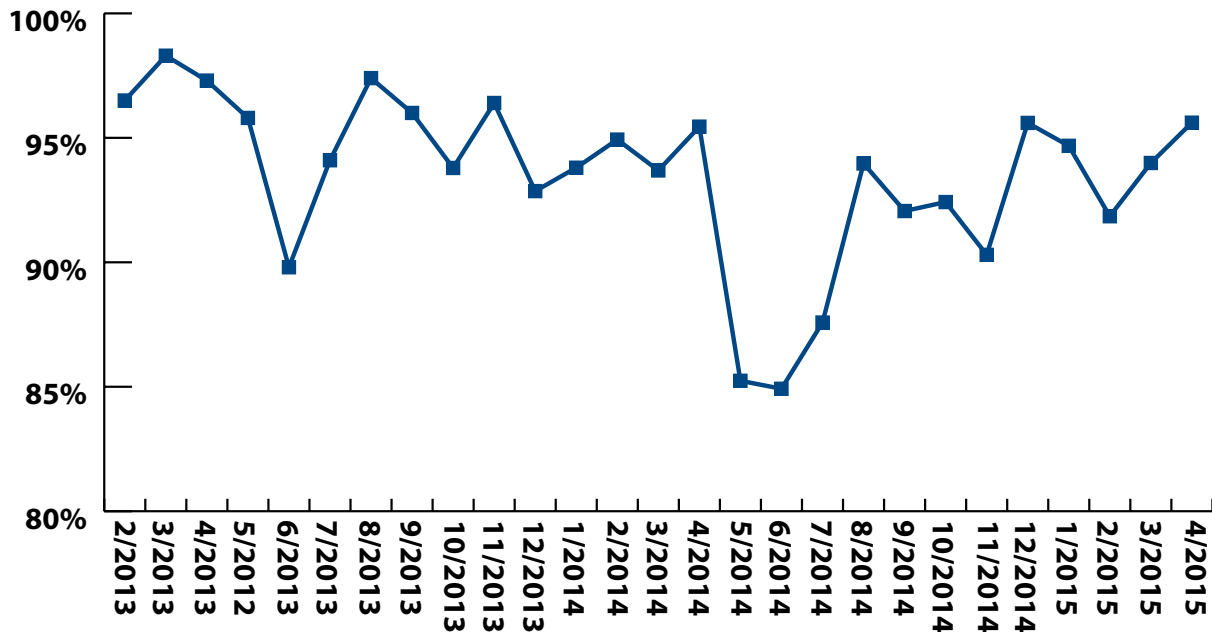
*Numbers in red are estimated.

Total Number of Service Days to Date:	206
Average Daily Riders to Date:	18,635

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

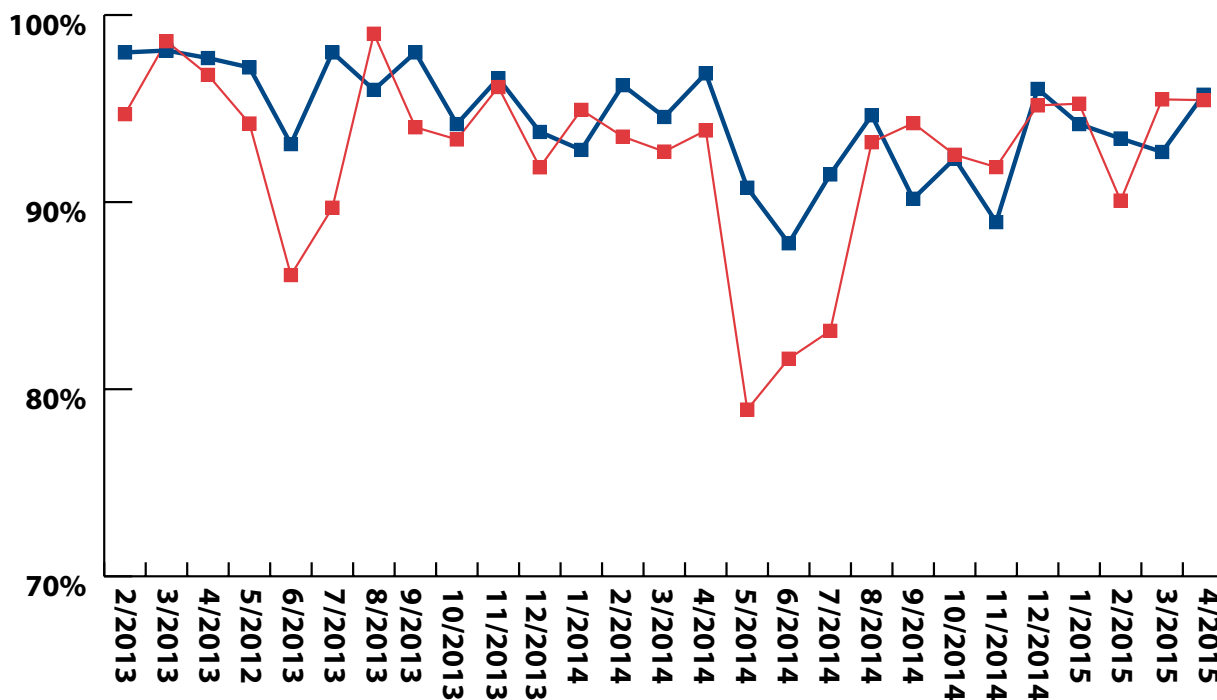
ON-TIME PERFORMANCE

SYSTEM PERFORMANCE

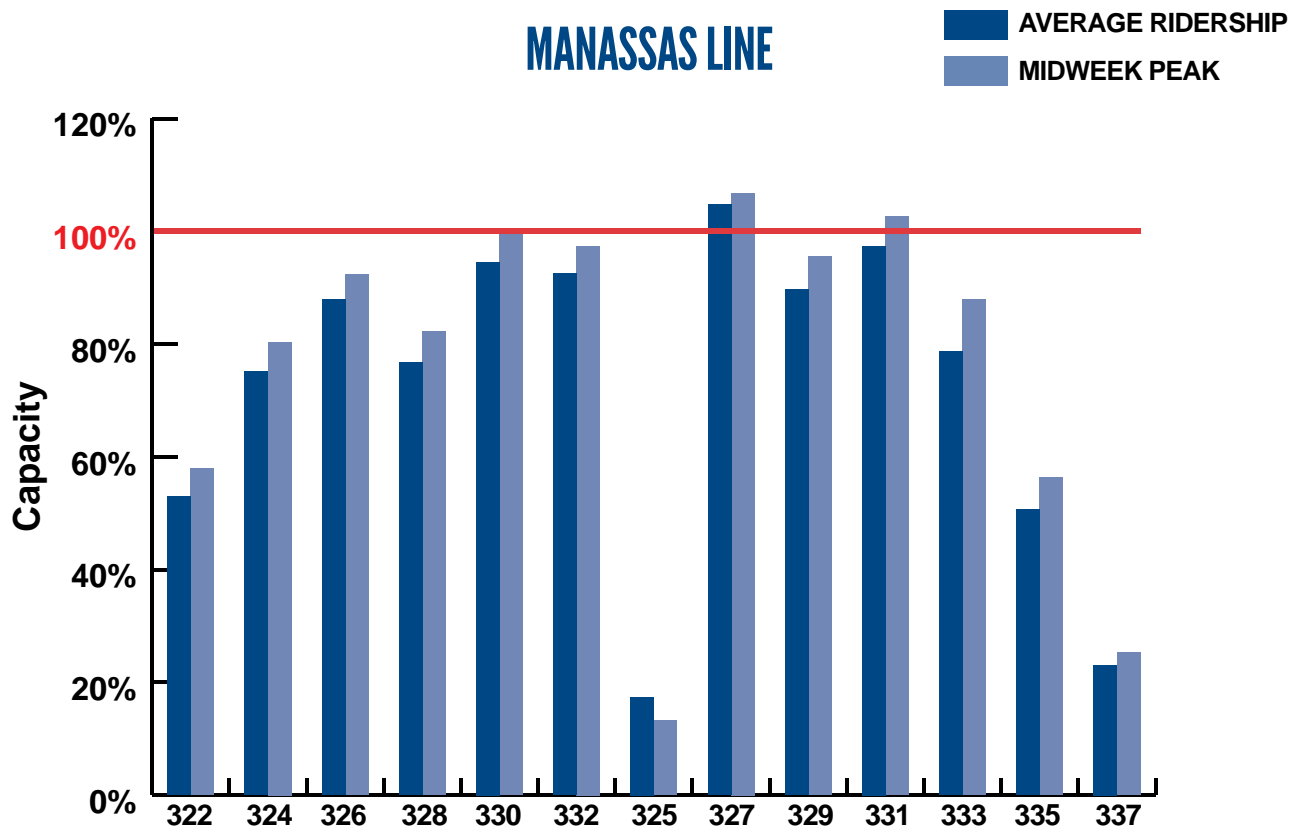
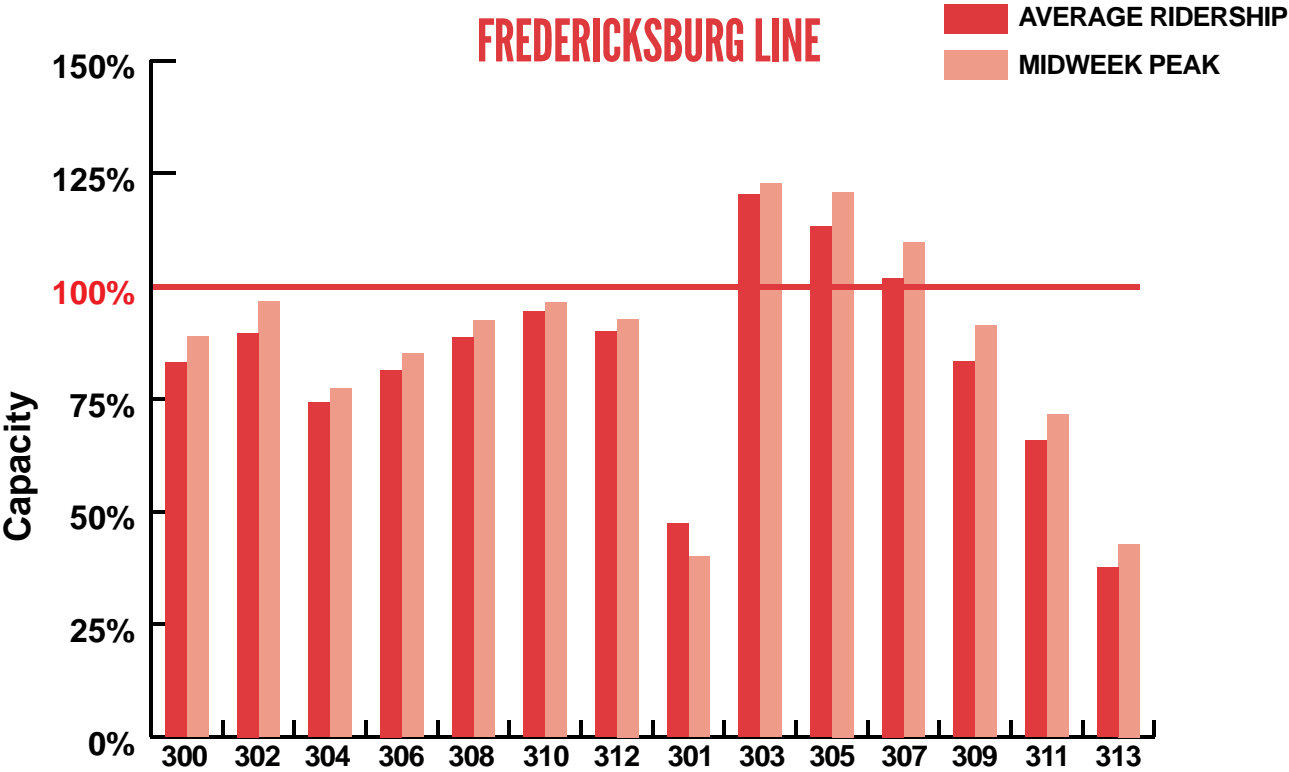


PERFORMANCE BY LINE

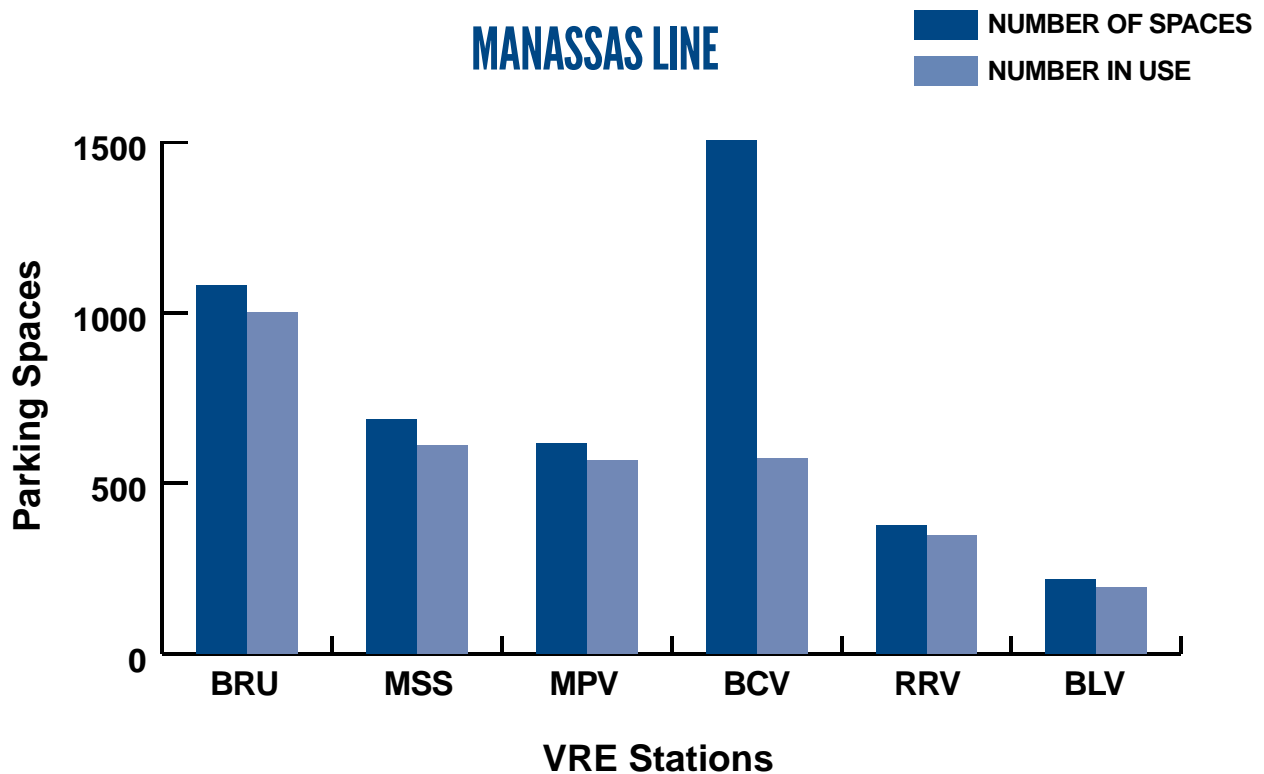
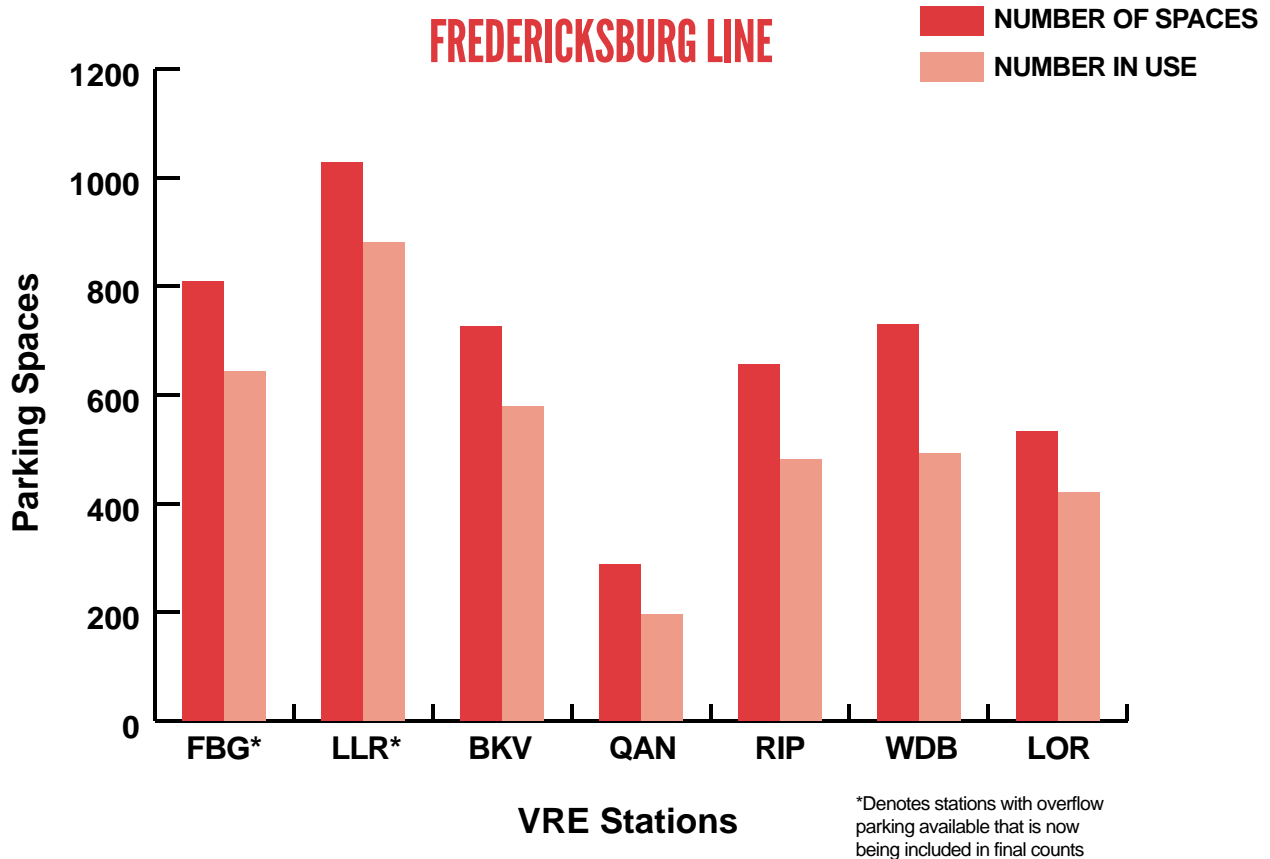
■ FREDERICKSBURG LINE
■ MANASSAS LINE



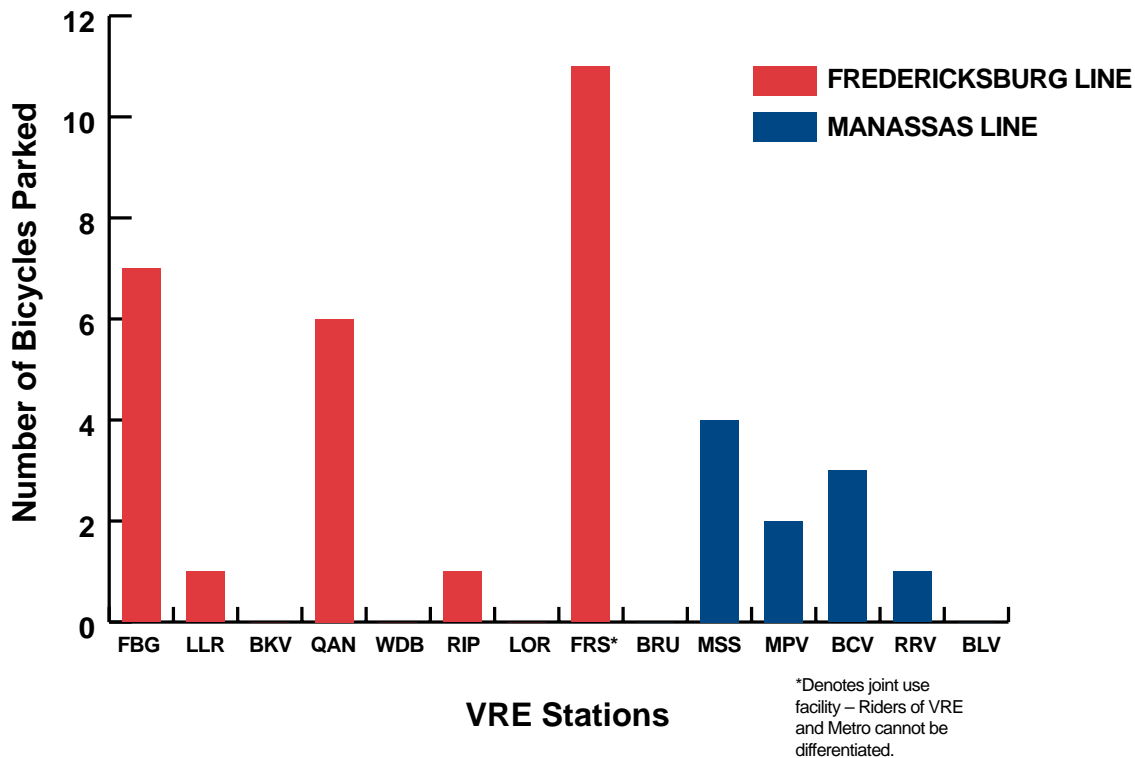
TRAIN UTILIZATION



PARKING UTILIZATION



BICYCLE COUNTS



FINANCIAL REPORT

SUMMARY OF FINANCIAL RESULTS – MARCH 2015

MEASURES	DOLLARS	GOAL	ACTUAL
Operating Ratio		55%	57%
BUDGETED REVENUE	81,579,601		
Budgeted Revenue YTD	64,058,361		
Actual Revenue YTD	64,549,316		
Cumulative Variance	490,955		490,955
Percent Collected YTD		78.52%	79.12%
BUDGETED EXPENSES	81,579,601		
Budgeted Expenses YTD	56,506,072		
Operating Expenses YTD	53,191,394		
Cumulative Variance	3,314,678		3,043,050
Percent Expended YTD		69.26%	65.20%
NET INCOME (LOSS) FROM OPERATIONS			3,805,633

Fare income for the month of March was \$183,894 below the budget – an unfavorable variance of 5.72 percent. The cumulative variance for the year is 0.95 percent or \$258,356 above the adopted budget. Revenue in FY 2015 is down 1.8 percent compared to FY 2014. The budget reflects the amended budget adopted at the December 2014 Operations Board meeting.

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

These figures are preliminary and unaudited.

FINANCIAL REPORT, *CONT.*

FY 2015 OPERATING BUDGET REPORT, FEBRUARY 28, 2015

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD VARIANCE		TOTAL FY14 BUDGET
					\$	%	
OPERATING REVENUE							
Passenger Ticket Revenue	2,910,064	2,775,211	24,542,768	24,100,518	442,250	1.8%	36,662,000
Other Operating Revenue	1,100	12,490	172,224	108,466	63,758	58.8%	165,000
Subtotal Operating Revenue	2,911,164	2,787,701	24,714,992	24,208,984	506,008	2.1%	36,827,000
Jurisdictional Subsidy (1)	-	-	16,428,800	16,428,800	-	0.0%	12,305,001
Federal/State/Other Jurisdictional Subsidy	2,003,901	1,797,152	17,433,636	17,226,817	206,819	1.2%	28,472,731
Appropriation from Reserve	-	-	-	-	-	0.0%	2,749,000
Interest Income	3,414	3,414	20,866	20,866	-	0.0%	15,300
Total Operating Revenue	4,918,479	4,588,267	58,598,294	57,885,467	712,826	1.2%	80,369,032
OPERATING EXPENSES							
Departmental Operating Expenses	5,021,816	5,167,754	43,518,210	46,565,286	3,047,075	6.5%	73,255,179
Debt Service	-	-	3,238,561	3,238,561	-		6,714,870
Other Non-Departmental Expenses	-	-	4,025	-	(4,025)		398,983
Total Operating Expenses	5,021,816	5,167,754	46,760,796	49,803,847	3,043,050	6.1%	80,369,032
NET INCOME (LOSS) FROM OPERATIONS	(103,338)	(579,486)	11,837,497	8,081,620	3,755,877		-
CALCULATED OPERATING RATIO			57%	52%		Goal	55%
(1) Total jurisdictional subsidy is \$16,428,800. Portion shown is attributed to Operating Fund only.							



CAPITAL PROJECTS

SPOTSYLVANIA STATION

With the coming of spring, work is proceeding quickly on the new end-of-the-line station in Spotsylvania County. Lampposts have been installed and steel structural elements are being erected for shelters and canopies. New track has been laid alongside the station platform as part of the parallel Hamilton to Crossroads Third Track project and track cut-in with signal system modifications required by CSX Transportation (CSXT) are scheduled for June 2015.

Work is also proceeding on grading and drainage for the adjacent 1,500-space parking lot by Spotsylvania County's contractor. The new station will open as soon as VRE and Spotsylvania County work is complete, which is anticipated to be this summer.



With concrete platform work complete, the new Spotsylvania Station begins to take form. From right-to-left, the picture shows the two active CSXT main line tracks and (peeking out from under stone ballast) the new third main line track, and the new platform track that also leads to the VRE Crossroads Maintenance and Storage Facility.



Adjacent to the new Spotsylvania Station platform on the left, the County's contractor is completing site grading and installing drainage in preparation of paving the 1,500-car parking lot.

CAPITAL PROJECTS, *CONT.*

ALEXANDRIA STATION PEDESTRIAN TUNNEL

This project eliminates an at-grade crossing used by passengers at the Alexandria Union Station and will provide ADA access to the East Platform which is inaccessible unless using the at-grade crossing today. The project will add flexibility to operate VRE trains on Track #1 (the track farthest from the station building and used almost exclusively by freight trains) and improve intermodal transfers between VRE, Metrorail, Metrobuses and DASH buses.

VRE's contractors have completed soil borings and surveys of the track and station area. The survey information will be used to create the base mapping for design and engineering. Geotechnical testing is currently being conducted on the soil boring collected to determine subsurface conditions which could affect tunnel construction. Gannett Fleming, our prime contractor on the project, has also completed revisions to the original conceptual engineering report. The new tunnel will be just north and parallel to the existing tunnel that will ultimately be abandoned. The new tunnel will continue to connect directly into the Metrorail's King Street Station.

L'ENFANT STATION SIDING WAYSIDE POWER

With midday storage for VRE trains at a premium, this project is converting an existing, manually operated stub track immediately north of L'Enfant Station into a dual-ended siding track with remotely operated switches. When complete, this will provide additional storage space for a full trainset in proximity to Washington's Union Station. CSXT force account work completed and approved the design of track, switch and signal modifications and a Construction Agreement Addendum has been executed between CSXT and VRE. CSXT has begun ordering material and will schedule construction/installation mobilization during an upcoming 90-day construction window planned in spring 2015.

VRE issued an Invitation for Bids on April 14, 2015 for construction of wayside power necessary to provide standby electrical power to VRE train sets stored on the previously constructed storage track east of the existing VRE L'Enfant Station. A non-mandatory pre-bid meeting was held on April 22, 2015 at VRE's office in Alexandria and was followed by an on-site visit at L'Enfant Station and the Crossroads Maintenance and Storage Facility (where pre-purchased materials for wayside power are being stored). Bids are due May 18, 2015. VRE is also working with Pepco to install wayside power for stored rolling stock, enabling the system to become operational this summer.



The VRE geotechnical contractor collects soil borings along the future tunnel alignments between at the Alexandria Union Station and the King Street Metrorail stations to determine subsurface conditions for engineering.

CAPITAL PROJECTS, *CONT.*

USDOT PEDESTRIAN AND BICYCLIST ASSESSMENT OF VRE L'ENFANT STATION

VRE staff participated in an assessment of pedestrian and bicyclist safety at and around the VRE L'Enfant Station. The U.S. Department of Transportation (USDOT) is convening, facilitating and participating in safety assessments in each state as on-the-ground examinations of a road corridor or transit center conducted by a multidisciplinary team. The D.C. event was led by the Federal Railroad Administration (FRA) and attended by 15 regional and headquarters staff members from various USDOT agencies.



VRE joined USDOT staff for a joint assessment of pedestrian and bicycle access to L'Enfant Station.

The purpose of these assessments is to:

- Facilitate and encourage relationship-building between people who work for the different jurisdictions and share responsibility for creating safer streets.
- Engage practitioners who are not typically focused on pedestrian and bicycle safety.
- Focus on locations that have non-motorized safety challenges.

The assessments provide a real-world environment to foster discussions, share knowledge, identify patterns that result in gaps in the non-motorized network and build relationships and plans that will help lead to safer pedestrian and bicycle networks over time.

The event began with a briefing by FRA and District Department of Transportation staff, and a safety briefing by VRE staff. Small groups then positioned themselves to observe the arrival of two VRE trains, and the passenger flows on the platform and through the station exits. Next, the groups assessed the environs of the station by walking or bicycling. Observations and recommendations are being collated into a report which will be circulated to all participating agencies.

Observations and recommendations included:

- The station was generally accessible for pedestrians and bicyclists, clean and had adequate signage and street furniture.
- The yellow tactile strip could be enhanced by painted lettering reminding passengers to stay behind the line.
- Rules relating to bringing bicycles on trains could be posted at stations.
- There are no wayfinding signage or visual markers on streets adjacent to the station. Pedestrians or bicyclists trying to locate and access the L'Enfant station for the first time would have difficulties.
- Street trees planted along the northern side of Virginia Ave. were struggling to grow in adverse conditions caused by the pavement and raised rail bed.
- Construction signs providing a warning/caution to vehicles encroached on the limited pedestrian right-of-way.

PARKING DEMAND FORECASTS FOR VRE STATIONS

Parking demand forecasts for each VRE station are being finalized. Forecasts of ridership on the Fredericksburg and Manassas Lines developed for the VRE System Plan 2040 were refined to identify parking demand at each station for the

CAPITAL PROJECTS, *CONT.*

years 2020, 2030 and 2040. Forecasts were developed for all existing origin stations as well as future stations at Potomac Shores and Spotsylvania. Forecasts reflect population growth in current and potential VRE regional travel markets as well as planned service improvements (i.e. an increased number of peak trains and “skip-stop” service).

Forecasts were based on FY 2013 daily inbound boardings and the access modes of riders based on the 2013 master agreement survey. As an approximate “validation” of the baseline (FY 2013) parking space demand estimates, these estimates were compared to observed number of “in use” parking spaces based on a 2014 study. A spreadsheet tool was used to calculate parking demand in four steps:

- Growth in ridership at existing stations due to the growth in population implied by the land use activity forecasts in identified station catchment areas
- Adjusted ridership due to new stations (i.e. Potomac Shores and Spotsylvania)
- Parking demand for existing levels of service (i.e. no-action)
- Parking demand with service improvements (i.e. added trains and skip stop)

This parking demand forecast is a starting point for individual station planning. The study highlighted several stations where further study is required, including Rolling Road and Manassas Park on the Manassas Line, and Lorton, Woodbridge, Rippon, Quantico, Leeland Road and Fredericksburg stations on the Fredericksburg Line. Fine tuning the forecasts will account for factors such as: use of station parking by non-VRE riders; VRE riders parking on neighborhood streets or other locations and the ambiguity in the impacts of future stations.

Station	No Action				Added Trains + Skip Stop		
	FY 2013	FY 2020	FY 2030	FY 2040	FY 2020	FY 2030	FY 2040
Fredericksburg Line							
Lorton	329	341	372	401	386	420	453
Woodbridge	533	625	722	789	725	837	915
Rippon	537	482	545	600	560	632	695
Potomac Shores	-	283	320	352	328	371	408
Quantico	287	267	317	350	310	368	406
Brooke	523	629	775	956	729	899	1,109
Leeland Road	823	580	716	859	673	830	997
Fredericksburg	1,067	736	842	930	853	977	1,078
Spotsylvania	-	2,195	2,547	2,858	2,546	2,955	3,315
Inbound Total	4,100	6,139	7,155	8,094	7,111	8,289	9,377
Manassas Line							
Backlick Road	157	166	178	189	196	210	223
Rolling Road	411	414	419	423	489	494	499
Burke Centre	866	887	912	936	1,046	1,077	1,105
Manassas Park	685	742	810	866	891	972	1,039
Manassas	798	917	1,035	1,121	1,100	1,242	1,346
Broad Run	1,098	1,312	1,511	1,654	1,574	1,813	1,985
Inbound Total	4,015	4,438	4,865	5,190	5,296	5,808	6,197



CAPITAL PROJECTS, *CONT.*

\$30.9 MILLION APPROVED TO ADVANCE VRE PROJECTS

The Northern Virginia Transportation Authority (NVTa) approved funding totaling \$30.9 million for five VRE projects as part of its FY2015-2016 Two Year Program at its April 23, 2015 meeting. The projects include design and construction of platform improvements at the Franconia-Springfield and Rippon Stations, construction of railroad signal-switch improvements at Slaters Lane in Alexandria on the CSXT main line, preliminary engineering for parking expansion at the Manassas Park Station and a study of expansion opportunities at the Crystal City Station. All of the projects support the long-range expansion of VRE service as outlined in the VRE System Plan 2040 and are included in the VRE FY2016-2021 Capital Improvement Program.

The Rippon station second platform expansion and Slaters Lane crossover are two of the improvements VRE has committed to implement in the CSXT corridor between Washington and the VRE Crossroads Yard in Spotsylvania County as part of the overall corridor improvement to enhance freight and passenger rail service. The two projects, along with second platforms at the Lorton, Brooke and Leeland Stations and the Alexandria Station Pedestrian Tunnel, will provide operational flexibility and throughput capacity for CSXT, VRE and Amtrak trains and are prerequisites to initiating VRE service to the Potomac Shores Station.

The Franconia-Springfield platform improvements include modifications to both platforms to service longer trains and to provide additional capacity to platform trains from the future Fredericksburg Line third track currently being evaluated in the DRPT DC2RVA Rail study. The Crystal City Station study will also assess future expansion of the station to accommodate longer trains as well as platform trains from multiple tracks, including future VRE bi-directional service as proposed in the VRE System Plan 2040.

The NVTa funding will be used to investigate the expansion of parking and prepare preliminary engineering plans for the parking expansion at the Manassas Park Station. VRE will work with Manassas Park officials to identify opportunities to integrate the parking expansion with the city's redevelopment plans for the Manassas Park City Hall and City Center Business District.

FACILITIES UPDATE

The following is a status update of VRE facilities projects:

Completed projects:

1. Replacement of waste oil tank pump at Broad Run Yard
2. Replacement of sewage pump at Broad Run Yard
3. Installation of emergency supplies storage boxes at stations
4. Repairs of gravel parking lot at Fredericksburg Station
5. Replacement of broken glass panes at Fredericksburg Station
6. Repair of damaged stair treads at Rolling Road Station
7. Replacement and repair of damaged concrete wheel stops at Broad Run triangular parking lot

CAPITAL PROJECTS, *CONT.*

FACILITIES UPDATE, *CONT.*

Projects scheduled to be completed this quarter:

1. Installation of right-of-way security fencing project at Burke Centre Station
2. Removal of obsolete attendant booths at Woodbridge Station parking garage
3. Repair of damaged tactile strip on east platform at Fredericksburg Station (depending on weather and flagman availability)
4. Repairs of gravel parking lot at Leeland Road Station
5. Replacement of cigarette receptacles at stations

Projects scheduled to be initiated this quarter:

1. Painting of several stations (locations TBD)
2. Correction of drainage pipe slope at Crossroads Yard
3. Modifications to obsolete ADA lift enclosures to provide open-structure shelters at Lorton, Leeland Road and Backlick Road stations
4. Installation of platform and inter-track warning signs at stations
5. Identification of additional parking lots requiring restriping

Ongoing projects:

1. Renovations at Alexandria headquarters
2. Installation of additional benches at various stations
3. Modification of wayside power pedestals at Broad Run and Crossroads yards to increase status light visibility and improve cable storage
4. Replacement of worn or damaged signage at various stations
5. Installation of additional “no smoking” signs at various stations
6. Development of scope of work for tactile warning strip replacement Invitation for Bids (IFB) for various stations
7. Development of scope of work for canopy replacement IFB for L’Enfant and Leeland Road stations
8. Development of scope of work for platform concrete rehabilitation IFB for Fredericksburg Station
9. Development of scope of work for elevator rehabilitation IFB for Franconia-Springfield and Rippon stations
10. Plan and specification development in preparation for upcoming IFB for stair replacement at Rippon Station



PROCUREMENT

UPCOMING PROCUREMENTS

- Repair and Overhaul of Locomotive Rotating Electrical Equipment
- Stair Replacement at the VRE Rippon Station
- Engineering and Environmental Services for Platform Improvements
- General Planning Consulting Services I – Project Development Services
- Development of Design Guidelines and Standard Specifications
- Engineering and Environmental Services for the Rolling Road Station Platform Extension
- Enhancement of VRE System Safety Program
- Lorton Station Enhancements
- Fire and Intrusion Alarm Monitoring and Maintenance Service
- Elevator Rehabilitation or Replacement at Franconia-Springfield and Rippon Stations
- Replacement of Tactile Warning Strips at Station Platforms
- Rehabilitation of Fredericksburg Station Platforms
- Replacement of Platform Canopies, Gutters and Downspouts at L'Enfant and Leeland Road Stations

[illegible]

[illegible]

COMMUTER STATIONS & PARKING PROJECTS

Project & Code	Description	Task (s)	Task Description (s)	Project Manager	Board Item Number	% of Total Task Completion	Calendar Completion Date (Est.)
Alexandria Station Tunnel and Other	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.	Feasibility Study	Prepare a feasibility study with limited survey to investigate challenges associated with designing, permitting and constructing a tunnel under a live CSX track.	Norine Walker	8C-05-2012	100%	4th Quarter 2014
		Site Investigation	Compile soils data and perform in-situ testing to prepare for final design phase and provide VDOT with environmental information.	Norine Walker	8H-10-2013	15%	1st Quarter 2015
		Design & Construction Administration	Design & construction administration for pedestrian tunnel and modifications to east platform.	Norine Walker	8F-12-2013	13%	2nd Quarter 2017
		Design & Construction Administration	Raise the West Platform.	Norine Walker		0%	TBD
Amtrak Joint Recapitalization Project	Amtrak and VRE joint benefit recapitalization projects	Washington Union Terminal Rail Service Improvement Plan	Joint study with Amtrak and MARC re: meeting current and forecasted growth for target years 2017 and 2030.	Christine Hoeffner		100%	Completed
		Coach Yard Wayside Power Upgrade	Upgrade and replace wayside power station for VRE storage tracks at the Coach yard	Rich Dalton		100%	Completed
		WUT Canopy Roof Repairs	Repairs of canopy roof at WUT lower level platforms	Rich Dalton		70%	2nd Quarter 2015
		Alexandria - King St Station Platform Elevation	Raise west platform elevation	Rich Dalton		0%	TBD
Broad Run Parking Expansion	Environmental Analysis and Engineering to expand parking by 700 spaces	EA & PE	Perform environmental analysis and engineering and provide construction administration to expand parking by 700 spaces	Norine Walker	11D-04-2011	30%	TBD
Franconia-Springfield Station Rehabilitation	To make repairs & improvements to the Franconia Springfield Station Eastern Platform & Passenger Walkway	Repairs & Improvements	Infrastructure repairs and improvements to eastern platform and passenger walkway at VRE Franconia-Springfield Station.	Kip Foster	9F-06-2011	100%	Completed 3rd Quarter 2013
		Flagging Services & Protection	Provide flagging services during platform level repairs and overhead pedestrian bridge work.	Kip Foster	9G-06-2011	100%	Completed 2012
		Second Platform		Norine Walker		0%	TBD
Lorton Station Main Platform Expansion	Expansion of station by extending eastern (main) platform	PE and Environmental	EA and PE to extend the exiting platform and construct a second platform.	Eric Johnson	10A-10-2010	100%	Completed 4th Quarter 2012
		Station Expansion Design	Prepare construction documents and provide construction administration for 250' platform expansion with upgraded LED lighting	Eric Johnson	8B-05-2012	90%	1st Quarter 2015
		Platform Extension Construction	Construction of 250' platform extension with upgraded LED lighting	Kip Foster	8B-03-2014	0%	2nd Quarter 2015
		Utility Relocation	Relocate CenturyLink communications line to accommodate platform extension and future second platform	Kip Foster	8C-03-2014	0%	4th Quarter 2014
		Construction Management Services	Provide construction management and inspection services during construction of platform extension	Kip Foster	9A-04-2014	0%	2nd Quarter 2015
Lorton Second Platform	Construction of a Second Platform at Lorton Station	Environmental	Prepare Categorical Exclusion for Second Track construction	Norine Walker	TBD	0%	TBD
		Preliminary Engineering	Design of second platform	Norine Walker	TBD	0%	TBD
Rolling Road Platform Extension	250 Foot Platform Extension / 100 Foot Canopy Extension	PE / Env	250' Platform Extension / 200' Canopy Extension / 200' Future Platform Concept Design	Kip Foster			
Spotsylvania Station (New Station)	Development of a new VRE station in Spotsylvania County (Station Only, NO Parking) near the Crossroads Yard	Station Design & CM Services	Design of the new platform and head house/Construction Eng. Support. Full time on site CM services.	Kip Foster	9G-06-2012 & 9F-09-2013	100% and 50%	Completed 2nd Quarter 2013
		Station Construction	Construction of the new platform and head house.	Kip Foster	9F-05-2013	50%	2nd Quarter 2015
Brooke and Leeland Road		PE / Env Design Construction CM	250' Platform Extension / 200' Canopy Extension / 200' Future Platform Concept Design	Norine Walker			

Status	Change Order, Budget & Schedule Change Notes & Updates	Vendor	Total Adopted CIP Budget Thru FY15 (\$)	Total Board Approved Funds (\$)	Contractual Commitments To-Date (\$)	Total Expenditures To-Date (\$)
Distributed final feasibility report and closing out this task.		AECOM	\$ 10,626,000	\$ 162,711	\$ 147,919	\$ 147,737
Soils borings completed in April 2015 and materials testing underway. Geotechnical report to be submitted to engineering design team in May 2015.	Supplement No. 1, October 2013, \$26,709. Supplement No. 2, May 2014, \$85,752. Supplement No. 3 \$45,405 approved 4-17-2015.	AECOM		\$ 223,554	\$ 162,402	\$ 55,525
Coordination with stakeholders underway. 30% design scheduled for submittal in June 2015. VDOT will conduct Value Engineering Study week of June 25. 60% design will continue through September 2015.	Amendment anticipated for scope not anticipated when awarded contract. Will evaluate need when further along in contract.	Gannett Fleming	\$ -	\$ 1,814,559	\$ 1,728,151	\$ 305,995
Preparing Scope of Work for stand-alone contract to address East Platform widening, track reprofiling, Slater's Lane cross-cover and West Platform leveling.	Transfer funds from Amtrak Joint Recap. Project and add NVTA funding.	TBD	\$278,864	\$278,864	\$ -	\$0
		TOTALS	\$ 10,904,864	\$ 2,479,688	\$ 2,038,472	\$ 509,257
Project completed.	Final invoice received 2/28/14; payment authorized 3/20/14.	Amtrak	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 987,625
Project completed.	Last invoice received 4/12/2013	Amtrak	\$ 750,000	\$ 750,000	\$ 750,000	\$ 515,968
Work will resume in Spring of 2015	Revised Contract executed November 2014.	Amtrak	\$ 1,172,309	\$ 1,172,309	\$ 1,172,309	\$ 573,953
		Amtrak	\$ 278,867	\$ 278,867	\$ -	\$ -
		TOTALS	\$ 3,201,176	\$ 3,201,176	\$ 2,922,309	\$ 2,077,547
No funds available for construction, so on-hold. 30% design submitted. Likely will wait until Gainesville-Haymarket extension project results to determine the future of the Broad Run Station parking expansion.		Dewberry	\$ 3,420,000	\$ 2,031,263	\$ 1,846,603	\$ 393,120
		TOTALS	\$ 3,420,000	\$ 2,031,263	\$ 1,846,603	\$ 393,120
Contract closeout pending contractor submittal of closeout payment affidavit requirements.	Change Order # 1, Canopy Roof/Gutter/Downspouts, \$39,230 Change Order # 2, Stringer Repair/Replacement, \$47,440 Change Order # 3, Structural Steel Repairs/Rehab, \$45,682 Change Order # 4, Window/Jamb Rehab/Replacement, \$4,928 Change Order # 5 - Gutter Repair, \$222	Vista Contracting, Inc.	\$ 522,000	\$ 455,950	\$ 449,141	\$ 426,687
No additional flagging expected.	Force account estimate for flagging in the amount of \$124,765.	CSX Trans.		\$ 132,000	\$ 124,765	\$ 58,185
Platform expansion project. Will combine five station expansion projects into one contract. Board item for March Board meeting.		TBD				
		TOTALS	\$ 522,000	\$ 587,950	\$ 573,906	\$ 484,872
Completed		HDR		\$ 306,350	\$ 278,500	\$ 271,476
HDR providing permit assistance, coordinating Special Inspections, and providing Construction Engineering to include shop drawing review as needed.		HDR		\$ 103,400	\$ 94,000	\$ 87,694
Received Board approval in March 2014 to award construction contract to Hammerhead. Contract awarded in late April 2014. Received Board approval in May 2014 to execute CSX force account agreement for design review and flagging during construction. CSX processing ROE. CSX determining flagging availability and schedule.		Hammerhead Construction	\$ 4,820,000	\$ 991,980	\$ 901,800	\$ 26,000
Received Board approval in March to execute communications line relocation agreement with CenturyLink. Agreement executed in early April.		CenturyLink		\$ 66,664	\$ 60,604	\$ -
Received Board approval in April 2014 to execute task order with Gannett Fleming for construction management and inspection services during construction of platform extension. Task order executed in late April.		Gannett Fleming		\$ 164,786	\$ 149,805	\$ 9,000
		TOTALS	\$ 4,820,000	\$ 2,809,080	\$ 2,632,521	\$ 1,363,914
Pending NVTA Approval.		TBD		\$ -	\$ -	\$ -
Platform expansion project. Will combine five station expansion projects into one contract. Board item for March 2015 Board meeting.		TBD	\$ -	\$ -	\$ -	\$ -
		TOTALS	\$ -	\$ -	\$ -	\$ -
Platform expansion project. Working with procurement on RFP. Anticipate advertising in May 2015			\$ 2,000,000			
		TOTALS	\$ 2,000,000	\$ -	\$ -	\$ -
STV under contract for Construction Engineering Support and Shop Drawing Review thru duration of construction as well as CM through project closeout.		STV	\$ 3,422,500	\$ 703,453	\$ 639,503	\$ 500,000
Platform Concrete Complete. Starting on walkways and headhouse first week in April.	Change Orders 1-5 drainage/fill/concrete due to change conditions over year between bid/award and NTP.	Hammerhead Construction		\$ 2,583,900	\$ 2,468,272	\$ 1,500,000
		TOTALS	\$ 3,422,500	\$ 3,287,353	\$ 3,107,775	\$ 2,000,000
Platform expansion project. Will combine five station expansion projects into one contract. Board item for March Board meeting.		TBD	\$2,463,000	\$ 21,790.00		

TRACK & INFRASTRUCTURE PROJECTS

Project & Code	Description	Task (s)	Task Description (s)	Project Manager	Board Item Number	% of Total Task Completion	Calendar Completion Date (Est.)
L'Enfant Station Wayside Power			TO for Completion of Specifications and Construction Support Services	Norine Walker	N/A	0%	9/1/15
		Wayside Power Construction	Construction of wayside power for stored train sets	Norine Walker	N/A	30%	2nd Quarter 2015
		Switch & Signalization Design	Design of storage track switches and signals	Norine Walker	9B-06-2011	100%	2nd Quarter 2015
Spotsylvania Third Track Expansion (Crossroads to Hamilton - Fredericksburg)	Construct approximately 2.5 miles of third track leading to the new Spotsylvania Station	Third Track Civil Design, Construction Eng. Support, & CM	Environmental Analysis and Final Design, Engineering Support through construction, CM Services through Project closeout.	Kip Foster	9D-06-2010 & 9G-09-2013	100% and 70%	Design Completed 2nd Quarter 2013. CM est. completion 4th Quarter 2015
		Third Track Signal Design	CSX Signal design and engineering support	Kip Foster	9E-06-2012	100%	1st Quarter 2014
		Track & Signal Construction	CSX Construction of Signals and Track	Kip Foster	9H-09-2013	75%	4th Quarter 2015
		Track Work & Structures	Abernathy Construction of Civil, Track, & Structures	Kip Foster	9C-06-2013	67%	Phase 1 4th Quarter 2014 Phase 2 3rd Quarter 2015

PLANNING, COMMUNICATIONS & INFORMATION TECHNOLOGY PROJECTS

Project & Code	Description	Task	Task Description	Project Manager	Board Item Number	% of Total Task Completion	Calendar Completion Date (Est.)
Gainesville Haymarket Expansion Planning	Expansion of VRE Service to Gainesville & Haymarket, VA	G/H Expansion Analysis (Feasibility)	Develop expansion alternatives for VRE Service to G/H	Christine Hoeffner	9D-12-2007	Complete	Complete
		G/H Expansion Project Development, Environmental and Design	Perform planning and project development activities, environmental analysis and engineering design	Christine Hoeffner	9B-03-2015 (A/E contract award) 8E-04-2014 (Auth. For RFP)	0%	9/30/17
		Construction (Future)	Future Track Construction	TBD		0%	TBD
Mobile Ticketing	Development and Implementation of a Mobile Ticketing System			Chris Henry	8H-09-2013	39.5%	6/30/16
System Planning	Prepare system plan to cover 20+ year planning horizon			Christine Hoeffner	9F-04-2013	100%	Complete

Status	Change Order, Budget & Schedule Change Notes & Updates	Vendor	Total Adopted CIP Budget Thru FY15 (\$)	Total Board Approved Funds (\$)	Contractual Commitments To-Date (\$)	Total Expenditures To-Date (\$)
Will advertise to GEC VI contract holders		TBD				
Construction agreement amendment signed and CSXT has begun ordering long lead time items, expect delivery of them in April/May time frame. PEPCO sent notice of fees. Board item for sole source NTE \$110,000 at March Meeting.		NVE		\$ -	\$ 688,480	\$ 208,390
Anticipate construction to begin in Spring 2015 and 12-16 weeks to complete, as per CSXT		CSX Trans.		\$ 250,000	\$ 225,000	\$ 171,912
		TOTALS	\$ 4,283,619	\$ 250,000	\$ 913,480	\$ 380,302
Design Completed 2nd Quarter 2013. Construction Engineering Services and Support through completion of construction. CM services ongoing for duration of construction and through project closeout.		STV		\$ 1,750,743	\$ 1,544,198	\$ 1,275,000
Signal Design for Phase 1 and Phase 2 complete. Design checked by CSX. Construction underway.	Signal	CSX Trans.		\$ 1,009,800	\$ 917,400	\$ 940,853
Signal Construction over 50 % complete. CSX Track Construction scheduled to begin in January 2015.		CSX Trans.	\$ 32,500,000	\$ 20,522,611	\$ 20,522,611	\$ 7,250,000
Phase 1 work complete (other than coordination with CSX for Track Installation). scheduled for completion fall 2015.	Phase 2	Abernathy Construction Corp		\$ 8,880,073	\$8,556,727	\$5,796,735
		TOTALS	\$ 32,500,000	\$ 32,163,227	\$ 31,540,936	\$ 15,262,588

Status	Change Order, Budget & Schedule Change Notes & Updates	Vendor	Total Adopted CIP Budget Thru FY15 (\$)	Total Board Approved Funds (\$)	Contractual Commitments To-Date (\$)	Total Expenditures To-Date (\$)
Feasibility Study Completed on 9/28/2009	Aerial Survey Deferred to NEPA/PE. Revised Consultant Responsibility for Cost Estimating from Belstar to VHB/DMJM	VHB		\$ 1,537,338	\$ 1,397,338	\$ 1,042,749
AECOM selected as consultant; contract award awaiting Commission authority to execute REF grant (funding source)	\$1,500,000 allocated in FY14 NVTA regional funding; project agreement approved by NVTA 7/24/14. Amendment of REF grant 76509-02 pending DRPT/VRE execution; increases project funding by \$2,785,714 to \$4,485,714 when combined with NVTA funds as local match to state grant.	TBD	\$ 5,823,052	\$ 4,365,163	\$ 3,968,330	\$ -
Future Construction Related to Expansion	Funding Sources TBD	TBD		\$ -	\$ -	\$ -
		TOTALS	\$ 5,823,052	\$ 5,902,501	\$ 5,365,668	\$ 1,042,749
beta version currently in use with live tranactions. Full system launch expected on or about 05/15/15		GlobeSherpa		\$ 3,510,627	\$ 1,259,600	\$ 1,259,600
		TOTALS	\$ -	\$ 3,510,627	\$ 1,259,600	\$ 1,259,600
VRE Ops Board adopted plan 1/17/14. Project complete.	GEC task order (\$35,000) for supplemental public outreach/communications support issued 9/30/13	P.B.	\$ 185,000	\$ 150,000	\$ 185,000	\$ 183,593
		TOTALS	\$ 185,000	\$ 150,000	\$ 185,000	\$ 183,593

YARD PROJECTS

Project & Code	Description	Task	Task Description	Project Manager	Board Item Number	% of Total Task Completion	Calendar Completion Date (Est.)
Broad Run Yard Train Wash and Crossroads Yard Warehouse	Design and construction of Broad Run Yard train wash and Crossroads Yard warehouse.	Crossroads Warehouse Design	Conceptual and final design of new Crossroads warehouse.	Eric Johnson	10D-04-2012	100%	Completed 4th Quarter 2012
		Crossroads Warehouse Construction	Construction of new Crossroads warehouse.	Eric Johnson	11E-04-2011	100%	Completed 2nd Quarter 2013
		Broad Run Train Wash Design	Conceptual and final design and construction administration for Broad Run train wash	Norine Walker	9D-06-2012	90%	TBD
		Broad Run Train Wash Construction	Future Construction/Installation Work related to Broad Run train wash	TBD	TBD	n/a	n/a
Crossroads Lifecycle Overhaul and Upgrade Facility	Engineering, Environmental and Construction Services for a Lifecycle Overhaul and Upgrade (LOU) Facility	PE, environmental, final design, construction docs and limited construction services	LCM facility includes ability to remove, repair and reinstall main engines, head end power units, trucks, cart bodies, main generators, auxiliary generators, traction motors, etc. And associated track work.	Norine Walker	9G-09-2014	0%	2017

ROLLING STOCK PROJECTS

Project & Code	Description	Task	Task Description	Project Manager	Board Item Number	% of Total Task Completion	Calendar Completion Date (Est.)
Passenger Railcar Procurement	To Acquire Fifteen (20) New Railcars from Sumitomo to add to the existing VRE Passenger Car Fleet	New Railcar Manufacture (8 cars)	Base Order of 8 New Passenger railcars	Rich Dalton	10C-01-2012	95%	3rd Quarter 2016
		New Railcar Manufacture (7 cars)	Option Order of 7 New Passenger railcars	Rich Dalton	8B-11-2013	22%	1st Quarter 2018
		New Railcar Manufacture (5 cars)	Option Order of 5 New Passenger railcars	Rich Dalton	9F-09-2014	0%	4th Quarter 2018
		New Railcars Engineering Oversight (7 Cars)	On site engineering through warranty administration under MEC V task order STV-0038 under MEC V	Rich Dalton	10A-01-2014	3%	1st Quarter 2018
		New Railcars Engineering Oversight (8 Cars)	On site engineering through warranty administration under MEC V task order STV-0017 under MEC V	Rich Dalton	9E-02-2012	85%	3rd Quarter 2016
Positive Train Control (PTC)	To install and implement Positive Train Control (PTC) for all VRE Locomotives	Positive Train Control Installation and Infrastructure	Positive Train Control for all locomotives and cab control cars (total 41), as mandated by the Rail Safety Improvement Act of 2008.	Rich Dalton	9E-09-2013	0%	4th Quarter 2015
		Oversight	Oversight - Positive Train Control for all locomotives and cab control cars, as mandated by the Rail Safety Improvement Act of 2008.	Rich Dalton	9A-03-2013	5%	4th Quarter 2015

Status	Change Order, Budget & Schedule Change Notes & Updates	Vendor	Total Adopted CIP Budget Thru FY15 (\$)	Total Board Approved Funds (\$)	Contractual Commitments To-Date (\$)	Total Expenditures To-Date (\$)
	STV Task Order #3 Supplement #1 for \$146,414 for additional Crossroads warehouse engineering services	STV/RWA	\$ 5,723,959	\$ 629,248	\$ 619,334	\$ 619,311
Final payment issued in early April 2013.	Contract Amendment No. 1 - Multiple change orders increasing Contract amount by \$124,409 and Contract time by nine days. Contract Amendment No. 2 - Multiple change orders increasing Contract amount by \$87,774 and Contract time by 173 days.	Trinity Construction Group, Inc.		\$ 2,600,000	\$ 2,092,364	\$ 2,125,632
Review of Broad Run train wash 90% design completed. Plan submission to Prince William County and City of Manassas on hold while seeking additional construction funding. VRE submitted comments to STV on Crossroads Train Wash report. Find and provide as-builts to STV and schedule field trip for them to review operations prior to finalizing the report.	Supplement No. 1 - Increased contract amount by \$3,864 for third party construction cost estimate.	STV/RWA		\$ 307,513	\$ 283,421	\$ 174,875
		TBD		\$ -	\$ -	\$ -
TOTALS			\$ 5,723,959	\$ 3,536,761	\$ 2,995,119	\$ 2,919,818
Received Board approval in April 2015 and will award contract once paperwork is completed in May 2015. Design kick-off will be scheduled immediately after the contract award.		STV	\$22,500,000	\$3,146,403	\$ -	\$ -
TOTALS			\$22,500,000	\$3,146,403	\$ -	\$ -

Status	Change Order, Budget & Schedule Change Notes & Updates	Vendor	Total Adopted CIP Budget Thru FY15 (\$)	Total Board Approved Funds (\$)	Contractual Commitments To-Date (\$)	Total Expenditures To Date (\$)
Eight (8) base order cars are currently in revenue service. Warranty period ends 3rd Qtr 2016.	The car numbers are designated as V820 - V827; the cars are in revenue service. Warranty expires in September 2016.	Sumitomo - Nippon Sharyo	\$ 52,544,714	\$ 23,140,000	\$ 21,240,000	\$ 20,009,230
Contract Amendment Executed; preliminary delivery schedule submitted by SCOA/Project Kick Off meeting held on March 20, 2014; project status meetings on-going.	Contract Amendment Executed 12/19/2013 to increase the contract amount and number of cars. Progress meetings on going.	Sumitomo - Nippon Sharyo		\$ 14,805,714	\$ 14,805,714	\$ -
Contract Amendment Executed; preliminary delivery schedule submitted by SCOA/Project Kick Off meeting held on October 28, 2014	The car numbers are V835-V839. Contract Amendment Executed 10-27-14 to increase the contract amount.	Sumitomo - Nippon Sharyo		\$ 10,545,200	\$ 10,545,200	
On-going project status meetings and document reviews; on-site manufacturing oversight to start in February 2015.	The car numbers are designated as V828-V834. Piece parts are currently in production in Toyokawa and Rochelle. On site inspector starts in Rochelle in February 2015 for final assembly.	STV		\$ 892,500	\$ 849,245	\$ 102,637
Warranty Oversight	The second four (4) cars were delivered and placed into revenue service on 9-22-14. The two (2) year warranty period expires on 9-21-16.	STV		\$ 1,474,000	\$ 1,250,000	\$ 1,151,473
TOTALS			\$ 52,544,714	\$ 50,857,414	\$ 48,690,159	\$ 21,263,340
Project Meetings On-going	Contract executed for on-board equipment and installation January 2015.	WRE	\$ 10,821,989			
Task order issued on March 13, 2013 to STV for engineering and oversight work for implementation. MEC IV Task Order 0026	PTC Implementation oversight - Definition Phase - Matrix of tasks was reviewed and approved by VRE for plan development and preparation underway for scope of work including hardware pricing and quotes, STV is also developing back office operation.	STV		\$ 7,980,877	\$ 550,645	\$ 51,475
TOTALS			\$ 10,821,989	\$ 7,980,877	\$ 550,645	\$ 51,475



VIRGINIA RAILWAY EXPRESS
A Better Way. A Better Life.

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**Virginia Railway
Express**

John C. Cook
Chairman

Gary Skinner
Vice-Chairman

Paul Smedberg
Secretary

Maureen Caddigan
Treasurer

Sharon Bulova
John Jenkins
Matt Kelly
Paul Milde
Jennifer Mitchell
Suhas Naddoni
Martin Nohe
J. Walter Tejada
Bob Thomas
Jonathan Way

Alternates

Marc Aveni
Meg Boehmke
Jay Fisette
Frank Jones
Jeanine Lawson
Tim Lovain
Michael May
Jeff McKay
Kevin Page
Paul Trampe
Billy Withers

Doug Allen
Chief Executive Officer

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

M I N U T E S

#4A

VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia May 15, 2015

Members Present	Jurisdiction
Sharon Bulova (NVTC)	Fairfax County
Maureen Caddigan (PRTC)	Prince William County
John C. Cook (NVTC)	Fairfax County
John D. Jenkins (PRTC)	Prince William County
Matt Kelly (PRTC)	City of Fredericksburg
Paul Milde (PRTC)	Stafford County
Jennifer Mitchell	DRPT
Gary Skinner (PRTC)	Spotsylvania County
Paul Smedberg (NVTC)	City of Alexandria
Bob Thomas (PRTC)	Stafford County
Jonathan Way (PRTC)	City of Manassas

Members Absent	Jurisdiction
Martin Nohe (PRTC)	Prince William County
Suhas Naddoni (PRTC)	City of Manassas Park
J. Walter Tejada (NVTC)	Arlington County

Alternates Present	Jurisdiction

Alternates Absent	Jurisdiction
Marc Aveni (PRTC)	City of Manassas
Meg Boehmke (PRTC)	Stafford County
Jay Fisette (NVTC)	Arlington County
Frank C. Jones (PRTC)	City of Manassas Park
Jeanine Lawson (PRTC)	Prince William County
Tim Lovain (NVTC)	City of Alexandria
Michael C. May (PRTC)	Prince William County
Jeff McKay (NVTC)	Fairfax County
Kevin Page	DRPT
Paul Trampe (PRTC)	Spotsylvania County
Billy Withers (PRTC)	City of Fredericksburg

Staff and General Public	
Doug Allen – VRE Monica Backmon – NVTA Gregg Baxter – Keolis Donna Boxer – VRE JoAnne Carter – PFM Group Kelley Coyner – NVTC staff Rich Dalton – VRE Greg Diebler – VRE John Duque – VRE Patrick Durany – Prince William County Steven Grant – LTK Al Harf – PRTC staff Chris Henry – VRE Tom Hickey – VRE Gerri Hill – VRE Christine Hoeffner – VRE Robert Hostelka – VRE	Bryan Jungwirth – VRE Mike Lake – Fairfax County DOT Lezlie Lamb – VRE Bob Leibbrandt – Prince William County Nate Macek – Parsons Brinckerhoff Steve MacIsaac – VRE legal counsel Betsy Massie – PRTC staff Hannah Mayhew – PFM Group Nat Parker – GlobeSherpa Alexis Rice – VRE Lynn Rivers – Arlington County Brett Shorter – VRE Sonali Soneji – VRE Joe Swartz – VRE Scott Townsend – Keolis Melvin Waldrop – PFM Group

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

Chairman Cook called the meeting to order at 9:34 A.M. Following the Pledge of Allegiance, Roll Call was taken.

Approval of the Agenda – 3

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

Approval of the Minutes of the April 17, 2015 Operations Board Meeting – 4

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

Chairman's Comments – 5

Chairman Cook reported on April 23rd NVTA adopted its FY 2015-FY 2016 Two-Year Program totaling \$345.9 million for road and transit projects. VRE received \$30.9 million for platform extensions at Franconia/Springfield and Rippon stations; track and signal improvements on the CSX line at Slater's Lane; and studies to expand the Crystal City VRE station and parking expansion at the Manassas Park VRE station.

Chairman Cook also noted a number of VRE Operations Board Members and VRE staff attended NVTC's Forum: Transit Means Business on May 8th. Ms. Coyner stated 140 people attended and came from transit, government, businesses, chambers of commerce, advocacy groups, and research partners, to discuss how transit impacts the economy. Ms. Bulova stated she was impressed that so many people stayed for the roundtable discussions. Mr. Milde stated he had two delegates at his table and he was able to talk with them about what Stafford County thinks is important, including VRE and HOT Lanes extensions. Ms. Coyner stated one of the Forum case profiles was SunCal, the developer for the Potomac Shores Development and the future VRE station. Mr. Smedberg stated VRE was mentioned numerous times as an important piece to transit. Chairman Cook stated with the discussions about I-66, it is an opportunity for VRE to make its case for the need to expand its service to the Gainesville-Haymarket area. VRE's plans for this extension are connected to how the region deals with the whole I-66 corridor.

Chairman Cook announced the Capital Committee will meet next month following the Operations Board meeting. Ms. Boxer stated the committee will look at the forecasts being done for the Financial Plan in the context of how to develop the FY 2017 VRE budget.

Chairman Cook also announced the Operations Board Recognition Ceremony honoring nine past and present Board Members will be held tomorrow, May 15th, at the Broad Run Station at 9:00 A.M. Ms. Caddigan expressed her regret that she cannot attend.

Chief Executive Officer's Comments –6

Mr. Allen stated VRE is very focused on safety and security issues. He stated Greg Diebler, VRE's Manager of System Safety and Security, recently helped coordinate a joint emergency response exercise with Amtrak in the tunnel going into the Washington Union Station. Also, members of the Transportation Safety Administration's (TSA) surface transportation security office conducted a training session for VRE staff on recognizing potential hazards and dangerous items, such as explosives and suspicious packages.

Mr. Allen reported operations remained strong for the month of April with 96 percent on-time performance.

He acknowledged Monica Backmon, NVTA's Executive Director, and Marty Nohe, NVTA's Chairman, and expressed VRE's appreciation for the NVTA funding.

Mr. Allen also reported the track work on the Fredericksburg line is underway. VRE staff worked with CSXT staff to develop plans to minimize the delays associated with that work. For the first week there have only been a few minor delays.

Mr. Allen stated VRE has been focused on doing a number of outreach events. This past Monday he participated in Kojo Nnamdi's call-in program on WAMU radio. Mr. Peacock was the first to call-in. VRE also continues with the Meet the Management Events. He encouraged Board Members to participate because it is a great opportunity to talk face-to-face with the customers.

Mr. Allen announced the new Mobile Ticketing program was launched today. Mr. Henry recognized Nat Parker, CEO of GlobeSherpa, and Steven Grant, engineering consultant from LTK, who worked on this project. VRE has already received a lot of positive feedback from passengers about the Mobile Ticketing. Mr. Henry explained VRE is unique in that its Mobile Ticketing app includes SmartBenefits, Amtrak Step-Up fare, and reduced fares, which other transit agencies do not typically include in their Mobile Ticketing. GlobeSherpa worked to make this possible and VRE believes it has the best app in the industry.

Mr. Parker thanked the entire Operations Board and staff for the chance to launch this app. He acknowledged Chris Henry and his leadership of this complex project. This is the only application that allows a person to use SmartBenefits to pay for a fare. He is already seeing interest from other agencies, including DASH, Arlington's ART, and PRTC's OmniRide.

Mr. Allen announced Donna Boxer, VRE's Chief Financial Officer, was again recognized by the Government Finance Officers Administration (GFOA) and received a Certificate of Achievement in Excellence in Financial Reporting (CAFR). Mr. Allen introduced Robert Hostelka, VRE's new IT Director. Mr. Allen also reported the Project Development staff has moved into the new office space across from VRE's Headquarters.

Mr. Allen regretfully conveyed the sad news that William Greenup, a former Operations Board Member and Chairman from the City of Fredericksburg, passed away last week.

Mr. Skinner asked for an update on the construction of the platform at Spotsylvania Station. Mr. Hickey gave a brief report on the progress: the platform is constructed; the head house and sidewalks are under construction; the steel is in place for the overhead shelter canopies; and track work is laid and waiting for CSX to "line the track." Mr. Skinner stated weather permitting the target of mid-summer will be realized for opening of the station.

VRE Riders' and Public Comment – 7

There were no comments.

Consent Agenda – 8

Mr. Skinner moved, with a second by Ms. Bulova, to approve the following Consent Agenda items:

- Resolution #8A-05-2015: Authorization to Issue a Task Order for Security Camera Communications and Power Infrastructure Installation
- Resolution #8B-05-2015: Authorization to Issue an Invitation for Bids for Security Camera Equipment
- Resolution #8C-05-2015: Authorization to Issue an Invitation for Bids for Automatic Passenger Counter System
- Resolution #8D-05-2015: Authorization to Issue an Invitation for Bids for Automatic Parking Counter System
- Resolution #8E-05-2015: Authorization to Issue a MEC VI Task Order for General On-Call Services
- Resolution #8F-05-2015: Authorization to Issue a Supplemental GEC VI Task Order for Real Estate Services

Mr. Milde asked a question about funding for the security cameras and the parking counter systems at the stations and if the localities are funding any part of these projects. Mr. Dalton stated VRE has funding to install 20 security cameras but the initial order does not include any cameras for the stations. Ms. Boxer explained that the automatic parking counter system is a system wide expense. Mr. Henry stated that implementation of the parking counter system will begin at Broad Run Station because there are parking issues and it will be helpful to have more accurate counts. Leeland and Brooke stations are also high on the list because of the parking issues at Leeland and parking availability at Brooke. The system will report real-time parking availability that will help VRE to direct passengers to available spaces at other stations.

The Board then voted to approve the Consent Agenda. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Jenkins, Kelly, Milde, Mitchell, Skinner, Smedberg, Thomas, and Way.

Closed Session – 9

Mr. Skinner moved, with a second by Mr. Smedberg, the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (7) of the Code of Virginia), the VRE Operations Board authorizes a Closed

Session for the purpose of consultation with legal counsel and necessary staff concerning Case No. CL-15001416 pending in the Circuit Court of Alexandria and Case No. CL-15000383-00 pending in the Circuit Court of Spotsylvania County.

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

The Board entered into Closed Session at 10:09 A.M. When the Board returned to Open Session, Mr. Skinner moved, with a second by Mr. Smedberg, the following certification:

The VRE Operations Board 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 Chapter 37, Title 2.2 of the Code of Virginia were discussed; and
2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered.

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

Authorization to Execute the First Option Period of the Operations and Maintenance Contract- 10A

Mr. Allen stated the Operations Board is asked to recommend the Commissions authorize him as VRE CEO to modify the contract with Keolis Rail Services Virginia, LLC for operations and maintenance services by approving 1) the first of two five-year option periods, and 2) up to \$20,931,000 for the first year of the first option year for a total contract value not to exceed \$116,527,554 for operations and maintenance through June 30, 2016. Resolution #10A-05-2015 would accomplish this.

Mr. Way asked if VRE adds more railcars would that change the contract amount. Mr. Allen replied that it wouldn't be a large cost to add another conductor.

Ms. Bulova moved, with a second by Mr. Kelly, to approve Resolution #10A-05-2015. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Jenkins, Kelly, Milde, Mitchell, Skinner, Smedberg, Thomas, and Way.

Authorization to Amend the Memorandum of Agreement Regarding Coordination of Technical Analysis, Testing, Funding and Administration for the New Electronic Payments Program (NEPP) - 10B

Mr. Allen stated the VRE Operations Board is asked to authorize him to execute the first amendment to the Memorandum of Agreement regarding the coordination of technical

analysis, testing, funding and administration for the NEPP project. The amendment will cover expenses incurred through FY 2016 for the technical assistance in support of the NEPP implementation. The VRE share of the expenses is calculated at \$69,071 utilizing a formula that takes into account ridership and the regional partners' historical customer use transactions for SmarTrip. Resolution #10B-05-2015 would accomplish this.

Mr. Smedberg moved, with a second by Ms. Bulova, to approve Resolution #10B-05-2015.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Jenkins, Kelly, Milde, Mitchell, Skinner, Smedberg, Thomas, and Way.

Authorization to Issue a MEC VI Task Order for Engineering Oversight for New Passenger Railcars – 10C

Mr. Allen stated the Operations Board is asked to authorize him to execute a Task Order with STV Incorporated under the MEC VI contract for engineering oversight for the purchase of five new passenger railcars in the amount of \$781,250, plus a five percent contingency of \$39,062, for a total amount not to exceed \$820,312. Resolution #10C-05-2015 would accomplish this.

Ms. Bulova moved, with a second by Mr. Smedberg, to approve the resolution.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Jenkins, Kelly, Milde, Mitchell, Skinner, Smedberg, Thomas, and Way.

Approval of Increase to Chief Executive Officer's Spending Authority – 10D

Mr. Allen stated the VRE Operations Board is asked to approve an increase in the Chief Executive Officer's procurement authorization and contract award authorities from \$50,000 to \$100,000. Resolution #10D-05-2015 would accomplish this.

Chairman Cook explained as a result of the Management Audit, increasing the approval threshold was recommended to allow the VRE Operations Board to focus on procurements with greater budgetary and policy implications. The Management Audit recommends procurement authorization and contract award authorities for the CEO of \$100,000. It also recommends any purchase greater than \$50,000 be communicated to the Operations Board as an information item, to provide transparency. The Management Audit also recommends the Operations Board revisit procurement thresholds every two years to determine whether approval levels should be adjusted to account for inflation and other factors. Any procurement over \$100,000 would continue to require the Operations Board approval of the procurement as well as the award of contract.

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

Approval of Standardized Language for Contract Authorizations – 10E

Chairman Cook stated that he would like to bring this action back next month to allow more time to work on this.

Mr. Kelly moved, with a second by Mr. Smedberg, to defer action until next month. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Jenkins, Kelly, Milde, Mitchell, Skinner, Smedberg, Thomas, and Way.

Authorization to Execute a Contract for Disaster Management Services – 10F

Mr. Allen stated the VRE Operations Board is asked to authorize him to execute a contract with FEI Behavioral Health of Milwaukee, Wisconsin for the provision of disaster management services in the amount of \$220,500 for a base year and two option years, with the CEO exercising the option years at his discretion. Resolution #10F-05-2015 would accomplish this.

Terms include a fixed retainer fee of \$7,500 per year, to ensure availability of resources, plus a variable cost option that will be incurred based on the magnitude of an incident. If an incident does occur, the CEO would authorize work using VRE's emergency policy and then amend the contract and authorization at the next Operations Board meeting.

Mr. Allen explained the National Transportation Safety Board (NTSB), along with the railroad industry, recommends that each rail system have a process to mobilize victim support services following a rail disaster. Traditionally these services are provided by disaster response practitioner companies. VRE's current contract with Kenyon International Emergency Services will expire on June 27, 2015.

Mr. Milde moved, with a second by Mr. Thomas, to approve the resolution.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Jenkins, Kelly, Milde, Mitchell, Skinner, Smedberg, Thomas, and Way.

Recognition of Alfred H. Harf for Distinguished Service to the Virginia Railway Express Operations Board – 10G

Mr. Allen stated the VRE Operations Board is being asked to approve a resolution honoring Alfred H. Harf for his contributions to the growth, efficiency and overall success of VRE. Mr. Harf has served as PRTC's Executive Director since 1998. He will leave employment with PRTC in July 2015.

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

On behalf of VRE staff and the Operations Board, Mr. Allen thanked Mr. Harf and presented him with a gift. The Board acknowledged Mr. Harf with applause.

Mr. Harf stated VRE is a topnotch organization and thanked the Operations Board and VRE management. He is leaving when VRE is at the “top of its game” although he knows VRE has some significant challenges with building the system. He is staying in the region and will continue to be interested in transit.

Publication of Proposed Disadvantaged Business Enterprise Overall Annual Goal for Federal Fiscal Years 2016-2018 – 11A

PRTC and VRE have established an overall goal of 7.5 percent DBE participation for Fiscal Years 2016-2018 on U.S. Department of Transportation assisted contracts. VRE falls under PRTC’s DBE program. PRTC has advertised for public inspection for a period of 30 days and public comment for 45 days from the date of publication. The goal once adopted, will be posted on the websites of PRTC and VRE and included in relevant procurement documents involving DOT-assisted contracting opportunities. No action by the VRE Operations Board is needed. There were no questions.

Financial Plan Status Update and Discussion – 11B

VRE’s consultant, PFM Group has created a customized financial model, incorporating VRE’s unique characteristics and funding needs. The model allows for the creation of multiple scenarios, both initially and in the future.

The presentation focuses on the baseline scenario, which consists of continuing current service until 2040. It assumes a three percent fare increase every other year and a three percent subsidy increase every other year. The baseline scenario includes no new service other than the addition of a Fredericksburg train in 2016 and lengthening trains when demand supports it. The model shows aggregate operating costs would grow about 2.8 percent during that timeframe. Even with the three percent fare increases and local subsidy increases every other year, VRE would still have a budget deficit.

Ms. Bulova asked what costs were anticipated to grow the system by 2.8 percent. Ms. Boxer replied the major categories include contractual increases for train operations, access fees, maintenance of equipment, and assumed three percent increase of all other costs.

Ms. Boxer reviewed the capital program. The priority of VRE’s capital funding program is to focus on state of good repair. These projects total \$275 million and are fully funded.

Chairman Cook stated it is important to know the baseline for operating without a shortfall and with a balanced budget, and suggested there should be two baseline scenarios. Ms. Bulova suggested a no growth option. Chairman Cook stated the second could be a baseline with a certain amount of expansion. Ms. Mitchell stated there is a fair amount of expansion in the proposed baseline assumption and it is misleading to say it has no expansion. In response to a question from Mr. Milde, Ms. Hoeffner explained based on assumptions as ridership continues to grow VRE will lengthen trains but not add more trains. By 2020 the estimated average daily ridership is 21,800, which is consistent with VRE’s Six-Year Plan. By 2025, it is estimated just under 24,000; by 2030 it is estimated to be just under 26,000; and by 2040 just over 30,000. Currently, VRE ridership is at 18,500-19,000 average daily ridership.

Ms. Carter went into further detail on the capital program. For FY 2017-FY2040 there is \$3 billion projected in capital, of which \$764 million is programmed funding. There are three major categories of unprogrammed capital projects: shared projects (\$1.5 billion); non-system costs (\$324 million); and system costs (\$450 million). She stated it may make sense for VRE to use financing for future rolling stock purchases. VRE will have some debt capacity in the out years (2030 timeframe). VRE currently has \$74 million of outstanding debt which will be paid by FY 2034. VRE has policies in place which guide debt incurrence. Debt has not been programmed into the baseline but it is clear there is capacity for debt in the future.

In response to a question from Chairman Cook, Ms. Carter stated the baseline assumption of a three percent fare increase and a three percent subsidy increase every other year will still leave VRE with a deficit. Mr. Kelly stated it will be financially difficult for the City of Fredericksburg to manage those levels of subsidy increases. It comes back to the fundamental question of whether this is the best structure in place to meet these goals. Chairman Cook stated that is why it is so important for the baseline to be fiscally constrained. It will ultimately show VRE cannot grow without changing structurally and that VRE needs to look at other options. He stated it is important to have the Financial Plan completed by the fall to be able to go to the General Assembly if legislative solutions are needed. He directed staff to bring the Financial Plan back in two months with a baseline that is fiscally constrained that does not require legislative changes to meet. Then VRE can build options on top of that.

[Mr. Milde left the meeting at 11:51 A.M. and did not return.]

Management Audit Recommendations Update – 11C

Chairman Cook stated staff provides a chart every month showing the progress of the Audit Management recommendations. There were no questions.

Operations Board Members Time – 12

Mr. Kelly thanked Mr. Allen for acknowledging Mr. Greenup's passing. Mr. Kelly stated William Greenup was a former Mayor of the City of Fredericksburg and was instrumental in getting the city to join VRE. Even after leaving public office, Mr. Greenup continued to be involved in rail issues. Mr. Kelly stated he hopes in October when the Board looks at members to honor, Mr. Greenup's name will be considered.

Closed Session – 13

Mr. Smedberg moved, with a second by Mr. Jenkins, the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (1) of the Code of Virginia), the VRE Operations Board authorizes a Closed Session for the purpose of discussion of a personnel matter.

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

The Board entered into Closed Session. When the Board returned to Open Session, Mr. Smedberg moved, with a second by Mr. Kelly, the following certification:

The VRE Operations Board 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 Chapter 37, Title 2.2 of the Code of Virginia were discussed; and
2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered.

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

Adjournment

Without objection, Chairman Cook adjourned the meeting at 12:12 P.M.

Approved this 19th day of June, 2015.

John C. Cook
Chairman

Paul Smedberg
Secretary

CERTIFICATION

This certification hereby acknowledges that the minutes for the May 15, 2015 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Rhonda Gilchrest

**Virginia Railway Express
Operations Board**

**Resolution
8A-05-2015**

**Authorization to Issue a Task Order for Security Camera
Communications and Power Infrastructure Installation**

WHEREAS, VRE requires continuous improvement in safety and security initiatives to protect the system; and,

WHEREAS, VRE currently has a security camera system capable of expansion; and,


WHEREAS, VRE staff and security consultants have identified the need for surveillance at additional locations within the VRE service area; and,

WHEREAS, this Task Order will provide the necessary infrastructure to accommodate additional cameras at locations not currently monitored; and,

WHEREAS, this project will directly address system improvements noted in VRE's System Threat and Vulnerability Assessment conducted in 2013;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order to NV Enterprises for the for the installation of Security Camera Communications and Power Infrastructure.

Approved this 15th day of May 2015


Paul Smedberg
Secretary


John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8B-05-2015**

**Authorization to Issue an Invitation for Bids for
Security Camera Equipment**

WHEREAS, VRE requires continuous improvement in safety and security initiatives to protect the system; and,

WHEREAS, VRE currently has a security camera system capable of expansion; and,

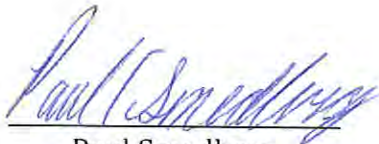
WHEREAS, VRE staff and security consultants have identified the need for surveillance at additional locations within the VRE service area; and,

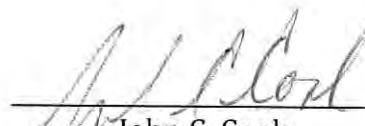
WHEREAS, the Contract will include options to replace existing cameras nearing the end of their useful life, cameras for new facilities and new cameras for existing facilities; and,

WHEREAS, this project will directly address system improvements noted in VRE's System Threat and Vulnerability Assessment conducted in 2013;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Security Camera Equipment.

Approved this 15th day of May 2015


Paul Smedberg
Secretary


John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8C-05-2015**

**Authorization to Issue an Invitation for Bids for
Automatic Passenger Counter System**

WHEREAS, passenger counts are conducted daily on all VRE trains to comply with National Transit Database (NTD) requirements and VRE reporting needs; and,

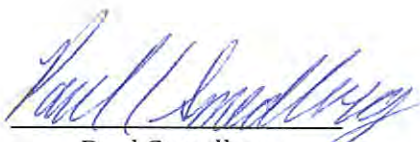
WHEREAS, passenger counts are currently performed manually by train conductors; and,

WHEREAS, accurate and real-time passenger loads for safety, operational and planning purposes is paramount for current and future growth; and,

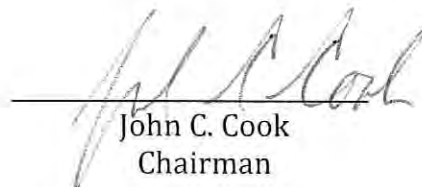
WHEREAS, this solicitation will include hardware, software, sensors, hosted-web services, integration engineering and testing for an Automatic Passenger Counter System;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Automatic Passenger Counter System.

Approved this 15th day of May 2015



Paul Smedberg
Secretary



John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8D-05-2015**

**Authorization to Issue an Invitation for Bids for
Automatic Parking Counter System**

WHEREAS, a daily count of all cars parked at VRE stations are conducted manually during the morning commute; and,

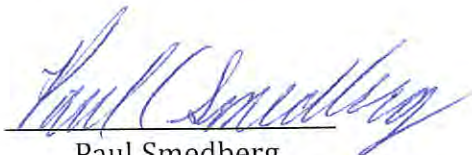
WHEREAS, having accurate and real-time counts of the number of cars located at VRE parking lots will allow for accurate reporting of daily parking capacity; and,

WHEREAS, accurate daily accounting of current capacity of VRE parking lots will provide the necessary information to accurately plan for parking expansions and other capacity related projects; and,

WHEREAS, this solicitation will include hardware, software, sensors, hosted-web services, integration engineering, installation and testing for the Automatic Parking Counter System;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Automatic Parking Counter System.

Approved this 15th day of May 2015



Paul Smedberg
Secretary



John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8E-05-2015**

**Authorization to Issue an MEC VI
Task Order for General On-Call Services**

WHEREAS, VRE has a contract with STV Incorporated for mechanical and engineering consulting services (MEC VI); and,


WHEREAS, on occasion, VRE requires STV Incorporated to investigate or resolve issues that are of short duration, but require prompt action; and,

WHEREAS, this Task Order will permit VRE staff to contact STV Incorporated to request a specific task using specific guidelines established within the task order contract; and,

WHEREAS, STV Incorporated will perform the task unless the duration of time needed will exceed the time limit established for individual Service Requests;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order under the MEC VI Contract with STV Incorporated for General On-Call Services in an amount not to exceed \$110,000.

Approved this 15th day of May 2015


Paul Smedberg
Secretary


John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8F-05-2015**

**Authorization to Issue a Supplemental GEC VI
Task Order for Real Estate Services**

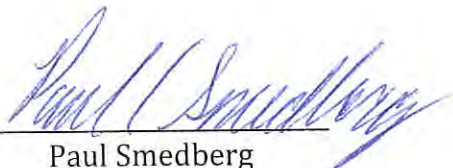
WHEREAS, VRE is seeking to identify new midday storage sites for rolling stock north of Washington Union Station; and,

WHEREAS, on December 10th, 2014, VRE executed GEC VI Task Order #29 for \$49,800 with Parsons Brinckerhoff for basic real estate services to determine ownership of potential properties, estimate costs, and assess availability of a specific set of properties needed to access a new midday storage site; and,

WHEREAS, additional fees are required due to the increase in the number of parcels involved;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Supplemental Task Order under the GEC VI contract to Parsons Brinckerhoff for Task Order #29 for real estate services in an amount of \$26,500, plus a 10% contingency of \$2,650 for a total of \$29,150. This will bring the total amount authorized for Task Order #29 to \$78,950.

Approved this 15th day of May 2015


Paul Smedberg
Secretary


John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
10A-05-2015**

**Recommend Authorization to Execute the First Option
Period of the Operations and Maintenance Contract**

WHEREAS, on October 16, 2009, the VRE Operations Board approved a 5 year contract with Keolis Rail Services Virginia for VRE operations and maintenance services and mobilization in the amount of \$18,459,348 through June 30, 2011; and,

WHEREAS, a contract amendment was approved on December 17, 2010 in the amount of \$2,085,000; and,

WHEREAS, on May 20, 2011, the Operations Board approved the second contract year, through June 30, 2012, in the amount of \$17,954,527, for a total contract value not to exceed \$38,498,875; and,

WHEREAS, on April 20, 2012, the Operations Board approved the third contract year, through June 30, 2013, in the amount of \$18,008,591, for a total contract value not to exceed \$56,507,466; and,

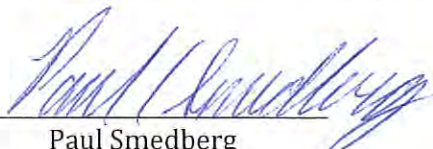
WHEREAS, on April 19, 2013, the Operations Board approved the fourth contract year, through June 30, 2014, in the amount of \$18,974,041, for a total contract value not to exceed \$75,481,507; and,

WHEREAS, on April 18, 2014, the Operations Board Approved the fifth contract year, through June 30, 2015, in the amount of \$20,115,047, for a total contract value not to exceed \$95,596,554.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to execute the first option period of five years of the Operations and Maintenance Contract; and,

LET IT BE FURTHER RESOLVED THAT the VRE Operations Board does hereby recommend the Commissions authorize modifying the Contract with Keolis Rail Services Virginia, LLC for Operations and Maintenance services by approving up to \$20,931,000, for the first year of the first option period for a total contract value not to exceed \$116,527,554 through June 30, 2016.

Approved this 15th day of May 2015


Paul Smedberg
Secretary


John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
10B-05-2015**

**Authorization to Amend the Memorandum of Agreement
Regarding Coordination of Technical Analysis, Testing, Funding
and Administration for New Electronic Payments Program (NEPP)**

WHEREAS, in May, 2014, the VRE Chief Executive Office executed a Memorandum of Agreement (MOA) regarding coordination of technical analysis, testing, funding and administration for the New Electronic Payments Program (NEPP); and,

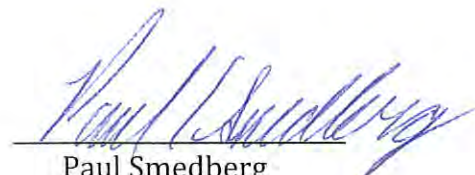
WHEREAS, effective July 1, 2014, The Commonwealth of Virginia Department of Rail and Public Transportation (DRPT) and the Northern Virginia Transportation Commission (NVTC) entered in to a project agreement in the amount of \$800,000 (\$400,000 grant amount/State share and \$400,000 local share of project cost) for the Northern Virginia NEPP implementation; and,

WHEREAS, the entities included in the MOA have agreed upon a cost allocation method for the local share of project cost;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute an amendment to the Memorandum of Agreement regarding coordination of technical analysis, testing, funding and administration for the New Electronic Payments Program; and,

LET IT BE FURTHER RESOLVED THAT, the VRE share of the project cost is expected to be \$69,071 based on the agreed upon allocation method.

Approved this 15th day of May 2015


Paul Smedberg
Secretary


John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
10C-05-2015**

**Authorization to Issue an MEC VI Task Order for
Engineering Oversight for New Passenger Railcars**

WHEREAS, VRE has a contract with STV Incorporated for mechanical and engineering consulting services (MEC VI); and,

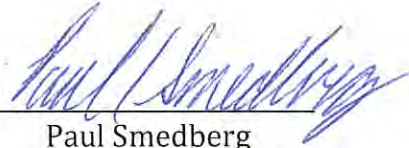
WHEREAS, VRE has amended the contract with Sumitomo Corporation of the Americas for the purchase of five new railcars; and,

WHEREAS, funding for the purchase of the new railcars includes a mix of federal, state and local funds which requires VRE to provide various oversight functions; and,

WHEREAS, STV Incorporated will provide these oversight functions as required to ensure total project and funding compliance;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Task Order with STV Incorporated under the MEC VI Contract for engineering oversight for the purchase of five new passenger railcars in the amount of \$781,250, plus a 5% contingency of \$39,062, for a total amount not to exceed \$820,312.

Approved this 15th day of May 2015



Paul Smedberg
Secretary



John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
10D-05-2015**

Approval of Increase to Chief Executive Officer Spending Authority

WHEREAS, the last increase of the Chief Executive Officer's spending authority was in 2006 when it was increased to \$50,000 and the VRE annual budget was approximately \$67 million; and,

WHEREAS, VRE is now working with a budget of over \$126 million; and,

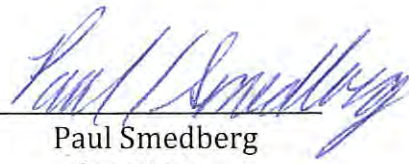
WHEREAS, the recently completed Management Audit recommended procurement authorization and contract award authorities for the Chief Executive Officer of \$100,000; and,

WHEREAS, The Operations Board can approve an amendment to the Chief Executive Officer spending authority based on the delegation of authority plan approved by the Commissions in December 2005;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby increase the Chief Executive Officer's procurement authorization and contract award authorities from \$50,000 to \$100,000. Any purchase of greater than \$50,000 will be communicated to the VRE Operations Board as an information item; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board will revisit procurement thresholds every two years to determine whether approval levels should be adjusted to account for inflation or other factors.

Approved this 15th day of May 2015


Paul Smedberg
Secretary


John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
10F-05-2015**

**Authorization to Execute a Contract for
Disaster Management Services**

WHEREAS, VRE currently has retained the services of a professional disaster management services provider; and,

WHEREAS, VRE requires continuing coverage for such support services as recommended by the National Transportation Safety Board and the FRA; and,

WHEREAS, the current contract will expire on June 27, 2015

WHEREAS, the VRE Operations Board authorized a Request for Proposals (RFP) on December 19, 2014 for disaster management services to assist in recovering from a rail incident; and,

WHEREAS, on March 27, 2015 an RFP was issued and four (4) responses were received on April 27, 2015; and,

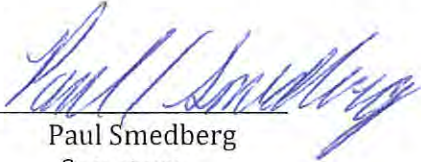
WHEREAS, the Technical Evaluation Committee (TET), unanimously recommends that the Operations Board award a contract to FEI Behavioral Health; and,

WHEREAS, the VRE Operations Board relies upon staff to have complied with all applicable laws, regulations, policies and procurement procedures that pertain to this action in the development of its recommendation to the VRE Operations Board;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract to FEI Behavioral Health for the provision of disaster management services in the amount of \$22,500 for a base year and two option years, with the CEO exercising the option years at his discretion; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby acknowledge that in the event an incident occurs, the Chief Executive Officer would authorize work under VRE's emergency procurement policy and the Operations Board would be asked to formally approve the contract amendment at the next regularly scheduled meeting.

Approved this 15th day of May 2015


Paul Smedberg
Secretary


John C. Cook
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
10G-05-2015**

**Recognition of Alfred H. Harf for Distinguished Service to the
Virginia Railway Express Operations Board**

WHEREAS, Alfred H. Harf has served as the Executive Director of the Potomac and Rappahannock Transportation Commission from November 1998 to July 2015; and,

WHEREAS, Alfred H. Harf has served the VRE Operations Board during the same time period as one of his many duties as the PRTC Executive Director; and,

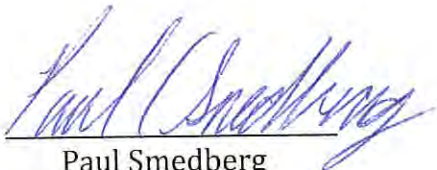
WHEREAS, during his tenure at PRTC, Alfred H. Harf played a critical role in assisting VRE with the expansion and replacement of VRE's fleet, station and parking expansion projects, the agreement making Spotsylvania County a member of PRTC and VRE and the award of the Operations and Maintenance contract to Keolis Rail Services Virginia; and,

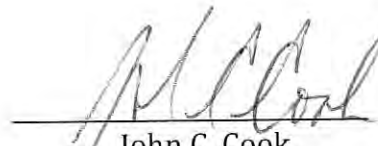
WHEREAS, Alfred H. Harf, serving as the PRTC Executive Director, has provided sage counsel to VRE and been responsible for assisting VRE in funding, legal, legislative and human resource functions;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recognize Alfred H. Harf for his steadfast commitment and contributions to the growth, efficiency and overall success of Virginia Railway Express; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board thanks Alfred H. Harf for all he has done in improving VRE and wishes him the best in all his future endeavors.

Approved this 15th day of May, 2015


Paul Smedberg
Secretary


John C. Cook
Chairman



RESOLUTION #2275

SUBJECT: Authorization to Execute the First Option Period of the Operations and Maintenance Contract with Keolis Rail Services, LLC

WHEREAS: On October 16, 2009, the VRE Operations Board approved a five-year contract with Keolis Rail Services Virginia for VRE operations and maintenance services and mobilization in the amount of \$18,459,348 through June 30, 2011;

WHEREAS: A contract amendment was approved on December 17, 2010 in the amount of \$2,085,000;

WHEREAS: On May 20, 2011, the Operations Board approved the second contract year, through June 30, 2012, in the amount of \$17,954,527, for a total contract value not to exceed \$38,498,875;

WHEREAS: On April 20, 2012, the Operations Board approved the third contract year, through June 30, 2013, in the amount of \$18,008,591, for a total contract value not to exceed \$56,507,466;

WHEREAS: On April 19, 2013, the Operations Board approved the fourth contract year, through June 30, 2014, in the amount of \$18,974,041, for a total contract value not to exceed \$75,481,507;

WHEREAS: On April 18, 2014, the Operations Board Approved the fifth contract year, through June 30, 2015, in the amount of \$20,115,047, for a total contract value not to exceed \$95,596,554; and

WHEREAS: The VRE Operations Board recommends the following Commission action.

NOW, THEREFORE, BE IT RESOLVED by the Northern Virginia Transportation Commission hereby authorize the VRE Chief Executive Officer to execute the first option period of five years of the Operations and Maintenance Contract with Keolis Rail Services Virginia, LLC.

BE IT FURTHER RESOLVED that NVTC authorizes modifying the Contract with Keolis Rail Services Virginia, LLC for Operations and Maintenance services by approving up to \$20,931,000, for the first year of the first option period for a total contract value not to exceed \$116,527,554 through June 30, 2016.

Approved this 4th day of June 2015.

David F. Snyder
Chairman

Jeffrey McKay
Secretary-Treasurer



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-A
Action Item

To: Chairman Cook and the VRE Operations Board

From: Doug Allen

Date: May 15, 2015

**Re: Recommend Authorization to Execute the First Option
Period of the Operations and Maintenance Contract**

Recommendation:

The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to modify the contract with Keolis Rail Services Virginia, LLC for operations and maintenance services by approving 1) the first of two five year option periods and 2) up to \$20,931,000 for the first year of the first option period for a total contract value not to exceed \$116,527,554 for operations and maintenance through June 30, 2016.

Background:

On October 16, 2009, the VRE Operations Board approved a 5 year contract with Keolis Rail Services Virginia (KRSV) for VRE operations and maintenance services and mobilization. VRE staff has returned to the Operations board for the following amendment and contract modifications:

Date	Description	Amount	Authorized Value (Cumulative)
10-16-2009	1 st Contract Year & Mobilization	\$18,459,348	\$18,459,348
12-17-2010	*Amendment	\$2,085,000	\$20,544,348
5-20-2011	2 nd Contract Year	\$17,954,527	\$38,498,875
4-20-2012	**3 rd Contract Year	\$18,008,591	\$56,507,466



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14700 Polomac Mills Road
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4-19-2013	4 th Contract Year	\$18,974,041	\$75,481,507
4-18-2014	***5 th Contract Year	\$20,115,047	\$95,596,554

*Amendment included service enhancements, higher than anticipated insurance costs; items included in the original negotiations, contingency funds and removed the requirement that Keolis indemnify VRE for all liability claims arising from the contract service with a value of up to \$5,000,000.

**FY2013 budget amended mid-year for service enhancements resulting in the lengthening of two trains. This increased the FY2013 contract budget amount to \$18,248,591. Authorization available from prior year approvals.

** FY 2015 budget includes adding the new Fredericksburg line train for half of the fiscal year.

The first year of the first option period will start July 1, 2015. The total amount requested for authorization is equal to the total budgeted for FY 2016.

Date	Description	Amount	Authorized Value (Cumulative)
5-15-2015	1 st Year of First Option Period	\$20,931,000	\$116,527,554

The amount requested for the first year of the first option period includes service enhancements in the form of adding one Fredericksburg line train for the entire fiscal year and a budgeted CPI increase of 2.00% for fixed cost as required by the Contract.

Fiscal Impact:

Funding for the first year of the first option period is included in the FY 2016 operating budget. Combined, the total amounts budgeted for Train Operations and Maintenance of Equipment is \$20,931,000.

**Virginia Railway Express
Operations Board**

**Resolution
10A-05-2015**

**Recommend Authorization to Execute the First Option
Period of the Operations and Maintenance Contract**

WHEREAS, on October 16, 2009, the VRE Operations Board approved a 5 year contract with Keolis Rail Services Virginia for VRE operations and maintenance services and mobilization in the amount of \$18,459,348 through June 30, 2011; and,

WHEREAS, a contract amendment was approved on December 17, 2010 in the amount of \$2,085,000; and,

WHEREAS, on May 20, 2011, the Operations Board approved the second contract year, through June 30, 2012, in the amount of \$17,954,527, for a total contract value not to exceed \$38,498,875; and,

WHEREAS, on April 20, 2012, the Operations Board approved the third contract year, through June 30, 2013, in the amount of \$18,008,591, for a total contract value not to exceed \$56,507,466; and,

WHEREAS, on April 19, 2013, the Operations Board approved the fourth contract year, through June 30, 2014, in the amount of \$18,974,041, for a total contract value not to exceed \$75,481,507; and,

WHEREAS, on April 18, 2014, the Operations Board Approved the fifth contract year, through June 30, 2015, in the amount of \$20,115,047, for a total contract value not to exceed \$95,596,554.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to execute the first option period of five years of the Operations and Maintenance Contract; and,

LET IT BE FURTHER RESOLVED THAT the VRE Operations Board does hereby recommend the Commissions authorize modifying the Contract with Keolis Rail Services Virginia, LLC for Operations and Maintenance services by approving up to \$20,931,000, for the first year of the first option period for a total contract value not to exceed \$116,527,554 through June 30, 2016.

Approved this 15th day of May 2015

Paul Smedberg
Secretary

John C. Cook
Chairman



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-D
Action Item

To: Chairman Cook and the VRE Operations Board

From: Doug Allen

Date: May 15, 2015

**Re: Approval of Increase to Chief Executive Officer
Spending Authority**

Recommendation:

The VRE Operations Board is asked to approve an increase in the Chief Executive Officer's procurement authorization and contract award authorities from \$50,000 to \$100,000.

Background:

The VRE Chief Executive Officer's spending authority was established in 1991 at \$15,000 and increased to \$30,000 in 2001. The last increase of the CEO's spending authority was in 2006 when it was increased to \$50,000. At that time the VRE budget was approximately \$67 million. Given that VRE is now working with a budget of over \$126 million, an adjustment to the spending limit seems timely. The increase in the annual budget has resulted in an increasing number of procurements requiring VRE Operations Board approval.

The recently completed Management Audit discussed streamlining the approval process. By increasing the approval thresholds, a greater share of procurements and contracts will qualify for administrative approval. This will allow the VRE Operations Board to focus on procurements with greater budgetary and policy implication. The Management Audit recommended procurement authorization and contract award authorities for the CEO of \$100,000. It also recommended any



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Woodbridge, VA 22192
703.580.6121

purchase of greater than \$50,000 be communicated to the Operations Board as an information item, to provide transparency.

The Management Audit also recommended the VRE Operations Board revisit procurement thresholds every two years to determine whether approval levels should be adjusted to account for inflation or other factors.

At the April 2015 Operations Board meeting there was a procurement related information item that included discussion of the Management Audit's recommendations. There seemed to be general consensus that the recommendations were reasonable.

Any procurement or contract over \$100,000 would continue to require the Operations Board's approval of the procurement as well as award of a contract. The VRE Operations Board has authority to approve this amendment to the CEO spending authority based on the delegation of authority plan approved by the Commissions in December 2005.

Fiscal Impact:

There are no direct funding implications associated with this policy change.

**Virginia Railway Express
Operations Board**

**Resolution
10D-05-2015**

Approval of Increase to Chief Executive Officer Spending Authority

WHEREAS, the last increase of the Chief Executive Officer's spending authority was in 2006 when it was increased to \$50,000 and the VRE annual budget was approximately \$67 million; and,

WHEREAS, VRE is now working with a budget of over \$126 million; and,

WHEREAS, the recently completed Management Audit recommended procurement authorization and contract award authorities for the Chief Executive Officer of \$100,000; and,

WHEREAS, The Operations Board can approve an amendment to the Chief Executive Officer spending authority based on the delegation of authority plan approved by the Commissions in December 2005;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby increase the Chief Executive Officer's procurement authorization and contract award authorities from \$50,000 to \$100,000. Any purchase of greater than \$50,000 will be communicated to the VRE Operations Board as an information item; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board will revisit procurement thresholds every two years to determine whether approval levels should be adjusted to account for inflation or other factors.

Approved this 15th day of May 2015

John C. Cook
Chairman

Paul Smedberg
Secretary

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UNION STATION

L'ENFANT

CRYSTAL CITY

ALEXANDRIA

FRANCONIA/SPRINGFIELD

BACKLICK ROAD

LORTON

ROLLING
ROAD

WOODBIDGE

RIPPON

BURKE
CENTRE

QUANTICO

MANASSAS
PARK

BROOKE

MANASSAS
LEELAND ROAD

FREDERICKSBURG

BROAD RUN

SPOTSYLVANIA

#4D

Strategic Financial Forecasting

Presented to

VRE Operations Board

May 15, 2015

presented by

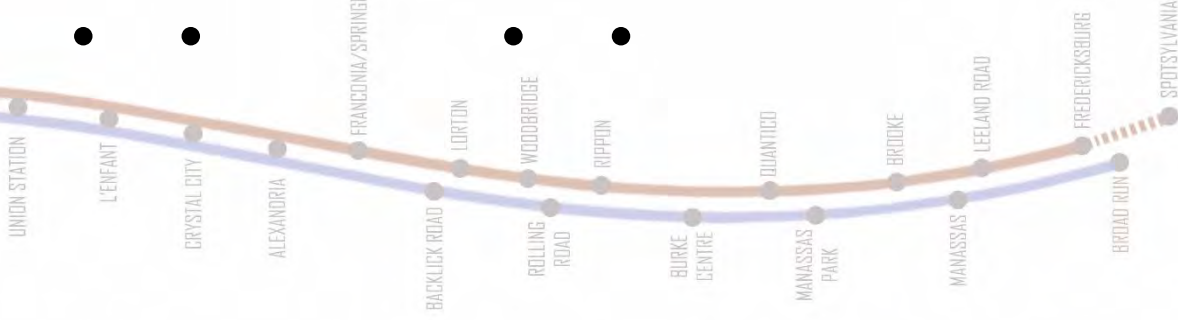
Donna Boxer, CFO

JoAnne Carter, Managing Director, PFM



Agenda

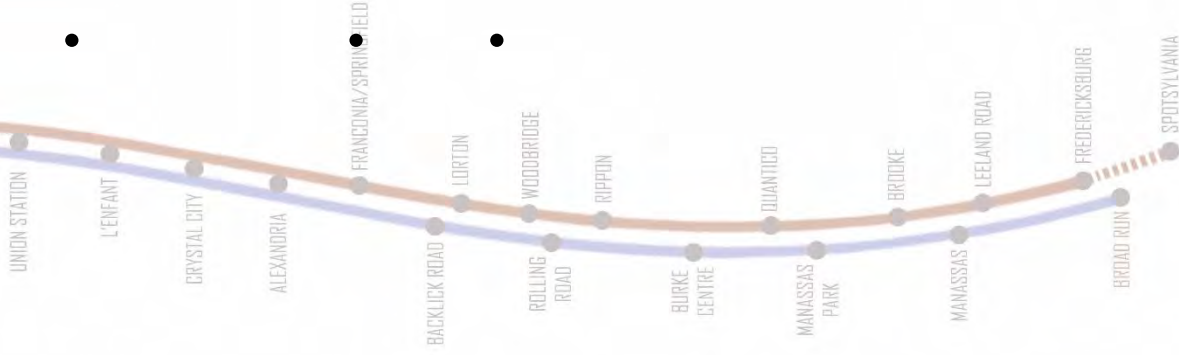
- Introduction
- Review Baseline Scenario
 - Key Assumptions
 - Outputs
- Next Steps
- Q & A





Introduction

- Model remains a work in progress with constant feedback loops
 - Today's presentation focuses on the baseline scenario
 - Data for scenario 1 and 2 is being loaded
 - Verification process to test reasonableness of output
- VRE's ridership forecast (anticipates annual increases) is hard coded into the model
- Building toward a complete forecast
 - Will inform future discussion of potential solutions

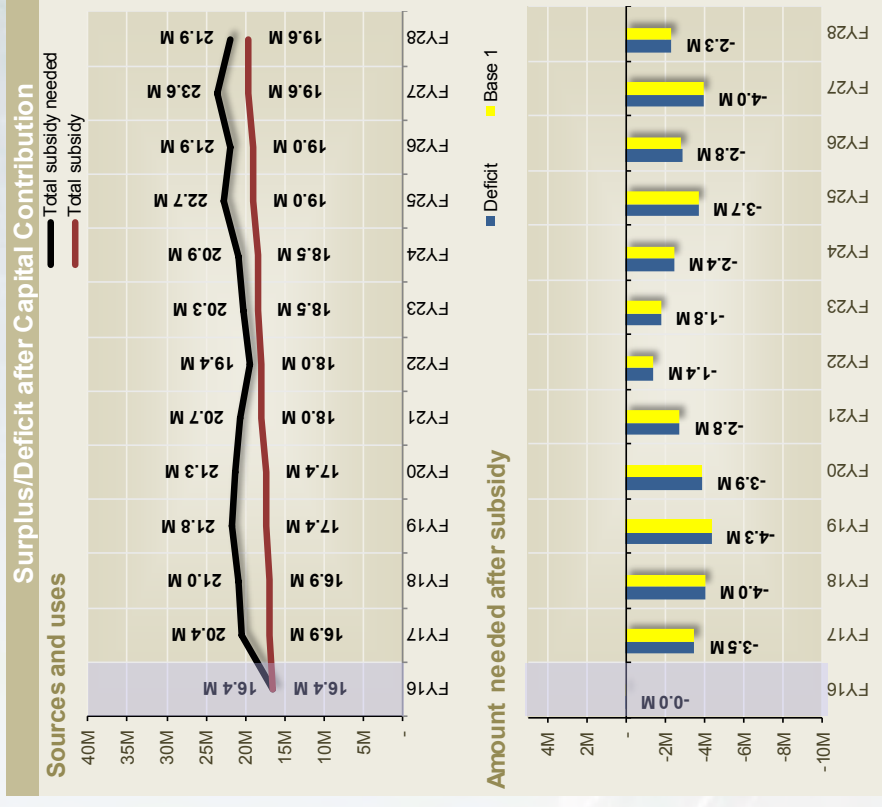




Preliminary Takeaways

The baseline scenario combines a status quo forecast of operating expenses, the CIP and a “what if” assumption for fare and local subsidy increases to examine VRE’s long term forecast for fiscal balance.

- Aggregate operating costs grow at 2.83% (excluding debt service) over FY2017 to FY2040
- If fare increases were programmed to grow at 3% every other year, local subsidy increases would still be needed
- If fares increased at 3% every other year ***and*** local subsidy grew at 3% every other year, VRE will still face an annual deficit
- This deficit exists ***before*** consideration of un-programmed (i.e., unfunded) capital needs





Preliminary Takeaways: Capital Program

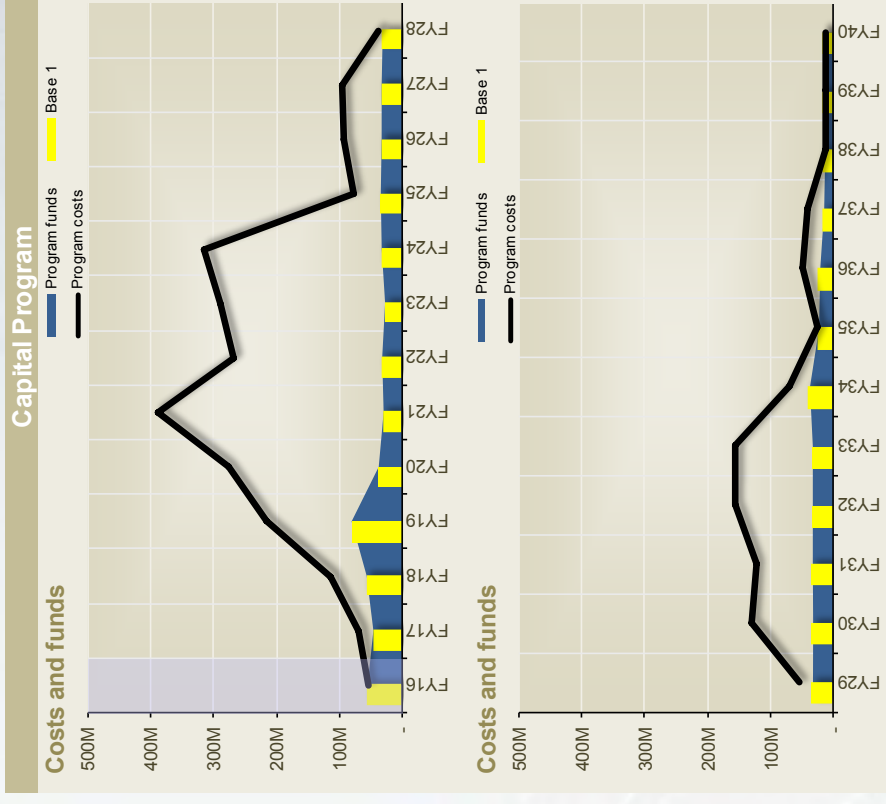
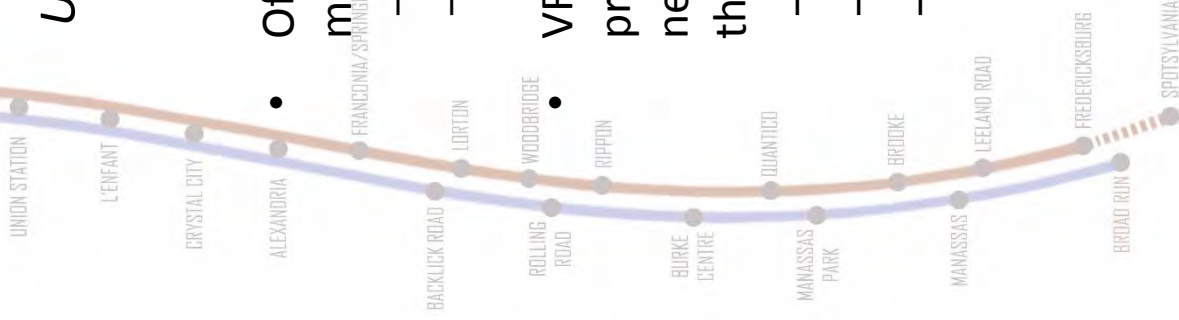
Under the baseline FY 2017 – FY 2040 CIP, the forecast reveals VRE can fund its priority capital spending on State of Good Repair & Safety projects.

- Of \$3.1 bln of projects, \$764.189 million can be funded

- Assumes no new debt
- Assumes accumulation, but not use of, capital reserve

VRE has a total projected un-programmed/unfunded capital need of \$2.31 billion, spread over three categories

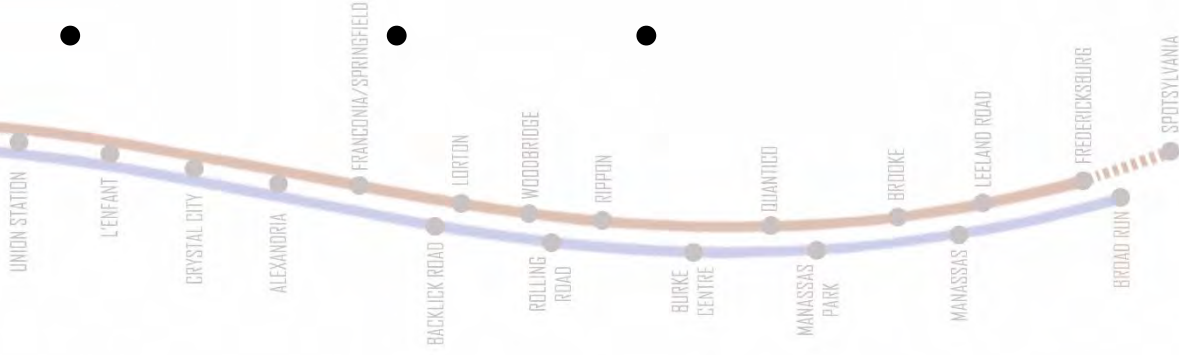
- Un-programmed shared (\$1.5b)
- Un-programmed system (\$450m)
- Un-programmed non-system costs (\$325m)





Financial Forecasting Tool: FuturePerfect

- Permits VRE to quantify the strategic ramifications of changing operating variables, operating initiatives, capital initiatives and funding alternatives
- Allows VRE to conduct rigorous analysis and provide immediate feedback on the short- and long-term impact of strategic choices
- Customized & detailed variables, assumptions and outputs
 - Assumptions reflect a collaborative, iterative process with input from VRE operations, planning & financial staff

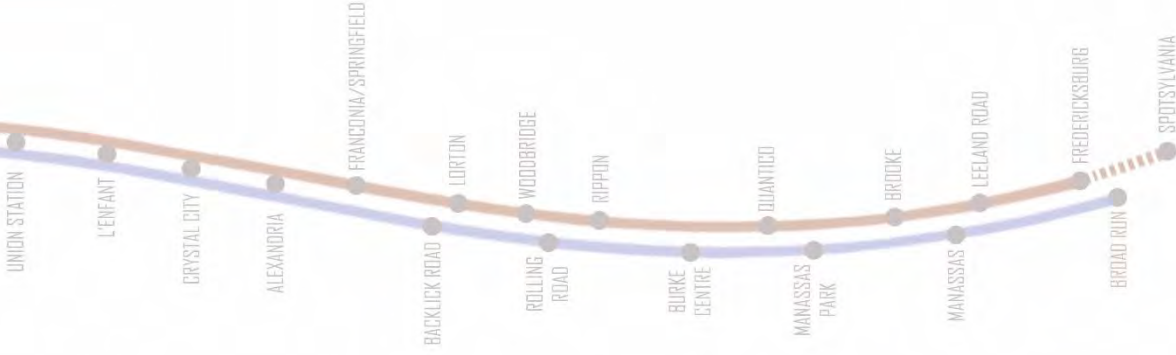




Baseline Scenario: Service Assumptions

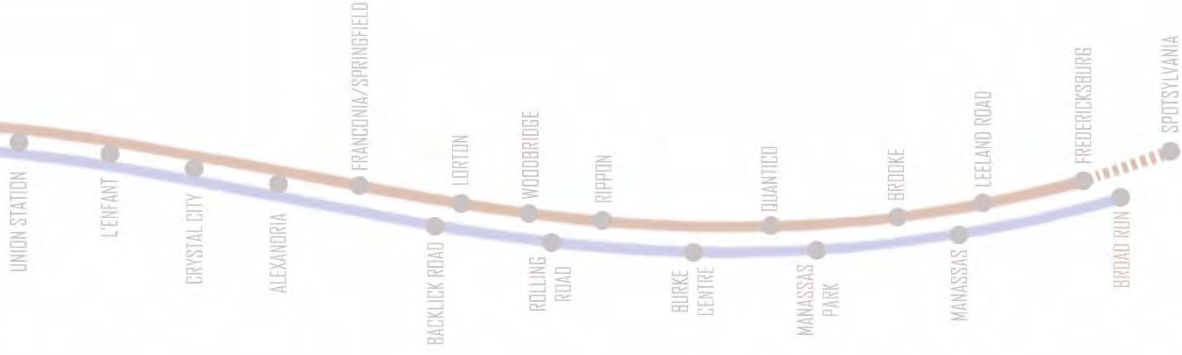
Category	Baseline Assumption
Ridership	Average annual increase of 453 trips from FY17 – FY40
Additional trains	None
Train lengthening	Yes, to accommodate higher demand
Railroad Capacity	2 nd platforms and track work per MOU with CSX

- Maintains current level of service, no expansion
- Ridership forecast is a direct input





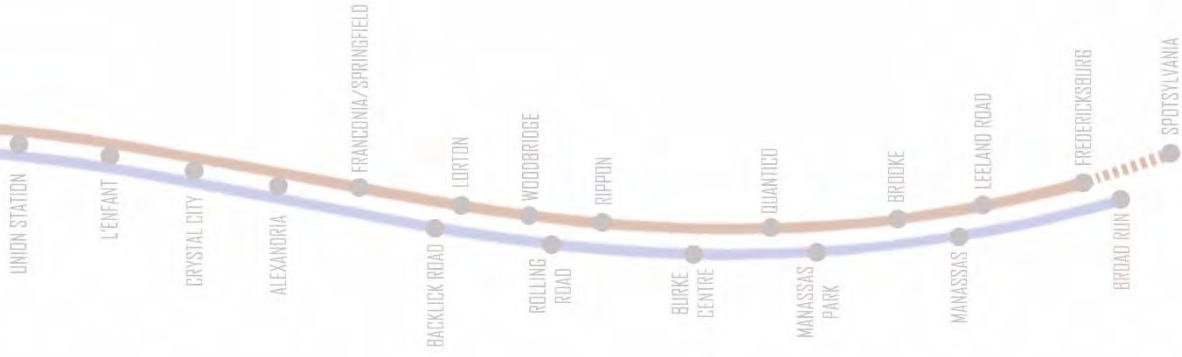
Baseline Scenario: Expense Assumptions



Category	Baseline Assumption
Budgeted Operating Reserve	Reserve maintained at 17% of Operating Expenditures
Contracted Train Operations – Current Train Service	2% annual increase
CSX Transportation Access Fees	4% annual increase
Amtrak Access Fees	3% annual increase
Norfolk Southern Access Fees	3% annual increase (driven by AAR growth rate)
Maintenance of Equipment	2% annual increase
Other General Expenses	3% annual increase



Baseline Scenario: Revenue Assumptions



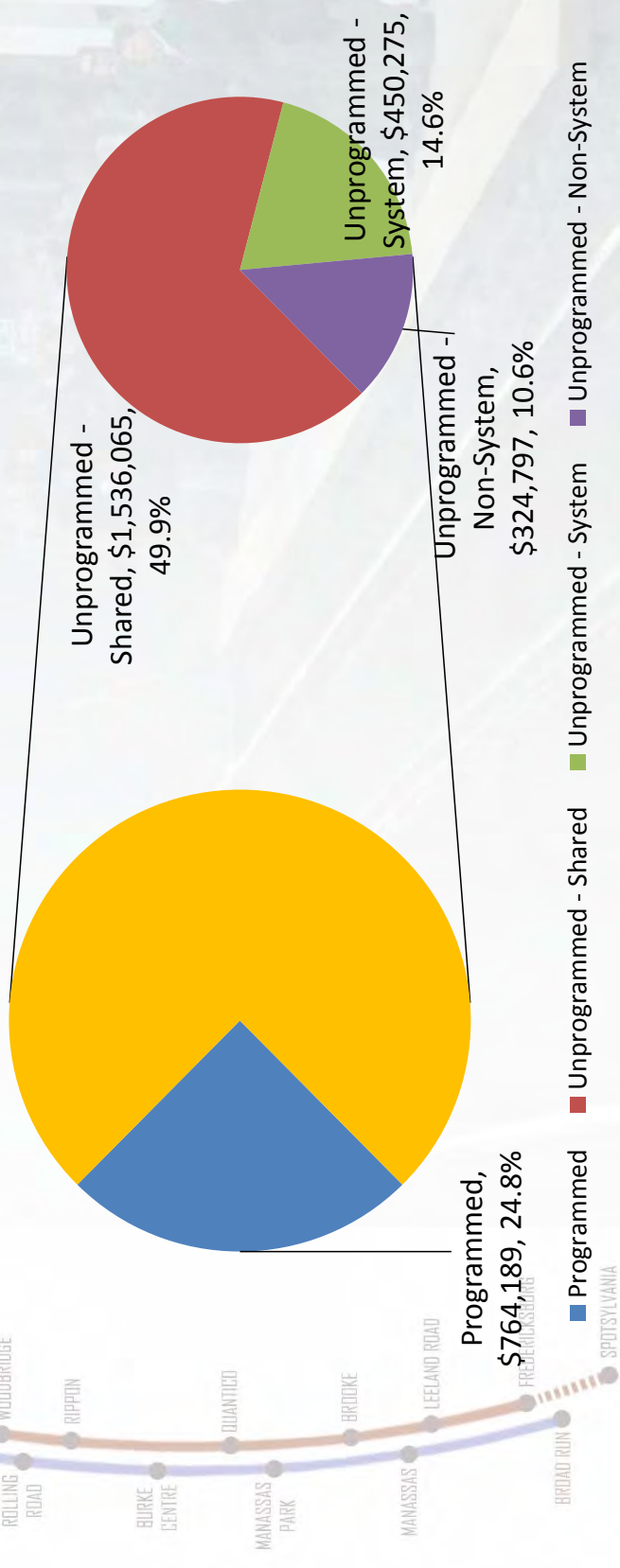
Category	Baseline Assumption
Fare Increase	3% increase every other year
Local Subsidy	3% increase every other year
Federal Formula Funds	0% growth from FY 2017
Access Fees	State to pay 84% of access fees
State Funding – Operations	3% increase every year
State Funding – Capital	Historical funding levels



Total Capital Costs (FY2017 to FY2040)

- VRE projects total capital costs of \$3.075 billion over the period from FY 2017 to FY 2040, broken into two major categories
 - Programmed/Funded (\$764 million)
 - Un-programmed/Unfunded (\$2.31 billion)
- Un-programmed/unfunded capital costs are categorized as Shared, System, or Non-System projects

Total Capital Project Costs

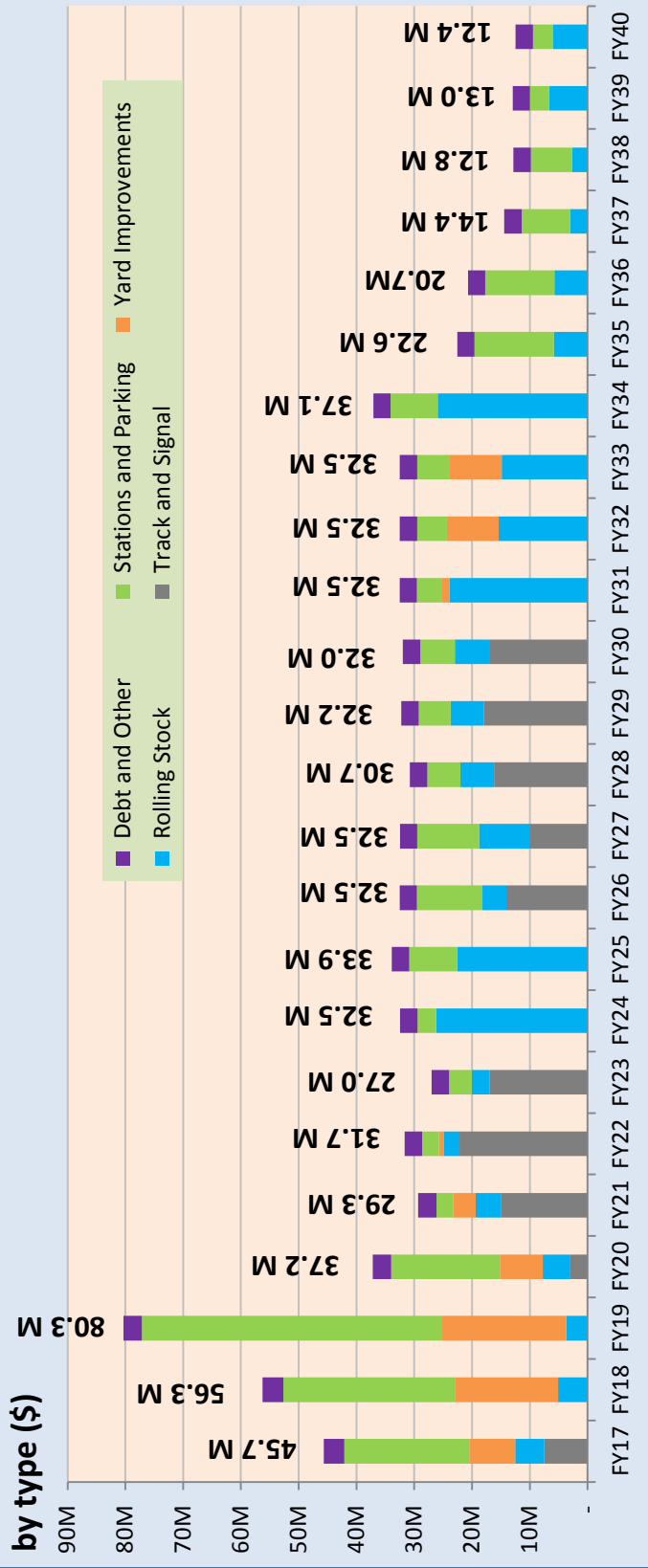




Programmed (Funded) Capital Costs

- Federal Formula Funds provide the majority of identified sources (\$640.722 million from FY17 – FY40)
- Additional programmed funds are derived from state, regional & other federal programs already awarded (i.e., CMAQ)

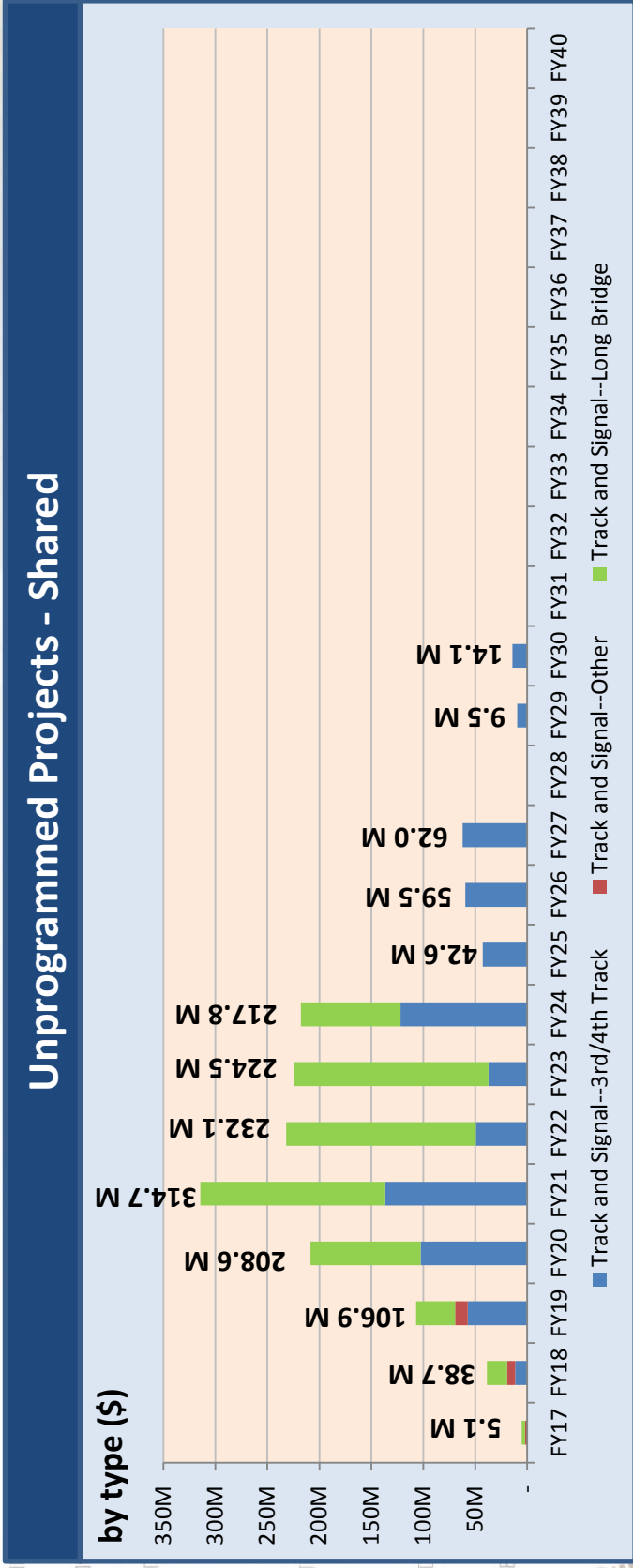
Funded Projects – Total





Unprogrammed Projects: Shared (\$1.5 bln)

- Unprogrammed Shared projects consist primarily of long bridge (\$810.580 M) and 3rd/4th Track (\$703.684 M)
- Majority of projects are forecast to occur in the FY 17 to FY 27 timeframe
- Projects are candidates for core capacity grant and state funding, but not for VRE financing
- Could consider use of Capital Reserves to provide the necessary match funds to take advantage of grant funding opportunities

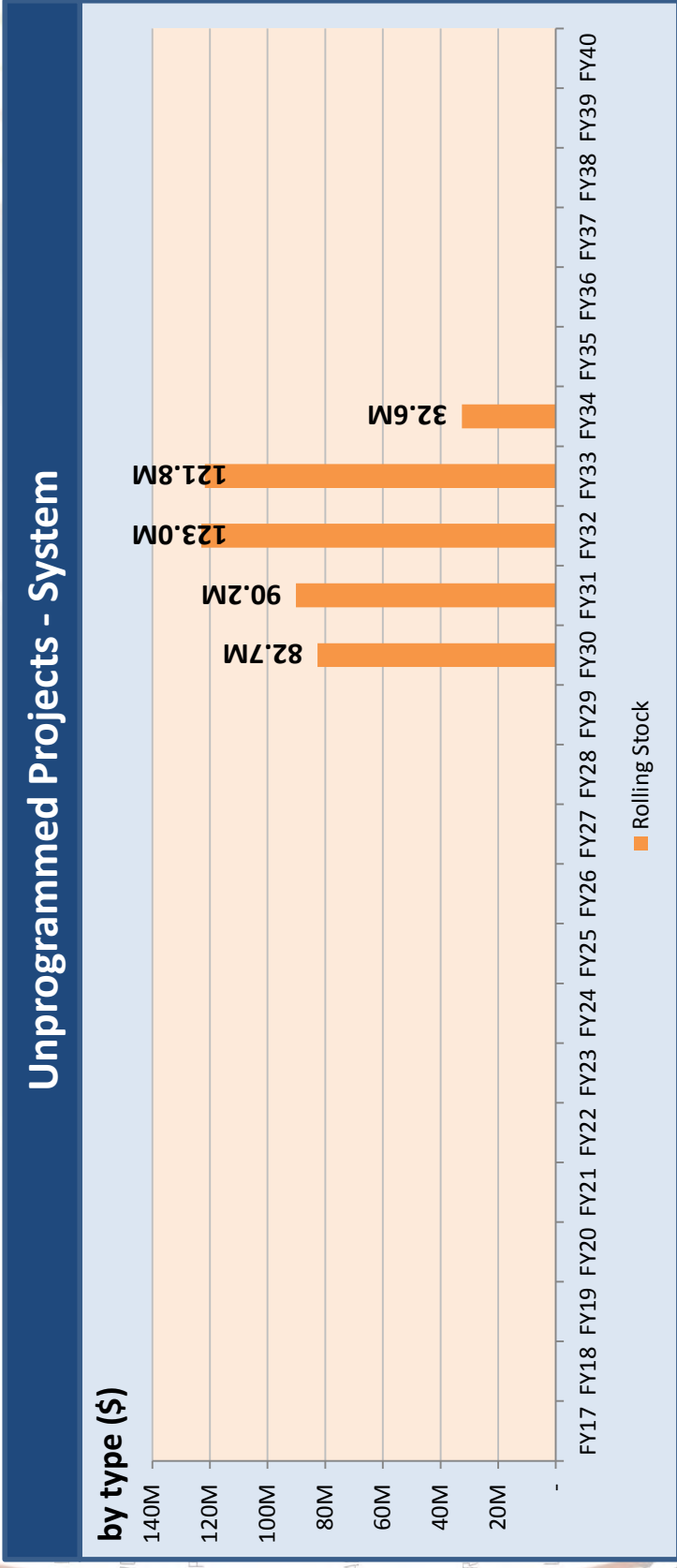




Unprogrammed Projects – System (\$450 mln)

- Unprogrammed system projects consist largely of equipment replacement needs
- Projects are forecast to occur in the FY 30 to FY 34 timeframe
- These projects are likely candidates for VRE equipment financing or for use of capital reserve

FRANCONIA/SPRINGFIELD



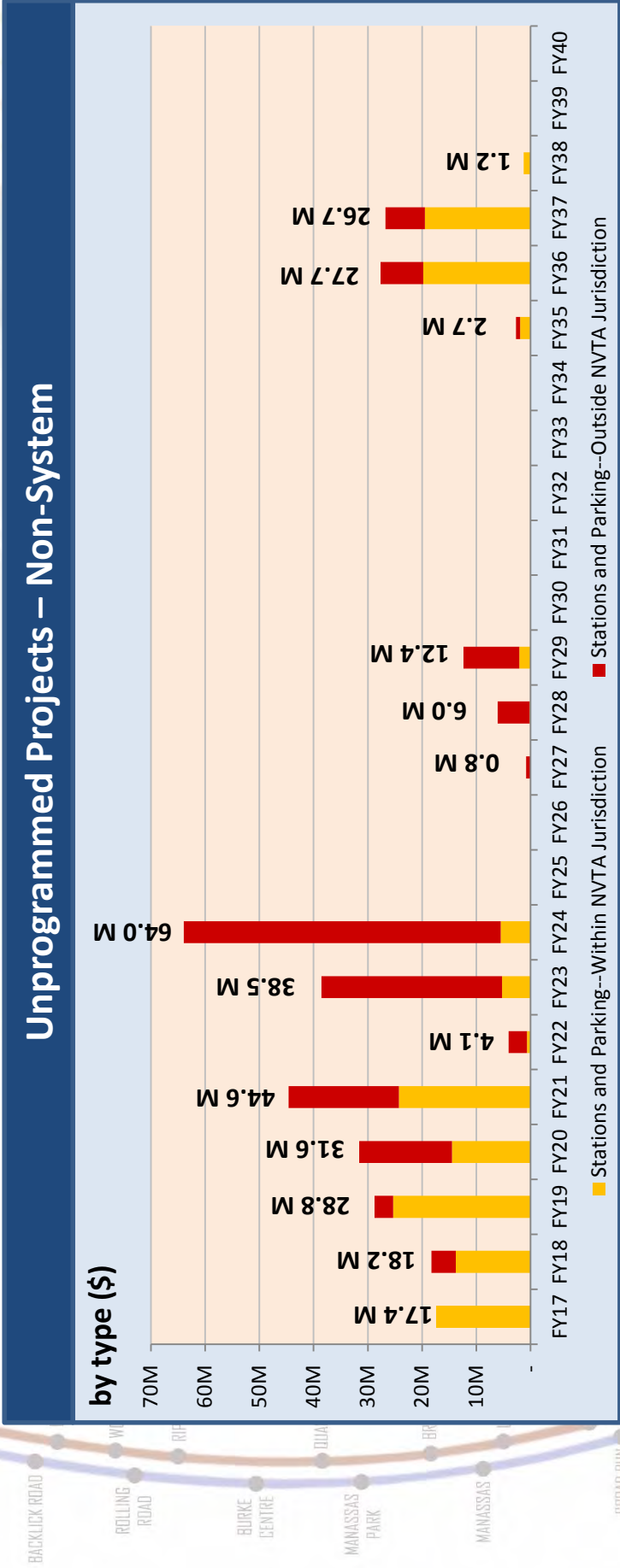
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Unprogrammed Projects: Non-System (\$324 mln)

- Unprogrammed Non-system projects consist primarily of stations (\$116.472 M) and parking (\$208.325 M) projects
- Candidates for additional federal & state funding
- NVTA member localities could pursue NVTA dollars
- Not a candidate for VRE financing

FRANCONIA/SPRINGFIELD



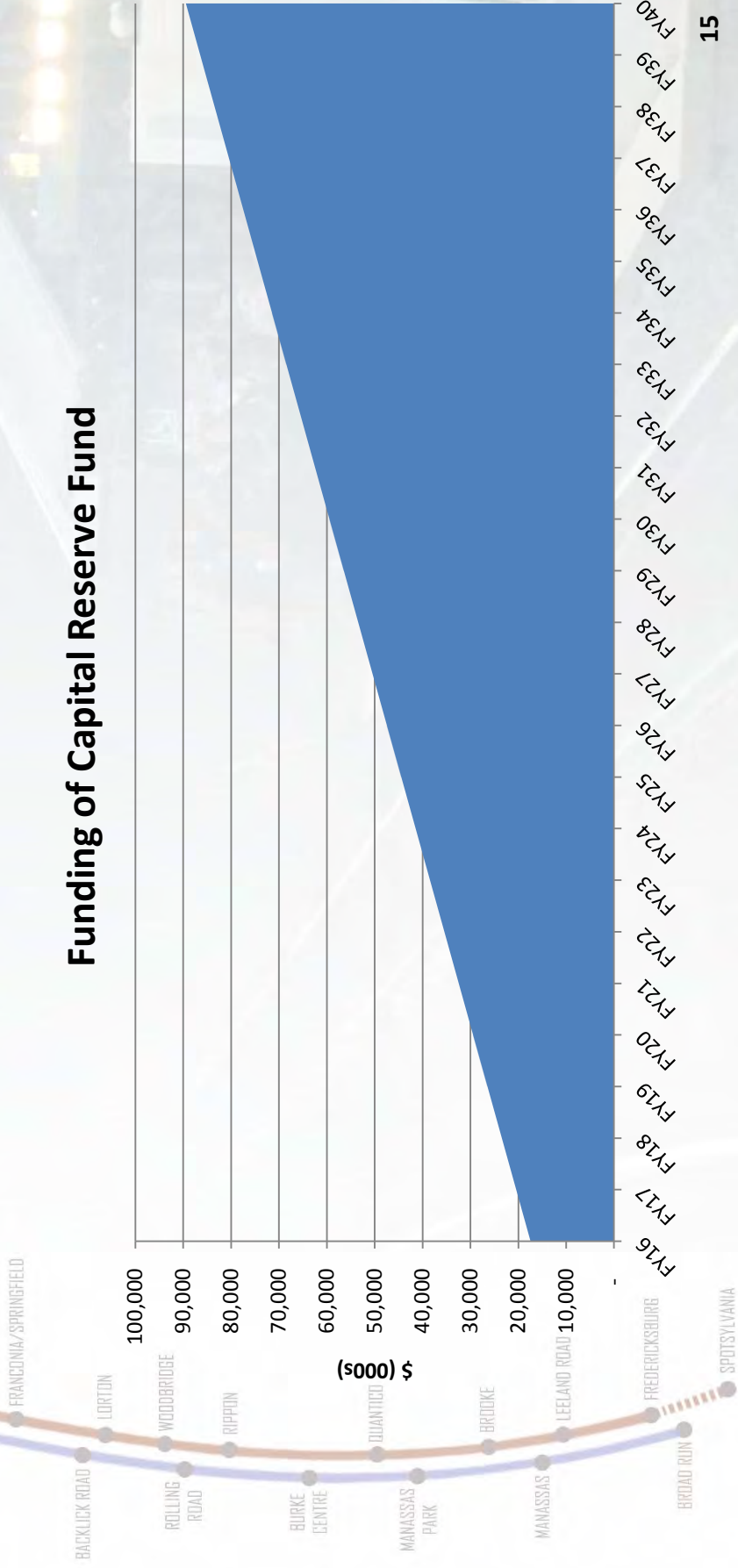
BROAD RUN
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Funding of Capital Reserves

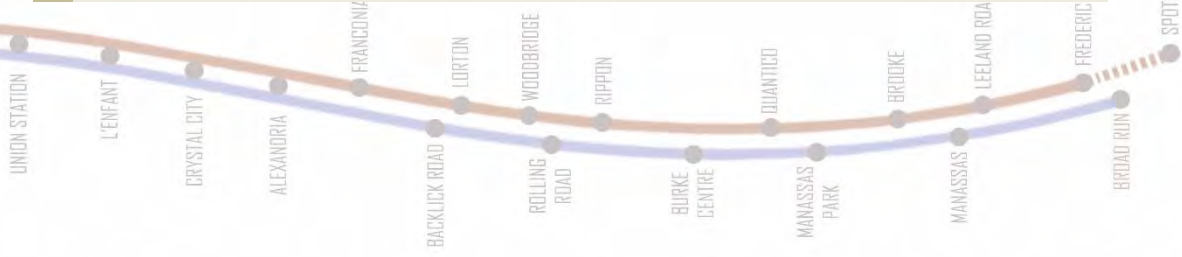
VRE maintains a Capital Reserve to provide the necessary match funds to take advantage of grant funding opportunities and to complete needed capital projects

- By 2040, model scenario forecasts a balance of \$89.4 million





Outstanding Debt

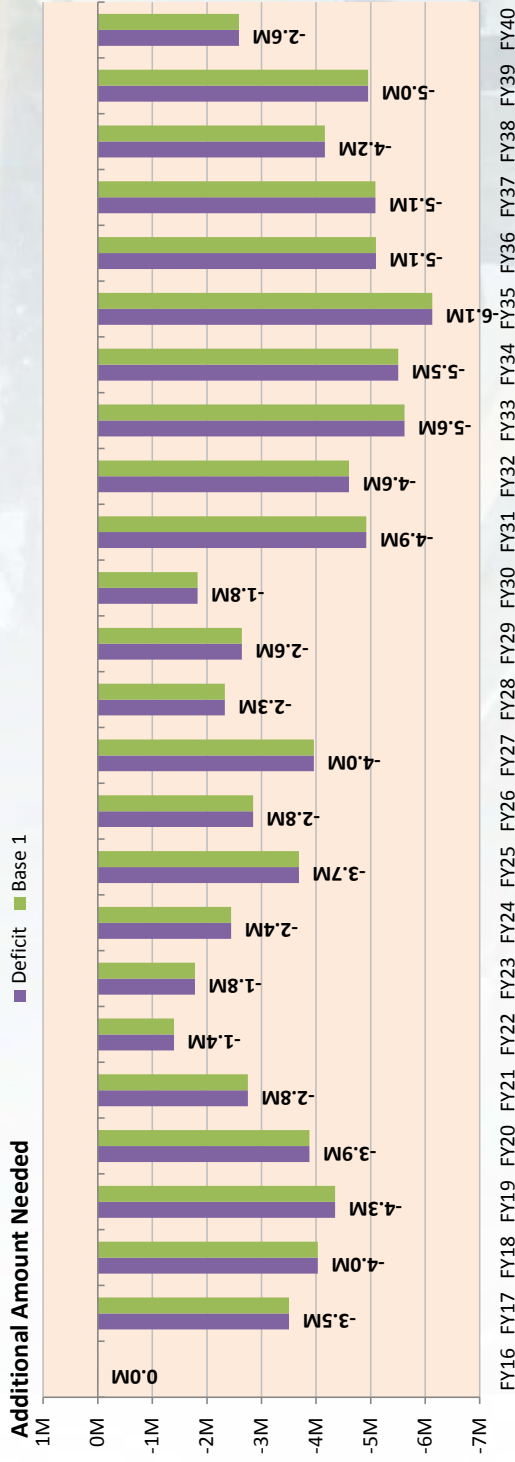
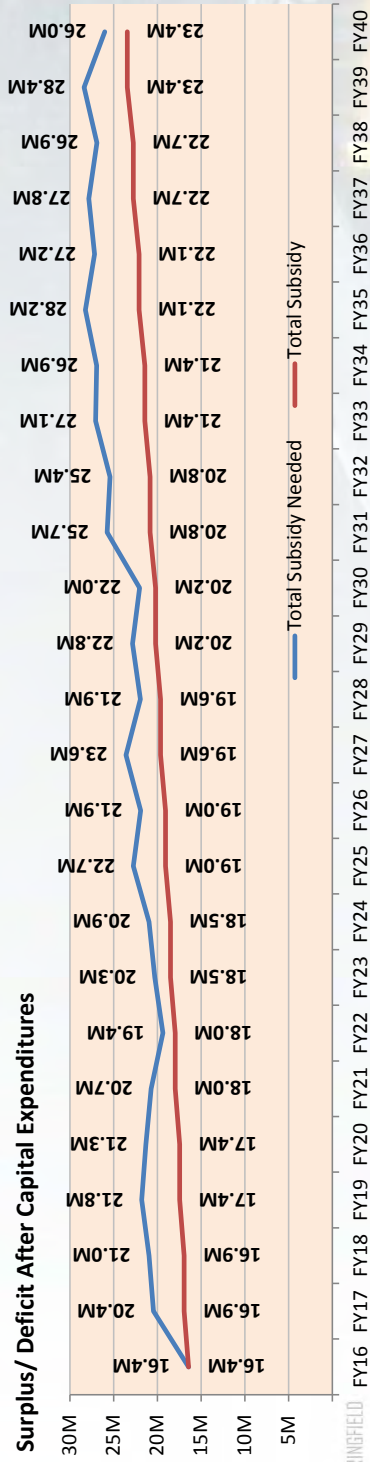


of May 15, 2015 VRE is \$73.56 million of total debt outstanding. The amount of additional debt will be guided by the key policies adopted by VRE:

- Debt service as a percent of annual budget not greater than 20%
- Percentage of pay-as-you-go financing equal to a minimum of 20% of the total funded portion of the capital program
- Debt is under consideration in the baseline scenario



Sources and Uses Forecast



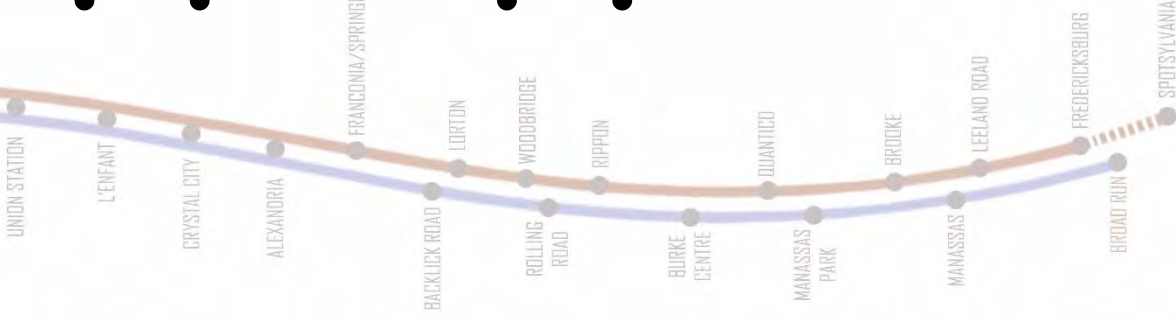
- On average, total operating costs (excluding debt service) grow 2.83% over the period from FY2017 to FY2040

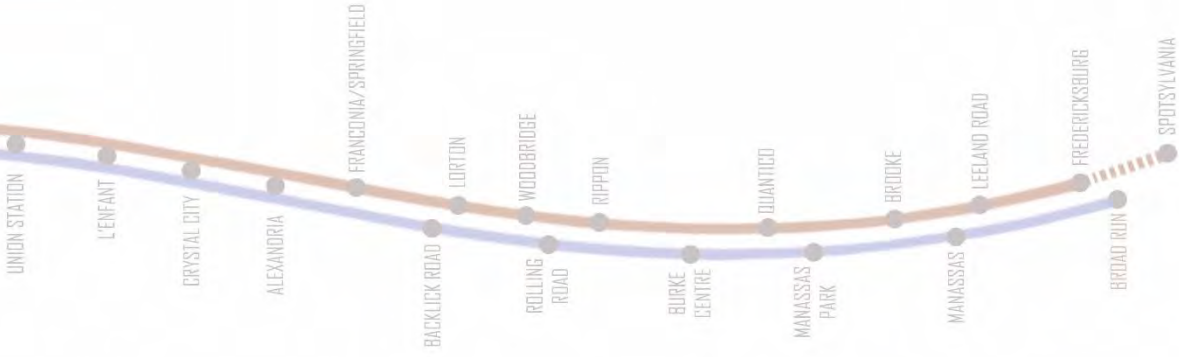




Next Steps

- Briefing of CAOs & VCC & DRPT
- Continue model build out with additional scenarios & sensitivity analysis to inform future discussions
- Meeting with Capital Committee in June
- Revisit scenarios at the July Board Meeting





Questions?

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AGENDA ITEM #5: VRE MOBILE TICKETING APPLICATION

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: May 28, 2015

SUBJECT: VRE Mobile Ticketing Application

VRE successfully launched its [Mobile Ticketing Application](#) on Friday, May 15th. Chris Henry, VRE's Director of Rail Operations, will demonstrate this new application at the Commission meeting. The Mobile Ticketing App provides passengers the ability to purchase and validate their VRE ticket using their mobile phone. VRE is unique in that its mobile ticketing app includes SmarTrip Benefit, Amtrak Step-Up fare, and reduced fares, all things other transit agencies do not typically include in Mobile Ticketing. Currently this is the only application that allows a person to use SmarTrip Benefits to pay for a fare.

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AGENDA ITEM #6: TRANSIT MEANS BUSINESS FORUM REPORT

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: May 28, 2015

SUBJECT: Transit Means Business Forum Report and Next Steps

On May 8, the NVTC presented its first annual [Transit Means Business! Forum](#). With 140 participants from across the region and the Commonwealth and more than 20 business groups as partners, NVTC achieved its primary purpose: to allow policymakers learn from business leaders and researchers what transit means to business and the region's economic vitality. May 18, NVTC released its first [Transit Means Business Newsletter](#) summarizing the remarks of speakers and panelists and findings from forum related research.

At the May commission meeting, NVTC Commissioners requested that a portion of the June meeting be devoted to discussion of the best ways to build on the business network built for the forum, to share the findings of the forum with policymakers not present, and to demonstrate the business case for transit. Commissioners recommended that the Annual Meeting of the Virginia Transit Association be capitalized and that staff identify opportunities to engage with the Virginia Municipal League, the Virginia Association of Counties, and other groups. In addition, Commissioners requested that staff identify the outcomes of the Forum and next steps undertaken. See the attachment for a summary of products, follow up to date, and next steps on research, the business transit-network, and the communications work plan.

Transit Means Business! Forum Products and Next Steps

The products include:

- Poster reports by NVTC & Virginia Tech on Jobs in Relation to Transit in Northern Virginia (inclusive of PRTC and VRE and local/regional bus)
- NVTC & Southeastern Institute of Research (SIR) Transit Means Business Case Profiles
- George Mason University Report on Economic Benefits of Transit in Northern Virginia
- Press coverage in the Washington Post, the Fairfax Times, and the Connection Papers

Follow-up to date includes:

- Distribution of online survey
- Presentations at Virginia Transit Association including:
 - Panel TOD and Small and Medium Sized Communities
 - Transit Means Business Display
 - Presentation Materials/Talking Points non NVTC presenters
- Newsletter/Preliminary Report on speakers and panelists remarks
- Briefing Packages for CTB Aerial Tours of NoVa Transportation
- Updated Forum Website
- Letters of Appreciation to Forum Speakers and Panelists
- Transcription of Roundtable Notes

Next steps include:

- Complete and publish report on the Forum including Publish Transit Means Business Case Profiles, Jobs & NoVa Transit, Economic Benefits of Transit in Northern Virginia
- Debrief/Reconvene Planning Committee & Panelists
- Interviews of Business and Economic Development Agency Partners
- Request Opportunity to Present to Transportation Accountability Commission
- VACO, VML, VAPA, ACT, regional business group presentations
- Complete & Release Remaining Virginia Tech Research Reports
- Virginia Tech Research Roundtable (Date TBD)
- TRB Paper Proposal
- Lessons Learned & Best Practice discussions with other regions
- Brief Commonwealth Legislators—not able to attend
- Article for Eno Briefs
- Issue brief/fact sheet on Transit Means Business
- Determine whether to develop infographic on findings
- Develop Transit Means Business resource page on Nova Transit website
- GMU Policy Forums (TBD)
- Convene Planning Committee for 2016 Forum

Transit Means Business!



Panelists discuss what transit means to business and communities.

Investment in transit is a down payment on Northern Virginia's economic future. That was the message from business leaders and policy makers participating in *Transit Means Business!*, NVTC's first annual policy forum on May 8. With reauthorization of the federal surface transportation program stuck in neutral, officials made the case for transit investment, noting that it is key to attracting business and business expansion.

Calling on forum participants to support reauthorization of surface transportation programs, U.S. Deputy Transportation Secretary Victor Mendez noted that there currently is an \$86-billion transit backlog in this country. "That means some people are having a hard time getting to work, and others are forced to drive when they could be taking the subway or the bus," he said. "And that means more congestion. This ripple of congestion caused by a lack of investment in transit can turn into a tidal wave."

[See Transit & Business Page 2](#)

Research Links Transit to NoVa's Economic Health

"If Northern Virginia is going to be able to effectively compete for non-government related, private-sector business development, it must have a state-of-the-art, effective, financially sustainable, and efficient multimodal public transit system." That is the conclusion of a *new study* by the Center for Regional Analysis at George Mason University. The report, released during the forum, demonstrates the impacts that the regional transit network has had on the economy of Northern Virginia in terms of supporting population and economic growth, and contributing to improved land-use planning and the attendant impacts of taxable property values and enhanced quality of life in the region.

"Businesses are increasingly conscious of the role that transit plays in attracting highly skilled workers," noted the report. "Increasing the effective labor shed of employees through transit services enhances market efficiencies for employers while simultaneously boosting job opportunities for residents. This allows businesses to better compete in regional, national, and international markets."



[See Transit & Jobs Page 3](#)

Transit Means Business Partners

Alexandria Chamber
American Public Transportation Association
Arlington Chamber
Committee for Dulles
Dulles Area Transportation Association
Dulles Corridor Rail Association
Eno Transportation Foundation
Fairfax County Chamber
Falls Church Chamber
George Mason University
Greater McLean Chamber
Greater Reston Chamber
Greater Springfield Chamber
Loudoun County Chamber
Mobility Lab
Mount Vernon-Lee Chamber
Northern Virginia Transportation Alliance
Southeastern Institute of Research
The Meridian Group
Tysons Partnership
Virginia Polytechnic Institute and State University



"We are faced with a generation of people who are demanding through significant life choices – like where to settle down – and daily decisions – like how to get to work – the very thing we have been working to provide. Public transportation is coming of age, so to speak, and we must maintain our efforts to meet the demand. "

Aubrey Layne
Virginia Transportation Secretary



"Transit and transportation are critical factors when we try and attract businesses. No amount of incentive money makes a bad location attractive."

Buddy Rizer
Director
Loudoun County Economic Development Authority

Transit & Business

Cosponsored by business and research organizations, Transit Means Business! brought together nearly 140 leaders from various sectors to highlight how transit is a key ingredient in economic growth. Investment in transit pays dividends, said Virginia Transportation Secretary Aubrey Layne, pointing to Metrorail's Silver Line. "Phase One is helping to facilitate the transformation of the Tysons area into an urban, walkable center with 200,000 jobs and 100,000 residents. At the Wehle-Reston East station alone, close to \$1 billion in private investment has been stimulated by the Silver Line," he said. "This project is a huge economic driver for the Commonwealth because it connects people to opportunity, stimulates localized economic growth, and provides businesses with a wider pool of consumers who can access their goods and services."

Referring to the Silver Line extension as a "game-changer," Buddy Rizer said he now finds himself engaging with businesses that previously would not have considered Loudoun County. Rizer, the county's director of economic development, was part of a lively panel discussion that included business leaders and researchers. The group explored transit's role in fostering economic competitiveness. Connectivity between Metrorail stations and nearby neighborhoods will be critical to the Silver Line's success in Loudoun, said Rizer. He urged continued investment in infrastructure so that when the stations open in 2019, pedestrians and bicyclists will have easy access.

Members of the Northern Virginia congressional delegation – Sen. Tim Kaine and Reps. Gerry Connolly and Don Beyer – and NVTC Commissioners Sharon Bulova and Catherine Hudgins, provided additional local, national and international perspectives on the ways in which transit and business are inextricably linked. NVTC Commissioners facilitated roundtable discussions that engaged all participants, allowing them to share what transit means to their business or community. Those stories will serve as a springboard for future research projects. Additional stories also will be secured through a *follow-up survey* that forum registrants have been invited to take online.

Read All about It!

More transportation funds would help NoVA transit
The Washington Post

Transit investment critical to local economy
Fairfax County Times

Making transit part of a country's culture
Mobility Lab





TRANSIT ATTRACTS TALENT AND CLIENTS

Existing transit and the promise of new transit weigh heavily into B.F. Saul Company's decisions about where to locate its hotels. Such proximity allows the company's Hospitality Group to attract both hourly and salaried employees from a wider geographic area and makes its hotel properties more attractive to travelers. Transit attracts knowledge-based employers, the most important market segment for business-class hotels. With nearly half of its hotels near local airports, B.F. Saul's strategic positioning will provide a competitive advantage when Metro's Silver Line extension to Dulles International Airport opens in 2019. The company's Tysons hotels experienced a positive economic impact when the Silver Line opened last year.

B. F. Saul Company Hospitality Group is the hospitality subsidiary of one of the largest, private, diversified commercial real estate concerns focused in the Washington, DC area. Utilizing time-proven investment principles, quality operations, focused management, and a true commitment to team members and guests, the organization has built a prosperous and positive history of success that spans over 120 years.



"The more transit advantages you have, the better off you are when competing for guests and clients as well as a qualified workforce.... Talented team members and increased demand from clients equals greater success."



Mark G. Carrier,
President, B.F. Saul
Company Hospitality
Group



NVTC's *business profiles* highlighted local companies, including B.F. Saul Company Hospitality Group, that value transit. Its president, Mark G. Carrier, took part in both the panel and roundtable discussions, explaining how existing transit and the promise of new transit weigh heavily into the company's decisions about where to

Nine Businesses that Benefit from Transit

The *Transit Means Business!* research reception showcased nine local businesses that value transit. Cvent, for example, left a corporate campus in McLean for office space near Metro's Greensboro Station after an internal study found that a majority of its 645 employees lived in transit-accessible locales. The company, which plans to grow its workforce by 500, is leveraging the appeal of the Silver Line in its employee recruitment and retention strategies. In Old Town, restaurateur Jody Manor incorporates the area's transit-rich environment into his employee recruitment and retention strategy for the Bittersweet Catering, Café and Bakery and the Waterfront Market and Café. A free trolley, which runs every 15 minutes between the King Street Metro Station and the Potomac River, provides tourists and workers easy access to the restaurants.

Business profiles include:

- B.F. Saul Company Hospitality Group
- Bittersweet Catering & Café/Waterfront Market & Café
- Comstock Partners, LLC
- Cvent
- Donohoe Hospitality Services
- George Mason University
- Mill Creek Residential
- SunCal/Potomac Shores
- Vornado/Charles E. Smith



From Page 1

Transit-Accessible Jobs by Transit System

Transit System	Number of Stops (Nov. 2014)	Transit-Accessible Employment (MWCOC 2010)
ART	562	144,829
Connector	2667	329,290
CUE	255	17,126
DASH	623	85,411
LCT	94	106,148
Metrobus	3,109	420,523
Metrorail	26	79,979
PRTC	555	149,026
VRE	16	15,609

Transit & Jobs

That helps to explain why more than half of all jobs in Northern Virginia are already within a quarter-mile of a transit facility. A *cooperative study* by NVTC and Virginia Polytechnic Institute and State University details the importance of proximity to transit based on job characteristics such as age, income, education and industry, and provides data for the number of transit-accessible jobs by transit system. The analysis, which includes the 12 jurisdictions represented by NVTC and the Potomac and Rappahannock Transportation Commission, shows the greatest variation in transit-accessible jobs based on industry. Public administration had the greatest percentage of transit-accessible jobs, at 75 percent, with management and professional, scientific and technical services at 71 and 68 percent, respectively. Employee age produced the least variation, with the number of transit-accessible jobs holding steady at 58 percent for workers age 29 or younger, 30-54 and 55 or older. Meanwhile, 62 percent of the highest paying jobs – those where pay exceeded \$3,333 per month – were within a quarter-mile of a transit facility, whereas 53 percent of jobs paying between \$1,251-\$3,333 and 54 percent of jobs paying \$1,250 or less per month had the same proximity.

Sustaining the Energy of Transit Means Business !

Will you help fuel the excitement generated by the speakers, panelists and roundtable participants at NVTC's Transit Means Business?

This NVTC Forum highlighted new research on transit's role in the regional economy, let business leaders and researchers share what transit means to companies, and laid the foundation for a network of business leaders interested in transit regionally and statewide. The energy from the forum was palpable, as was the almost universal sentiment that the conversation between business leaders and elected and appointed officials continue.

A good way to start is with the *online survey*. Or, just send me an email with your ideas.

- √ Tell us about transit's impact on your company or in your community;
- √ Let us know if you will participate in a business profile;
- √ Volunteer to sponsor new research;
- √ Suggest a follow-up event; or
- √ Recommend how to sustain this network of business leaders and researchers in other parts of the Commonwealth.

In the meantime, we are putting the finishing touches on a wrap up on the forum, including copies of the research reports and the outcomes of the roundtable discussions. If there is something specific you would like to see included, let me know.

Thank you!

Kelley Coyner

NVTC Executive Director

kelleycoyner@nvtc.org



Transit Means Business! brought together nearly 140 leaders from various sectors to highlight how transit is a key ingredient in economic growth.

Transit Means Business! Facts

More than half of all jobs in Northern Virginia are within a quarter-mile of a transit facility.

Nearly 20 development projects, with an estimated value of more than \$18 billion, align the Silver Line corridor.

Twenty-million square feet of new office space under development in Tysons will increase its massive job pool (nearly the same size as downtown Baltimore) by 40 percent.

Fairfax County receives around \$30 million in property tax revenues annually from properties within a half-mile of its five existing non-Silver Line stations.

About 30 percent of Virginians between the ages of 18 and 24 who are eligible for a driver's license choose not to have one.

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Executive Director
Kelley Coyner



AGENDA ITEM #7: REPORT OF THE VIRGINIA MEMBERS OF THE WMATA BOARD OF DIRECTORS

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: June 1, 2015

SUBJECT: Report of the Virginia Members of the WMATA Board of Directors

On May 28, the WMATA Board approved the FY2016 operating budget and FY2016-2021 Capital Improvement Program (CIP). The Board will determine how to proceed with the acquisition of 220 railcars and traction power upgrades at its June Board meeting in a manner consistent with FTA guidance on the appropriate use of the 7000 series cars. The current Capital Funding Agreement (CFA) will remain in effect until June 30, 2016. WMATA released its First Quarter 2015 Crime report. NTSB hearings on the January 12th incident are scheduled for June 23rd and 24th. WMATA has completed 62 of the 65 Corrective Action Plan items to address the Federal Transit Administration's (FTA) Financial Management Oversight (FMO) Report. The Board also approved a project agreement for NVTA funding. Work continues on the FY2014 financial statement audit. Notably, WMATA has released monthly financial Dashboards for FY2015.

A. Budget

FY2016 Operating and Capital Budget

The WMATA Board approved the [FY2016 operating budget and FY2016-2021 Capital Improvement Program \(CIP\)](#). WMATA anticipates FTA will issue guidance shortly regarding the use of Series 7000 cars. The Board will determine how to proceed with the acquisition of 220 railcars and traction power upgrades at its June Board meeting in a manner consistent with FTA guidance on the appropriate use of the 7000 series cars. The operating budget as approved removed fare increases and major service changes included in the proposed budget.

We will provide at the Commission meeting a chart that compares the FY2015, the GM/CEO's proposed FY2016, and the FY2016 operating and capital budgets, as adopted.

FY2015 3rd Quarter Operating and Capital Budget Update

WMATA reported on the results of the [3rd Quarter FY15 operating and capital budgets](#) in May. WMATA reported that ridership for the first nine months of FY2015 is up 0.9 percent over FY2014, but is 6.4 percent below the total budgeted trips. Revenues are \$34M, or

7.0 percent below budget for the year. WMATA also reported that it delivered \$442M, or approximately 40 percent of the FY2015 capital budget through the end of the 3rd Quarter.

B. Capital Funding Agreement (CFA)

The current FY2011-2016 Capital Funding Agreement (CFA) will remain in effect through FY2016.

Although the current CFA does not expire until June 30, 2016, WMATA had been working with jurisdictional funding partners since last fall to develop a new CFA that would identify how capital investments would be funded for FY2016-2021, including the first phase of *Momentum* known as Metro 2025. At NVTC's April meeting, WMATA Board Chairman, Mort Downey, stated that development of a new funding agreement would not be initiated until later this year.

C. Safety and Related Issues

2015 First Quarter Crime Report

[Metro Transit Police Department \(MTPD\) reported that Part I crime in the Metro System increased 8.7 percent](#) in calendar year (CY) 2015 first quarter compared to CY2014 first quarter, while parking lot crime was reduced by 39.6 percent. Part I crimes include aggravated assault, arson, burglary, homicide, larceny, motor vehicle thefts and attempts, rape and robbery. Rail crime increased in the first quarter (aggravated assaults increased by 32 percent, robberies increased by 24 percent, and bicycle thefts increased by 20 percent). Bus crime decreased, attributed to fewer bus robberies, aggravated assaults and snatching of personal electronic devices. During this time, MTPD increased use of digital video evidence, customer outreach activities, casual clothes crime suppression teams, bicycle lock giveaways, and a fare enforcement pilot program.

NTSB Response to January 12th Incident

NTSB will be holding an investigative hearing on June 23rd and 24th 2015 to gather more information and question witnesses from both WMATA and other entities that have roles and responsibility in ensuring the public safety. WMATA will provide witness testimony in key areas, as well as being named as a party to the investigative hearing. Seven other parties have also been named and will be permitted to question the witnesses. NTSB presented the [NTSB Investigative Hearing Process](#) to the Safety and Security Committee meeting on May 28th. The NTSB final report is anticipated to be published in 2016.

For reference, in April, [WMATA announced four additional early-action safety items](#) to be executed, including initiating a multiyear maintenance program to replace or rehabilitate all 88,044 lights in Metro tunnels, creating a dedicated maintenance crew to continuously clear tunnel passageways of debris, equipment or other potential obstructions, reviewing

protocols of the alarms in the Rail Operations Control Center (ROCC), and establishing an audit process for ventilation system testing. In March, the Safety and Security Committee received an [update concerning safety actions and external safety reviews](#) related to the January 12th incident. WMATA issued a list of [10 early-action safety items](#) on January 22nd. In February, the National Transportation Safety Board (NTSB) released [urgent recommendations to WMATA](#), the FTA, and APTA concerning ventilation procedures during smoke and fire events in tunnels.

D. Management Audit

On May 28th, [WMATA's Chief of Procurement briefed the Governance Committee on the hiring of a consultant to provide an in-depth assessment of WMATA's financial and management practices](#). The consultant would provide a "State of WMATA" report focused on financial and organizational assessment with recommendations for improvement, capitalize on findings from previous reviews, lessons learned and recommendations, and develop gap analysis and recommendations for fully optimized financial and organizational best practices.

E. Quarterly Performance (Vital Signs)

- [NVTC Quarterly Summary \(attachment\)](#)
- [Full WMATA 1st Quarter 2015 Vital Signs Report](#)

F. Financials (Dashboard)

Monthly financial reports for FY2015 are now available. June FY2014 report is not yet available.

- [July FY2015](#)
- [August FY2015](#)
- [September FY2015](#)
- [October FY2015](#)
- [November FY2015](#)
- [December FY2015](#)
- [January FY2015](#)
- [February FY2015](#)
- [March FY2015](#)

G. Financial Management Oversight (FMO)

The Finance and Administration Committee received an [update on the status of WMATA's Corrective Action Plan \(CAP\) items](#) to address FTA's Financial Management

Oversight (FMO) Report in May. To date, documentation has been submitted to FTA for 62 of the 65 CAP items. WMATA has committed to addressing the three outstanding CAP items and implementing long-term compliance monitoring by June 30, 2015.

H. Key WMATA Milestones/Dates

DATE	MEETING	KEY ISSUES
6/11	Audits and Investigations Committee in Executive Session	
6/11	Customer Service and Operations Committee	
6/11	Finance & Administration Committee	Financial Status Update and FMO Progress Report
6/11	WMATA Board of Directors in Executive Session	
6/23-24	NTSB Hearing	Investigation of January 12 th Incident
6/25	Safety & Security Committee	
6/25	WMATA Board	7000 Series and Power Traction funding

**NVTC Quarterly Summary of Systemwide
Metrorail and Metrobus Performance
Through March 2015**

On-Time Performance

Metrobus

		FY 2014	FY 2015
	Mar	78.2%	77.0%
	Feb	78.4%	78.9%
	Jan	80.4%	79.9%
	Dec	not	78.4%
	Nov	available	77.9%
	Oct		75.7%
<i>Target</i> = 79.0%			

Metrorail

		FY 2014	FY 2015
	Mar	90.4%	88.5%
	Feb	92.0%	83.9%
	Jan	89.2%	87.3%
	Dec	92.3%	89.7%
	Nov	90.3%	88.4%
	Oct	92.2%	90.1%
<i>Target</i> = 91.0%			

Safety

**Preventable and Non-Preventable
Passenger Injury Rate
(per million passengers)***

	FY 2014	FY 2015
Mar	1.51	2.25
Feb	1.90	1.66
Jan	3.01	5.16

*Includes Metrorail, rail facilities, Metrobus, and MetroAccess

Customer Satisfaction Index

	FY 2014	FY 2015
Metrobus		
Jan-Mar	78%	78%
Metrorail		
Jan-Mar	80%	74%

Crimes

	FY 2014	FY 2015
Mar	274	298
Feb	179	193
Jan	104	109

Reliability

**Bus Fleet Reliability
by Fuel Type
(miles without service interruption)**

	Mar-14	Mar-15
CNG (30%)*	6,897	5,804
Hybrid (27%)	8,791	6,539
Clean Diesel (8%)	9,567	6,666
Other (35%)	5,701	3,815

* Percentage of fleet.

**Rail Fleet Reliability
(miles without service interruption)**

	FY 2014	FY 2015
Mar	63,127	63,588
Feb	66,600	41,558
Jan	44,530	53,784

**Escalator
Availability**

Target = 91%

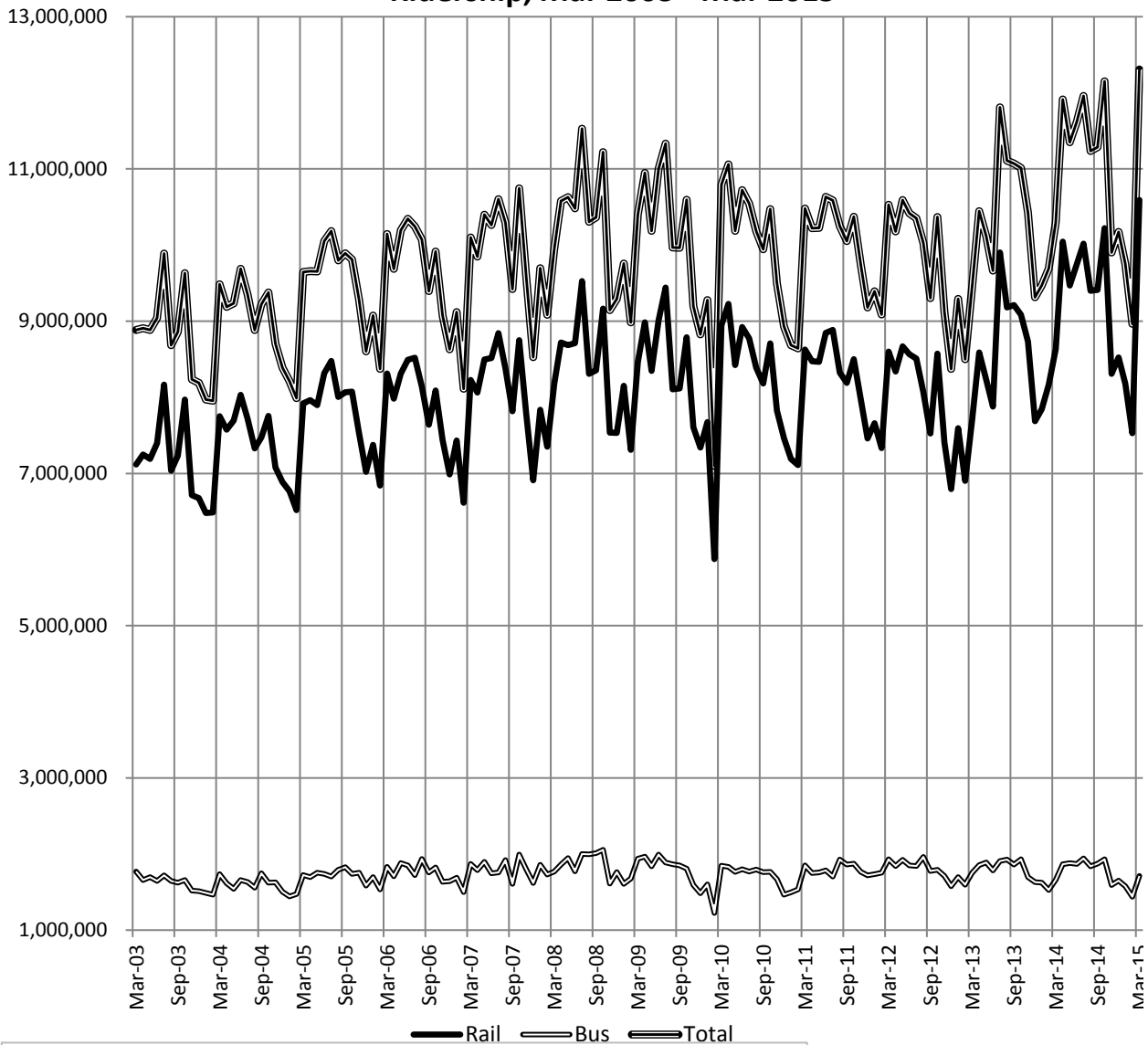
Mar-14	Mar-15
93.6%	94.1%

**Elevator
Availability**

Target = 96.5%

Mar-14	Mar-15
97.3%	97.9%

Northern Virginia Metrobus, Metrorail, and Combined Monthly Ridership, Mar 2003 - Mar 2015*



* Note: formula for estimating Virginia share of Metrorail ridership revised in July 2013.

Northern Virginia Ridership Data* (thousands of one-way passenger trips)

Metrorail	Oct	Nov	Dec	Jan	Feb	Mar
FY 2015	10,220.3	8,310.1	8,524.5	8,179.3	7,526.8	10,593.1
FY 2014	9,084.6	8,732.7	7,684.3	7,844.1	8,165.0	8,636.6
5 yr. Avg.	8,730.9	7,908.1	7,348.5	7,592.4	7,076.5	8,503.7
Metrobus						
FY 2015	1,929.0	1,592.9	1,648.9	1,575.6	1,439.5	1,713.2
FY 2014	1,929.4	1,694.5	1,632.3	1,623.4	1,526.9	1,661.0
5 yr. Avg.	1,833.7	1,687.2	1,576.7	1,629.9	1,527.9	1,808.2

AGENDA ITEM #8: LEGISLATIVE AND POLICY COMMITTEE CO-CHAIRS UPDATE

TO: Chairman Snyder and NVTC Commissioners
FROM: Kelley Coyner
DATE: May 28, 2015
SUBJECT: Legislative and Policy Committee Co-Chairs Update

Legislative and Policy Committee Co-Chairs, Jeff McKay and Jeff Greenfield, will brief the Commission on plans to update the state and federal policy agenda.

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AGENDA ITEM #9: VTRANS 2040 MULTIMODAL TRANSPORTATION PLAN UPDATE

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: May 28, 2015

SUBJECT: VTrans 2040 Multimodal Transportation Plan Update

The Office of Intermodal Planning and Investment (OIPI) is leading the development of the [VTrans 2040 Multimodal Transportation Plan](#) (VTrans 2040). OIPI is currently in the second phase of VTrans 2040 development, identifying performance targets, priorities, and projects that can help advance the VTrans 2040 Vision. VTrans 2040 will serve as a guiding document for modal agency business plans and statewide transportation funding programs. On May 27, VDOT hosted a Regional Forum to shape the VTrans 2040 Transportation Needs Assessment with local stakeholders. Stakeholder engagement will continue throughout the summer, including in-person work sessions with MPOs in June and August, and statewide meetings in July. Deputy Secretary of Transportation Nick Donohue set completion of VTrans 2040 for the first quarter of 2016.

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AGENDA ITEM #10: EXECUTIVE DIRECTOR REPORT

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: May 28, 2015

SUBJECT: Executive Director Report

The [May Executive Director Report](#) is attached. Our monthly Executive Director Report is distributed as a newsletter between Commission meetings. We will provide a memorandum detailing current information on key issues at the monthly meeting. An [update NVTC Annual Agenda](#) is also attached.

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Rust Urges VTA Members to Partner with Legislators



“For Virginia to remain competitive, transit in all forms must continue to be an integral part of our transportation network,” said Thomas Davis Rust in a keynote speech at the Virginia Transit Association (VTA) annual conference on May 21. Rust, who gave an overview of transit policy in the Commonwealth, underscored transit’s contribution to Virginia’s “business-friendly” reputation. He emphasized that while recent

legislation – including HB2313 and HB1887 – has provided transit funding, more is needed to address the coming funding shortfall, as capital projects revenue bonds expire. And, Rust challenged those in attendance to “demonstrate the value of transit to Virginia and help legislators find the necessary resources” to meet needs across the state.

Drawing on five decades as a civil engineer affiliated with roads, Rust shared what he’s learned about transit – and what it means to the people of and communities in the Commonwealth. “I now know that roads alone don’t solve the problem. Yes, they are important. But, they are not the only answer. We in Northern Virginia must maximize our highways by investing in transit.”

See VTA Conference Page 2

Transit Integral to I-66 Project

At the Commonwealth Transportation Board’s May Workshop, Transportation Secretary Aubrey Layne reviewed the public and private funding options for the I-66 Multimodal Corridor Project Outside the Beltway. Irrespective of the financing mechanism for I-66, transit will be a permanent centerpiece, improving congestion, access and mobility in the corridor, said Layne. The Secretary expects that the Transportation Public-Private Partnership Committee will consider a funding recommendation late this summer.

I-66 Materials of Interest

Sec. Layne’s Comparison of P3 and Public Finance Options

Projected Revenue from I-66 Project

Considerations for P3 & I-66

Tell VDOT What You Think

Attend one of the upcoming I-66 public hearings:

May 27, VDOT Northern Virginia District Office, 4975 Alliance Dr., Fairfax

May 28, Oakton High School, 2900 Sutton Rd., Vienna

June 02, Battlefield High School, 15000 Graduation Dr., Haymarket

June 03, Bull Run Elementary School, 15301 Lee Hwy., Centreville

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- Businesses Value Transit
- NVTC Testimony Links Transit Funding to Economic Health
- Transportation Planning Board Reports

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- WMATA News
- WMATA Initiatives
- WMATA Virginia Ridership
- Emergency Preparedness
- Technical Assistance Applications Due June 3

Page 4

- Federal Support of Metro
- Federal Transit Funding
- VRE News
- Envision Route 7 Outreach
- NVTC Welcomes Laurel Hammig

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Executive Director
Kelley Coyner

Businesses Value Transit

NVTC's profiles of businesses that value transit garnered numerous mentions at the May 8 Transit Means Business! forum and the May 20-21 VTA conference. The nine profiles include corporations, a nonprofit educational institution and a small business. Over the next few months, NVTC's Executive Director Report will highlight several of these area businesses.

B.F. Saul Company Hospitality Group — Existing transit and the promise of new transit weigh heavily into this company's decisions about where to locate its hotels. Proximity to transit makes the hotels more appealing to travelers and allows B.F. Saul's Hospitality Group to attract both hourly and salaried employees from a wider geographic area. The company recognizes that transit attracts knowledge-based employers, which form the most important market segment for business-class hotels.

Bittersweet Catering & Café/ Waterfront Market & Café — Old Town's transit-rich environment is key to the cafés' employee recruitment and retention strategy and provides tourists and locals with easy access to the restaurants. About 60 percent of the cafés' workforce commutes via transit, which includes Alexandria Transit Company's DASH bus service, Metrobus, Metrorail, Virginia Railway Express and the King Street Trolley.

VTA Conference Amplifies NVTC's Message of Transit Means Business

Such an investment is vital to Northern Virginia's economy and global competitiveness. As an example, Rust pointed to Loudoun County, where the extension of Metro's Silver Line has allowed the county to compete for development projects that were previously unimaginable. To underscore the value businesses place on transit, Rust drew from recent NVTC research showing that 59 percent of all jobs in Northern Virginia are within a quarter mile of a Metro or VRE station or bus stop.

NVTC's research on transit's economic value and profiles of businesses that value transit were highlighted by speakers throughout the VTA conference. Commission staff shared lessons learned from NVTC's Transit Means Business! forum with transit providers from other regions. Staff also led two VTA conference sessions – one on transit-oriented development (TOD) in smaller cities and towns and another on technology and urban mobility options.

TOD, popular in many urban areas, is finding a home in smaller jurisdictions, according to panelists Chris Zeilinger, assistant director at the Community Transportation Association of America, and Jimmy Mills, owner of Infrastructure and Highway Solutions. Coordinated by NVTC's Kate Mattice, director of programs and policy, and David Koch, regional planner, the session explored TOD benefits, such as increased tax revenues and sustainability. Panelists shared examples of TOD, including Crossroads Station, a mixed-use development under construction adjacent to the future VRE Spotsylvania Station.

New technology and urban mobility options were the focus of a panel that NVTC Chairman David F. Snyder moderated. Panelists – including Steven Higashide from the TransitCenter, Marlene Connor from Marlene Connor Associates, LLC and Kevin Webb from Conveyal – noted increasing interest, particularly among millennials, in how technology can enhance the passenger experience.

NVTC Testimony Links Transit Funding to Economic Health

Citing the strong relationship between high-quality transit and the economic vitality of Northern Virginia, David F. Snyder, NVTC chair and vice mayor for the City of Falls Church, called for increased investment in Northern Virginia's regional transit network when he appeared before the Commonwealth Transportation Board (CTB) on April 28, 2015. Snyder underscored critical issues for regional transit, including investments in Metro and VRE. He also highlighted NVTC's comments on the VTrans 2040 vision and the HB2 prioritization framework. Snyder's testimony highlighted key provisions of the draft FY2016-FY-2021 Six-Year Improvement Program.

Transportation Planning Board Reports

WMATA briefs TPB on Connecting Communities

Improving Pedestrian and Bicycle Access to Select NoVa Metrorail Stations

Unfunded Transportation Projects in the Region

DC to Richmond (DC2RVA) High Speed Rail Update

WMATA News

FY 2016 Budget Up for Consideration — The WMATA Board will consider the approval of the FY2016 operating budget and FY2016-2021 Capital Improvement Program (CIP) on Thursday, May 28. The FY2016 operating budget is expected to be adopted without the fare increases or major service changes proposed in the GM/CEO Budget. Given outstanding questions including several pending with the FTA, the approval of the full FY2016 capital budget is less certain this month.

Ridership Up — In its third quarter report on WMATA's FY2015 operating and capital budgets, the transit agency reported that ridership for the first nine months of FY2015 is up 0.9 percent over FY2014, but is 6.4 percent below the total budgeted trips. Revenues are \$34 million, or 7 percent, below budget for the year. WMATA also reported that it delivered \$442 million, approximately 40 percent of the FY2015 capital budget, through the end of the third quarter.

FMO — By July 1, WMATA expects to address the remaining three Corrective Action Plan items in the Federal Transit Administration's Financial Management Oversight (FMO) report.

Safety — The National Transportation Safety Board will hold hearings on June 23 and 24 on the L'Enfant Plaza incident.

WMATA Initiatives

WMATA board was briefed on new tool that estimates ridership impact of development near stations

WMATA to launch "We Have Space" campaign to promote parking at stations with capacity along the Orange Line

WMATA will celebrate one-year anniversary of the Silver Line with customer testimonials.

WMATA Virginia Ridership April 2015			
	April 2014	April 2015	% Change
Metrorail			
Total	10,044,678	9,917,231	-1.3%
Weekday Average	335,892	348,064	3.6%
Metrobus			
Total	1,873,889	1,849,788	-1.3%
Weekday Average	74,240	73,327	-1.2%
MetroAccess			
Total	28,027	28,116	0.3%

Emergency Preparedness

On June 2, NVTC staff will kick off the first phase of a new emergency preparedness initiative. Staff will work with transit providers, transportation planners and emergency managers from NVTC's six jurisdictions to create local surface transit plans that complement WMATA's Emergency Response and Evacuation Plan (EREP) and regional emergency response plans. The integration of these plans – to include emergency response planning, training and exercises – is critical to the rapid and reliable deployment of personnel and resources during an emergency.



NVTC staff attended a WMATA EREP assessment at Spring Hill Station.

Technical Assistance Applications Due June 3

Local jurisdictions working on transportation plans and projects may be eligible for technical assistance from the Transportation Planning Board. Requests for planning technical assistance must be between \$30,000 and \$60,000. Application materials are available online and are due by 5 p.m. on Wednesday, June 3, 2015.

Federal Support of Metrorail

After a House committee in late April proposed halving a \$150 million federal contribution to Metrorail, lawmakers restored \$25 million, bringing Metro's total appropriation to \$100 million. U.S. Representatives Don Beyer, Barbara Comstock and Gerry Connolly worked closely with the chair of the House Appropriations Committee to close the \$75-million gap. The committee's spending plan, in addition to cutting funding, sets conditions for disbursement of the reduced funds. To receive PRIIA money, Metro would need to show that it "is making significant progress in eliminating material weaknesses, significant deficiencies, and minor control deficiencies" identified by a federal audit last year that indicated issues with financial management within the transit agency. Since 2008, Congress annually has provided \$150 million for Metro's capital improvement budget under the Passenger Rail Investment and Improvement Act (PRIIA), which designated \$1.5 billion for the transit agency over 10 years. Maryland, Virginia and the District have matched the \$150 million in PRIIA money each year, contributing \$50 million apiece for capital improvements.

Federal Transit Funding

The House and Senate last week voted to extend federal Highway Trust Fund financing for two months. The stopgap measure prevents the shutdown of infrastructure projects across the country, keeping highway and transit funding flowing through the end of July without the need for new revenue. Reauthorization of MAP-21, which governs federal surface transportation programs, is essential to the viability of commuter rail and transit in Northern Virginia.

VRE News

Virginia Railway Express' mobile ticketing app, to be demonstrated at NVTC's June 4 meeting, has received positive press and public reaction. The app is available for download from Google Play or iTunes' App Store. VRE is the first transit system in the greater Washington D.C. area to offer riders an app that allows them to buy and use VRE tickets directly from a smartphone.

VRE recently honored Operations Board members who were instrumental in establishing VRE service, were early or long-tenured members, or whose extraordinary efforts contributed to its success. The names of honorees, listed below, will be affixed to the front of VRE locomotives.

- Edwin King, Prince William County, Original Member
- James Hugh Payne Sr., City of Manassas, First Elected Manassas Member
- Bernard Cohen, Virginia House of Delegates, Original Member
- Bob Gibbons, Stafford County, First Elected Stafford Member
- Sally H. Cooper, VDOT, Original Member
- Sharon Bulova, Fairfax County, Original and Continuously Serving Member
- John Jenkins, Prince William County, Long Serving Member
- Hilda Barg, Prince William County, Long Serving Member
- Elaine McConnell, Fairfax County, Long Serving Member

Envision Route 7 Outreach

Committed to engaging the public about Envision Route 7 – an examination of transit options for a 13-mile corridor between Tysons Corner and the City of Alexandria – NVTC has scheduled five community meetings. To request NVTC's participation at an event, visit the [Envision Route 7 website](#) or call 844-RT7-STUDY.

Upcoming Meetings

- Bailey's Crossroads Rotary
May 29 at 7:30 a.m.
- McLean Citizens Association
Transportation Committee
June 9 at 7:30 p.m.
- Bailey's Crossroads Seven
Corners Redevelopment
Corporation (BC7RC)
June 16 at 7:30 p.m.
- Mason District Land Use
Council
June 26 at 7:30 p.m.
- Falls Church Chamber
July 21 at 12 p.m.

NVTC Welcomes Laurel Hammig

Laurel Hammig, AICP is NVTC's new transit projects and policy manager. She will focus on NEPP (new electronic payments program) and emergency preparedness.



(laurel@nvtcd.org)

2015 ANNUAL COMMISSION AGENDA

JANUARY 2015

- Board Reorganization
- Public Comment
- Acceptance of NVTC Implementation Plan
- NVTC FY2016 G&A Budget
- Work Session: Route 7 Alternatives Analysis
- New Electronic Payments Program (NEPP)
- Update: Status of Pilot and Funding
- WMATA Report*
- VRE Report and Action Items
- Approve VRE FY2016 Budget
- NVTC Financial Report

* Monthly WMATA Report includes:

- Budget
- Capital Funding Agreement (CFA)
- Safety and Related Issues
- Management Audit
- Financials (Dashboard)
- Financial Management Oversight (FMO)
- Key WMATA Milestones/Dates

FEBRUARY 2015

- Submission of State Assistance Request to DRPT
- General Assembly Update
- Comments: I-66 Outside the Beltway
- WMATA Report*
- VRE Report and Action Items
- NVTC Financial Report

MARCH 2015 – Meeting Cancelled

- VRE Management Audit
- I-66 Multimodal Corridor Projects
- Consideration of FY2016 NVTC G&A Budget¹
- 2nd Quarter Ridership Report
- Legislative and Policy Issues
 - General Assembly Update
 - Federal Legislation
 - State Planning and Legislative Implementation Items
- Contract for NVTC Financial Auditing Services
- WMATA Report*
- VRE Report and Action Items
- NVTC Financial Report

APRIL 2015

- WMATA Budget Session (Scheduled Annually before Adoption of WMATA Budget)
- VRE Management Audit
- I-66 Multimodal Corridor Projects
- Consideration of FY2016 NVTC G&A Budget¹
- 2nd Quarter Ridership Report
- Legislative and Policy Issues
 - General Assembly Update
 - Federal Legislation
 - State Planning and Legislative Implementation Items
- Contract for NVTC Financial Auditing Services
- WMATA Report*
- VRE Report and Action Items
- NVTC Financial Report

¹Annual calendar to be updated to reflect approved NVTC G&A budget process.

2015 ANNUAL COMMISSION AGENDA

MAY 2015

- NVTC FY2015 3rd Quarter Ridership Report
- Annual Transit Performance Data
- Adopt Annual Budget Process
- Tiger Grant Endorsements
- High-Speed Rail Presentation
- WMATA Report*
- VRE Report and Action Items
- NVTC Financial Report

JUNE 2015

- VRE Mobile Ticketing Demonstration
- VTRANS Update and Comment
- Transit Means Business Forum Report and Next Steps
- WMATA Report*
 - Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- VRE Report and Action Items
 - Authorization to Execute First Option Period of the Operations and Maintenance Contract
- NVTC Financial Report

JULY 2015

- Work Session: Draft Regional Bus Agenda
- I-66 Framework Agreement Discussion
- Washington to Richmond High-Speed Rail Project Update
- WMATA Report*
- VRE Report and Action Items
- NVTC Financial Report

AUGUST 2015 – No Commission Meeting

- (Executive Committee Meeting - FY2017 Budget¹)

SEPTEMBER 2015

- Emergency Preparedness and Transit
- NVTC FY2015 4th Quarter Ridership Report
- WMATA Report*
 - Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- VRE Report and Action Items
- NVTC Financial Report

OCTOBER 2015

- Work Session: Route 7
- I-66 Framework Agreement
- Washington to Richmond High-Speed Rail Project Update
- Approve Pre-Allocation Testimony to the Commonwealth Transportation Board (CTB)
- Notice of Direct Contributions to Jurisdictions
- FY2017 NVTC G&A Budget Work Session (dates/time TBD)¹
- WMATA Report*
- VRE Report and Action Items
- Forward VRE Budget to Jurisdictions
- NVTC Financial Report



2015 ANNUAL COMMISSION AGENDA

NOVEMBER 2015

- FY2017 Budget Presented for Approval
- Approve NVTC Legislative and Policy Agenda
- NVTC FY2016 1st Quarter Ridership Report
- WMATA Report*
- VRE Report and Action Items
- Approve VRE Legislative Agenda
- NVTC Financial Report

DECEMBER 2015

- NVTC and VRE Audit Presentations and Acceptance
- General Assembly Legislative Briefing
- Washington to Richmond High-Speed Rail Project Update
- Approve 2016 NVTC Meeting Schedule
- WMATA Report*
 - Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- VRE Report and Action Items
- NVTC Financial Report

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AGENDA ITEM #11: COMMONWEALTH AND REGIONAL AGENCY REPORTS

TO: Chairman Snyder and NVTC Commissioners
FROM: Kelley Coyner
DATE: May 28, 2015
SUBJECT: Commonwealth and Regional Agency Reports

A. Department of Rail and Public Transportation (DRPT) (attachment)

B. Commonwealth Transportation Board (CTB)

May 19 and May 20, the Commonwealth Transportation Board held its May Workshop and Meeting in Tysons Corner. The workshop session included presentations on I-66, HB2, and the recommendations of the Transportation Service Delivery Advisory Committee (TSDAC). In addition, the Rail Committee of the CTB met to discuss the Rail Enhancement Fund study directed by the General Assembly.

Secretary Layne reviewed in detail the public and private funding options for I-66 Outside the Beltway. Whether the project is financed publicly or through a Public Private Partnership, Secretary Layne emphasized that he will ensure that transit is a strong component of the improvements in the corridor. He expects the following steps moving forward: an initial meeting of the Transportation Public Private Partnership Advisory Committee in next 30-45 days; a recommendation on procurement from VDOT/DRPT in mid-summer, and a Transportation Public-Private Partnership Committee meeting to consider recommendation in late-summer. [Secretary Layne's presentation materials outline the analysis of P3 and public finance options.](#)

Deputy Secretary Nick Donahue walked Board members through comments on the proposed HB2 prioritization framework, the proposed adjustments to weighting frameworks and measures, and the results of a pilot application of the measures. [The Office of Intermodal Planning and Investment \(OIPI\) presentation details each of these issues.](#)

In anticipation of an action item on this issue, Steve Pittard of the Virginia Department of Rail and Public Transportation reviewed DRPT's analysis of the tiered capital allocation. The next day the CTB adopted a resolution finding that no transitional assistance was warranted in the first year of the capital tiering program as no jurisdiction saw a reduction of funding from the prior year. The analysis did note that the Northern Virginia CTB district did receive \$3.6 million less as a result of a change in the calculation of the state participation in capital projects. The CTB further directed DRPT and its Director to

continue “to review the results of the capital allocations under this new Capital Allocation Methodology as part of their normal activities, and propose any revisions to the methodology to be considered by the CTB, as needed.”

C. Northern Virginia Transportation Authority (NVTa)

At its [May 28th Authority meeting](#), NVTa approved project work agreements for seven Northern Virginia projects, including the Innovation Metrorail Station, Metro 8-Car traction power updates, CUE buses, and the PRTC western maintenance facility. The NVTa Board also received a briefing on the National Capital Region’s Transportation Planning Board [Regional Bus Staging, Layover, and Parking Location Study](#), which highlighted the need to identify additional on-street staging and off-street daytime storage to accommodate current and planned bus services.

The deadline for receipt of proposals for [NVTa’s Transaction2040 update](#) was on May 22, 2015. More than [a dozen firms participated in a pre-bid conference on April 30, 2015](#). The Authority is expected to hear oral presentations on June 9th and 10th and select a firm by July 23, 2015. Work on the TransAction2040 update will begin the week of August 17, 2015 with targeted completion by summer 2017.



COMMONWEALTH of VIRGINIA

Jennifer L. Mitchell
Director

Virginia Department of Rail and Public Transportation
600 E. Main Street, Suite 2102
Richmond, VA 23219

Ph: 804-786-4440
Fax: 804-225-3752
Virginia Relay Center
800-828-1120 (TDD)

TO: Chairman Snyder and NVTC Commissioners

FROM: Commissioner Corcoran

DATE: May 27, 2015

SUBJECT: DRPT Update

General Update

DRPT is actively recruiting for four senior and mid-level positions in Richmond and the NOVA District office co-located with VDOT in Fairfax. The following positions are currently advertised: Director of Engineering and Project Oversight, Rail Transportation Programs Administrator, Statewide Multimodal Planner (all in Richmond) and Transit Safety and Security Manager (in Fairfax). The position descriptions are posted on <https://virginiajobs.peopleadmin.com/>. The Transit Safety and Security Manager will report to Sharmila Samarasinghe, who was promoted to State Rail Safety Programs Administrator in April.

The Commonwealth Transportation Board (CTB) released the draft Six Year Improvement Program (SYIP) on April 15 and the \$3.4 billion transit portion is posted on DRPT's website. It is anticipated that the CTB will approve the SYIP at its June meeting.

The total FY16 Public Transportation Allocation is \$450.1 million and the total FY16 Rail Allocation is \$108.7 million. The total FY16 Mass Transit Fund Allocation is \$238.7 million. In the Northern Virginia District, state revenues for operating assistance are \$136.2 million, approximately 77% of total state operating funding. State revenues for capital grants for the Northern Virginia District are \$158.1 million, approximately 85% of total state capital funding. Detailed FY16 funding for local jurisdictions, transit operators and TDM agencies, including a list of all capital projects, can be found in the draft SYIP on front page of DRPT's website.

DRPT's annual budget for FY16 is \$664.1 million. This represents a 14% increase from last year due to the full impact of the new transit and rail revenues from HB2313. DRPT's agency operating budget is estimated at \$12.1 million - only 1.8% of the total annual budget. The operating budget was increased for FY 16 to allow for a staffing increase from 53 to 59 positions.

DRPT.Virginia.gov

Improving the mobility of people and goods while expanding transportation choices.

WMATA

DRPT is working with NVTC and the local funding jurisdictions in discussions regarding the new Capital Funding Agreement (CFA) that will begin on July 1, 2016 and will be effective from FY 2017 through FY 2022. The existing CFA will continue until June 30, 2016. Transportation officials from Virginia, Maryland and the District of Columbia will work together over the next 9-12 months to agree upon the capital projects and appropriate funding levels for the new CFA.

DRPT is also working closely with the local funding jurisdictions regarding WMATA's FY 2016 capital budget, which will need to include funding for the purchase of additional rail cars and necessary traction power upgrades. WMATA has contract options to purchase up to 220 new railcars (in increments of 90, 130 or 220) under its current contract, but those options expire in July 2015 and cannot be extended. There is agreement in principle between VA, MD and DC that the railcar options should not be allowed to expire. The WMATA Board will approve the FY 2016 capital budget at either its May 28 or June 25 meeting.

Transit Service Delivery Advisory Committee (TSDAC)

The CTB was briefed on the April 24 TSDAC meeting and received an update that concluded that no jurisdiction suffered a financial loss and that DRPT allocated an additional \$33 million in capital assistance in FY15 from the previous year. The CTB adopted a resolution that no transitional assistance was necessary for any jurisdiction and directed the TSDAC and DRPT Director to continue to review capital allocations as part of their normal activities and propose revisions to the methodology as needed. On average, all CTB districts received a 53% increase and Northern Virginia received an additional \$27 million, which was approximately 80% of the additional funding. The tech memo, presentation, agenda and audio from the April 24 TSDAC meeting are available on DRPT's website.

I-66 Corridor Improvements – Outside the Beltway

The draft Tier 2 Environmental Assessment, draft Section 4(f) Evaluation and fourteen technical reports (including separate Transit/TDM and Transportation technical reports) were published on May 12. The comment period extends through June 18. They are available on the project website (<http://outside.transform66.org/>). Print copies are available at the NOVA District office, the offices of the Fairfax County Department of Transportation and Prince William County Department of Transportation, the Town of Vienna, the City of Fairfax, the Town of Haymarket, four regional libraries (Tysons-Pimmit, City of Fairfax, Centreville and Manassas), Fairfax County Supervisors Linda Smyth and Michael Frey and Prince William County Supervisor Pete Candland.

Environmental public hearings for the I-66 Outside the Beltway Corridor Improvements project are scheduled for May 27 at the VDOT NOVA District office in Fairfax, May 28 at Oakton High School in Vienna, June 2 at Battlefield High School in Haymarket and June 3 at Bull Run Elementary School in Centreville. All meetings will be held from 5:30 to 9 PM with a presentation at 7:00 followed by public comment. Public hearing display boards for Alternatives 2A and 2B are available on the project website and so is a new concept plan for bicycle and pedestrian improvements for Prince William and Fairfax counties and a new alternative, 2C, for the I-66 and Route 28 interchange. New locations for potential noise walls are shown in yellow on the display boards for alternatives.

I-66 Corridor Improvements – Inside the Beltway

VDOT and DRPT will hold two Public Information Meetings on the I-66 Inside the Beltway Project in June. The first meeting will be on June 16 at Mary Ellen Henderson Middle School in Falls Church from 7-9 p.m. and the second meeting will be on June 17 at the Arlington Central Library in Ballston from 6:30-8:30 p.m. Additional public meetings will be held in the fall.

As part of its ongoing outreach efforts, VDOT and DRPT staff held a meeting on May 15, 2015 with staff from the City of Falls Church, Arlington County and Fairfax County to discuss the status of the project and the methodology for the traffic analysis. VDOT and DRPT staff members have continued to meet with local jurisdictional staff to discuss the implementation of the multi-modal study recommendations.

Southeast High Speed Rail

In addition to the May 8 presentation to NVTC, DRPT also presented to the Potomac and Rappahannock Transportation Commission (PRTC) meeting on May 7, the Northern Virginia Transportation Authority (NVTA) Jurisdiction and Agency Coordinating Committee (JACC) on May 14 and the Transportation Planning Board (TPB) on May 20.

The next round of public meetings is scheduled for June 1-3 to review conceptual design alternatives and early data collection results. The Public Information Meeting on June 1 will be held at the Hilton Alexandria Hotel, located at 1767 King Street in Alexandria from 5:00 to 7:30 PM. The location is accessible to persons with disabilities and directly across from the King Street Metro station and served by DASH buses. The meeting will be an open house format where participants can view an introductory video near the entrance to the meeting room.

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AGENDA ITEM #12: NVTC ELECTRONIC PARTICIPATION POLICY UPDATE

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: May 28, 2015

SUBJECT: NVTC's Electronic Participation Policy

At its November 6, 2014 meeting, the Commission adopted an Electronic Participation Policy with a proviso to assess the policy in six months. The Virginia Freedom of Information Advisory Council has developed sample policy language which staff is reviewing. Progress has been made on upgrading communication/technology in the first floor conference space. The question of whether the upgrade might be added to this year's budget (calendar year 2015) is pending before the building owner. Staff will report on the sample policy in July. Staff further recommends that the issue of electronic participation in Commission meetings be revisited after the communications technology issues are resolved.

In a related matter, last year we held agency-wide training with NVTA and Commission Counsel on open meeting act requirements. NVTC's Commission Secretary conducts reoccurring training on Freedom of Information Act (FOIA) requirements for all staff. NVTC staff has put together a Freedom of Information Act (FOIA) Procedures Manual.

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Adopted 11-06-14

POLICY GOVERNING ELECTRONIC PARTICIPATION IN NVTC COMMITTEE MEETINGS

Occasions may arise when a Commissioner of the Northern Virginia Transportation Commission (NVTC) is unable to be physically present at a committee meeting. Under certain circumstances, Virginia law permits members to participate in meetings through electronic means such as telephone and video conferencing. The law limits the instances in which this may occur, prescribes procedures that must be followed when a member participates in a meeting through electronic means, and requires that a written policy governing such participation be adopted. This Policy, as hereafter set forth, sets forth the instances when a Commissioner may participate in a NVTC committee meeting electronically and the procedures that apply.

Circumstances When Electronic Participation Is Permitted

A Commissioner may participate in a NVTC committee meeting through electronic means from a remote location not open to the public under the following circumstances:

1. A Commissioner shall notify the Chair on or before the day of the meeting that such Commissioner is unable to attend the committee meeting due to an emergency or personal matter, and shall identify with specificity the nature of the emergency or personal matter. NVTC shall record the specific nature of the emergency or personal matter and the remote location from which the Commissioner participated. If the Commissioner's participation from a remote location is disapproved because such participation would violate the provisions of this Policy, such disapproval shall be recorded.
2. Such participation by the Commissioner shall be limited each calendar year to two committee meetings or 25 percent of the meetings, whichever is fewer.
3. A Commissioner may notify the Chair that such Commissioner is unable to attend a committee meeting due to a temporary or permanent disability or other medical condition that prevents the Commissioner's physical attendance. NVTC shall record this fact and the remote location from which the Commissioner participated.

Procedural Requirements

Participation by a Commissioner of NVTC as authorized above shall be only under the following conditions:

1. A quorum of NVTC is physically assembled at the primary or central meeting location.
2. NVTC is able to make arrangements for the voice of the committee member who is participating remotely to be heard by all persons at the primary or central meeting location.
3. This Policy shall be applied strictly and uniformly, without exception, to all Commissioners and without regard to the identity of the Commissioner requesting to participate remotely or the matters that will be considered at the committee meeting.



Adopted 11-06-14

GUIDELINES FOR NVTC's POLICY GOVERNING ELECTRONIC PARTICIPATION IN COMMITTEE MEETINGS

The determination of whether requests by Commissioners to participate in NVTC committee meetings from remote locations complies with NVTC's Policy Governing Electronic Participation in Meetings ("Policy") shall be made by the NVTC Chair subject to final approval by the Commission. The following guidelines shall be used by the Chair and NVTC in considering and acting upon requests:

1. The policy applies only to NVTC committee meetings when the technology is available to accommodate remote participation, which includes NVTC's conference room (Suite #620, 2300 Wilson Blvd., Arlington VA).
2. Notification of the request to participate electronically shall be provided by the Commissioner seeking to participate remotely to the Chair at the earliest practicable time not later than eight hours before the meeting start time. It may be provided verbally but should be followed up in writing as soon as possible.
3. The Commissioner may participate in the committee meeting, including work sessions and closed sessions, using all available electronic means including telephone and video conferencing provided the Commissioner participating remotely can be heard by all those in attendance at the location of the meeting. In the event that the means used for participation in the meeting, or other circumstances at the remote location, are disruptive to the meeting, the Chair, subject to Commission approval, may deny or withdraw the approval to participate remotely, including during the meeting. While not required, the Commissioner participating remotely is encouraged to view the meeting via television or the internet to the extent it is available.
4. For purposes of the Policy, the term "emergency" shall have its common meaning including dictionary definitions defining the term as: "a dangerous or serious situation, such as an accident, that happens suddenly or unexpectedly and needs immediate action." (Cambridge online dictionary).
5. For purposes of the Policy, a personal matter includes circumstances that prevent a member from physically attending a meeting including personal and business travel.

6. For purposes of the Policy, a temporary or permanent disability and a medical condition that prevents physical attendance at the meeting should be evident based on the nature of the disability or the condition.
7. The Commissioner requesting to participate electronically shall provide sufficient specificity as to the nature of the emergency or personal matter as is necessary for the Chair, and the Commission, to determine whether the circumstances warrant remote participation.
8. Medical verification of a medical condition or physical disability shall not be required.
9. More than one Commissioner may participate electronically at the same meeting.
10. Remote participation shall be permitted only under circumstances where all attendees at the regular meeting location, including the public, can, at a minimum, hear and possibly see the remote member.
11. NVTC's Commission Secretary shall be responsible for documenting the request to participate electronically, the reasons why it is necessary, the remote location from which the Commissioner participated electronically, and the Commission's approval or disapproval.
12. NVTC's Commission Secretary shall be responsible for ensuring a Commissioner does not participate electronically for emergency or personal reasons more than two times per calendar year.

AGENDA ITEM #13: NVTC LETTER OF ENDORSEMENT FOR ALEXANDRIA'S TIGER GRANT APPLICATION

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: May 28, 2015

SUBJECT: NVTC Letter of Endorsement for Alexandria's TIGER Grant Application

The City of Alexandria asked NVTC to endorse its TIGER Grant Application for the Potomac Yard Metro Station. At the May 8th meeting, the Commission authorized the chairman to submit letters of endorsement for NVTC jurisdictions seeking funding under the U.S. Department of Transportation's 2015 TIGER discretionary grant program. U.S. DOT's deadline for applications to its \$500 million capital program are due by June 4, 2015. [NVTC's letter endorsing the City of Alexandria's grant application is attached.](#)

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May 26, 2015

Chairman
Hon. David Snyder

Vice Chairman
Hon. Jay Fiset

Secretary/Treasurer
Hon. Jeffrey McKay

Commissioners:

City of Alexandria
Hon. William D. Euille
Hon. Paul C. Smedberg

Arlington County
Hon. Mary Hynes
Hon. Jay Fiset
Hon. Walter Tejada

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. Jim Corcoran

Virginia General Assembly
Sen. Richard Black
Sen. Jennifer Wexton
Del. David LaRock
Del. James LeMunyon
Del. J. Randall Minchew
Del. Thomas D. Rust

Executive Director
Kelley Coyner

The Honorable Anthony Foxx
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590

Dear Secretary Foxx:

I am writing to express the support of the Northern Virginia Transportation Commission (NVTC) for the City of Alexandria's grant application for the Potomac Yard Metrorail Station. The project, which seeks funding under the U.S. Department of Transportation's FY 2015 National Infrastructure Investments program (formerly "TIGER"), involves construction of an infill station on the Blue and Yellow Metrorail lines in Alexandria. Such a grant would facilitate construction of the station, allowing the city to reduce borrowing costs and further leverage local tax revenues and developer contributions.

NVTC's six jurisdictions cover over 1,000 square miles with a population of 1.7 million. The agency manages more than \$220 million of state and federal grant funds each year for public transit and co-owns Virginia Railway Express. In addition to Metrorail and Metrobus, the NVTC district encompasses six bus systems, a ride-sharing program, and Alexandria's successful new bus rapid transit line, whose transitway was funded with the generous assistance of a TIGER grant.

The Potomac Yard Metrorail Station will be an integral part of a transit system that serves millions of passengers each day and is vital to the continued economic competitiveness of Northern Virginia. Planned as a 12.5 million square-foot, transit-oriented, mixed-use activity center, Potomac Yard is within 5 miles of downtown Washington, D.C. A Metrorail station is the ideal prescription for both drivers on nearby Route 1, where traffic congestion will worsen regardless of development, and the thousands of new and existing residents and workers that will need access to the housing and businesses in and near Potomac Yard.

The potential economic benefit of the redevelopment project is significant. Alexandria estimates that a Metrorail station at Potomac Yard will result in approximately \$98 million in annual revenue – funds that can pay for community services and amenities – for 40 years. This new Metrorail station will close a 3.1 mile gap between stations, serve as many as 11,300 passengers daily and remove an estimated 5,000 cars from the roads. That means roughly a third of all trips in the area will be via transit, on foot or by bicycle. The City of Alexandria's vision of a vibrant, mixed-use development with easy access to transit is dependent on a Metrorail station at Potomac Yard. A grant through the National Infrastructure Investments program is key to maximizing the financial viability of this deserving project.

Sincerely,

David F. Snyder
Chairman

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AGENDA ITEM #14: FINANCIAL ITEMS

TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and Scott Kalkwarf

DATE: May 28, 2015

SUBJECT: Financial Items

The [financial items for April 2015](#) are provided for your information.

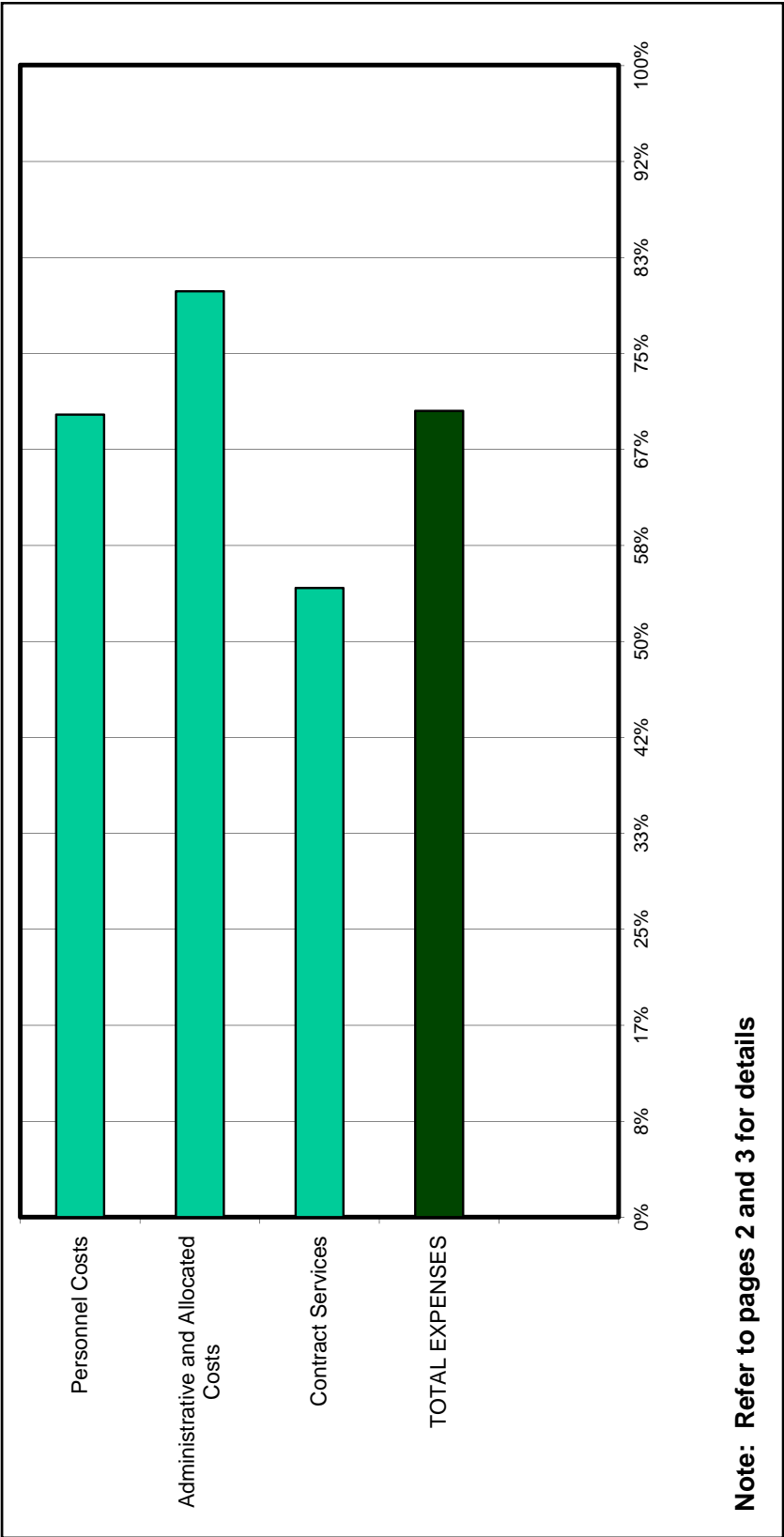
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Northern Virginia Transportation Commission

Financial Reports

April, 2015

Percentage of FY 2015 NVTC Administrative Budget Used
April 2015
(Target 83.34% or less)



NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
April, 2015

	<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 and Contract Wages	\$ 85,988.75	\$ 790,933.80	\$ 1,051,000.00	\$ 260,066.20	24.7%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>85,988.75</u>	<u>790,933.80</u>	<u>1,051,000.00</u>	<u>260,066.20</u>	<u>24.7%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	5,033.17	49,309.80	70,300.00	20,990.20	29.9%
Group Health Insurance	2,697.61	31,472.81	143,700.00	112,227.19	78.1%
Retirement	6,705.00	68,570.00	84,900.00	16,330.00	19.2%
Workmans & Unemployment Compensation	218.80	4,130.98	4,000.00	(130.98)	-3.3%
Life Insurance	167.03	1,793.24	4,450.00	2,656.76	59.7%
Long Term Disability Insurance	365.86	3,487.52	5,050.00	1,562.48	30.9%
Total Benefit Costs	<u>15,187.47</u>	<u>158,764.35</u>	<u>312,400.00</u>	<u>153,635.65</u>	<u>49.2%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	750.00	6,935.12	11,000.00	4,064.88	37.0%
<i>Rents:</i>					
Office Rent	21,376.12	174,518.90	214,200.00	39,681.10	18.5%
Parking & Transit Benefits	20,546.12	168,059.90	200,100.00	32,040.10	16.0%
	830.00	6,459.00	14,100.00	7,641.00	54.2%
<i>Insurance:</i>					
Public Official Bonds	500.00	4,200.00	6,100.00	1,900.00	31.1%
Liability and Property	200.00	1,200.00	2,300.00	1,100.00	47.8%
	300.00	3,000.00	3,800.00	800.00	21.1%
<i>Travel:</i>					
Conference / Professional Development	323.23	20,490.90	21,400.00	909.10	4.2%
Non-Local Travel	-	4,965.16	7,800.00	2,834.84	36.3%
Local Meetings & Related Expenses	-	3,638.55	1,800.00	(1,838.55)	-102.1%
	323.23	11,887.19	11,800.00	(87.19)	-0.7%
<i>Communication:</i>					
Postage	584.76	6,652.84	11,000.00	4,347.16	39.5%
Telephone and Data	-	1,096.76	2,900.00	1,803.24	62.2%
	584.76	5,556.08	8,100.00	2,543.92	31.4%
<i>Publications & Supplies</i>					
Office Supplies	1,123.87	14,286.48	15,800.00	1,513.52	9.6%
Duplication and Paper	229.24	1,786.27	2,800.00	1,013.73	36.2%
Public Information	894.63	6,390.97	7,500.00	1,109.03	14.8%
	-	6,109.24	5,500.00	(609.24)	-11.1%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
April, 2015

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>					
Furniture and Equipment (Capital)	256.75	17,752.16	24,800.00	7,047.84	28.4%
Repairs and Maintenance	-	13,043.77	17,000.00	3,956.23	23.3%
Computer Operations	-	-	1,000.00	1,000.00	100.0%
	256.75	4,708.39	6,800.00	2,091.61	30.8%
<i>Other General and Administrative:</i>					
Subscriptions	459.65	6,225.50	8,100.00	1,874.50	23.1%
Memberships	-	-	-	-	0.0%
Fees and Miscellaneous	79.67	872.36	1,300.00	427.64	32.9%
Advertising (Personnel/Procurement)	379.98	4,056.89	5,600.00	1,543.11	27.6%
Total Administrative Costs	-	1,296.25	1,200.00	(96.25)	-8.0%
	<u>25,374.38</u>	<u>251,061.90</u>	<u>312,400.00</u>	<u>61,338.10</u>	<u>19.6%</u>
<u>Contracting Services</u>					
Auditing	6,850.00	22,370.00	22,500.00	130.00	0.6%
Research and Analytic Support	4,476.14	77,287.96	160,000.00	82,712.04	51.7%
Legal	-	-	-	-	0.0%
Total Contract Services	<u>11,326.14</u>	<u>99,657.96</u>	<u>182,500.00</u>	<u>82,842.04</u>	<u>45.4%</u>
Total Gross G&A Expenses	<u>\$ 137,876.74</u>	<u>\$ 1,300,418.01</u>	<u>\$ 1,858,300.00</u>	<u>\$ 557,881.99</u>	<u>30.0%</u>

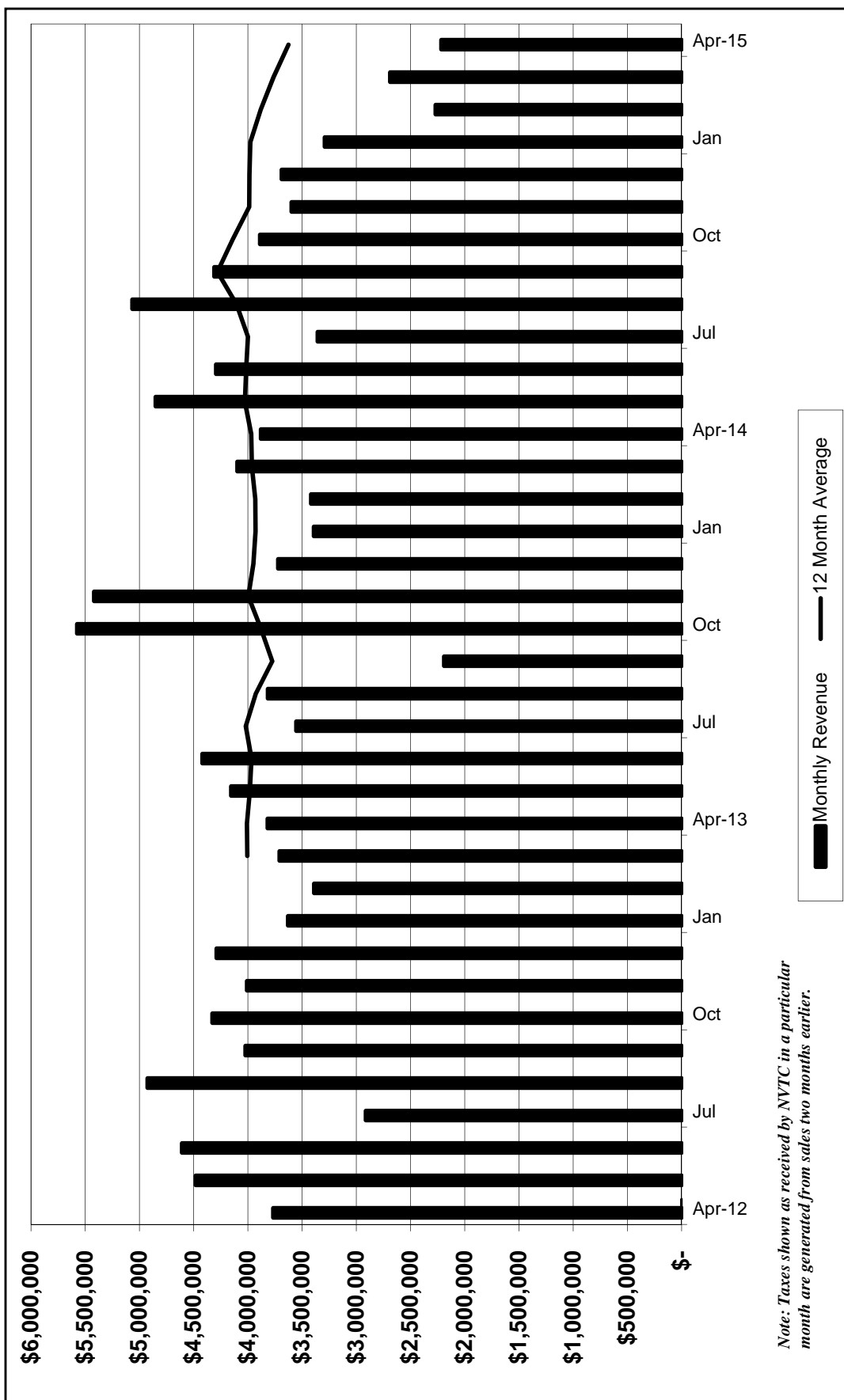
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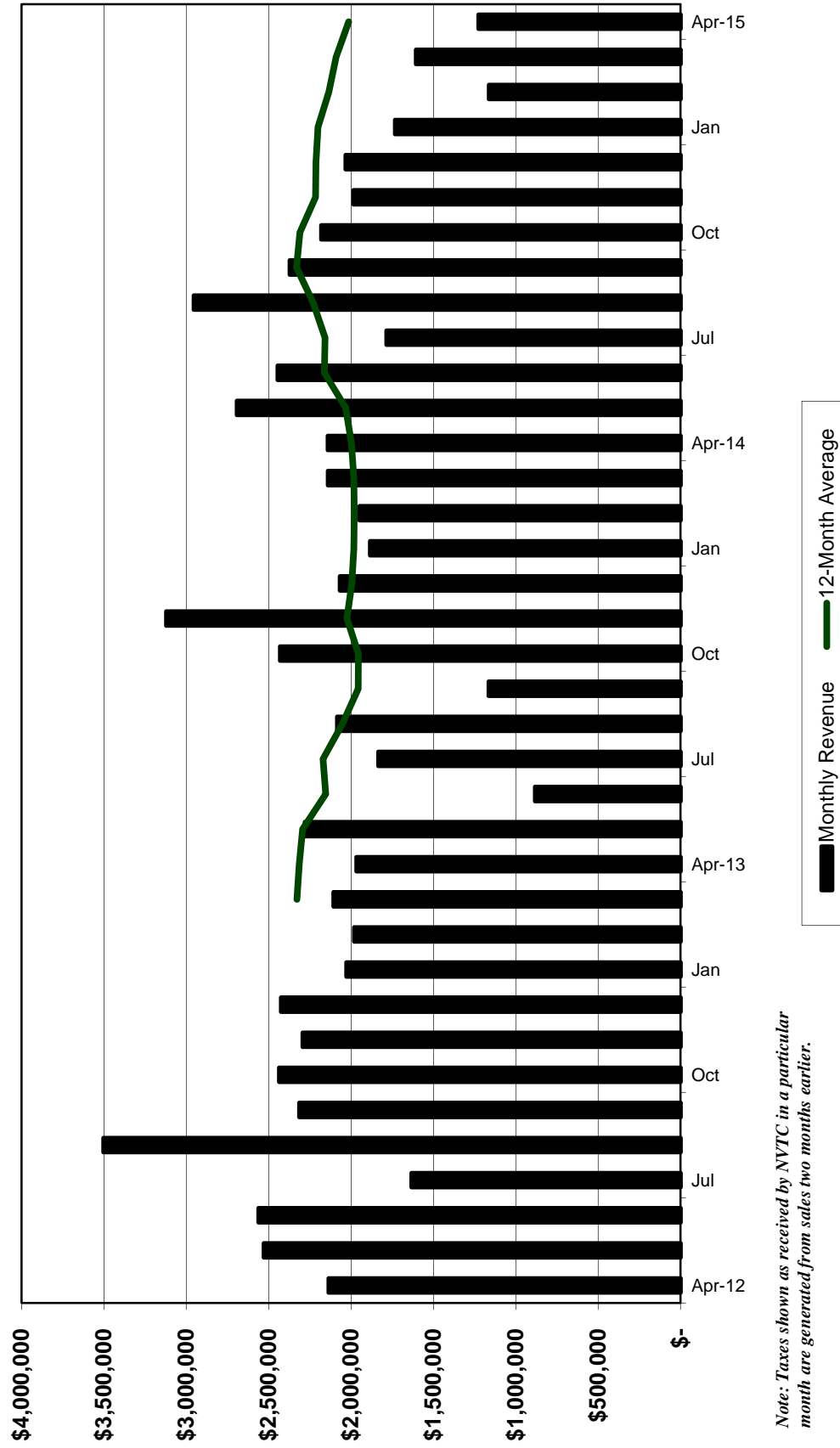
NVTC
INVESTMENT REPORT
April, 2015

<u>Type</u>	<u>Rate</u>	<u>Balance</u> <u>3/31/2015</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Balance</u> <u>4/30/2015</u>	<u>NVTC</u> <u>G&A/Project</u>	<u>Jurisdictions</u> <u>Trust Fund</u>	<u>Loudoun</u> <u>Trust Fund</u>
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 114,843.70	\$ (286.31)	\$ 114,557.39	\$ 114,557.39	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	198,410.88	31,971.92	230,382.80	230,382.80	-	-
<u>Investments - State Pool</u>							
Bank of America - LGIP	0.132%	194,244,850.92	(25,183,674.65)	169,061,176.27	359,513.35	147,646,206.90	21,055,456.02
		<u>\$ 194,558,105.50</u>	<u>\$ (25,061,564.81)</u>	<u>\$ 169,406,116.46</u>	<u>\$ 704,453.54</u>	<u>\$ 147,646,206.90</u>	<u>\$ 21,055,456.02</u>

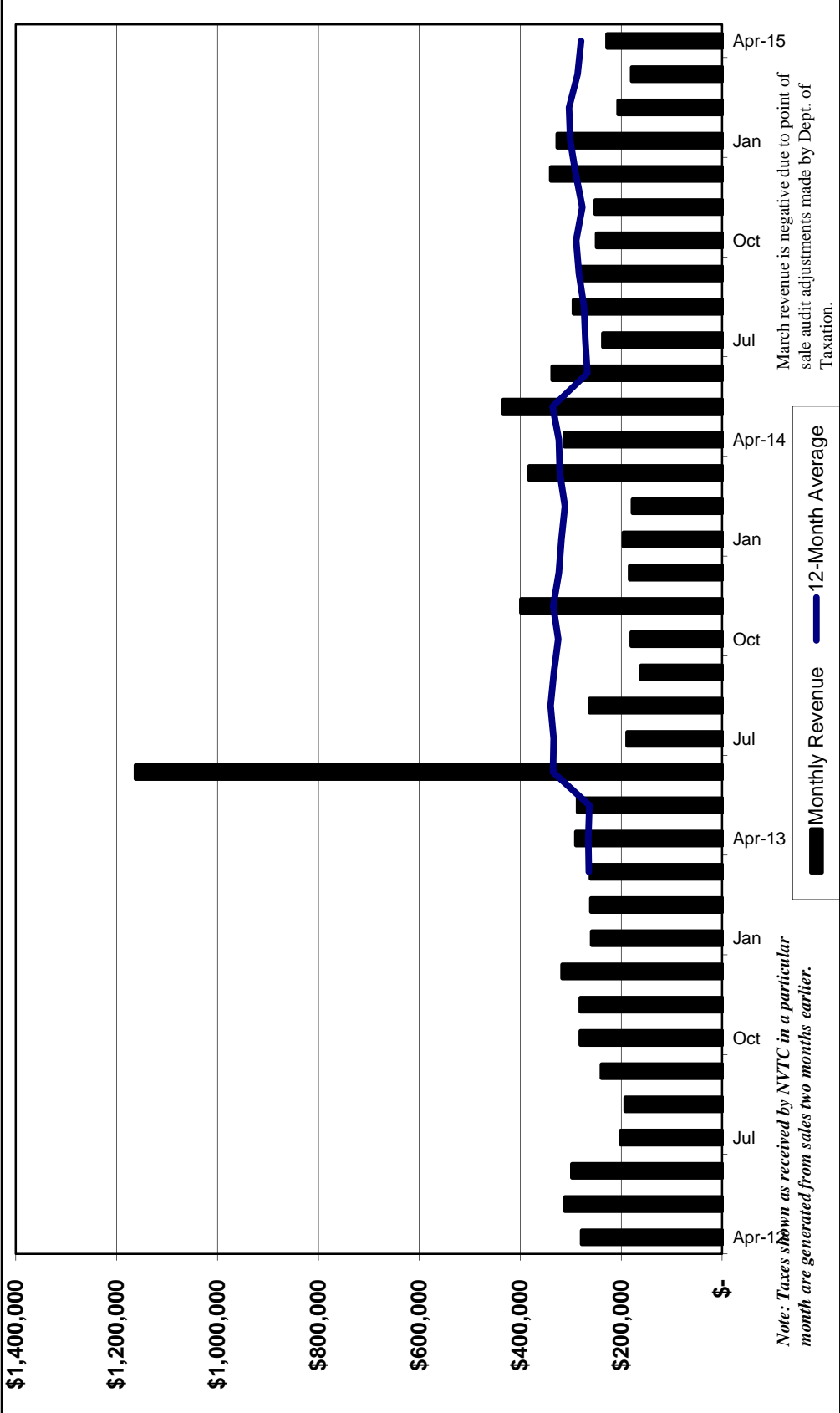
NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2012-2015



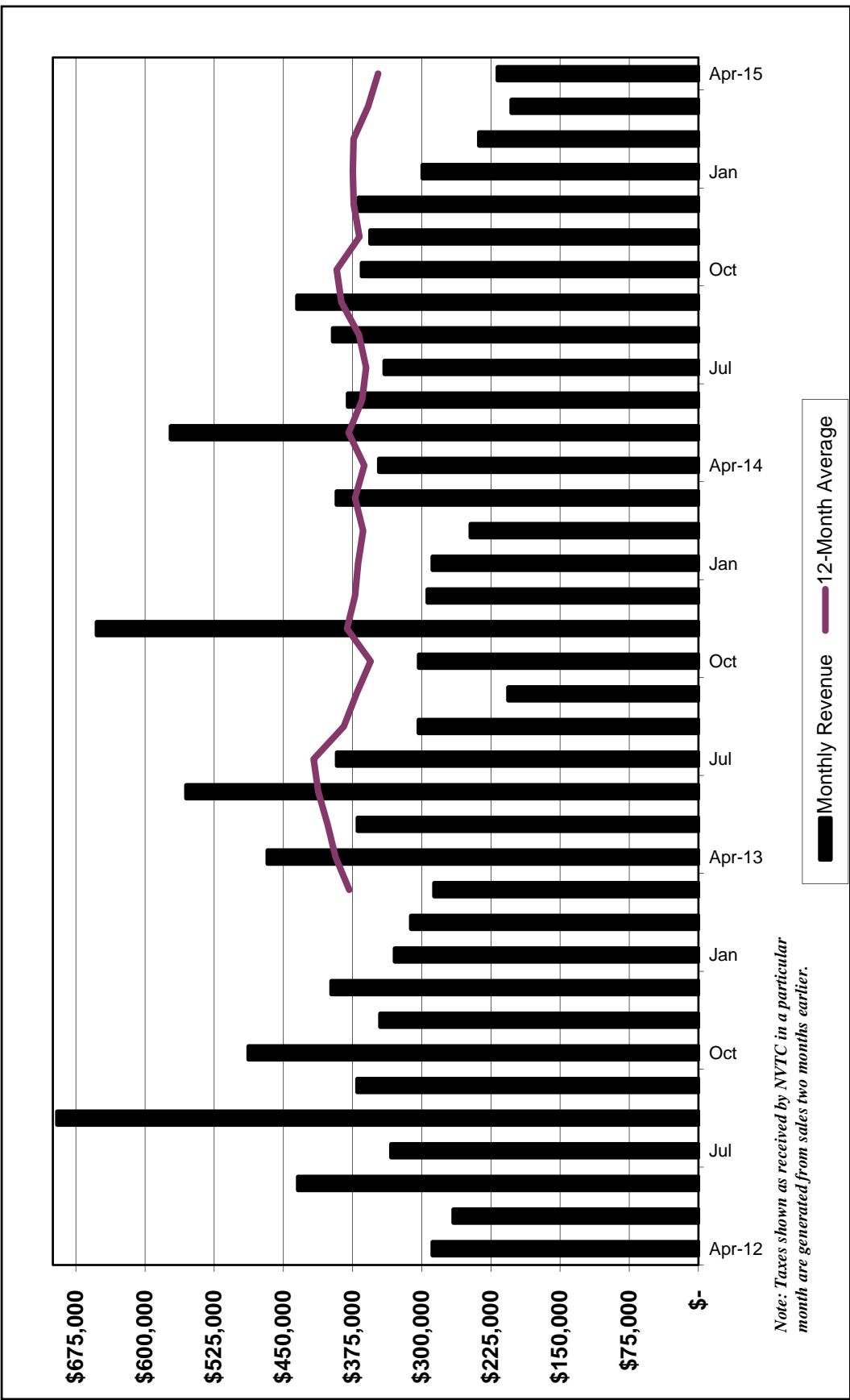
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2012-2015



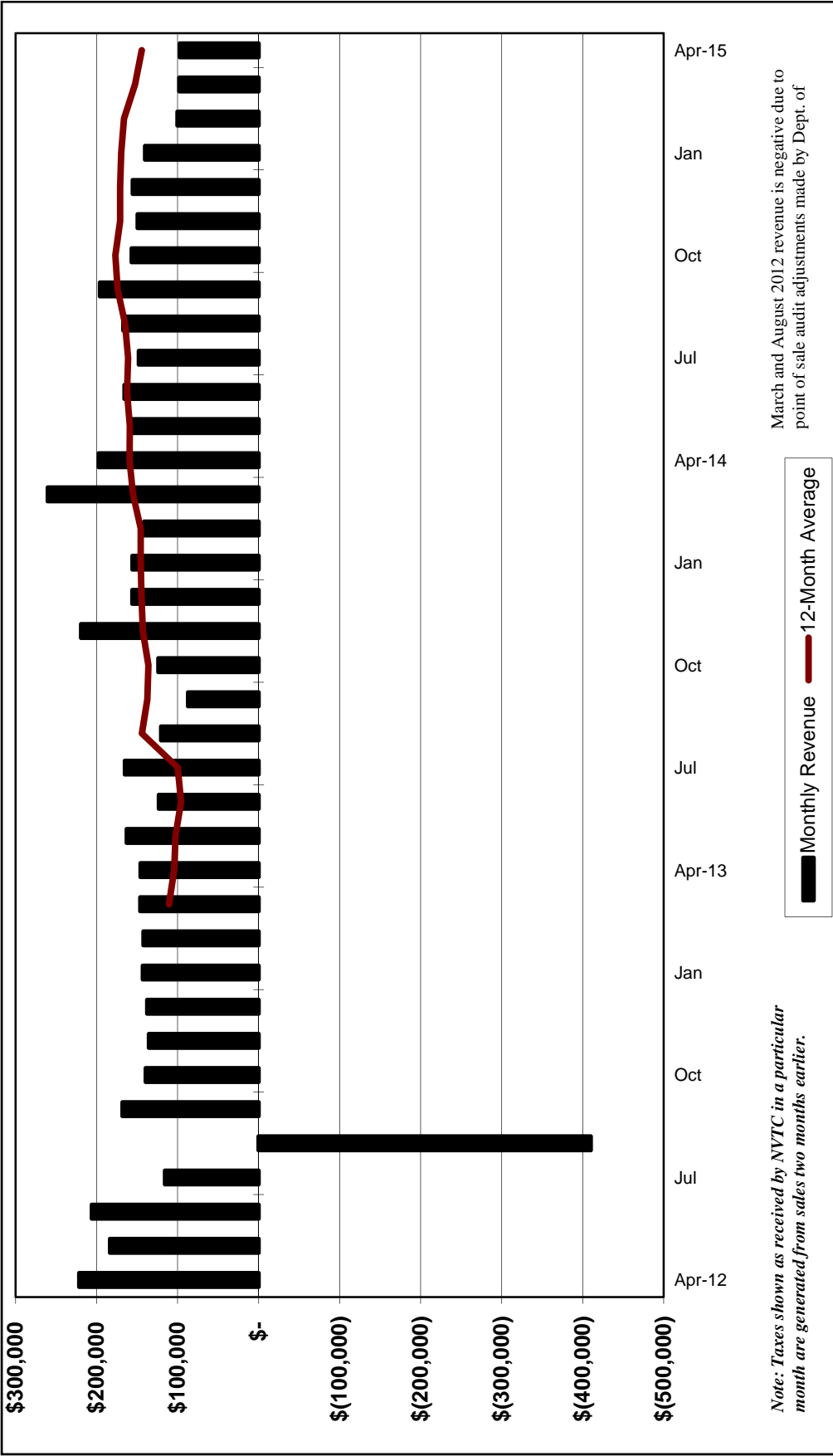
NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2012-2015



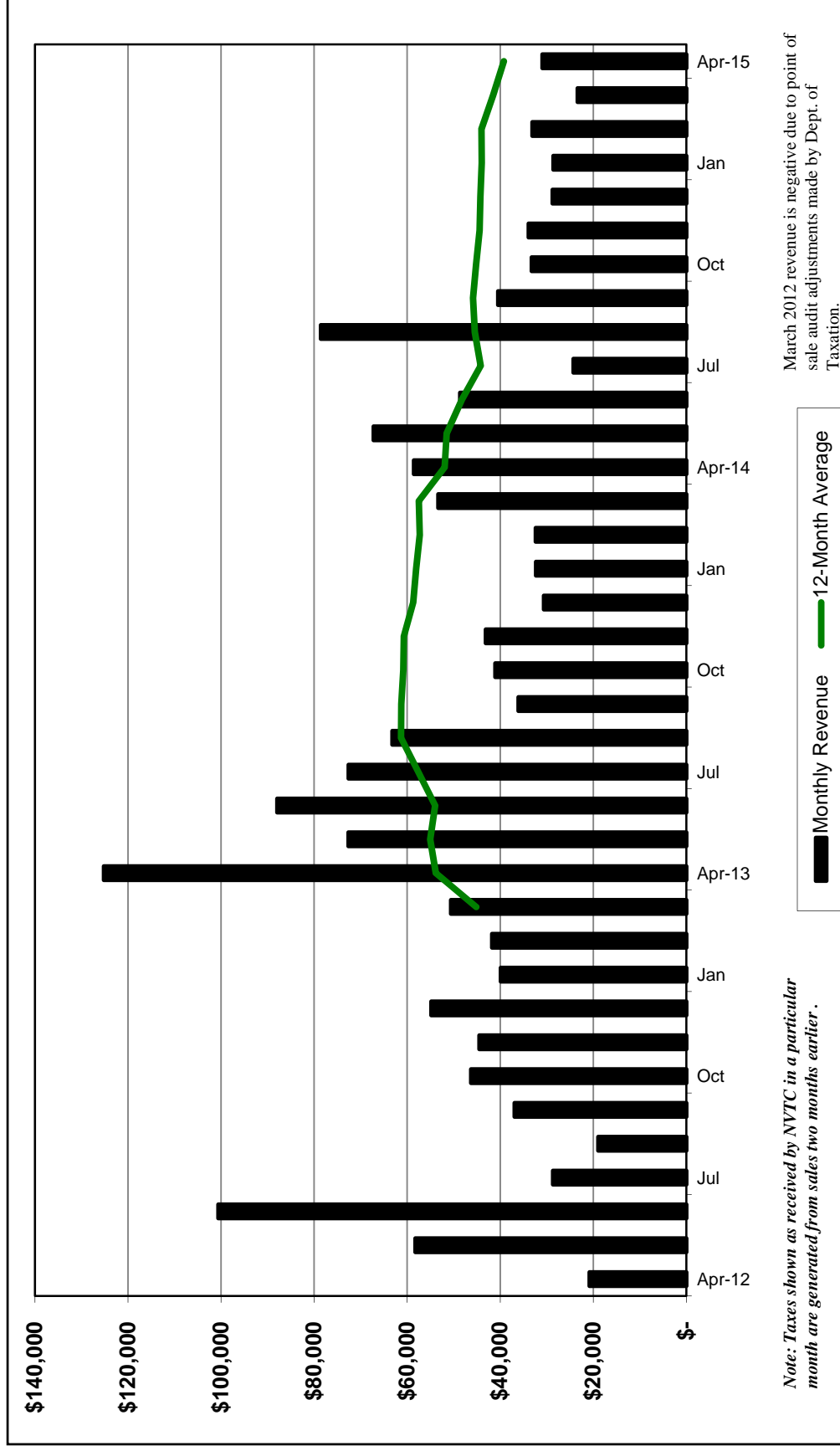
NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2012-2015



NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2012-2015



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2012-2015



NVTC MONTHLY GAS TAX REVENUE
 LOUDOUN COUNTY
 FISCAL YEARS 2012-2015

