



MONTHLY COMMISSION MATERIALS

October 2015

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**NVTC COMMISSION MEETING
THURSDAY, OCTOBER 1, 2015
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201**

8:00 P.M.

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

AGENDA

1. OPENING REMARKS
2. ACTION ITEM: Approve the Minutes of the September 3, 2015 Meeting
3. ACTION ITEM: Approve the **CONSENT AGENDA** (subject to approval by Chairman)
 - A. Authorization for the Chairman or His Designee to Present Testimony at the Commonwealth Transportation Board's Fall 2015 Hearing
 - B. Authorization to Provide Notice of Direct Contribution to NVTC's Jurisdictions
 - C. Authorization to Issue a Request for Proposals (RFP) for a Copier Lease and Maintenance Contract
 - D. Approval of the 2016 Meeting Schedule
4. Executive Director Report
5. ACTION ITEM: Adopt the Regional Bus Agenda
6. WORK SESSION: Route 7 Transit Alternatives Study
7. REPORT: Legislative and Policy Committee Co-Chairs Update

8. WMATA: Report of the Virginia Members of the Board of Directors
 - A. Safety and Related Issues
 - B. Financial Management
 - C. Budget and Finance
 - D. WMATA Virginia Ridership
 - E. Quarterly Performance (Vital Signs)
 - F. Key WMATA Milestones/Dates
9. Virginia Railway Express
 - A. VRE CEO Report and Minutes
 - B. ACTION ITEM: Resolution #2283: Authorization to Refer VRE's Preliminary FY2017 VRE Operating and Capital Budget to the Jurisdictions
 - C. INFORMATION ITEM: VRE Financial Plan
10. INFORMATION ITEM: NVTC FY2015 4th Quarter Ridership Report
11. INFORMATION ITEM: Commonwealth and Regional Agency Reports
 - A. Department of Rail and Public Transportation (DRPT)
 - B. Commonwealth Transportation Board (CTB)
 - C. Northern Virginia Transportation Authority (NVTA)
 - D. Transportation Planning Board (TPB)
12. INFORMATION ITEM: NVTC General and Administrative Budgets
13. INFORMATION ITEM: Financial Items for August 2015



AGENDA ITEM #2

MINUTES
NVTC COMMISSION MEETING – SEPTEMBER 3, 2015
NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM
ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Snyder at 8:15 P.M.

Members Present

Richard Black
Sharon Bulova
John Cook
William Euille
Jay Fisette
John Foust
Catherine Hudgins
Mary Hynes
David LaRock
James LeMunyon
Jeff McKay
J. Randall Minchew
Ken Reid
Thomas D. Rust
Paul Smedberg
David F. Snyder
J. Walter Tejada
Jennifer Wexton

Members Absent

Jim Corcoran
Jeff Greenfield

Staff Present

Karen Finucan Clarkson
Kelley Coyner
Rhonda Gilchrest
Dan Goldfarb
Laurel Hammig
Scott Kalkwarf
David Koch
Kate Mattice
Elizabeth Patel
Melissa Walker
Todd Horsley (DRPT)
Amanda Baxter (VDOT)
Renee Hamilton (VDOT)
Doug Allen (VRE)
Bryan Jungwirth (VRE)
Joe Swartz (VRE)

Chairman's Remarks

Chairman Snyder noted that these are exciting times for NVTC and the region and he is excited about the work NVTC is doing and will do in the future to serve the people of this region. He highlighted Try Transit Week and National Preparedness Month which underscores what can be accomplished if the region works together. He reported that NVTC has completed its first two emergency preparedness pilot plans for two Metrorail stations (Rosslyn and National Airport). To mark Try Transit Week, NVTC is helping with NVTA's ribbon-cutting ceremony to celebrate the arrival of new buses purchased with regional funds. The ribbon cutting will take place on Monday, September 21st at 1:00 P.M. at the City of Fairfax City Hall.

Chairman Snyder suggested NVTC is also working on a set of strategies to have a strong network of regional bus service, as well as continuing to develop a diverse set of funding resources for capital and operating expenses. Next month the Commission will be briefed on ridership forecasts and cost analyses for the three transit modes under consideration for the Route 7 Project. VRE also is looking to expand service to Gainesville-Haymarket which will benefit riders and drivers from Prince William and Loudoun.

Chairman Snyder stated that "Agenda Item #8: I-66 Inside the Beltway Project Presentation" will be moved up in the agenda. There were no objections.

Minutes of NVTC's July 9, 2015 Meeting

Mrs. Bulova moved, with a second by Delegate Rust, to approve the minutes. The vote in favor was cast by Commissioners Black, Bulova, Cook, Euille, Fisette, Foust, Hudgins, Hynes, LaRock, LeMunyon, McKay, Minchew, Reid, Rust, Smedberg, Snyder, Tejada and Wexton.

Consent Agenda

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

- Resolution #2277: Appoint Kelley Coyner as an Alternate Representative to the VTA Board of Directors
- Resolution #2278: Authorization to Submit an Application to the Commonwealth Transportation Board for the VRE Gainesville-Haymarket Extension Project for Evaluation Under HB2
- Authorization for Chairman Snyder to Send Letters Regarding Reauthorization of Surface Transportation Programs

The Commission unanimously voted to approve the Consent Agenda. The vote in favor was cast by Commissioners Black, Bulova, Cook, Euille, Fisette, Foust, Hudgins, Hynes,

LaRock, LeMunyon, McKay, Minchew, Reid, Rust, Smedberg, Snyder, Tejada and Wexton. (Copies of the resolutions are attached.)

Legislative and Policy Committee Co-Chair Report

Mr. McKay reported that the Legislative and Policy Committee met earlier this evening and reviewed the Draft 2016 Federal and State Legislative and Policy Agenda, which will be distributed to Commissioners for comments in the next few weeks and then will be included in the October agenda as a discussion item and as an action item at the November meeting. The draft 2016 Agenda reflects NVTC's current priorities and is similar to last year's agenda with the addition of a new safety priority reflecting an interest in a state safety oversight agency for WMATA and support of emergency preparedness. Mr. Smedberg, as Chairman of the Governance Subcommittee, gave a report to the Committee on the analysis that has been done regarding NVTC voting representation, which is an issue raised by Loudoun County.

Executive Director Report

Ms. Coyner introduced two new NVTC employees. Dan Goldfarb, a leading regional transportation modeler, joined NVTC this month. He will manage the Route 7 Corridor Transit Study and bring his technical expertise to our regional planning activities. Elizabeth Patel, a senior environmental specialist at the Federal Transit Administration, is on a development assignment with NVTC until November. She is working on several key initiatives as a management fellow.

Ms. Coyner stated that NVTC has scheduled public meetings in November to share ridership forecasts and cost projections for Enhanced Bus Service, Bus Rapid Transit (BRT) and Light Rail (LRT) options that would serve Route 7 from Tysons to Alexandria. As Chairman Snyder previously stated, the Commission will be briefed on the Route 7 Project at the October meeting.

Ms. Coyner gave a brief update on the New Electronic Payments Program (NEPP) project. The NEPP pilot of Metrobus and Metrorail is completed although not accepted by WMATA. A prerequisite for moving forward is the successful completion and acceptance of the pilot. Accenture is due to submit revised cost estimates in early September. After pricing is received, there will be a regional discussion on how to move forward with the implementation of NEPP. Currently, the Regional Partners neither directly, nor through NVTC, have a contractual obligation to move forward with Accenture.

I-66 Inside the Beltway Presentation

Ms. Coyner introduced Nick Donohue, Deputy Secretary of Transportation, who gave a presentation on the I-66 Inside the Beltway Multimodal Project. Mr. Donohue stated that the Commonwealth would like to partner with NVTC on the I-66 Inside the Beltway Project. He stated that with I-95 and I-495 already using dynamic tolling, adding HOT

lanes to the I-66 Corridor (inside and outside the Beltway) will provide a regional HOT lanes network which will be key to providing fast, reliable travel from Stafford County and Manassas up to Washington, DC and points in between. This HOT lanes network can reach those areas that the Metro system cannot and will give people options of riding a bus, carpooling or driving by themselves.

Mr. Donohue explained that the 10-mile segment of I-66 Inside the Beltway is unique compared to any other interstate in the country. It is the only interstate where all lanes are restricted to HOV traffic during rush hour. This interstate ends at a stop light (eastbound) rather than connecting to another interstate.

There are major constraints to being able to widen the corridor inside the Beltway. There is both a deck bridge and nearby retaining walls in Rosslyn, both of which would be cost prohibitive to alter in order to widen the roadway between Fairfax Drive and the Roosevelt Bridge. It is also clear that the District of Columbia does not have the interest or funding to widen any of its bridges going from Virginia into the District. Mr. Donohue noted that the corridor has good transit service but the corridor is overcrowded.

Mr. Donohue explained that a move to HOV-3 on I-66 was already planned to be implemented on this corridor by 2020. The migration to HOV-3 on I-66 inside the Beltway is an integral part of the Washington DC region's air quality conformity plan and has been for many years. Reversing this decision would require revisiting the air quality conformity plan, a plan that is needed to allow the region to receive federal transportation funding and requires coordination with several federal agencies, as well as Maryland and the District of Columbia.

Mr. Donohue also reported that the hybrid vehicle program will be discontinued. Federal rules require limiting or discontinuing use of HOV lanes by hybrids when lanes are degraded. I-66 is currently degraded and has been for a number of years. By implementing an active traffic management plan, the Commonwealth was able to extend the program but additional extensions are not possible.

Mr. Donohue reported that there have already been improvements made to the corridor, including two spots westbound (Spot #1 is already open and Spot #2 will open in 2016) that will widen I-66 to four full lanes from Washington Blvd. to the Dulles Connector Road to address congestion points. A Bus-on-Shoulder pilot was also initiated.

Mr. Donohue stated that the current administration discovered that the McDonnell Administration did significant analysis on I-66 with a study that looked at all the various options. In 2013, the report was updated to refine the package of projects. NVTC was briefed on this study multiple times and also endorsed it. This report is the basis for the current I-66 Inside the Beltway Project.

Mr. Donohue reviewed the components of the project. The east and westbound lanes would be converted to dynamic tolling during rush hour where single occupant drivers could use the facility for a toll varied based on congestion. HOV-2 vehicles and transit buses would ride free. As stated before, the HOV requirement would increase to HOV-3 in 2020. Multi-modal enhancements would be funded with remaining tolls and include

projects such as expanded bus service and improved access to Metro as well as carpooling and other types of enhancements throughout the corridor. Potential widening of I-66 from the Dulles Connector Road to the Ballston exit would also be considered in the future based on certain criteria.

Mr. Donohue explained that under the proposed Framework Agreement these multimodal projects would be selected by NVTC. The projects would need to demonstrate the benefits to toll-paying users of I-66 Inside the Beltway and the ability to move more people through the corridor. The projects would need to be implemented within four years of funds being allocated.

Mr. Donohue stated that it is anticipated that this project will have the ability to move 40,000 more people through the corridor in the future on an annual basis, as well as improve travel reliability, reduce congestion, and provide more travel choices. It is also expected to improve travel conditions on other local roads. This might seem counterintuitive, but I-66 is not like any other road in America because people cannot use it today during rush hour unless driving HOV, and therefore, there is a pent up demand to get on this facility. Now, for a price they will be able to use it.

Mrs. Bulova observed that currently a single occupant driver can drive on I-66 but has to get off at the Beltway and move to another corridor like Route 50. She asked if there will be capacity for these drivers to stay on I-66 and pay a toll to use it. Mr. Donohue replied that there is capacity during HOV hours and still have free flowing traffic. In 2020 when the occupancy requirements change to HOV-3, there will be even more capacity. The federal government would not allow it to be converted to tolling if there wasn't capacity.

In response to a question from Mr. Tejada, Mr. Donohue explained that the legal requirement is that speeds must be maintained at 45 mph but the Commonwealth is setting the target at 55 mph. Amanda Baxter, I-66 Multimodal Improvements Inside the Beltway Project Manager, stated that the current average speed on I-66 Inside is 45 mph with travel time on the 10-mile segment of 11 minutes. During peak periods that time can double or triple. Mr. Donohue stated that the toll rate will be based on 55 mph.

Mr. Smedberg asked who will determine the toll rate. Mr. Donohue explained that it will be a publicly controlled project. The Commonwealth Transportation Board (CTB) will technically be the entity that will exercise its authority to impose the tolls. The CTB would adopt and control the toll policy. NVTC would select the enhancement projects to be funded.

Mr. Foust observed that I-66 westbound is a parking lot during rush hour. It seems to him you would need to move one-half to two-thirds of the vehicles off of I-66 in order to keep traffic moving at 55 mph. He cannot conceive all the traffic that would move to local roads. Mr. Donohue stated staff has done detailed analysis requested by NVTC staff, which should be provided in a few weeks. Today, studies show traffic moves on I-66 during rush hour. During HOV hours, there are about 3,400 cars travelling on I-66. During the congested periods before and after HOV hours, there are also 3,400 cars. It is not always the number of cars; it is sometimes how cars get on the roads and their flow. Active traffic management is also part of this project.

Delegate LeMunyon stated that for elected officials up for reelection, voters are asking about toll pricing. He also asked what would prevent the toll hours from increasing beyond the hours proposed. Mr. Donohue stated that the plan is to extend HOV hours to align with the HOV hours Outside the Beltway to four hours (5:30–9:30 A.M. and 3:00–7:00 P.M.) The Commonwealth is hoping to enter into a Framework Agreement with NVTC that would only be amendable by agreement of both parties. The hours could only be changed in the future by mutual agreement of NVTC and the CTB.

Mr. Donohue stated that federal requirements, statutory requirements in the Virginia Code, and the Meeks case all govern how the toll revenues can be used. Tolls revenues will remain in this region. Revenues used for multimodal enhancements must benefit the toll-paying user of I-66 Inside the Beltway. Tolls will first be used for debt service, operations and maintenance, and then the remaining tolls would be used for projects that demonstrate a benefit to the toll payer. NVTC would be charged with determining which projects would be selected.

Mr. Donohue stated that tolls are projected to be about \$7 going eastbound in the morning rush hour and about \$9 westbound in the evening (reverse peak would be much lower at \$1 and \$3, respectively). The tolls would vary significantly depending on congestion. They will drop dramatically to about \$3 when HOV-3 is implemented in 2020. In response to a question from Senator Black, Mr. Donohue explained that vehicles with two or more people would not pay the toll.

Mr. Reid observed that there is no interest from the Commission to change its voting structure and he is concerned how the Commission will vote in the future on selecting projects to fund with toll revenues. Mr. Donohue stated he cannot speak to what the Commission will do in the future. Any project that benefits toll payers using I-66 can be submitted for consideration for funding.

Mr. Reid also expressed his concern that westbound traffic in the morning rush hour is currently not HOV, but when tolls are implemented drivers would only pay about \$1 but going eastbound it would be about \$7. The lion share of the tolls would be paid by drivers coming from the outside jurisdictions. Mr. Reid stated that there is a fundamental unfairness for DC taxpayers to pay less and Virginia taxpayers to pay eight times more. Mr. Donohue stated that it is about moving people. He stated that there will be a much higher number of vehicles in the peak direction and that is why the toll would be higher. Single occupant drivers will now be able to use this road during rush hour which today is illegal and subject to fines. If HOT lanes are not implemented, the choice for drivers is to sit in traffic on Route 50, Route 7, Route 29 or the Washington Parkway.

Delegate LeMunyon observed that one may be legally able to access the road, but at \$16 roundtrip he questioned if it's practical. Mr. Donohue stated that based on the experience of the I-95 and I-495 Hot lanes there will be people who make the decision to pay to use the road. People are willing to pay \$19 to use the I-95 toll road even with the road backs up the last seven miles from Joplin Road exit to the Garrison Road Exit. The goal is to provide choices and move more people through the corridor.

Senator Wexton asked if a portion of the toll revenues can be used for enforcement and prosecution of HOV violators. This has been a major problem for Fairfax County and she would not want these costs pushed onto the localities. Mr. Donohue replied that there will be funds available for enforcement, but he can't speak to court costs.

Mrs. Hudgins observed that there needs to be synergy with transitioning tolls between the Dulles Toll Road and future I-66 Outside the Beltway tolls. Mr. Donohue stated that work needs to be done on this issue.

Delegate Minchew asked if there is other decision-making that could impact the 2020 HOV-3 conversion. Mr. Donohue stated that HOV-3 on I-66 by 2020 it is incorporated into the region's air conformity model. There may be some discretion, but two-thirds of the TPB Board are non-Virginia members and they probably won't be inclined to redo the model if Virginia doesn't want to go forward with the agreement. Chairman Snyder asked NVTC staff to research the HOV-3 component of the air conformity model and suggested contacting staff of the Metropolitan Washington Council of Governments (MWCOC).

Delegate Minchew stated that for HOV-3 there needs to be a "slug" environment, which I-66 corridor does not have. Mr. Donohue stated that the Commonwealth plans to establish a carpool culture along the I-66 corridor as part of the I-66 Outside the Beltway project.

In response to Delegate Rust, Mr. Donohue stated that after paying for debt service and operations and maintenance, there will be about \$10 million annually available for multimodal improvements.

Mr. Smedberg left the meeting at 9:20 P.M.

In response to a question from Senator Wexton about widening I-66, Mr. Donohue stated that it will first be determined if the first phase of the project was successful in reducing congestion. The Framework Agreement will have a self-executing clause if criteria are met to widen I-66 from the Dulles Connector Road to Ballston exit. Analysis shows that widening I-66 farther eastbound will just create major bottlenecks. Delegate Minchew stated the performance criteria for widening I-66 needs to be tightly worded. Mr. Donohue questioned why spend \$70 million if it's not needed.

The Framework Agreement will include specific and clear criteria. Delegate LeMunyon suggested VDOT hire a pollster to see if the public thinks widening is a good idea.

Mr. Donohue stated that this project will not solve every problem on I-66. It will help relieve congestion and spread traffic, which will benefit the region.

Mr. Reid requested that an electronic version of Mr. Donohue's presentation be sent to Commissioners.

Mr. Fisette stated that it is important to remember that this project is based on a thorough study done by the previous administration. The goal is not to just move cars; it is to move people. It does not make sense to expend up to a \$100 million to widen a road

when the analysis tells you can move a lot more people by incentivizing and encouraging more people into a vehicle, especially if HOV requirements will be changing in 2020. The Commonwealth has the right focus on moving people through the corridor.

Chairman Snyder stated the vision may be too narrow. The reality is that drivers hit a wall at the Potomac River. The District is not going to expand the bridges and the Federal government will not add lanes to Constitution Avenue or move the State Department. Fundamentally there will need to be a dramatic change to the mode share. Regarding the equity issue raised by Loudoun County, Chairman Snyder stated that NVTC has traditionally worked together in a collegial and collaborative fashion. He hopes this will continue.

Mr. Reid stated that currently Loudoun buses sit in traffic. Then to hear the opposition for Loudoun getting another vote on the Commission, when its population is more than Falls Church and has more Metro stations, is aggravating. Chairman Snyder stated that the governance issue is being studied and worked on and there has been no conclusion at this point. He observed that there needs to be fairness all around.

Mr. Donohue stated that the Commonwealth wants to partner with NVTC on this project. The Framework Agreement would be a 40-year agreement between the Commonwealth Transportation Board and NVTC and it would govern this project. It would only be amended with agreement by both parties. VDOT would be responsible for tolling, operations and maintenance and roadway improvements. NVTC would select projects to be funded by the remaining toll revenues, as well ensure compliance and report to the state. NVTC will be briefed on the proposed Framework Agreement at a future meeting.

Mr. Cook stated that the Commission needs to think through what it means for NVTC to ensure compliance with the law. NVTC may need to have the Attorney General provide an opinion. Mr. Donohue stated that it is more about making sure projects are selected that meet the criteria. Mrs. Bulova stated NVTC would need to develop criteria.

Delegate Rust asked if the projects will be run through the HB2 process. Mr. Donohue replied that the Secretary Layne has committed in writing that the entire project will be scored under HB2 during the next HB2 cycle. However, this project is not competing for funding since it is a self-financing project. Individual projects selected in the future would not go through the HB2 evaluation process because it will be funded with toll revenues. This is not to say that NVTC could not establish similar criteria that would help it select projects.

Mr. Reid stepped out of the room.

Virginia Railway Express

Report from the VRE Chief Executive Officer. Mr. Allen gave a brief report on efforts to extend the deadline for Positive Train Control, the Gainesville-Haymarket Extension Project submission for HB2 evaluation, and the second meeting of NVTC/PRTC/VRE chairs.

VRE Action Items. Mr. Cook moved, with a second by Mrs. Bulova, to approve the following VRE action items:

- Resolution #2280: Authorization to Amend the Contract for VRE Passenger Railcars with Sumitomo Corporation for Nine Additional Railcars
- Resolution #2281: Authorization to Execute an Intercity Passenger rail Operating and Capital (IPROC) Program Funding Agreement with DRPT
- Resolution #2282: Authorization to Execute an Agreement with Norfolk Southern for Analyses Related to the Gainesville-Haymarket Extension Project

The vote in favor was cast by Commissioners Black, Bulova, Cook, Euille, Fisette, Foust, Hudgins, Hynes, LaRock, LeMunyon, McKay, Minchew, Rust, Snyder, Tejada and Wexton. (Copies of the resolutions are attached.)

Report of the Virginia Members of the WMATA Board of Directors

Mrs. Hynes stated staff did a good job capturing the issues in the board materials. Today WMATA held a special Safety Committee meeting to discuss the report on the derailment of a non-passenger train on August 6th. There were two main reasons for the derailment, which included the rail fasteners separating and a failure in WMATA's quality check program. All procedures and policies are being updated. WMATA's Chief of Safety resigned today as a result of the meeting.

Mrs. Hynes also reported that the WMATA Board accepted the FY2013 and FY2014 Financial Audits on August 6th. The audits were not unqualified. The Audit Committee will meet next week to discuss a corrective action plan moving forward. It is hoped that the FY2015 Audit will be completed in a timely manner.

Mrs. Hudgins briefed the Commission on Metro ridership, which has been in decline. The good news is that the Silver Line ridership has been strong. Development continues around the Silver Line stations, which will continue to generate ridership. There is a new apartment building opening near the Wiehle-Reston Metro station. Chairman Snyder stated that WTOP Radio reported that a new Loudoun County development will be built near the Silver Line.

Mrs. Hudgins reported on the General Manager/CEO search and the Efficiency Management Study, which is going to procurement. Chairman Snyder asked if NVTC's WMATA Board members need any support from NVTC on the criteria for a General Manager/CEO. Mrs. Hudgins stated that comments are always welcome. It is important to not make the target too narrow because it is a complex job that requires many different qualities.

Delegate Minchew stated that when he joined NVTC there was discussion of NVTC's role in "oversight of WMATA." In light of WMATA's recent problems, oversight should be

included in NVTC's job description. If there is not improvement, he is concerned that Congress will step in and create a WMATA Control Board.

Mr. Reid returned to the meeting at 10:11 P.M.

Mr. Tejada observed that although there have been problems, there are also good things WMATA is doing. Metro is the backbone of the region's transit network. He asked what the region would do without Metro service. Metro carries over 100,000 riders a day without incident. He asked if there is a way to highlight the positives. Mrs. Hudgins stated that it is difficult to balance complaints with the service WMATA provides. The Metro system is the second largest transit system in the country and it does not have a dedicated revenue source. That is not a good way to run a rail system. It is difficult to run an organization well without knowing where and when funding will come from.

Mrs. Hynes added that it is hard to change a reputation. She does not belittle what has happened at WMATA because they are serious events. But to put it into context, WMATA has had four derailments. This is comparable to other transit systems of the same size. No one would disagree that WMATA has made mistakes, but 100,000 of people ride the system every day and make it to their destination. WMATA has to find a way to come back again like it did after the accident on the Red Line in 2009. Mr. McKay stated he agrees with Mrs. Hynes' comments.

Senator Black and Mrs. Bulova left the meeting at 10:19 P.M. and did not return.

Mr. Reid expressed his opinion that just hiring a new CEO won't fix the problem. The WMATA Compact is outdated and needs to be revised. He would support a dedicated funding sources if there was more accountability at WMATA and if there were fundamental changes. Some of his suggestions included competitive tenuring of labor and removing outdated work rules; changes to the WMATA Board with respect to compensation and representation other than by elected officials; and a requirement for WMATA's financials to be audited by the Department of Transportation of the District, Maryland and Virginia. Mr. Euille stated that the reality is that WMATA's workforce has approximately 14,000 employees of which 11,000 are unionized, which drives the costs.

Chairman Snyder stated NVTC should come up with specific things it can do to work with the Virginia WMATA Board Members that will help get the WMATA system back up to a world class system.

Mrs. Hudgins left at 10:25 P.M. and did not return.

NVTC FY2017 Key Budget Issues

Ms. Coyner stated that providing key budget issues is part of the new budget process. Staff has reviewed the issue of direct contributions with jurisdictional funding partner staff. The plan is to recommend that direct contributions remain at the same level as past years. This action will be requested at the October meeting. A second issue is how to resource the implementation of the I-66 partnership between now and when tolls are

collected. NVTC staff will be prioritizing and identifying revenues other than those that currently fund NVTC's General & Administration Budget. There have been some successful preliminary discussions with VDOT. It is anticipated that the Framework Agreement will allow a portion of the toll revenues to be used for administrative expenses. The third key budget issue is that NVTC is looking to diversify resources and to leverage partnerships, with entities such as public universities and the Commonwealth.

Ms. Coyner stated that the preliminary FY2017 budget will be presented to the Commission at the October 1st meeting and there will be at least two work sessions. She is also available to answer individual Commissioner's questions. Staff has met with jurisdictional funding partner staff and will continue to do so during the budget cycle.

Mr. Cook requested that if additional staff positions are being included in the budget, especially for the I-66 project, he would like to see the proposed job descriptions. Chairman Snyder stated that the intent to work with the Commonwealth on how to fund the I-66 work. Ms. Coyner stated that the Commonwealth is committed to funding the bulk of it but is also looking for the Commission's commitment to getting the project implemented. Staff has been looking at ways to meet that commitment within the existing budget. She cannot promise that there won't be a need for resources from the localities to fund this project. Budget options will be provided.

In response to a question from Mr. Foust, Ms. Coyner stated that last year Commissioners asked for additional work sessions to give more opportunities for Commissioners to discuss the budget. Commissioners can attend just one work session or all of them. The work sessions are tentatively scheduled for October 1 at 6:00 P.M. before the regular Commission meeting and the proposed dates for a daytime session are October 8, 19, 20 or 26. Mr. Foust stated that he thought the discussions would occur during the Commission meetings. Ms. Coyner stated that the resolution that was passed spoke directly to a daytime work session, but NVTC can schedule additional work sessions if needed.

Commonwealth and Regional Agency Reports

There were no questions.

Financial Items for June and July 2015

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

Adjournment

On a motion by Mr. Fisette and a second by Delegate Minchew, the Commission unanimously voted to adjourn. Chairman Snyder adjourned the meeting at 10:35 P.M.

Approved this 1st day of October, 2015.

David F. Snyder
Chairman

Jeffrey McKay
Secretary-Treasurer



RESOLUTION #2277

SUBJECT: Appoint Kelley Coyner as an Alternate to the Virginia Transit Association Board of Directors

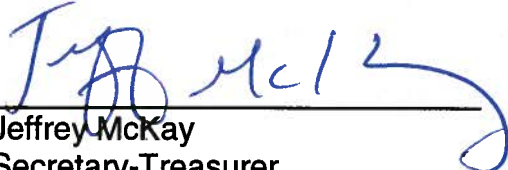
WHEREAS: NVTC is empowered to make appointments to the Virginia Transit Association (VTA);

WHEREAS: David Snyder and William Eulle represent NVTC on the VTA Board of Directors and Jeffrey C. McKay serves as an alternate representative; and

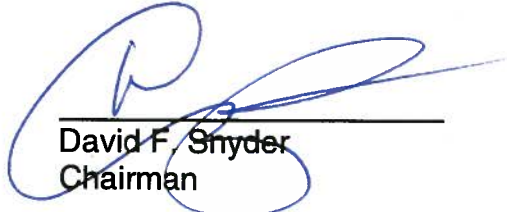
WHEREAS: Mary Hynes will step down from her role as an alternate.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby appoints Kelley Coyner to be an alternate to the Virginia Transit Association.

Approved this 3rd day of September 2015.



Jeffrey McKay
Secretary-Treasurer



David F. Snyder
Chairman



RESOLUTION #2278

SUBJECT: Authorization to Submit an Application to the Commonwealth Transportation Board for the VRE Gainesville-Haymarket Extension Project for Evaluation Under HB2

WHEREAS: The passage of HB2 requires the development of a prioritization process to evaluate candidate projects and directs the Commonwealth Transportation Board (CTB) to develop and use a scoring process for project selection;

WHEREAS: The CTB will review the prioritization project list and will use the scoring, along with other information to inform future funding decisions;

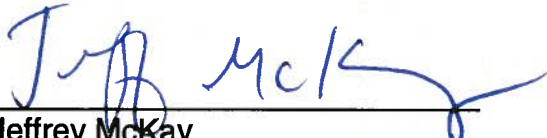
WHEREAS: Projects must go through the HB2 process to receive funding under the new transportation funding formula including the High-Priority Projects Program;

WHEREAS: The VRE Gainesville-Haymarket Extension Project is a transit/rail capacity expansion project that is eligible for funding through the High-Priority Projects Program; and


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

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission authorizes its Executive Director to submit the Gainesville-Haymarket Extension Project to the CTB for evaluation under the HB2 scoring process and funding consideration in the SYIP, to make necessary corrections to project amounts or descriptions, and to execute all project funding agreements that may result from CTB consideration of the project.

Approved this 3rd day of September 2015.



Jeffrey McKay
Secretary-Treasurer



David F. Snyder
Chairman



RESOLUTION #2280

SUBJECT: Authorization to Amend the VRE Contract for Passenger Railways with Sumitomo Corporation of Americas

WHEREAS: In March of 2012 VRE execute a contract with Sumitomo Corporation of Americas (SCOA) for a base order of eight new railcars with an option for 42 additional railcars;

WHEREAS: In December of 2013, VRE executed a contract amendment for seven option railcars to complete the replacement of the Legacy Gallery car fleet;

WHEREAS: In October of 2014, VRE executed a contract amendment for five option railcars for expansion;

WHEREAS: The purchase of nine option railcars will allow VRE to expand capacity and add ridership;

WHEREAS: VRE has identified the funding sources to purchase the additional nine railcars for expansion; and


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

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission authorizes the VRE Chief Executive Officer to amend the contract with Sumitomo Corporation of Americas to place an option order of nine additional railcars and increase the contract authorization by \$18,900,000 from \$47,118,174, plus a contingency of \$890,000, for a total amount not to exceed \$66,908,174.

Approved this 3rd day of September 2015.



Jeffrey McKay
Secretary-Treasurer



David F. Snyder
Chairman



RESOLUTION #2281

SUBJECT: Authorization to Execute a VRE Intercity Passenger Rail Operating and Capital (IPROC) Program Funding Agreement with DRPT

WHEREAS: The Commonwealth FY2016-2012 Six-Year Improvement Program includes \$9.5 million allocated to VRE to complete work on Quantico and Potomac Shores Platforms and Tracks;

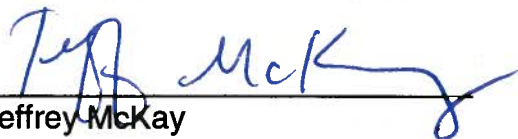
WHEREAS: The work funded with this grant is being done in association with the Arkendale to Powells Creek project;

WHEREAS: Intercity Passenger Rail Operation and Capital Program funding will be used to cover 100 percent of the cost of the work, so no matching funds are required; and

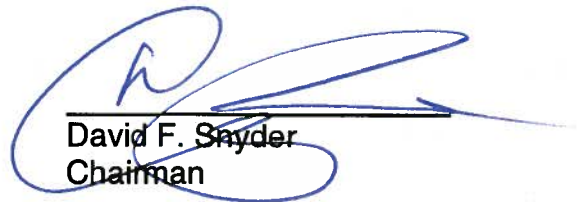
WHEREAS: The VRE Operations Board recommends the following Commission action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission authorizes the VRE Chief Executive Officer to execute an Intercity Passenger Rail Operating and Capital (IPROC) program funding agreement with the Virginia Department of Rail and Public Transportation.

Approved this 3rd day of September 2015.



Jeffrey McKay
Secretary-Treasurer



David F. Snyder
Chairman



RESOLUTION #2282

SUBJECT: Authorization to Execute an Agreement with Norfolk Southern Railway for Analyses Related to the Gainesville-Haymarket Extension

WHEREAS: The VRE System Plan 2040 calls for the extension of service to the I-66 Corridor in the vicinity of Gainesville-Haymarket in Prince William County;

WHEREAS: The Norfolk Southern Railway (NS) Washington District "B-Line" is a likely alignment for said extension of VRE service:

WHEREAS: NS has agreed to consider VRE's request to operate on its B-Line in return for reimbursement for its efforts analyzing the potential impacts of said extension of VRE service on its operations, infrastructure and property; and

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

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission authorizes the VRE Chief Executive Officer to execute an agreement with Norfolk Southern Railway for an amount not to exceed \$450,000 for analyses related to the Gainesville-Haymarket Extension.

Approved this 3rd day of September 2015.



Jeffrey McKay
Secretary-Treasurer



David F. Snyder
Chairman

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TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: September 24, 2015

SUBJECT: Consent Agenda

A. Authorization for the Chairman or His Designee to Present Testimony at the Commonwealth Transportation Board's Fall 2015 Hearing

On October 28, the Commonwealth Transportation Board (CTB) will hold its fall 2015 hearing in Virginia Beach. Staff will prepare draft testimony and will coordinate with local jurisdictions as well as VRE and NVT. [Draft testimony attached.](#)

B. Authorization to Provide Notice of Direct Contribution to NVTC's Jurisdictions

The Commission is asked to authorize staff to provide notice of the FY2017 direct contribution to NVTC's member jurisdictions for planning purposes. Each fall, NVTC staff proposes a preliminary budget for the next fiscal year to be used by its member jurisdictions in planning their own budgets. NVTC funds its General and Administrative (G&A) budget through direct payments from the member jurisdictions, as well as an amount taken off the top of state aid received by NVTC on behalf of its member jurisdictions.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION PRELIMINARY FY 2017 DIRECT G&A JURISDICITON CONTRIBUTIONS

	FY 2015 Actual	Approved Budget FY 2016	Preliminary Budget FY 2017	FY 2017-2016 Budget Increase (Decrease)
Alexandria	\$ 35,246	\$ 37,145	\$ 37,846	\$ 701
Arlington	55,685	55,567	57,038	1,471
City of Fairfax	5,212	4,692	4,855	163
Fairfax County	167,903	168,142	170,160	2,018
Falls Church	2,549	2,436	2,336	(100)
Loudoun	17,652	16,265	12,012	(4,253)
	<u>\$ 284,247</u>	<u>\$ 284,247</u>	<u>\$ 284,247</u>	<u>\$ -</u>

C. Authorization to Issue a Request for Proposals (RFP) for a Copier Lease and Maintenance Contract

The Commission is asked to authorize staff to issue a Request for Proposals for a new multi-year copier lease and maintenance contract. NVTC's current copier lease and maintenance contract with Capitol Office Solutions expires at the end of December 2015. It is expected that the contract will be presented to Commission for approval at its December meeting.

D. Approval of the 2016 Meeting Schedule

The Commission is asked to approve the 2016 NVTC Meeting Schedule. Staff coordinated the 2016 calendar with major religious holidays and the General Assembly Session. The February meeting will be held in Richmond. September's meeting will fall on the 2nd Thursday of September, as the first Thursday falls before Labor Day.

Northern Virginia Transportation Commission Comments to the Commonwealth Transportation Board

Good afternoon. I am David Snyder, Chairman of the Northern Virginia Transportation Commission. Thank you Secretary Layne, Director Mitchell and the Commonwealth Transportation Board for your commitment to investing in high quality, high capacity transit infrastructure and service. Our network of transit systems depends on a regional partnership and a commitment from the Commonwealth to a balanced transportation network in Northern Virginia.

That network is essential to the economic vitality of the region and the state. If our businesses and residents are to thrive, they need the access that transit provides – access to workers, access to customers, access to investors and access to amenities. In this R&D intensive, innovation-based economy, businesses recognize that proximity to transit is not a luxury but a necessity. Here in the Commonwealth and across the country, businesses increasingly are opting out of corporate campuses and locating near transit. High quality, high capacity transit options are what businesses want and what we must continue to provide.

Imagine how different Northern Virginia would be today without transit. Travel back to 1964 when NVTC opened its doors. The Capital Beltway had begun carrying vehicles but it would be more than a decade before Metrorail carried its first passengers and nearly three decades before Virginia Railway Express did the same. Bus service was limited. These days, 550,000 transit trips occur each work day. Think about what our roadways would be like if those trips were made in a car. We know that VRE, which carries nearly 19,000 riders daily, takes the equivalent of a full lane of traffic off of both I-66 and I-95/395 during rush hour. Our transportation network can take credit for much of the economic growth we are seeing throughout the region.

More than ever, Northern Virginia is committed to transportation solutions that include transit. The region is investing in high-quality transit projects that will serve its citizens and businesses and build a strong economy. As such, there is a lot of great transit milestones to celebrate in Northern Virginia just from the past year.

- **Phase 1 of the Silver Line Metro** celebrated its first anniversary with the promise of a more walkable, urban environment in Tysons and millions in economic development throughout the region. Phase 2 will extend Metrorail to Dulles Airport by 2020 and provide service to communities in Loudoun County.
- **Wiehle-Reston East Transportation Center** continues to thrive as a mixed-use transportation hub serving the Fairfax County Connector, Loudoun County Transit, PRTC Omni, and Dulles Flyer bus systems. This above-ground facility anchors new

transit-oriented development and features an underground parking facility that was funded through a public-private partnership.

- With **Metroway's** opening last August, the metropolitan region celebrated the arrival of its first Bus Rapid Transit service. Connecting activity centers in Arlington and Alexandria via Route 1, Metroway features bold, blue buses that travel in their own dedicated lane, or transitway. Ridership on the Metroway route has been roughly 30 percent higher than the standard bus service that it replaced. Ridership is expected grow further when additional stops in the Arlington portion of the transitway open and as new mixed use developments come online in the Alexandria portion of Potomac Yard.
- State and local officials are moving forward on preliminary design work for **Route 1** that will bring BRT and, later, Metrorail to the eastern part of Fairfax and Prince William County.
- Last summer, the VRE broke ground on two new stations, both featuring adjacent mixed-use developments. The **Spotsylvania VRE Station** is the first extension of VRE's Fredericksburg Line since it opened in the mid-1990s. The second station, **Potomac Shores** in southern Woodbridge, is a \$15 million facility projected to open in 2017.
- The new **Potomac Yard Metro Station** – which is projected to spur billions of dollars in private sector investment, support up to 26,000 new jobs, and move 13,000 new residents – received approval from the Commonwealth Transportation Board for the first-ever transit loan from the Virginia Transportation Infrastructure Bank. The \$50 million loan to the City of Alexandria will help move forward an urgently-needed Metrorail station that will serve the Yellow and Blue Lines.
- Finally, three new projects are planned to improve the **I-66 corridor**. **Outside the Beltway**, bus-based transit will rapidly travel down I-66's express lanes. VRE is looking to expand its Manassas line to **Gainesville and Haymarket** to provide a much-needed transit alternative along I-66. **Inside the Beltway**, VDOT proposes express lanes that, when combined with consistent high-occupancy vehicle (HOV) requirements along the corridor, will maximize throughput and ease congestion. Virginia also proposes to use toll revenues to fund multimodal improvements in the corridor, allowing more people to travel more reliably along I-66. NVTC is excited to be designated by the Commonwealth to be a part of this project's implementation.

Ensuring a strong network of transit systems in Northern Virginia requires that the state continue to partner with the region in meeting our transportation needs. The CTB can support this effort by approving sound investments in regional transit and implementing policies for project selection and long-range planning that support the Commonwealth. Let me highlight six key areas where we need to work together:

1. **Continue your support of WMATA's Metro system through PRIIA.** Thank you for being a continued partner in the PRIIA match funding of \$50M annually. These funds, combined with state and local assistance for capital and operating expenses, are critical to maintaining service, safe operations and a state of good repair.
2. **Identify funding for the next phase of Metro's Momentum, WMATA's long-term investment strategy for Metro.** The Commonwealth and the localities made a down payment on WMATA's future with an initial commitment of \$25 million to Phase I of Momentum, known as Metro 2025. Now we need to work together to fund Momentum's remaining priorities. These core capacity investments will remove 35,000 cars from the road, saving Virginians both time and worth \$51 million annually and ensuring enough transit capacity to accommodate the region's anticipated population and economic growth.
3. **Work with us to identify a stable, secure and dedicated source of funding for regional transit projects.** Finding ways to address the bond cliff, the gap left for transit capital if the federal Market Place Fairness Act is not passed, and monitoring the implementation of new capital and operating assistance formulas are key to ensuring secure funding for Metro 2025, VRE, and the all of the region's transit programs.
4. **Support VRE's needs for a reliable and dedicated funding source to support both its existing and future operations and capital costs.** These funds are necessary to allow VRE to fund current operational levels as well as construct capacity expansion projects called for in Phase 1 of its recently adopted System Plan. The investments and expansion recommended in the System Plan will enable VRE to provide over 40,000 additional weekday trips by 2040, more than double the current 19,000 daily trips. VRE's recent Financial Plan has noted the clear need for increased funding, even without the proposed expansion of service.
5. **Create a statewide plan and implementation process that maximizes mobility, economic growth and accessibility.** This can be accomplished by integrating transit into Secretary Layne's new approach to the update of the statewide transportation plan known as VTrans.
6. **Ensure that implementation of the HB2 project selection process continues to provide a level playing field for transit investment.** As Director Mitchell has said, transit measures up in all categories required by HB2: congestion mitigation, economic development, accessibility, safety, and environmental quality.

As you consider future funding decisions, I ask, on behalf of NVTC, that the CTB continue to give top priority to this region's transit funding needs. The Commonwealth's economic vitality and the growing demand for transit in this region along with the NVTC jurisdictions' record of providing quality transit service merit your continued support and investment in our transit systems. NVTC stands ready to work with the CTB to achieve the goal of a well-funded, fully integrated and connected transit network in Northern Virginia.

Thank you for your time and for your service to the Commonwealth. We look forward to working with you toward our continued success.

NoVa Transit By the Numbers

Bus systems	6
Subway	1
Commuter rail system	1
Average weekday unlinked trips	476,881
Annual unlinked passenger trips	149.7 million
10-year growth in annual unlinked passenger trips	21%
Transit trips per capita in NoVa	79
Transit trips per capita statewide	8
Average weekday VRE unlinked trips	18,334
Proportion of annual unlinked trips in NoVa	73%
Number of transit-accessible jobs	698,538

Source: DRPT, MSCOG, U.S. Census

NVTC 2016 MEETING SCHEDULE

NVTC Commission Meetings are held on the first Thursday at 8:00 P.M. in the First Floor Conference Room of the Navy League Building, 2300 Wilson Blvd, Arlington, VA unless otherwise noted.

January 7, 2016

February 4, 2016 - Meeting in Richmond at 4:00PM

March 3, 2016

April 7, 2016

May 5, 2016

June 2, 2016

July 7, 2016

August - No Commission Meeting

September 8, 2016*

October 6, 2016

November 3, 2016

December 1, 2016

*Date changed due to holiday

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TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: September 24, 2015

SUBJECT: Executive Director Report

Since the last Commission meeting, we have published two issues of NoVa Transit News: one focused on emergency preparedness efforts and GIS applications, and the other focused on I-66 improvements. Both newsletters – one published September 16th and the other published September 18th – were sent to members of the Commission and the General Assembly and are attached. An updated NVTC Annual Agenda is attached as well.

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NOVA TRANSIT NEWS

Sept. 2015

Transit Plans Key to Emergency Evacuations

Plans to ensure the safe and efficient evacuation of Northern Virginia's 25 Metrorail stations during an emergency are rapidly advancing. Templates for above-ground (Wiehle-East) and below-ground (Rosslyn) stations are in place, as is an emergency plan for National Airport. With several Northern Virginia stations handling in excess of 14,000 passenger boardings each weekday, these plans will guide evacuations due to accident, natural disaster or terrorist attack. The plans – created by NVTC in collaboration with local transit providers, emergency managers and first responders – will inform upcoming drills, trainings and exercises.



Safety and security drills are an integral part of Virginia Railway Express' efforts to remain vigilant and focused on the constantly changing security landscape. VRE, co-owned by NVTC and PRTC, is one of just five rail and mass-transit agencies nationwide to receive the highest security rating from the U.S. Department of Homeland Security's Transportation Security Administration.

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VTrans 2040 & HB2 Eligibility	2
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**See something.
Say something.**

During Emergency Preparedness Month, VRE and Metro continue to emphasize, "If you see something, say something."

ENVISION ROUTE 7

Upcoming Public Meetings

Following the Oct. 1 Route 7 presentation to the Commission, the public will have the opportunity to learn about projected ridership and costs for the three transit modes being considered for this historic thoroughfare.

Wed., Nov. 4, 7-9 p.m.
Alexandria Health Department Building
5th Floor Conference Room
4480 King St., Alexandria, VA 22302

Tues., Nov. 10, 7-9 p.m.
Mary Ellen Henderson Middle School,
7130 Leesburg Pike, Falls Church, VA 22043

Wed., Nov. 18, 7-9 p.m.
Glen Forest Elementary School, Cafeteria
829 Glen Forest Dr., Falls Church, VA 22041

**Northern Virginia
Transportation Commission**

2300 Wilson Boulevard
Suite 620
Arlington, VA 22201

703-524-3322

www.novatransit.org

**Executive Director
Kelley Coyner**



WMATA Update

Three resignations resulted from the Aug. 6 derailment of an empty Metrorail train near the Smithsonian station. A track defect that went unaddressed for 28 days caused the derailment. Two track workers stepped down before a [130-page report](#) that identified failures in WMATA's quality check program was made public on Aug. 28. The agency's chief safety officer resigned after the report's release.

Management

The WMATA Board of Directors continues its search for a new general manager. In the meantime, it has received [proposals for a consultant](#) to identify "best practices and organizational efficiencies to drive agency missions."

Finances

On Sept. 4, WMATA sent a [letter of transmittal](#) and its plan to correct items identified in the previously released FY 2014 audit of the Virginia General Assembly and DRPT. The [single audit report](#) provides WMATA's corrective action for each audit finding of a material weakness or significant deficiency in the subsections titled "Views of Responsible Officials and Planned Corrective Actions."

New Electronic Payments Program

The NEPP pilot of Metrobus and Metrorail is completed although not accepted by WMATA. Led by Virginia Board Member Mary Hynes, NVTC and regional staff raised a number of questions regarding the cost effectiveness and regional implementation of the project. The Customer Service and Operations Committee will review the status of the overall NEPP project in October (tentative). A prerequisite for moving forward is the successful completion and acceptance of the pilot, which has yet to occur.

Accenture still must submit revised cost estimates. After pricing is received, a regional discussion on how to move forward with the implementation of NEPP will ensue. The Regional Partners neither directly, nor through NVTC, have a current contractual obligation to move forward with Accenture.

Also of note, the parking pilot began at Shady Grove and Suitland stations the end of August.

VTrans 2040 & HB2 Eligibility

NVTC's comments are designed to ensure that the transit needs of the region are reflected in the VTrans2040 Multimodal Transportation Plan so that transit projects are eligible for funding under HB2. During a Sept. 17 webinar, NVTC staff will seek to clarify how VDOT will use VTrans to screen HB2 projects.



WMATA 2nd Quarter Performance Indicators

Bus On-Time Performance



Bus Fleet Reliability



Rail On-Time Performance



Rail Fleet Reliability



Elevator Availability



Escalator Availability



Customer Injury Rate



Employee Injury Rate



Crime*



Customer Satisfaction – Rail



Customer Satisfaction – Bus



Color of bar reflects performance vs. target

*Reflects results as compared to last year

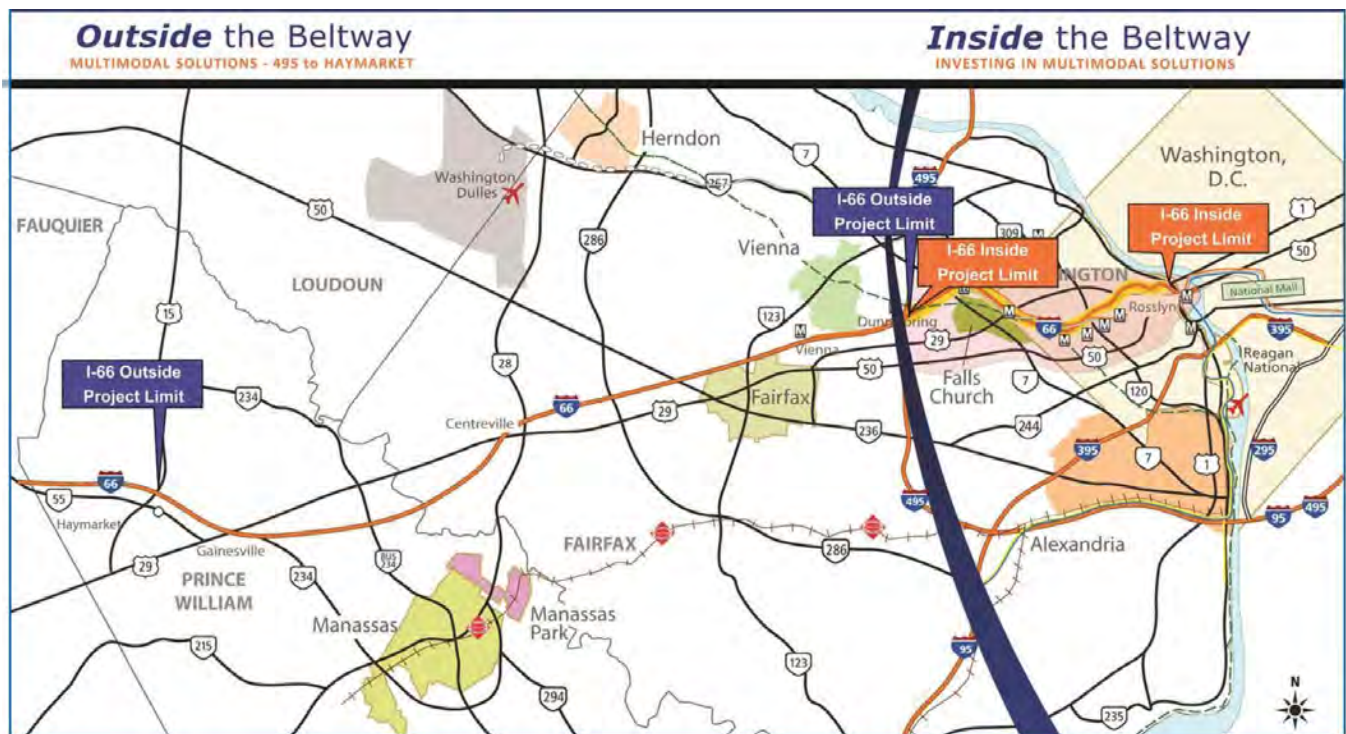
Qtr2 2015 Target

I-66 Inside/Outside the Beltway

Virginia Transportation Secretary Aubrey Layne has designated NVTC as VDOT's partner to manage I-66 Inside the Beltway toll revenues that would be available to fund multimodal improvements that support the corridor. These multimodal projects include but are not limited to specific projects identified in the [I-66 Multimodal Study \(Inside the Beltway\)](#), which was completed in June 2012 and [refined in 2013](#). Deputy Secretary of Transportation Nick Donohue provided [context and background for Inside the Beltway](#) at the Sept. 4 Commission meeting. He discussed how toll prices will be set and how revenues will be used to benefit the toll-paying users of I-66 inside the beltway. Next steps include approval this fall of a framework agreement

governing the partnership between VDOT and NVTC by the Commission and Commonwealth Transportation Board.

On Sept. 17, the Commonwealth is expected to issue a formal Request For Qualifications for firms interested in partnering with the state to deliver "high occupancy/toll lanes" along I-66 between U.S. Route 15 in Prince William County and I-495. NVTC staff is working with the project team to develop a transportation management plan – with transit and transportation demand strategies – to ease travel in the corridor during the construction period. Public meetings are scheduled for the fall, including a Sept. 17 briefing on the preferred alternative and Oct. 29-31 public information sessions.



NVTC Welcomes New Staff



Dan Goldfarb, a leading regional transportation modeler, joined NVTC this month. He will manage the Route 7 Corridor Transit Study and bring his technical expertise to our regional planning activities.



Liz Patel, a senior environmental specialist at the Federal Transit Administration, is on a development assignment with NVTC until November. She is working on several key initiatives as a management fellow.

10 Terrific GIS Applications

Geographic information system (GIS) applications help tell the transit story. NVTC has employed GIS to:

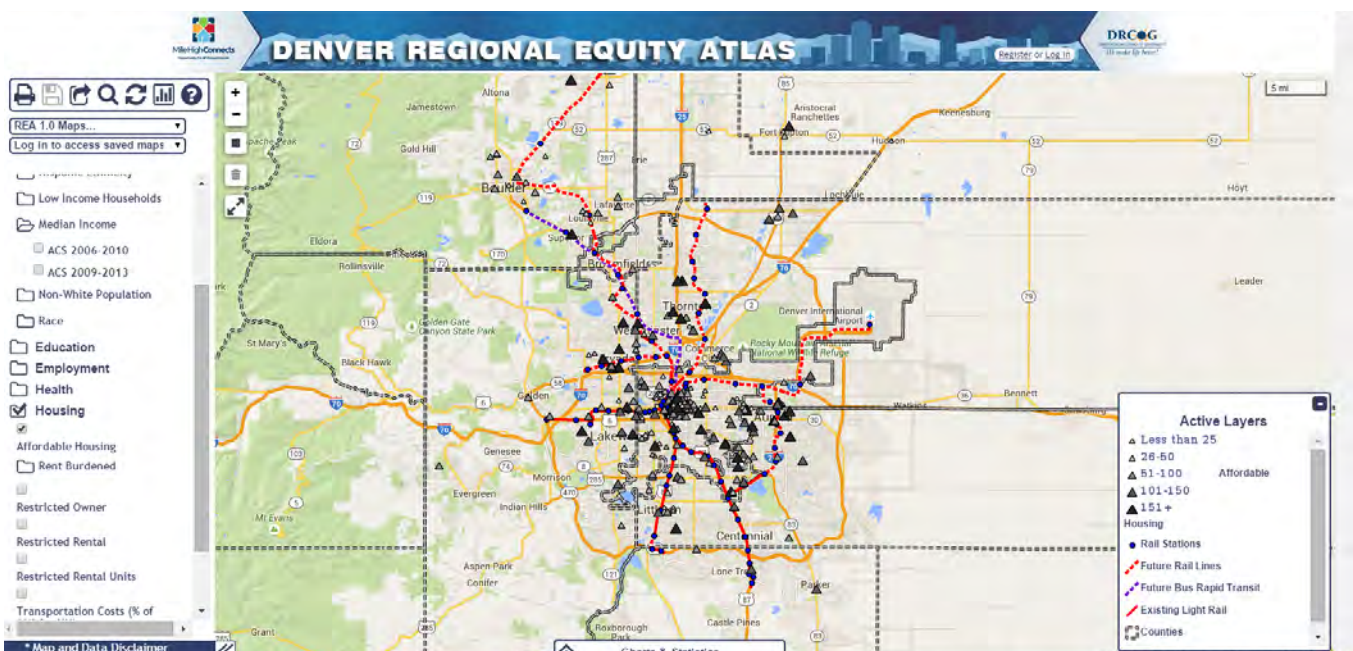
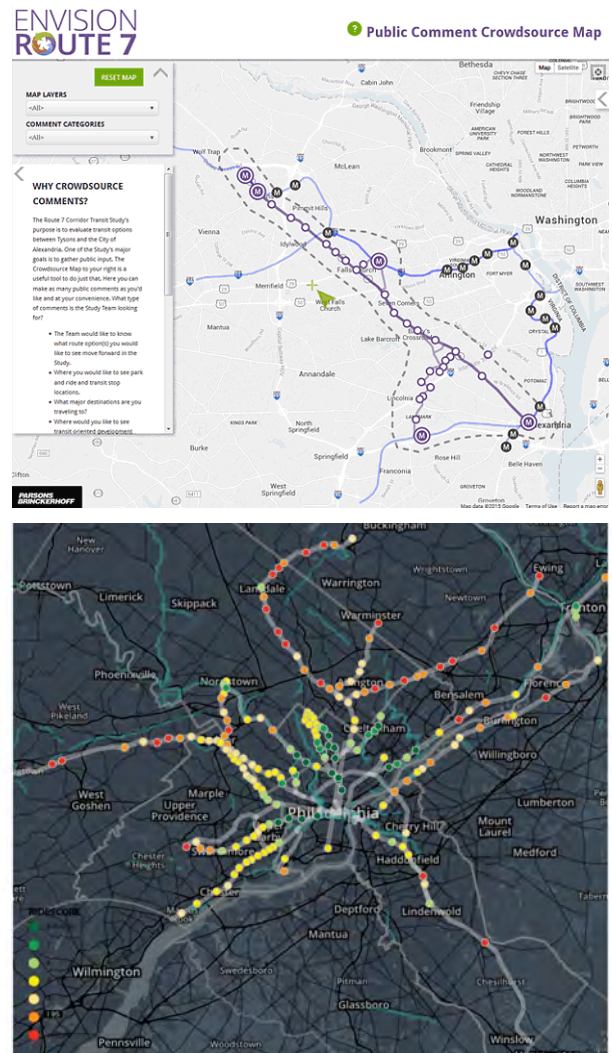
- link [comments about transit to geographic locations](#)
- analyze [jobs near transit stops](#)

Transit agencies and researchers are using GIS in novel ways, as NVTC's David Koch learned at the GIS in Transit Conference earlier this month. GIS can:

- track [commuting patterns](#)
- show how [transit connects to schools and health care](#)
- determine the [fastest mode of transport](#)
- compare [transit service between neighborhoods](#)
- point out a city's [most dangerous intersections](#)
- compare the [cost of housing near transit stations](#)
- assesses whether a [transit stop can support bicycling](#)
- measure [gaps in transit service](#)

“What’s really cutting edge is the way transit agencies, including WMATA, are creating portals so that all employees can manage, share and use spatial data and related information.”

—David Koch
NVTC Regional Planner





NOVA TRANSIT NEWS

Sept. 2015

I-66 Outside-the-Beltway Design Concept Released

On Tues., Sept. 15, VDOT recommended to the Commonwealth Transportation Board a series of multimodal improvements to 25 miles of I-66 from I-495 in Fairfax County to Route 15 in Haymarket. This newsletter provides links to the presentation and a video that describes the preferred alternative. This plan for I-66 Outside the Beltway preserves the median for future transit. With three regular lanes in each direction and two express lanes, I-66 will be bolstered by operational improvements at key interchanges along the corridor, expanded park-and-ride lots, and new and enhanced transit services, bikeways, trails and sidewalks.



Click above to watch VDOT's 13-minute video describing the preferred multimodal alternative for I-66 Outside the Beltway.



Click above to read the VDOT CTB briefing that includes the multimodal components of I-66 Outside the Beltway.

I-66 Public Meetings



Fairfax
Mon., Oct. 5 (7-9 p.m.)
VDOT Northern Virginia
District Office
4975 Alliance Drive

Falls Church
Tues., Oct. 6 (7-9 p.m.)
Mary Ellen Henderson
Middle School
7130 Leesburg Pike

Arlington
Wed., Oct. 7 (7-9 p.m.)
Washington-Lee
High School
1301 N. Stafford Street



Vienna
Mon., Oct. 19 (6:30-8:30 p.m.)
Oakton High School
2900 Sutton Road

Fairfax
Tues., Oct. 20 (6:30-8:30 p.m.)
VDOT Northern Virginia District
Office
4975 Alliance Drive

Bristow
Wed., Oct. 21 (6:30-8:30 p.m.)
Piney Branch
Elementary School
8301 Linton Hall Road

Northern Virginia Transportation Commission
2300 Wilson Boulevard, Suite 620
Arlington, VA 22201
703-524-3322 www.novatransit.org
Kelley Coyner, Executive Director



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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

- Draft Regional Bus Agenda
- I-66 Framework Agreement Discussion
- Washington to Richmond High-Speed Rail Project Update
- WMATA Report*
- VRE Report and Action Items
 - Update from Operations Board Chair on Management Audit
 - Positive Train Control Briefing
- NVTC Financial Report

AUGUST 2015 – No Commission Meeting

SEPTEMBER 2015

- I-66 Inside the Beltway Update
- WMATA Report*
- VRE Report and Action Items
- FY2017 Key Budget Issues
- NVTC Financial Report



2015 ANNUAL COMMISSION AGENDA

OCTOBER 2015

- NVTC G&A Budget
- Work Session: Route 7 Transit Corridor Study
- Adopt Regional Bus Agenda
- Approve Pre-Allocation Testimony to the Commonwealth Transportation Board (CTB)
- Notice of Direct Contributions to Jurisdictions
- NVTC FY2015 4th Quarter Ridership Report
- Approve 2016 Meeting Schedule
- WMATA Report*
 - Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- VRE Report and Action Items
 - Forward VRE Budget to Jurisdictions
- NVTC Financial Report

NOVEMBER 2015

- FY2017 Budget Presented for Approval
- Approve NVTC Federal and State Legislative and Policy Agenda
- Washington to Richmond High-Speed Rail Project Update
- 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 (date and time TBD)
- I-66 Framework Agreement
- WMATA Report*
- Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- VRE Report and Action Items
- NVTC Financial Report

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TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and Kate Mattice

DATE: September 24, 2015

SUBJECT: Regional Bus Agenda

RECOMMENDED ACTION: Adopt the Regional Bus Agenda

The Commission is asked to approve the [NVTC Regional Bus Agenda](#), a cornerstone of [NVTC's Strategic Framework](#) that envisions a Northern Virginia where a high capacity, high quality network of transit systems connect people to businesses of all types, allowing this diverse region to thrive economically. Successful implementation of the Regional Bus Agenda will provide residents and visitors with high quality bus transit service in Northern Virginia and improve transportation for all.

Based on work begun by the Commission in December 2013 including direction provided at the July 2015 meeting and conversations with the NVTC Management Advisory Committee (MAC), the agenda provides a framework of six strategies and specifies a series of outcomes with milestones to measure progress in reaching NVTC's goals. The Commission will receive periodic reports on progress in implementing strategies and NVTC staff will work closely with staff of Member Jurisdictions and regional transportation partners in developing performance metrics.

Over the summer, NVTC staff worked with GIS tools to map transit needs and existing and planned service as well as opportunities to maximize existing infrastructure, especially with respect to dedicated transitways. The tool is designed to provide analysis and visualization at a regional level.

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Regional Bus Agenda

October 2015



The Regional Bus Agenda is a cornerstone of [NVTC's Strategic Framework](#), which envisions a Northern Virginia where a high capacity, high quality network of transit systems serve businesses, allowing this diverse region to thrive economically. Successful implementation of the Regional Bus Agenda will provide residents and visitors with high quality bus transit service in Northern Virginia and improve transportation for all. High quality bus service connects people to activity centers and fixed rail transit systems. With the planning and implementation of projects like the Metrobus Priority Corridor Network, the Crystal City-Potomac Yard Transitway, bus rapid transit (BRT) on Route 1 in Fairfax and Prince William Counties, expanded commuter bus transit on I-66, and the transit alternatives study exploring options on Route 7, the region is poised to capitalize on bus service as a core component of an efficient and effective transportation network.

By providing technical assistance and coordination over the next five years, NVTC will bring the region together to:

- Support Northern Virginia jurisdictions in meeting the investment needs for bus operations and infrastructure in the region through a regional strategy that leverages increased, dedicated and diverse regional revenue sources;
- Increase transit usage by promoting projects that improve bus frequencies that meet demand, a user-friendly bus system, and reliable bus service;
- Enhance access to activity centers – where people live, work and play – through support of efforts that improve bus coverage that aligns transit services at jurisdictional borders and connects transit services through the development of dedicated transit ways and high priority corridors;
- Provide technical analysis and tools to help maximize the use of existing transportation infrastructure and transit vehicles by reducing congestion, developing dedicated transit ways to connect activity centers, identifying and deploying technology;
- Provide safe evacuation of Metrorail customers in the event of an emergency through the effective use of the bus network in coordination with the region's first responders; and
- Establish baseline assessment of and monitor capacity, as well as gaps in service and infrastructure of bus service in the region.

The Regional Bus Agenda identifies strategies and activities – including proposed performance metrics for each of five overarching outcomes and a description of a baseline assessment – and sets milestones for key initiatives. Local jurisdictions are responsible for operational and service planning decisions and implementation. This agenda will be updated annually and the Commission will monitor the region's progress toward milestones.

Outcomes

[NVTC's Strategic Framework](#) identifies quality, accessibility, efficiency, safety, and financial performance as keys to success for transit in the region. The outcome statements below define these as they relate specifically to the aims of the Regional Bus Agenda.

- **Quality:** Increase transit use through bus frequencies that meet demand, a user-friendly bus system and reliable bus service.
- **Accessibility:** Enhance access to activity centers – where people live, work and play – through improved bus coverage.
- **Efficiency:** Maximize the use of existing infrastructure.
- **Safety:** Ensure the effective use of the bus network to provide safe evacuation of Metrorail customers.
- **Financial Performance:** Meet investment needs for bus operations and infrastructure through increased, dedicated and diverse revenue sources and a strategy for regional investment in bus through regional and statewide long range plans.

Strategies

Quality

As articulated in the [NVTC Implementation Plan](#), NVTC pursues the following strategies to encourage increased transit usage through a user-friendly bus system and reliable bus service:

- Leading, participating in and convening stakeholders for discussions of regional planning initiatives:
 - Coordinating with jurisdictions and other stakeholders to ensure a regional, cost-effective approach to issues affecting bus transit; and
 - Participating in the planning of dedicated bus infrastructure to improve service reliability.

NVTC's efforts in this area are realized through the following programs, projects and policy initiatives:

- ✓ Next generation fare payment system - Coordinating Northern Virginia jurisdictions' planning and implementation of a next generation of fare payment

system to improve the ease with which riders can use transit and navigate across systems;

- ✓ Transit Signal Priority - Monitoring implementation of transit signal priority across the region;
- ✓ Envision Route 7 - Leading the Route 7 Transit Alternatives Study to identify alternatives that allow for more frequent and reliable service;
- ✓ I-66 Inside the Beltway Multimodal Project - Establishing an I-66 Inside the Beltway partnership with VDOT to manage toll revenues; implementing a project selection process that adheres to threshold and evaluation criteria, establishing and monitoring measures of effectiveness (MOE's); and ensuring project effectiveness through project monitoring, reporting, and technical assistance through appropriate project coordination.
- ✓ Participation in regional planning efforts, such as:
 - Route 1 Multimodal Alternatives Analysis (completed)
 - TPB's Regional Bus Staging, Layover, and Parking Location Study (completed)
 - Metrobus Service Guidelines Study
 - I-66 Outside the Beltway
 - Metrobus Network Strategy Analysis
 - VTrans2040
 - TransAction 2040 Update
- ✓ Participating previously in the implementation of real-time passenger information. (There may be opportunities for NVTC to play a role in coordinating regional efforts in this area in the future.)

Accessibility

NVTC pursues the following strategies to enhance access to activity centers – where people live, work and play – through improved bus coverage:

- Leading, participating in and convening stakeholders for discussions of regional planning initiatives; and
- Supporting regional programs and research to promote access to and the use of alternative modes of transportation.

NVTC's efforts include the following programs, projects and policy initiatives:

- ✓ Leading the Route 7 Transit Alternatives Study to ensure connectivity to key activity centers and existing and planned transit infrastructure (e.g., Metrorail, West End Transitway);
- ✓ Advancing accessibility as a criteria for project selection and prioritization; and
- ✓ Promoting methodologies for regional long-range planning efforts that lead to a balance of modes and improved connectivity among activity centers (e.g., VTrans2040, TransAction 2040 Update, HB2).

Efficiency

NVTC pursues the following strategies to maximize the use of existing infrastructure:

- Participate in state, regional and local planning efforts, including identifying opportunities for dedicated bus infrastructure, to improve service reliability; and
- Provide research and technical expertise to promote investments and initiatives that maximize the use of existing infrastructure.

NVTC's efforts to improve regional bus efficiency include the following programs, projects and policy initiatives:

- ✓ Ensuring coordination among regional planning efforts, in particular I-66 Multimodal Corridor projects;
- ✓ Monitoring and participating in the bus-on-shoulder pilot and evaluating future bus-on-shoulder possibilities;
- ✓ Leading the Route 7 Transit Alternatives Study to take advantage of existing infrastructure; and
- ✓ Evaluating or applying urban design standards across the region.

Safety

NVTC's efforts related to safety focus on emergency preparedness. As such, NVTC implements the following strategy to ensure the region has the plans, communication systems and incident-response capabilities in place to facilitate the safe transportation of riders in the event of an emergency:

- Leading, participating in and convening stakeholders for discussions with and planning, exercises and training for local and regional transit agencies.

NVTC's efforts in this area include the following programs, projects and policy initiatives:

- ✓ Assessing all previously developed, transit emergency preparedness plans for Northern Virginia Metrorail stations;
- ✓ Developing and monitoring emergency preparedness plans for all Northern Virginia Metrorail stations in coordination with WMATA and local transit agencies; and
- ✓ Leading planning, exercises and training for local and regional transit agencies.

Financial Management

NVTC pursues the following strategies to meet investment needs for bus operations and infrastructure through increased, dedicated and diverse revenue sources:

- Providing financial management expertise and support for member jurisdictions;

- Providing research and analysis demonstrating the value of investment in transit infrastructure and operations;
- Providing technical expertise on potential funding mechanisms to support state of good repair, capacity improvements and system expansion; and
- Ensuring that a regional bus investment strategy is incorporated into the update of Transaction 2040, the Constrained Long Range Plan, VTRANS and other long-range plans by providing technical support and coordination of regional partners.

NVTC's efforts to support financial management of regional bus systems include the following programs, projects and policy initiatives:

- ✓ Providing state and federal grant-management expertise and oversight for member jurisdictions;
- ✓ Serving as the grantee for member jurisdictions' share of WMATA subsidies;
- ✓ Developing sustainable funding strategies and providing New Starts expertise for major transit projects, including Route 7;
- ✓ Identifying, quantifying, demonstrating and communicating the demand for transit investment to policymakers;
- ✓ Developing proposals to address shortfalls in state capital funding resources, including Capital Projects Revenue bond funding;
- ✓ Assessing ways to expand funding sources for operating support of all modes of transit;
- ✓ Analyzing data to establish the base level of bus accessibility and connectivity in the region; and
- ✓ Leading and providing technical expertise to ensure that bus needs and projects are incorporated in the update of Transaction 2040 so that future NVTA investment continues to be a fair balance between roads and transit projects.

Baseline Analysis / Performance Management

NVTC will analyze regional bus service and infrastructure to establish the benchmarks and gaps that should be addressed by a regional investment strategy. This work will provide a baseline understanding of the bus network in Northern Virginia by looking at all transit services within the NVTC jurisdictional boundaries. Using readily available data, NVTC will track the region's progress toward achieving the outcomes outlined above. This summer, NVTC staff began identifying appropriate measures and targets based on industry best practices, collecting data and developing a user-friendly performance report. In 2016, staff will provide an analysis of the data, identify gaps in connectivity and quality, and offer additional strategies for advancing the region towards its desired outcomes. NVTC staff will work with the staff member jurisdictions to confirm a set of performance metrics for the outcomes identified.

In addition to examining existing conditions, NVTC will analyze gaps and untapped capacity in the regional network in terms of accessibility and connections between systems and across jurisdictional borders. The analysis will:

1. Identify bus capacity now that could be used to cover service needs, e.g. commuter service where excess bus capacity could provide reverse service or could be used for other needs. How much capacity is available and where is it based? How much commuter bus storage requirements could be reduced by reverse or alternate service with commuter bus?
2. Quantify lane miles of bus on shoulder in the pilot and map its location. Quantify and map additional capacity that could be gained through bus on shoulder expansion.
3. Map gaps in service.
4. Highlight “last mile” gaps, especially with respect to connecting the workforce to Metrorail. How many miles? How many vehicles required? How many potential riders/workers?
5. Identify the opportunities to establish dedicated lanes for transit as new facilities are built including additional express lanes. Where are they? How many miles are there? How much money could be saved?

Milestones

Milestones set the course for achieving the targets of the Regional Bus Agenda and provide a means for monitoring progress. NVTC will monitor progress and make adjustments in strategies to ensure progress and to reflect changed conditions. Appendix A, which sets out milestones for 2015-2020, shall be refreshed and amended as needed. (Note milestones reflect key dates for NVTC action as well as key regional project and planning milestones.)

Regional Bus Agenda Milestones

Legend:

technical analysis

adoption/approval

recommendation / report

implementation

October 2015

	2015		2016				2017				2018				2019						
	summer	fall	winter	spring	summer	fall	winter	spring	summer	fall	winter	spring	summer	fall	winter	spring	summer	fall			
Regional Bus Investment Strategy	• Implement a regional bus investment strategy that leverages increased, dedicated and diverse regional revenue sources																				
TransAction 2040		Identify & analyze regional transportation needs		Draft project rankings	Final rankings																
VTRANS	Needs assessment & analysis	Finalize VMTP	Update HB2			Public comment					Public comment										
CLRP			Project submission & analysis			Adopt CLRP			Project submission & analysis		Adopt CLRP			Project submission & analysis			Project submission & analysis				
SYIP/HB2	Solicit & evaluate projects	CTB review/ Draft SYIP	Public hearings/ Final SYIP	Solicit & evaluate projects		CTB review/ Draft SYIP	Public hearings/ Final SYIP	Solicit & evaluate projects		Draft SYIP	Final SYIP	Solicit/evaluate		Draft SYIP	Final SYIP	Solicit/evaluate					
I-66 Inside the Beltway					Fund multi-modal projects in the corridor		Begin tolling														
Improve Bus Network Efficiency and Accessibility	• Increase transit usage through bus frequencies that meet demand, a user-friendly bus system, and reliable bus service • Enhance access to activity centers – where people live, work and play – through improved bus coverage that aligns transit services at jurisdictional borders and connects transit services and through the development of dedicated transit ways and high priority corridors																				
Route 7 Transit Alternatives Study*	Technical analysis	Draft for public release	Locally preferred alternative	Environmental planning, preliminary engineering, secure funding						Design and construction											
Improve Ease of Use/ Quality of Bus Service	• Maximize the use of existing transportation infrastructure and transit vehicles by reducing congestion, developing dedicated transit ways to connect activity centers, identifying and deploying technology																				
Next Generation Fare Payment System	Technical analysis (system requirements, cost analysis, pricing)							WMATA implementation of NEPP equipment					Northern Virginia jurisdictions implementation of new fare system								
Provide Safe Evacuation	• Provide safe evacuation of Metrorail customers through the effective use of the bus network in coordination with the region’s first responders																				
Emergency Preparedness Plans	Develop pilot plans	Complete plans for all stations									Update plans							Update plans			
			Initial exercise	Integrate plans into NCR ETOP			Exercise plans														
Monitor and Assess Regional Connectivity	• Inform TDPs and State and regional long-range plans • Establish baseline assessment of and monitor capacity, gaps in service and infrastructure, and performance of bus service in the region.																				
Gap Analysis	Preview accessibility maps	Identify gaps in connectivity to activity centers					Continue to identify application of findings into TDPs and State and regional long-range planning efforts.														
		Collect data on excess capacity, dedicated lane needs, and other connectivity-related data					Identify and conduct additional analysis														
Performance Metrics	Report on existing data	Work w/ MAC to define metrics		Work w/ MAC to develop performance dashboard		Metrics Report	Update and refine metrics, routine reporting														

* Transit mode depends on the outcome of the study.

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TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and Dan Goldfarb

DATE: September 24, 2015

SUBJECT: WORK SESSION: Route 7 Transit Alternatives Study

Executive Summary

After the Commission's briefing at its October meeting, NVTC will hold three public meetings in November on ridership and cost studies for transit alternatives designed to better serve riders and businesses in the Route 7 corridor. Preliminary ridership estimates show that bus rapid transit and light rail service will provide an additional 9,000 daily trips in the corridor – equivalent to moving an additional lane of traffic on the corridor during rush hour. The highest ridership occurs on the alternatives that include East Falls Church Metrorail Station. The cost to serve this 14-mile long corridor – which runs from Tysons Corner to Falls Church, Baileys Cross Roads, Seven Corners and Alexandria, is higher for light rail than bus rapid transit, both for capital and operations. The next step will be to address Commission and public comments and refine the technical analysis. In March 2016, the project team will present the Commission with option(s) for an alignment and mode as well recommendations on a funding strategy.

Envision Route 7: Transit that Connects People to Work, Play, Health and Home

The Route 7 Transit Alternatives study will identify a high capacity transit system that serves the growing population and employment needs by connecting activity centers along the corridor. With these improvements, people will be able to travel to businesses, entertainment, health care centers, work and home more quickly and reliably on transit. The study will result in a recommended mode and route and a viable financing strategy that takes into account construction and operating costs.

The Technical Advisory Committee (TAC) and the project team has engaged with elected officials, transportation and planning groups in each jurisdiction, nearby residents, and riders and businesses served by the corridor. The TAC consists of representatives from NVTC member jurisdictions, the Department of Rail and Public Transportation (DRPT), Metropolitan Washington's Transportation Planning Board (MWCOT/TPB), WMATA, and VDOT. Parsons Brinkerhoff serves as project team consultant.

Modal Options and Alignments

In December 2013, Phase I of the study narrowed the mode alternatives to enhancing existing bus service, bus rapid transit (BRT), and light rail transit (LRT) and identified alignments with the northwestern terminus in Tysons at the Spring Hill Metrorail Station and two options for the southeast termini: Mark Center or the King Street Metrorail Station in Alexandria. The study also identified an option that would connect the service to the East Falls Church Metrorail Station. Phase II – this current study – is using these mode and alignment options to analyze ridership and costs.

During both phases of the study, NVTC has reached more than 500 people through presentations at community meetings, civic associations, and technical advisory committees in Fairfax County, Falls Church, and Alexandria. The project team has also used social media -- such as the website [Envision Route 7](#), Twitter and Facebook -- and traditional media, through articles in local and regional news outlets.

Preview of Technical Evaluation

Ridership

The preliminary report technical evaluation estimates that BRT and LRT would each generate an additional 9,000 daily trips above the baseline. This is equivalent to moving an additional lane of traffic on the corridor during rush hour. The highest increases occur on the alignments that include East Falls Church Metro.¹ The Transit Service Model alternative showed little improvement over the baseline or no-build. The connection to the East Falls Church Metrorail Station showed the highest ridership, with people using the service to connect to Metrorail for travel into the regional core. The LRT showed slightly higher ridership overall. The BRT options demonstrate slightly higher ridership levels for trips that both started and ended in the study corridor.

Cost Estimates

Preliminary cost estimates show the LRT option has greater overall capital and operating cost compared to the BRT options. LRT's higher costs are attributable to the additional construction needed for the LRT to operate in Seven Corners and to access the East Falls Church Metrorail Station. LRT operational costs are higher due to the electrical power needs and related maintenance.

Public Engagement

In November, NVTC will host public meetings in the City of Alexandria, the City of Falls Church and Fairfax County to allow the public to discuss the ridership and cost studies. To encourage attendance, we have planned a comprehensive social and traditional media strategy. NVTC will share web-ready announcements, graphics and articles with our jurisdictions and the offices of elected officials and will encourage followers to retweet

¹ The ridership and travel demand analysis focused on different mode/alignments scenarios that evaluate BRT with LRT for alignments that include and exclude East Falls Church, and – for the BRT option - end at either Mark Center or King Street Metro. Two additional scenarios: a baseline or “no-build” alternative and a “Transportation System Management” (TSM) alternative (basic service improvements) are included for comparison purposes.

[@EnvisionRoute7 Tweets](#) and share [Envision Route 7 Facebook posts](#) with their constituents. We continue to invite comments via phone (844-RT7STUDY) and through the [Envision Route 7 website](#) and social media.

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ENVISION ROUTE 7

PUBLIC MEETINGS

Your input is needed to help improve transit service along Route 7 between Tysons Corner and the City of Alexandria

Attend any of the meetings listed below to learn more and participate. For questions about the meetings, call 703-524-3322.



Wednesday, Nov 4 | 7 to 9 pm
Alexandria Health Department Building
5th Floor Conference Room
4480 King Street, Alexandria, VA 22302



Tuesday, Nov 10 | 7 to 9 pm
Mary Ellen Henderson Middle School
Ground Floor Cafeteria
7130 Leesburg Pike, Falls Church, VA 22043



Wednesday, Nov 18 | 7 to 9 pm
Glen Forest Elementary School
Ground Floor Cafeteria
5829 Glen Forest Drive, Falls Church, VA 22043

Call our comment line at any time
and leave us a message: 844-RT7STUDY



Can't attend? You can still get involved...

Visit www.EnvisionRoute7.com and...

...Sign up for Email Updates

...Submit your comments and questions about the study and tell us about your travel needs on Route 7 by pinning your destinations to a map!

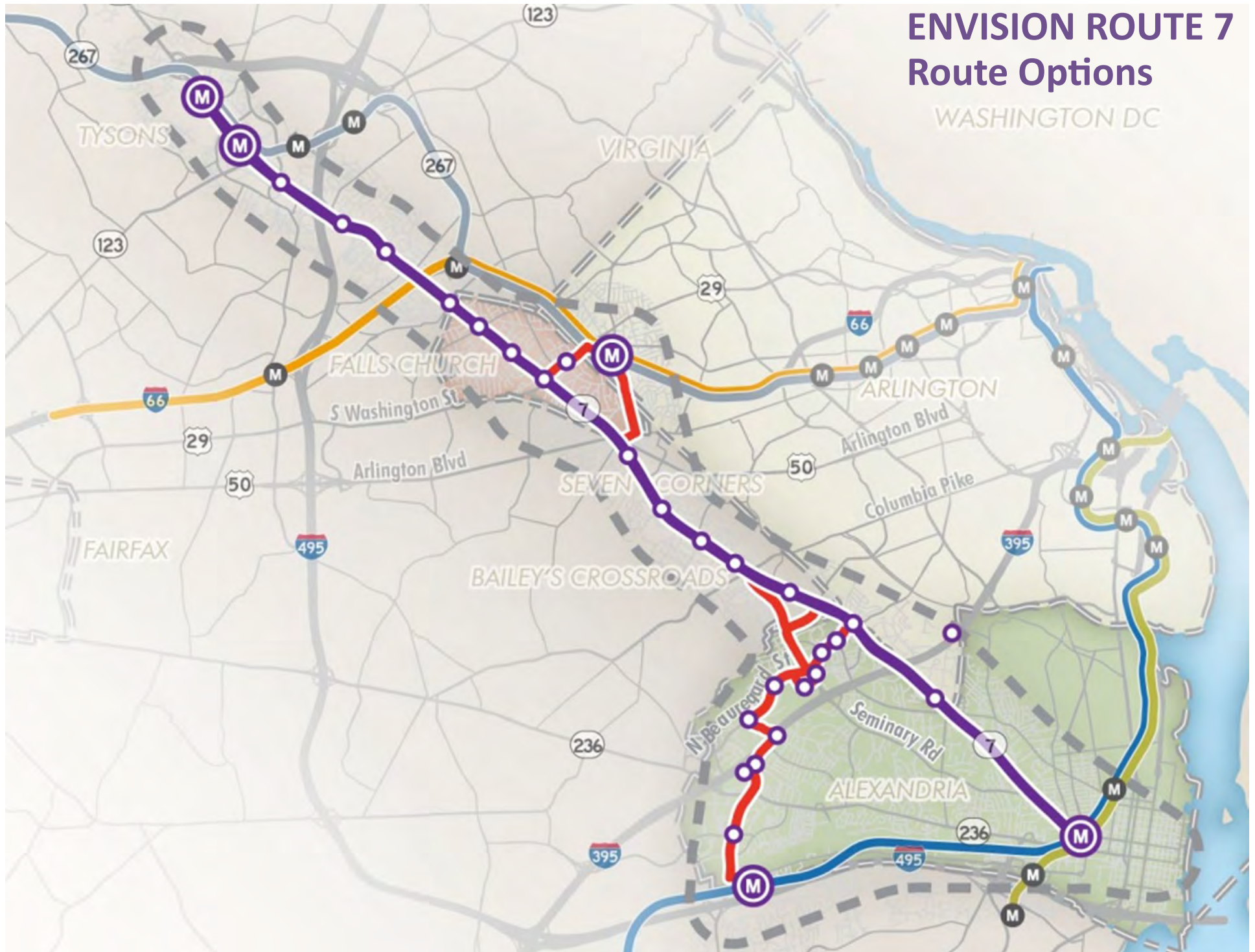
...Request a meeting for your organization or community group.

...Find out how to follow "EnvisionRoute7" on Facebook and Twitter!



ENVISION ROUTE 7 Route Options

WASHINGTON DC



Agenda Item #7: Legislative and Policy Committee Co-Chairs Update



TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and Kate Mattice

DATE: September 24, 2015

SUBJECT: Legislative and Policy Committee Co-Chairs Update

Legislative and Policy Committee Co-Chairs, Jeff McKay and Jeff Greenfield, will provide an overview of the draft [2016 NVTC Federal and State Legislative and Policy Agenda](#). The agenda will be presented for approval at the November Commission meeting.

In addition to updates reflecting recent legislative and policy changes, the Legislative and Policy Committee included the following:

- The need for dedicated funding sources for operating assistance as well as capital;
- A call for a floor on the regional gas tax;
- A request that that the bus on shoulder pilot be evaluated with a focus on the condition of the shoulder; and
- A new priority for safety and security items that calls for authorization of a Metro Safety Commission, to provide safety oversight of WMATA, coordination and support of emergency planning, and continued support of State of Good Repair as key to safe transit operations, especially with respect to rail.

Staff has coordinated with our member jurisdictions, VRE and WMATA on the development of the Federal and State Legislative and Policy Agenda.

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2016 Federal and State Legislative and Policy Agenda



September 2015

DRAFT - Updates from 2015 Agenda noted in **RED**

Northern Virginia's economic growth and global competitiveness are directly tied to the region's transit network. Transit links business to employees, customers, suppliers and investors and residents to jobs, school, shopping and entertainment. With nearly 60 percent of jobs within a quarter-mile of a rail station or bus stop, Northern Virginia is among the nation's most transit-accessible areas. For the past five decades, the Northern Virginia Transportation Commission (NVTC) has promoted an efficient, high-quality and innovative transit network in order to fuel the economy and sustain the region's quality of life.

Each day 550,000 Northern Virginians commute via transit, saving the region 35.5 billion hours of congestion-related delays annually. Virginia Railway Express (VRE) riders, nearly 19,000 daily, take the equivalent of two lanes of traffic – one each on I-66 and I-95 – off the highways during rush hour. With eight bus systems extending from Loudoun County to the City of Alexandria and commuter- and fixed-rail systems, Northern Virginia continues to explore new ways – such as bike and pedestrian facilities and HOT lanes – to better connect businesses, residents and visitors to area amenities. Demand for rail and bus service, as well as ride sharing, remains strong and is growing.

Transit's benefits extend beyond the economy. It reduces traffic congestion and gasoline consumption, lowers the region's carbon footprint and helps clean the air. The use of transit also is linked to improved mental and physical health. All of this is good for Northern Virginians and the businesses that employ them.

NVTC will support legislation and policies that build our transportation network by:

- ✓ Maintaining and expanding opportunities for dedicated, sustainable funding for transit **capital and operations**;
- ✓ **Enhancing safety and security of riders and systems throughout the region through funding and oversight through a strong independent agency**;
- ✓ Using metrics to promote efficiency and maximize capital investments;
- ✓ Promoting and strengthening regional cooperation and accountability;
- ✓ Maximizing use of existing facilities to enhance transit performance and safety; and
- ✓ Fostering innovation and technological integration that improves transit operations and expands service.



Maintain & Expand Opportunities for Dedicated, Sustainable Funding for Capital and Operations

NVTC's top legislative and policy priority is identifying stable, secure and dedicated sources of funding for regional transit systems including WMATA's Metrorail and Metrobus, the Virginia Railway Express, the commuter rail service NVTC co-owns with the Potomac and Rappahannock Transportation Commission (PRTC), and local and commuter bus service. Maintaining and expanding stable, dedicated revenue sources for capital and operations are essential to system safety and to meeting the region's transportation needs. This includes a focus on the following items:

Full Implementation of HB2313

Virginia's landmark transportation funding legislation, [HB2313](#), provides the first opportunity in a generation to address the backlog of transportation projects that are vital to the economic health of the region and the Commonwealth. In achieving the legislation's aims with respect to congestion reduction, improved emergency preparedness, and increased mass transit capacity, NVTC has the following priorities:

- Balance between investments in roadways, transit and related infrastructure;
- Use of the regionally adopted [TransAction 2040](#) long range transportation plan as the foundation for balanced transportation infrastructure investments across all modes;
- New funds raised in Northern Virginia stay in Northern Virginia; and
- Strong cooperation between the Commonwealth and the region in developing, implementing, and evaluating legislatively mandated assessment tools ([HB2](#) and [HB599](#)) to rate projects including the review of a sufficient number of projects to provide the region with real choices and opportunity for progress.

Establish Floor on Regional Gas Tax Revenues

The revenues collected via the regional gas tax --- the only dedicated source of funding for WMATA in Northern Virginia --- are down more than 40 percent since February 13, 2013. NVTC supports establishing a floor on the regional gas tax that would put it on par with the floor established in HB2313.

Maintain Long-Standing Funding Commitments & Prepare to Meet Future Needs

HB2313 builds on an ongoing commitment and should be a catalyst for expanding innovative funding for transit needs. To meet the growing funding needs of NVTC's transit systems, the Commonwealth must continue its financial commitments to WMATA and VRE and work with the region to lay the groundwork for expanded innovative finance and planning.

NVTC supports:

- Providing the Virginia match to the federal Passenger Rail Investment and Improvement Act of 2008 (PRIIA) funding for WMATA;
- Identifying new funding for Virginia's share of WMATA's [Momentum: Long Term Strategic Plan](#);

- Maintaining funding for VRE track leases from discretionary federal funds;
- Identifying additional sources of revenue for operating assistance;
- Expanding technical assistance funding for the testing and implementation of the next generation regional fare payment system; and
- Developing and expanding opportunities for innovative finance of transportation infrastructure.

Addressing the Transportation Capital Funding Bond Expiration

In FY2019, the Commonwealth Transportation Board will allocate the last of the Transportation Revenues Bond revenue authorized by the 2007 Act. The capital funding bond gap is a significant concern for continuing to invest in all modes of transportation projects. While HB2313 provided a new source of funds, the loss of bonding authority will have a significant impact on moving projects forward for our regional transit systems.

Enhance Safety and Security

Strong oversight, state of good repair, and emergency preparedness are essential to providing for the safety of all transit riders whether they are customers of WMATA's Metrorail and Metrobus, the Virginia Railway Express, the commuter rail service NVTC co-owns with PRTC, or local bus. Additional areas of focus include:

Establishing the Metro Safety Commission (MSC)

Mandated by the FTA, the Metro Safety Commission would replace the Tri-State Oversight Commission with an entity that is financially independent from regional transit agencies with its own investigative and enforcement authority. Legislative action is required by Virginia and its neighboring jurisdictions in order to secure \$4.5 million/year in federal grants.

Integration in State and Regional Emergency Preparedness

Transit must provide key transportation support in the event of an emergency. To do so successfully, Metrorail, the VRE commuter rail service and all bus service must be fully integrated in state and regional emergency planning programs.

State of Good Repair

Ensuring that our regional transit systems are maintained in a "state of good repair" is key to providing riders with safe service. To that end, NVTC supports stable state funding of transit capital including the \$50 million/year state match required for WMATA to receive \$150 million/year in federal state of good repair funding authorized under the Passenger Rail Investment and Improvement Act of 2008 (PRIIA).

Use Metrics to Promote Efficiency and Effectiveness

HB2 Metrics Should Be Applicable Across All Modes

Passed in the 2014 Session, HB2 requires the Commonwealth Transportation Board to develop a statewide prioritization process for capacity expansion projects, starting in the FY 2016-2022 Six Year Improvement Program. HB2 applies only to projects that are new construction for expansion purposes. Transit, along with all other modes, are eligible to compete for highway construction funds and therefore, those specific transit projects will be subject to the same HB2 evaluation factors as any other project. **HB2 requires that projects in Northern Virginia be evaluated based on congestion reduction, environmental quality, economic development, accessibility, land use, and safety, with congestion reduction being given the greatest weight.**

NVTC will continue to work with the Secretary of Transportation on developing the appropriate metrics and measures for the criteria used to determine the funding priorities to ensure that transit is an even playing field with other modes of transportation.

Sound Application of New Operating and Capital Funding Formula

NVTC will continue to monitor the implementation of SB1140 to assess how new performance criteria applied to the operating assistance formula are working in practice. In addition, NVTC will analyze the impact of adjustments to the state assistance for capital, including the implementation of changes in the calculation of state participation and the adoption of the tiering structure.

Promote and Strengthen Regional Cooperation and Accountability

NVTC brings together local elected officials from cities and counties to ensure high-level accountability to taxpayers who pay for and benefit from NVTC's transit network. NVTC serves as the transit planning authority for Northern Virginia and brings the localities together to promote and coordinate transit system development, expansion, funding, research and cooperation. NVTC serves as the fiscal agent for seven localities and provides regional expertise on performance metrics, transit finance and technology development.

NVTC takes the lead coordinating with regional partners on the Vanpool Alliance, and the next generation electronic fare payment system for bus and rail. NVTC through regional planning and funding activities promotes high quality, high capacity transit in key corridors including Routes 1, Route 7, U.S. 29 and U.S. 50. NVTC partners with other regional entities such as the Northern Virginia Transportation Authority, the Northern Virginia Regional Commission and the Metropolitan Washington Council of Governments to maximize the transit investments and avoid duplication of effort.

Maximize Use of Existing Facilities to Enhance Transit Performance and Improve Safety

High-performance and high-capacity transit requires smart use of existing facilities, particularly roads. NVTC will work with the General Assembly, **the Department of Rail and Public Transportation (DRPT)** and the Virginia Department of Transportation (VDOT) to make better use of existing road investments that:

- Invest in multimodal options in key interstate corridors including **I-66, I-95, I-495, and I-395;**
- Maximize bus service on existing Express Lanes on I-495 and future Express Lanes currently under

construction on I-95 and planned for I-66;

- Evaluate the bus-on-shoulder pilot as well as explore other opportunities to provide safer and faster connections along more than a hundred miles of interstate and other roadways in the region;
- Identify cost-effective vehicle storage solutions for commuter buses;
- Employ full flexibility provided in the urban design standards for transportation system components [[VA Code Sec. 33.1-69.001](#)];
- Provide training to ensure safe and secure transit operations; and
- Develop and integrate transit into WMATA, local, regional, and state emergency management plans as well as drills, training, and exercises.

Foster Innovation & Technology Integration to Improve Transit Operations and Service

Innovation, including deployment and integration of technology, is a critical ingredient to making transit work for riders and maximizing the efficient use of all forms of transportation. Examples include:

- Deploying Active Transportation Demand Management (ATDM) and Intelligent Transportation Systems (ITS) to integrate all modes of transportation and increase the number of commuters willing and able to use transit;
- Acquiring and implementing ~~the New Electronic Payments Program (NEPP)~~, a new update for the existing regional electronic fare payment system that will decrease costs and make it easy to move seamlessly from VRE to Metro to local bus systems;
- Collaborating with VDOT, the Virginia Department of Technology (VDT), NVTC and its local governments and transit systems, on technology issues from conceptual design and applications to the identification of appropriate funding to execute them;
- Partnering on technology deployment, assessment and finance between academia and the private sector; and
- Expanding telecommuting, ridesharing, and transit ridership during peak and off-peak times through innovative incentives and technology.

Commuter Benefits

NVTC supports legislation that would create permanent parity between the level of tax-free transit benefits employers can provide to employees for using transit to get to work and for parking benefits. This makes transit service more attractive to commuters who currently drive alone.

Multi-Year Reauthorization of Federal Surface Transportation Program

NVTC supports a multi-year programmatic and funding commitment for federal surface transportation programs. Dedicated funding for these programs is integral to insuring sustainable resources for commuter rail and transit in Northern Virginia and the greater Metropolitan Washington area. As discussions on future federal legislation continue, NVTC supports:

- Passing a multi-year commitment to federal surface transportation funding and program authorizations;
- Significantly increasing the level of federal investment in the nation's transportation infrastructure, including maintenance and expansion of the existing system;
- Ensuring that the program and funding structure supports all modes of public transportation and uses of innovative funding techniques;
- **Affirming that all interstate toll revenues can be used for transit capital and operations;**
- Increasing opportunities for discretionary funding to support major capital investments for all types of public transportation, including TIGER, New and Small Starts, and Core Capacity;
- Simplifying the distribution of the federal flex funding through programs like the Surface Transportation Program (STP) and the Congestion Mitigation and Air Quality (CMAQ) program;
- Reducing the time required to complete the federal review process of significant new transportation projects;
- Providing greater decision-making authority to local governments and regional agencies, such as the Northern Virginia Transportation Commission and the Northern Virginia Transportation Authority to determine how transportation funding is spent;
- Establishing and maintaining adequate timeframes for environmental reviews so that a project's environmental impacts can be identified and adequately addressed; and
- Highlighting safety and security as key outcomes of transportation projects.

Dedicated Funding For WMATA (PRIIA)

NVTC supports continued annual federal appropriations of \$150 million for the Passenger Rail Investment and Improvement Act of 2008 (PRIIA). Under this legislation, Congress committed to \$1.5 billion for WMATA over ten years, if the region adopts a dedicated funding source(s) and provides an additional \$1.5 billion to match the federal funds over the same period. All three signatory jurisdictions have passed the compact amendments required to receive the federal funding, and the non-Federal matches are in place.

Funding for the Virginia Railway Express (VRE)

As a co-owner of the Virginia Railway Express, NVTC supports legislation that contributes to the overall expansion of commuter rail service to meet growing demand in Northern Virginia. NVTC supports efforts to secure federal funding for the following capital projects:

- Positive Train Control so that systems can implement as quickly as possible;
- High capacity railcars;
- Train storage of rail equipment;
- Station parking expansion; and
- Platform extensions and additions.

Limits on Commuter Rail Related Liability

NVTC calls upon Congress to approve legislation to broaden the applicability of existing statutory language (49 USC, 28301) related to commuter rail related liability. The language should be amended to reflect the existing liability standard of a \$200M annual aggregate limit while broadening the cap beyond passenger rail related claims for property damage, bodily injury or death so that they apply to all claims brought by third parties.

Funding for Transportation Emergency Preparedness

NVTC calls upon Congress to provide increased security funding to local and regional transportation agencies in the metropolitan Washington area.

Support for In-State Collection of Online Retail Sales Tax

NVTC supports passage of legislation that would allow the Commonwealth of Virginia to collect sales tax on purchases made with online retailers, such as was introduced with the Marketplace Fairness Act of 2013. Enactment of legislation similar to the Marketplace Fairness Act is integral to Virginia's historic transportation funding package, HB2313. Without it, funding will fall short of needs in Northern Virginia and the rest of the Commonwealth.

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Agenda Item #8: Report of the Virginia Members of the WMATA Board of Directors



TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and Laurel Hammig

DATE: September 24, 2015

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

On September 3rd, WMATA's Safety Committee held a special meeting on the investigation of the August 6th derailment; following the meeting, the Chief Safety Officer resigned. WMATA reached an agreement in principle with the four major cellular carriers to improve cellular access across the Metrorail system. WMATA met the deadline to provide the Federal Transit Administration (FTA) with back-up documentation associated with the reconciliation of the 18 open FMO-related grants. On September 10th, WMATA's independent financial auditor presented WMATA a "qualified" opinion on its FY2014 Single Audit. Finally, citing the numerous challenges facing WMATA, it kicked off the FY2017 budget process on September 10th, one month early.

This report is current as of September 24th. Updates will be made following the September 25th Board meeting.

A. Safety and Related Issues

Derailment Investigation

On September 3rd the WMATA Safety Committee examined the General Manager's operational investigation report of the August derailment of a non-passenger train near Smithsonian Station. Board members reviewed [technical issues](#) related to failure to correct a track condition "wide gauge" where the running rails are wider than the specified distance with a track geometry vehicle. The General Manager briefed them on immediate safety actions including a systems wide track inspection and steps to detect critical safety data. Three employees resigned following the incident: the operator of the track geometry vehicle, his supervisor, and the Chief Safety Officer Jim Dougherty. WMATA's Safety Department will complete and submit a full incident report to the Tristate Oversight Committee in early October.

FTA Safety Audit

On September 11th, WMATA submitted the final corrective action plans for all 91 recommendations, as required by the Safety Management Inspection Report, to the Federal Transit Administration for approval. WMATA provided a tracking matrix identifying specific actions that will be performed to address each element in the safety directive and the parties responsible for their implementation, the milestone schedule, and a verification strategy for completing the work. WMATA has already addressed many of the findings.

The key issues are improved compliance with WMATA's own safety program; adequate and timely safety training and certification for WMATA employees; and a better balance between safety-critical track work and passenger service.

Metro Safety Commission

To comply with federal requirements, Virginia, along with Maryland and the District, must pass a bill in its upcoming legislative session to establish and fund a new state safety oversight agency, known as the Metro Safety Commission (MSC). This new entity, which will replace the Tri-State Oversight Commission, will be financially independent of WMATA and have investigative and enforcement authority. Establishment of the MSC is essential if the region is to receive \$4.5 million in federal grants. (Note NVTC's draft Federal and State Legislative and Policy Agenda calls for approval of this legislation.) The Tri-State Oversight Committee is providing a quarterly briefing to the Safety and Security Committee on September 25th.

Wireless Service on Metrorail Platforms and Tunnels

WMATA has reached an agreement in principle with the four major cellular carriers to improve cellular access across the Metrorail system. The importance of improved connectivity was highlighted following the January 12, 2015 incident when riders, stuck in a tunnel, were unable to reach 911 via cellphone. This work began in 2008 but faltered when a contractor hired by the wireless companies filed bankruptcy in 2013 before completing its work in Metro's tunnels. Under the new agreement, WMATA will wire the tunnels and receive reimbursement from the carriers. It is expected to take five years to complete.

National Transportation Safety Board (NTSB): L'Enfant Plaza Accident

As the NTSB continues its investigation into the smoke and electrical arcing accident at WMATA's L'Enfant Plaza Station, WMATA is addressing four NTSB recommendations related to the January incident. The recommendations – [R-15-008](#), [R-15-009](#), [R-15-010](#) and [R-15-025](#) call for WMATA to assess its tunnel ventilation system, develop and train staff in emergency tunnel ventilation procedures, and ensure that all power cable connector assemblies are properly constructed and installed in accordance with engineering design specifications. The NTSB expects to complete its investigation next year.

2015 Half Yearly Crime Report

The [Metro Transit Police Security Report](#) compares Part I crime data of January through June CY2015 to CY2014. Part I crimes include aggravated assault, arson, burglary, homicide, larceny, motor vehicle thefts and attempts, rape and robbery.

B. Financial Management

Financial Audit

On September 10th, the WMATA Audits and Investigations Committee received a presentation from McGladrey, the independent auditor of WMATA's financial statements. McGladrey presented [three opinions related to the FY2014 Single Audit](#): 1) Auditor's Report on the Financial Statements; 2) the Report on Internal Control over Financial

Reporting and on Compliance; and 3) the Report on Compliance for Each Major Federal Program. The Report on Compliance for Each Major Federal Internal Control found ten “material weaknesses,” three “significant deficiencies,” and two compliance findings related to financial reporting. WMATA provided management responses and corrective action plans for each finding. Board members noted that most of the material weaknesses identified were already acknowledged through other audits. Next steps include an action plan with timelines to address findings. The WMATA Board of Directors on August 6th accepted the [external audit of its FY2014 financial statement](#). WMATA will provide a plan to remedy the one material weakness identified in the audit.

Financial Management Oversight

WMATA provided FTA with back-up documentation associated with the reconciliation of the 18 open FMO-related grants, prior to FTA’s September 4th deadline. Restricted drawdown will remain in place until FTA can verify WMATA’s internal controls and processes support proper reimbursement. WMATA will submit its second quarterly report in October to the Director of the Virginia Department of Rail and Public Transportation (DRPT) and the Chairmen of the Virginia House and Senator Transportation Committees on the actions taken to address recommendations cited in the FTA’s Full Scope of Systems Review of WMATA.

C. Budget and Finance

FY2015 Year-End Financial Update

Following the completion of the FY2014 financial audit, the FY2014 operating deficit was confirmed at \$17.5 million. Based on preliminary year-end results, as of September 3rd, the operating surplus for FY2015 is [\\$20.6 million](#). As committed by the General Manager at the beginning of the fiscal year, this result provides sufficient surplus to pay back the prior year deficit without requiring additional contributions from the jurisdictions.

FY2017 Budget Guidance

The FY2017 budget process kicked off on September 10th, one month earlier than year’s past. As noted in the [FY2017 briefing materials, key drivers of operating expenses to be addressed short and long term include post-employment benefit costs, MetroAccess, and collective bargaining agreement issues](#). In terms of capital funding, State of Good Repair Investments which are key to reliable and safe operation of the system will be a high priority.

M

metro

Next Steps

- October:** Ridership and fare policy; recap of investment since FY2011
- November:** Budget preview
- December:** GM/CEO budget proposal; agreement in principle on CFA
- January-March:** Board discussions and public hearings/outreach
- April:** Budget adoption

Capital Funding Agreement (CFA)

This fall, the WMATA Board will continue in-depth discussions on how to prioritize among the competing needs while ensuring investments benefit all users in preparation for updating the Capital Funding Agreement (CFA) which expires June 30, 2016. Key areas

of the CFA include additional buses Metrobus Priority Corridor Network, replacement and expansion of railcars and power upgrades, and station access/capacity improvements. The Board is targeting an agreement in principle by December 2015. The December deadline coincides with the with the General Manager's presentation on the Proposed FY2017 Annual Work Plan (AWP) and Capital Improvement Program (CIP).

A CFA working group completed most of the work on the administrative portion of the new CFA. Staff of WMATA Compact members along with Loudoun County and NVTC and DRPT staff participated in this working group.

Financial Dashboard

The following financial reports for FY 2015 are now available. The April through June FY2015 reports are not yet available.

- [July FY 2015](#)
- [August FY 2015](#)
- [September FY 2015](#)
- [October FY 2015](#)
- [November FY 2015](#)
- [December FY 2015](#)
- [January FY 2015](#)
- [February FY 2015](#)
- [March FY 2015](#)

D. WMATA Virginia Ridership

WMATA Virginia Ridership August 2014 – 2015			
	August 2014	August 2015	Percent Change
Metrorail			
Total	9,399,740	8,557,674	-9.0%
Weekday Average	340,233	314,925	-7.4%
Metrobus			
Total	1,837,330	1,794,379	-2.3%
Weekday Average	73,760	71,855	-2.6%
MetroAccess			
Total	26,457	26,155	-1.1%

E. Quarterly Performance (Vital Signs)

- [NVTC Quarterly Summary \(attached\)](#)
- [Full WMATA 2nd Quarter 2015 Vital Signs Report](#)

F. Key WMATA Milestones/Dates

DATE	MEETING	Key Issues
9/25	Safety and Security Committee	Derailment Investigation Update FTA Safety Management Inspection Response Update
9/25	Board of Directors	
9/25	Executive Committee	
10/8	Customer Service and Operations Committee	
10/8	Finance and Administration Committee	
10/22	Safety and Security Committee	
10/22	Board of Directors	
10/22	Executive Committee	

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

On-Time Performance

Metrobus

		FY 2014	FY 2015
	Jun	77.7%	77.2%
	May	76.9%	75.5%
	Apr	77.6%	76.8%
	Mar	78.2%	77.2%
	Feb	78.4%	78.9%
	Jan	80.4%	79.9%
<i>Target</i> = 79.0%			

Metrorail

		FY 2014	FY 2015
	Jun	91.2%	84.6%
	May	91.7%	87.0%
	Apr	92.0%	89.9%
	Mar	90.4%	88.5%
	Feb	92.0%	83.9%
	Jan	89.2%	87.3%
<i>Target</i> = 91.0%			

Safety

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

	FY 2014	FY 2015
Jun	1.63	1.55
May	2.19	1.70
Apr	1.53	2.49

*Includes Metrorail, rail facilities, Metrobus, and MetroAccess

Customer Satisfaction Index

	FY 2014	FY 2015
Metrobus		
Apr-Jun	79%	75%
Metrorail		
Apr-Jun	80%	73%

Crimes

	FY 2014	FY 2015
Jun	717	729
May	552	581
Apr	395	416

Reliability

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

	Jun-14	Jun-15
CNG (30%)*	5,938	6,825
Hybrid (27%)	9,448	8,142
Clean Diesel (8%)	8,136	7,472
Other (35%)	4,662	4,392

* Percentage of fleet.

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

	FY 2014	FY 2015
Jun	55,522	54,779
May	64,848	69,260
Apr	77,957	60,242

**Escalator
Availability**

Target = 91%

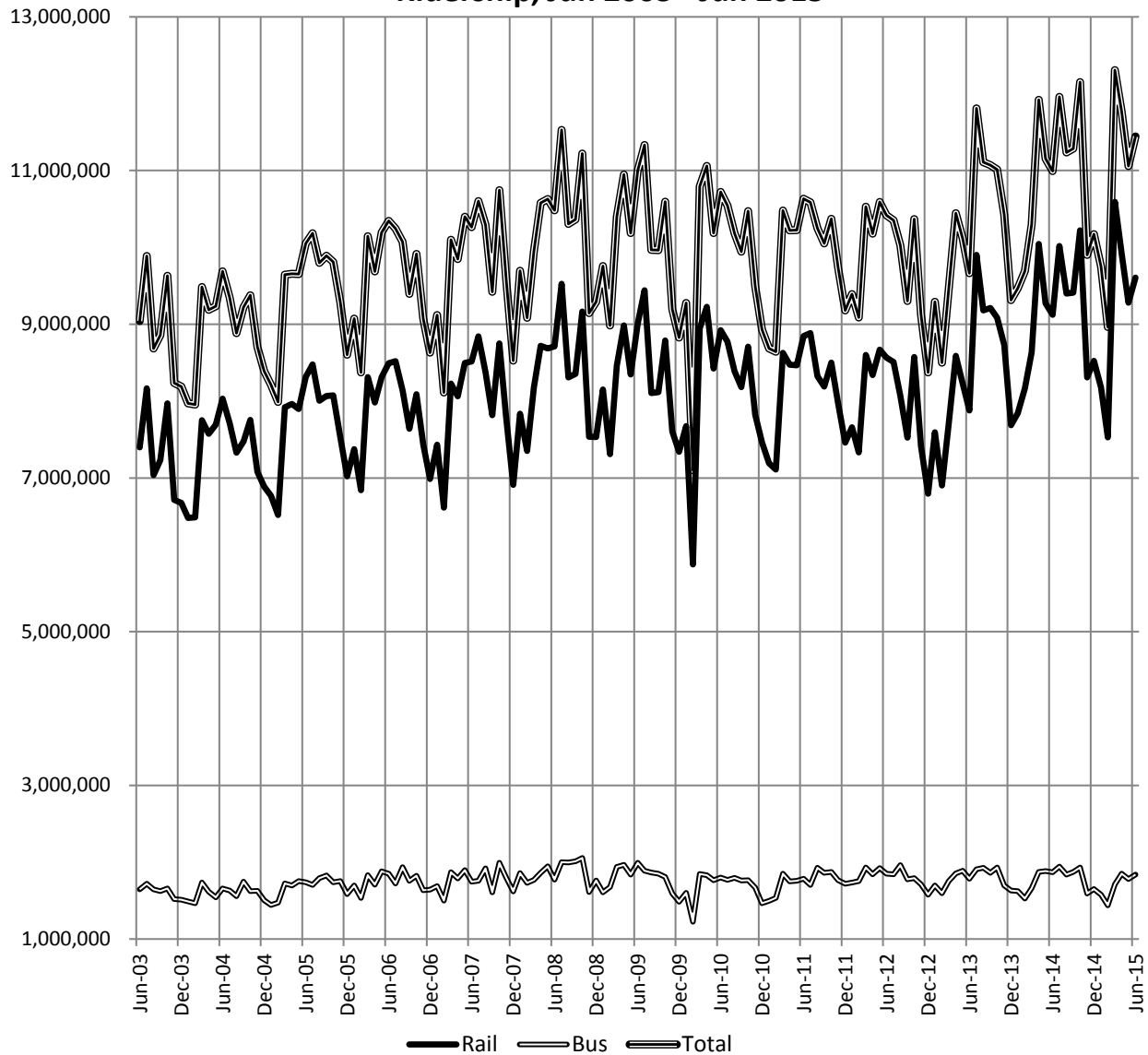
	Jun-14	Jun-15
	93.1%	93.3%

**Elevator
Availability**

Target = 96.5%

	Jun-14	Jun-15
	97.0%	96.1%

Northern Virginia Metrobus, Metrorail, and Combined Monthly Ridership, Jun 2003 - Jun 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	Jan	Feb	Mar	Apr	May	Jun
FY 2015	8,179.3	7,526.8	10,593.1	9,917.2	9,278.9	9,606.7
FY 2014	7,844.1	8,165.0	8,636.6	10,044.7	9,271.6	9,124.3
5 yr. Avg.	7,592.4	7,076.5	8,503.7	8,721.7	8,428.5	8,645.1
Metrobus						
FY 2015	1,575.6	1,439.5	1,713.2	1,849.8	1,780.3	1,837.0
FY 2014	1,623.4	1,526.9	1,661.0	1,873.9	1,884.2	1,870.1
5 yr. Avg.	1,629.9	1,527.9	1,808.2	1,848.8	1,833.9	1,842.9

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TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and Rhonda Gilchrest

DATE: September 24, 2015

SUBJECT: Virginia Railway Express

A. VRE CEO Report and Minutes

Mr. Allen will update the Commission on VRE highlights including status of plans to celebrate the opening of the Spotsylvania Station, the results of the recent customer satisfaction survey, and the status of efforts to extend the deadline for Positive Train Control. The [VRE CEO September 2015 Report](#) is attached. The minutes of the September 18th Operations Board Meeting will be provided at the meeting.

B. ACTION ITEM: [Resolution #2283](#): Authorization to Refer VRE's Preliminary FY2017 Operating and Capital Budget to the Jurisdictions

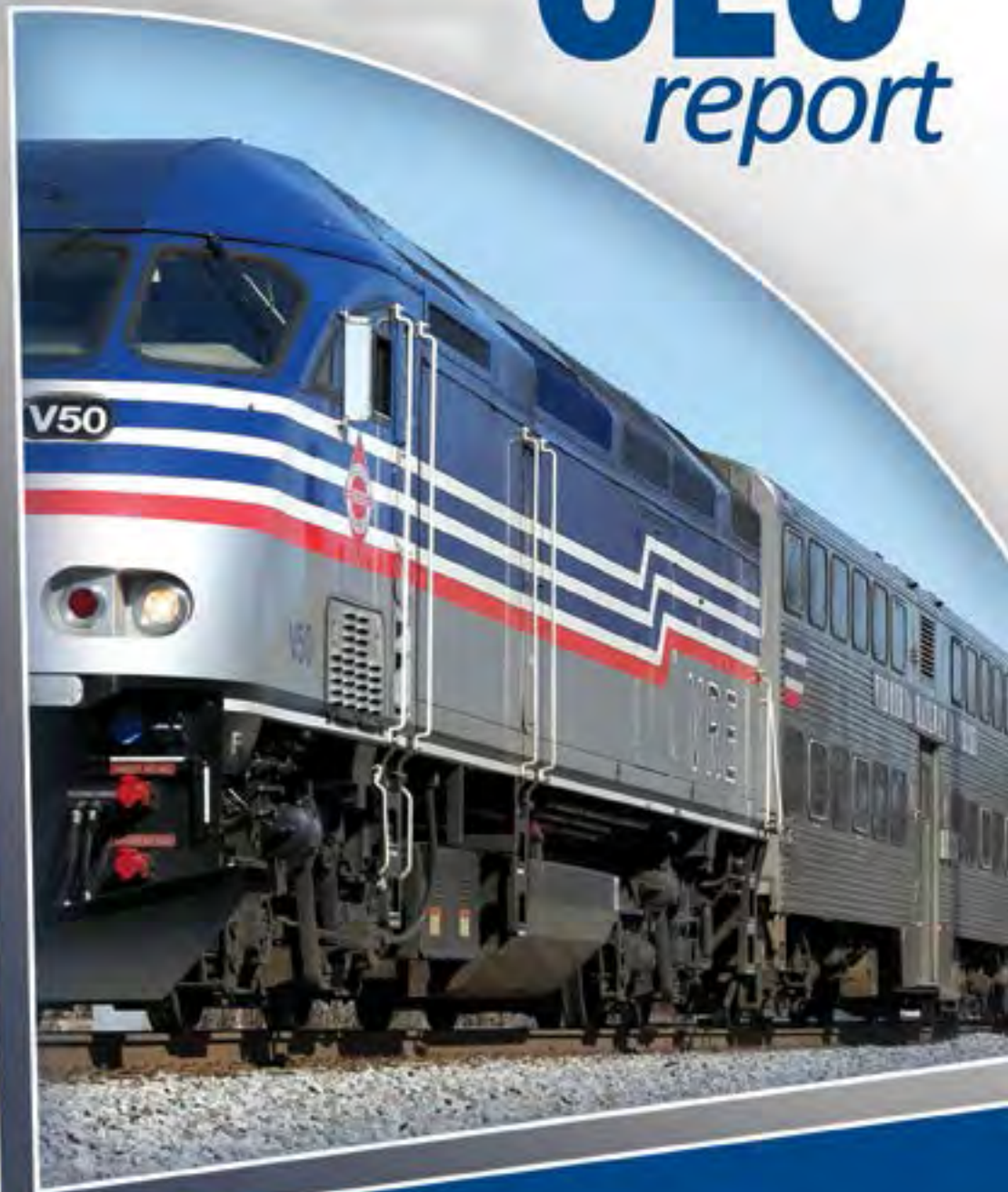
The VRE Operations Board recommends the Commissions authorize the referral of VRE's Preliminary FY2017 Operating and Capital Budget to the jurisdictions. The FY2017 preliminary budget totals \$119.8 million and includes a proposed five percent subsidy increase with no fare increase (a four percent fare increase occurred at the beginning of FY2016). There is a current net unfunded amount of \$2.8 million. As in the past, VRE will submit a balanced budget to the jurisdictions in the beginning of December for evaluation prior to submission to the Operations Board for consideration later that month. It will come to the Commissions for adoption at their January 2016 meetings. [The attached VRE memorandum](#) provides more information on the budget assumptions and key budget issues.

C. INFORMATION ITEM: VRE Financial Plan

At its September 18th meeting, the VRE Operations Board held another work session regarding the future service profile for the system and the desired next steps to address funding needs. The VRE Operations Board directed staff to provide detailed analysis of two scenarios, Natural Growth (serves base market) and System Plan 2040 (full system expansion). These will be the subject of a special 90-minute work session at the January 2016 VRE Operations Board Meeting. [The attached VRE memorandum](#) and [Strategic Financial Forecasting Presentation](#) provide more information.

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CEO *report*



SEPTEMBER 2015

VIRGINIA RAILWAY EXPRESS
A Better Way. A Better Life.





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CEO
report

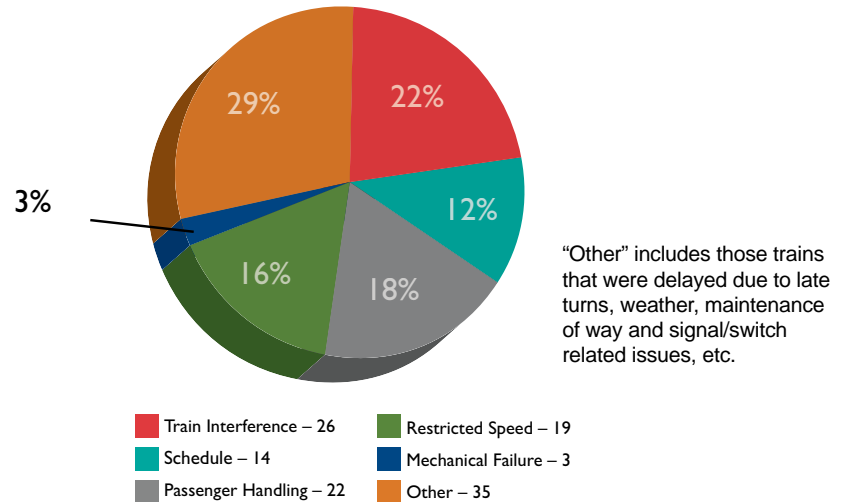
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3	RIDERSHIP UPDATE
3	MONTHLY CITATIONS UPDATE
4	RIDERSHIP CHART
5	ON-TIME PERFORMANCE GRAPHS
6	TRAIN UTILIZATION
7	PARKING UTILIZATION
8	FINANCIAL REPORT
9	BICYCLE COUNT
9	NEW RAIL CARS
10	CAPITAL PROJECTS UPDATES <ul style="list-style-type: none">L'ENFANT STORAGE TRACKLIFECYCLE OVERHAUL AND UPGRADE FACILITYALEXANDRIA STATION PEDESTRIAN TUNNEL PROJECTSPOTSYLVANIA COUNTY TRACK & STATION IMPROVEMENTS
16	FACILITIES UPDATE
17	PROCUREMENT <ul style="list-style-type: none">UPCOMING PROCUREMENTS

ON-TIME PERFORMANCE

Overall On-Time Performance (OTP) for August 2015 was 93 percent, up from 86 percent the previous month. The Manassas Line operated at 95 percent while the Fredericksburg Line was 91 percent. Passenger handling and train interference were the principal causes of reduced OTP. Typical restricted speed orders, schedule issues, and maintenance of way (19 instances) were the remaining principal causes of delays. In August, VRE operated 624 trains with 42 trains arriving over five minutes late to their final destination. There were 16 late trains on the Manassas Line and 26 late trains on the Fredericksburg Line.



REASON FOR DELAYS AUGUST 2015



Note: There were a total of 109 delays during the month of August but only 42 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 example, 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	JUN	JUL	AUG
Total late trains	86	98	42
Average length of delay (mins.)	14	15	39
Number over 30 minutes	5	12	10
Total days with heat restrictions	10/22	4/22	4/21
On-Time Performance	87%	86%	93%
FREDERICKSBURG LINE			
Total late trains	54	50	26
Average length of delay (mins.)	13	13	44
Number over 30 minutes	0	8	4
On-Time Performance	82%	84%	91%
MANASSAS LINE			
Total late trains	32	48	16
Average length of delay (mins.)	17	17	32
Number over 30 minutes	5	4	6
On-Time Performance	91%	88%	95%

RIDERSHIP UPDATE

August 2015 average daily ridership was 17,651 compared to 18,322 in August 2014. The total monthly ridership was 363,337, down from 384,966 the previous August. The number of full service days in August 2015 was 20 on the Fredericksburg Line and 21 on the Manassas Line, while in 2014 there were 21 full service days on both lines.

RIDERSHIP MONTH-TO-MONTH COMPARISON

DESCRIPTION	MONTHLY RIDERSHIP
August 2014	384,966
August 2015	363,337
Full Service Days (Current/Prior)	20(Fred.), 21 (Man.) /21
Ridership Percent Change	-3.7% normalized

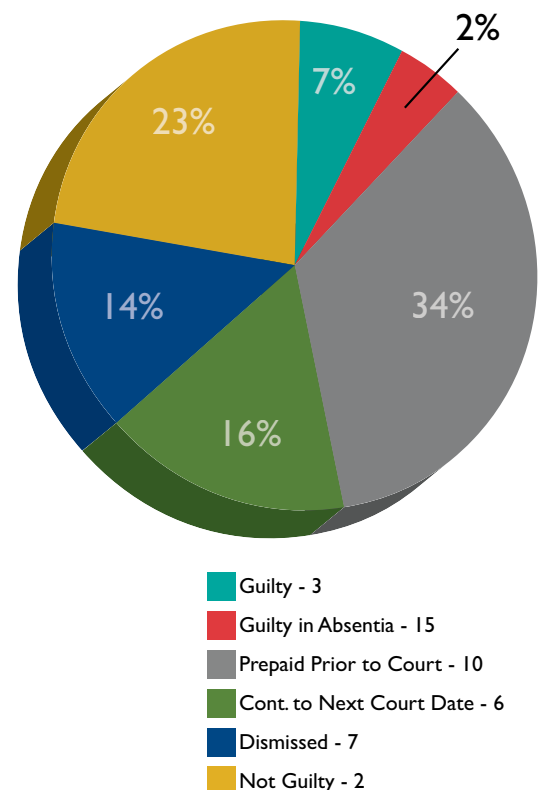
MONTHLY CITATIONS UPDATE

During the month of August, Keolis wrote 119 citations; 37 less than last month. VRE waived 22 citations after riders showed proof of purchase of a monthly tickets and 54 others were waived as a one-time courtesy, per the conductor's request, unique circumstances or other reasons. Of the remaining 43 that did go to court, three were found guilty, two were found not guilty, seven were dismissed, 15 were guilty in absentia, 10 were prepaid and six were continued to next month.

WAIVED CITATIONS

VRE ACTIONS	OCCURRENCES
Waived – Passenger showed proof of a monthly ticket	22
Waived – One-time courtesy	19
Waived – Per the request of the conductor	27
Waived – TVM error	0
Waived – Defective ticket	0
Waived – Per Ops Manager	0
Waived – Unique circumstances	2
Waived – Insufficient processing time	0
Waived – Insufficient information	3
Waived – Lost and found ticket	0
Waived – Other	3
TOTAL WAIVED CITATIONS	76

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										
2										
3	3,908	4,239	8,147	100%	4,602	4,771	9,373	86%	17,520	93%
4	4,421	4,757	9,178	94%	4,869	5,259	10,128	79%	19,307	87%
5	4,195	4,504	8,699	100%	4,929	5,054	9,983	86%	18,682	93%
6	4,191	4,440	8,631	100%	4,764	5,004	9,768	100%	18,398	100%
7	3,253	3,399	6,653	100%	3,934	4,044	7,977	100%	14,630	100%
8										
9										
10	3,861	3,848	7,709	94%	4,620	4,383	9,002	100%	16,711	97%
11	4,095	4,339	8,434	94%	5,183	4,847	10,030	100%	18,464	97%
12	4,271	4,422	8,693	94%	4,766	4,741	9,507	100%	18,200	97%
13	4,235	4,355	8,591	94%	4,947	4,597	9,545	100%	18,135	97%
14	3,211	3,141	6,352	81%	3,881	3,855	7,736	71%	14,088	77%
15										
16										
17	3,835	3,662	7,497	75%	4,423	4,270	8,693	71%	16,190	73%
18	4,143	4,213	8,356	100%	4,966	5,198	10,165	93%	18,521	97%
19	4,198	4,471	8,669	100%	4,848	4,795	9,643	100%	18,312	100%
20	4,040	4,234	8,274	100%	4,617	4,678	9,295	100%	17,569	100%
21	3,176	3,365	6,541	94%	3,805	3,851	7,656	100%	14,198	97%
22										
23										
24*	3,920	4,229	8,149	81%	777	1,493	2,270	50%	10,419	71%
25	4,217	4,531	8,748	100%	5,224	5,366	10,589	86%	19,337	93%
26	4,075	4,343	8,418	100%	4,770	4,946	9,716	100%	18,135	100%
27	3,949	4,095	8,044	100%	4,954	5,041	9,995	93%	18,039	97%
28	3,309	3,062	6,371	100%	3,947	4,032	7,979	93%	14,350	97%
29										
30										
31	3,992	4,165	8,157	100%	4,511	4,477	8,988	86%	17,145	93%
	82,497	85,814	168,311	95%	93,339	94,700	188,039	91%	356,350	93%

Amtrak Trains:	720
Adjusted total:	169,031

Amtrak Trains:	6,267
Adjusted total:	194,306

Amtrak Total:	6,987
Adjusted Total:	363,337

# of Service Days:	21	Full Service Days:	21
Manassas Daily Avg. Trips:	8,015	Adjusted Avg.:	8,049
Fred'burg Daily Avg. Trips:	8,954	Adjusted Avg.*	9,602
Total Avg. Daily Trips:	16,969	Adjusted Avg.:	17,651

Total Trips This Month:	363,337
Prior Total FY-2015:	394,265
Total Trips FY-2015:	757,602
Total Prior Years:	71,588,541
Grand Total:	72,346,143

Total Number of Service Days to Date:	43
Average Daily Riders to Date:	17,619

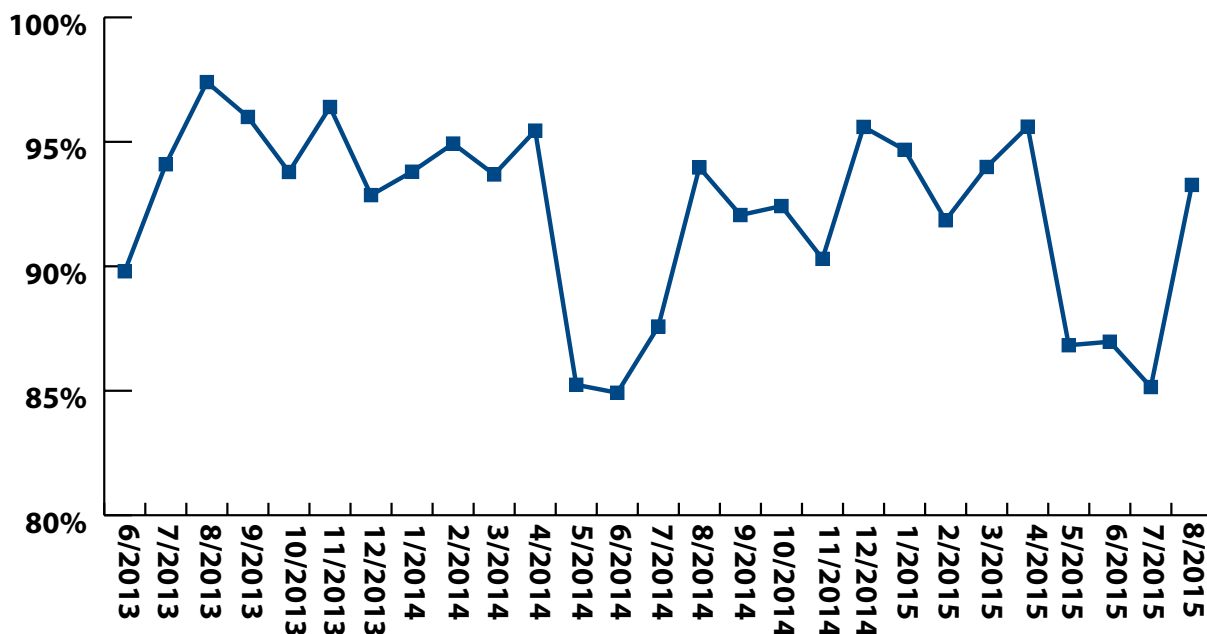
NOTE: Adjusted Averages and Totals include all VRE trips taken on Amtrak trains, but do not include "S" schedule days.

* Designates "S" schedule day only on Fredericksburg line

± Adjusted average factors out Fredericksburg ridership for 8/24

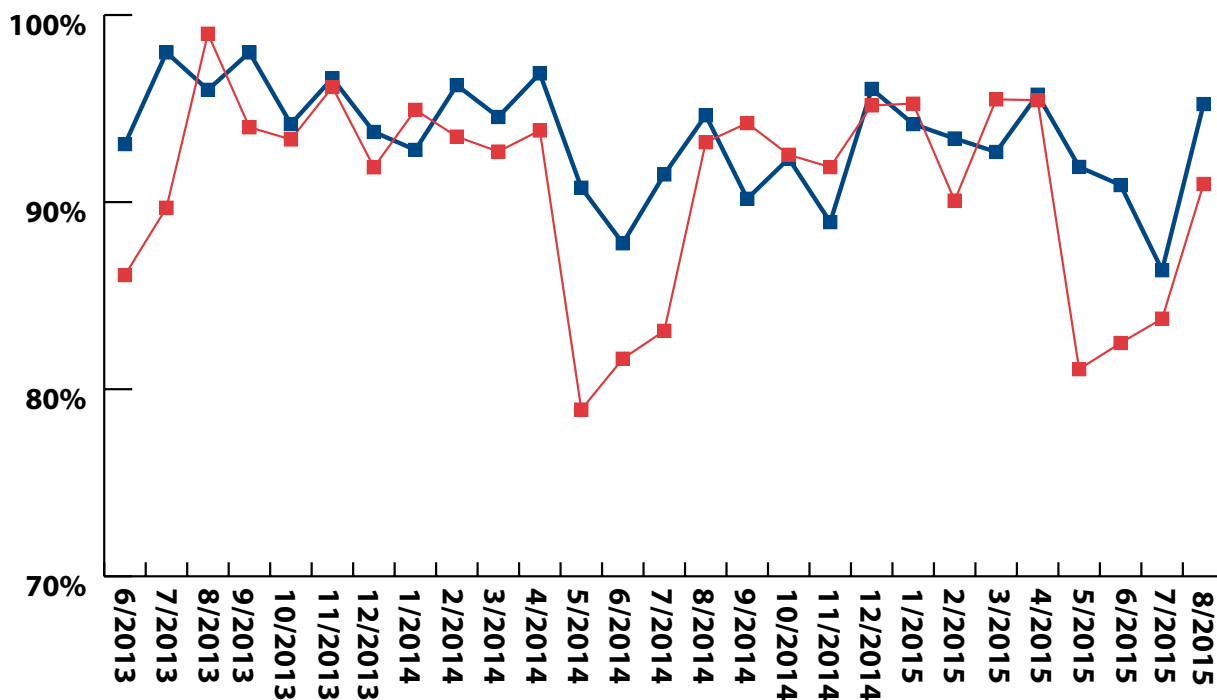
ON-TIME PERFORMANCE

SYSTEM PERFORMANCE

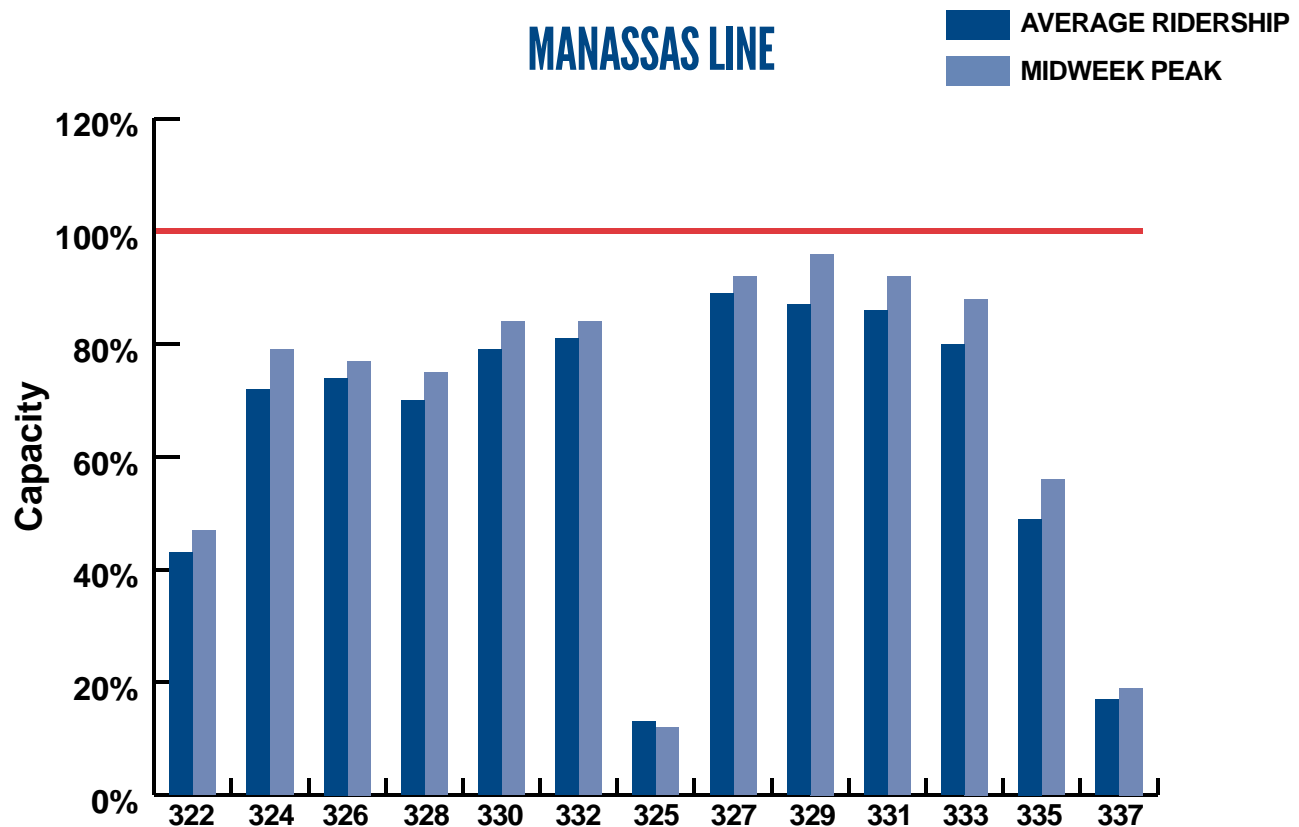
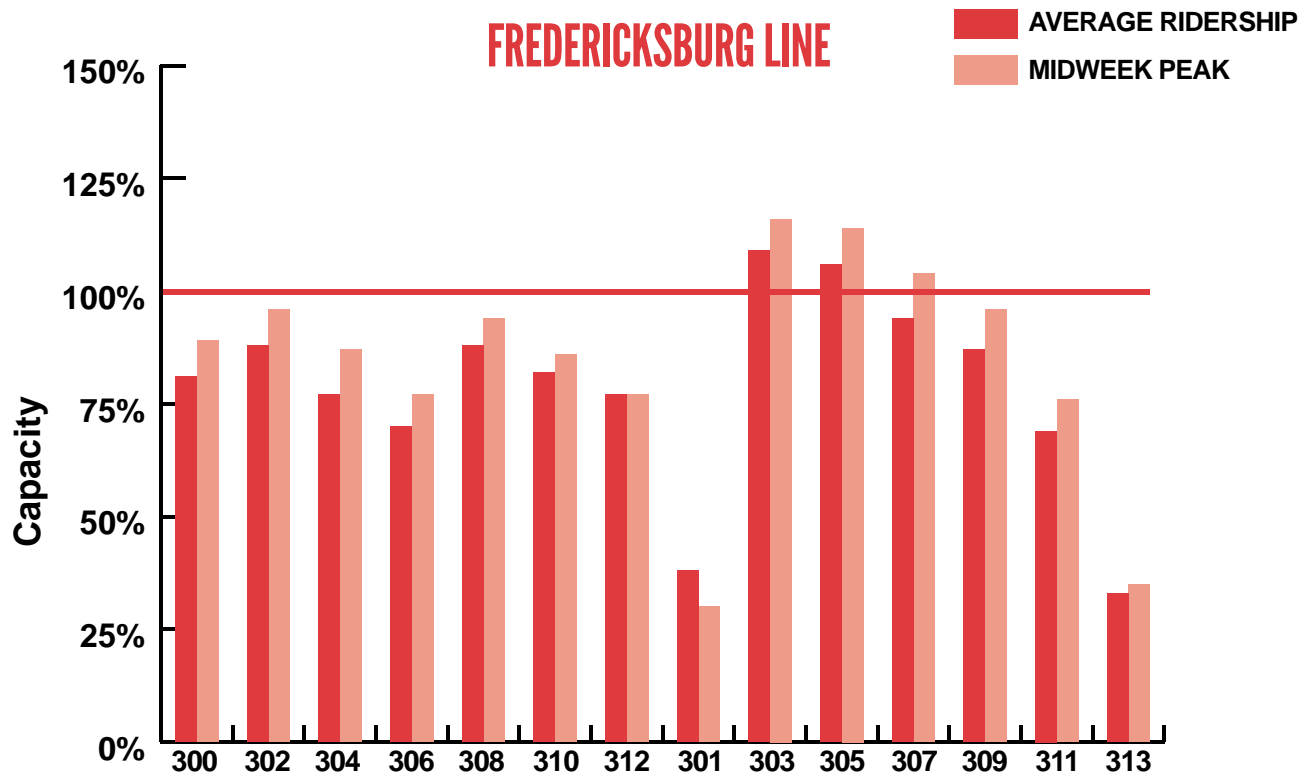


PERFORMANCE BY LINE

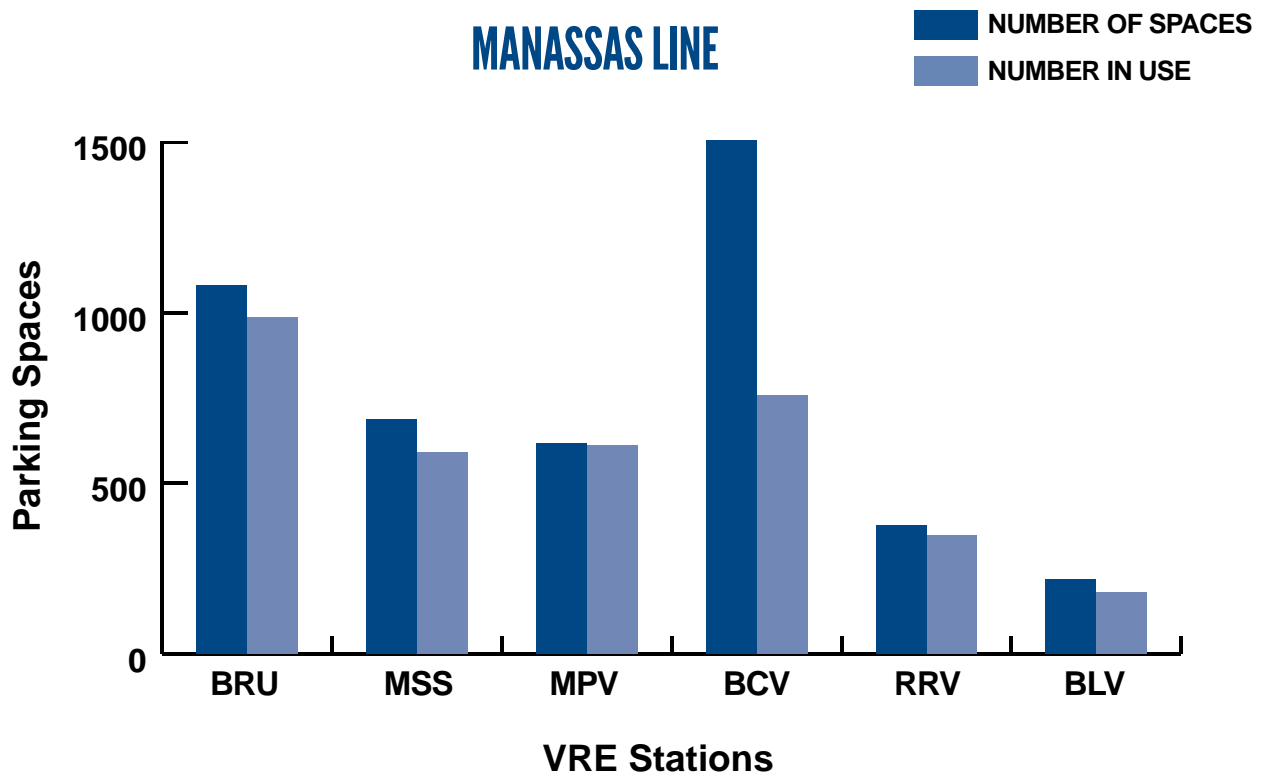
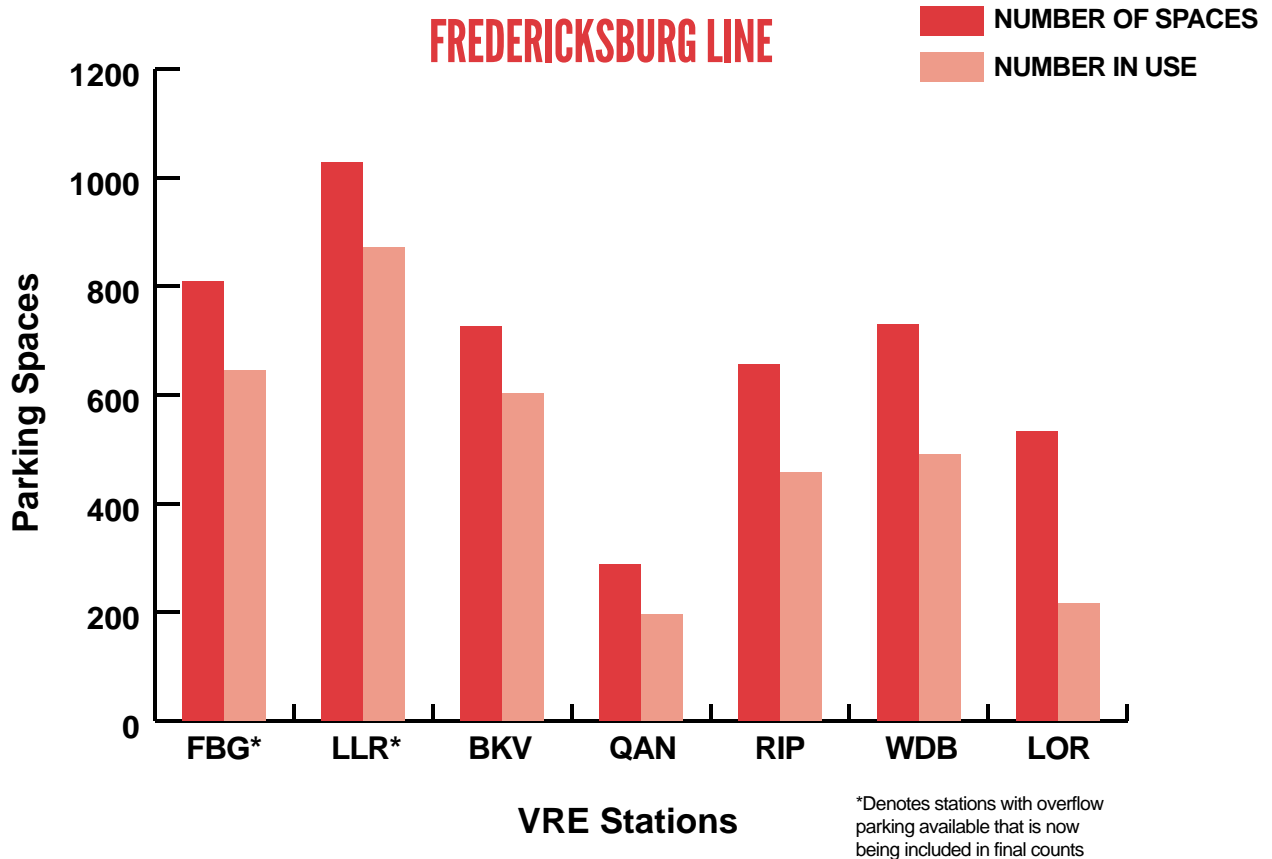
■ FREDERICKSBURG LINE
■ MANASSAS LINE



TRAIN UTILIZATION



PARKING UTILIZATION



FINANCIAL REPORT

SUMMARY OF FINANCIAL RESULTS – JULY 2015

MEASURES	DOLLARS	GOAL	ACTUAL
Operating Ratio		55%	36%
BUDGETED REVENUE	82,116,611		
Budgeted Revenue YTD	13,574,507		
Actual Revenue YTD	13,475,606		
Cumulative Variance	(98,901)		(98,901)
Percent Collected YTD		16.53%	16.41%
BUDGETED EXPENSES	82,116,611		
Budgeted Expenses YTD	9,789,677		
Operating Expenses YTD	9,085,025		
Cumulative Variance	704,652		704,652
Percent Expended YTD		11.92%	11.06%
NET INCOME (LOSS) FROM OPERATIONS			605,751

Fare income for the month of July was \$199,231 below the budget – an unfavorable variance of 5.87 percent. Revenue for the first month of FY 2016 is down 1.8 percent compared to the same period in FY 2015. The liability insurance premium was paid in full in July, resulting in the low operating ratio of 36 percent. Absent this, the operating ratio would have been 64 percent.

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

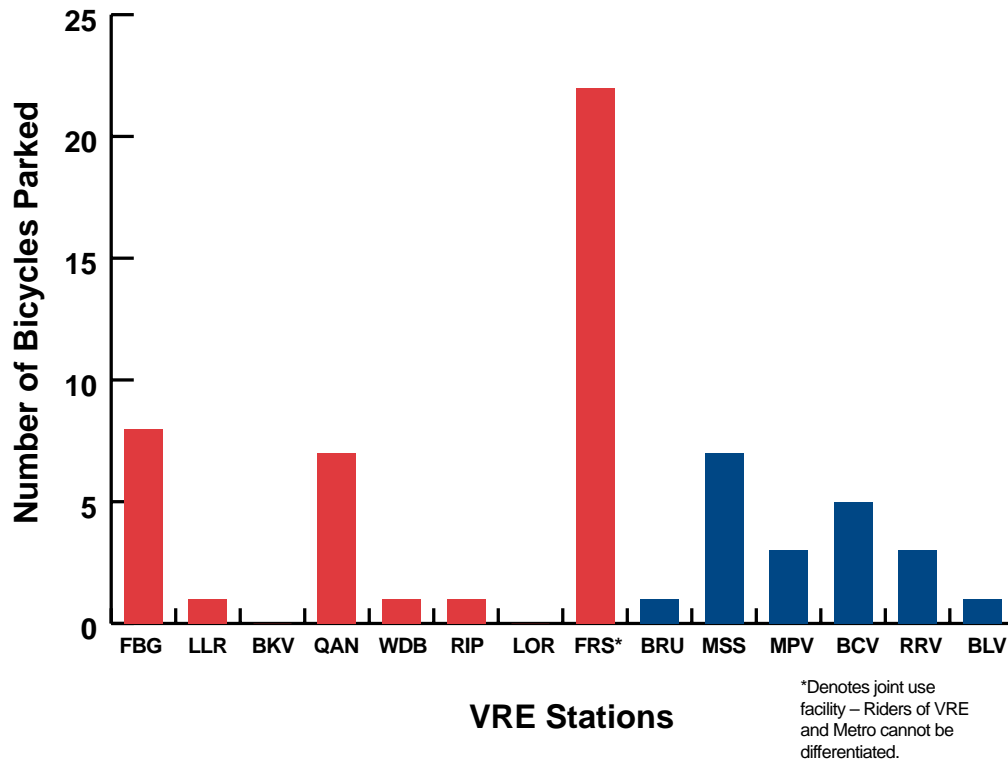
FY 2015 OPERATING BUDGET REPORT, JULY 31, 2015

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD VARIANCE		TOTAL FY15 BUDGET
					\$	%	
OPERATING REVENUE							
Passenger Ticket Revenue	3,195,928	3,395,159	3,195,928	3,395,159	(199,231)	-5.9%	38,890,000
Other Operating Revenue	37,539	14,405	37,539	14,405	23,134	160.6%	165,000
Subtotal Operating Revenue	3,233,467	3,409,563	3,233,467	3,409,563	(176,096)	-5.2%	39,055,000
Jurisdictional Subsidy (1)	8,379,297	8,379,297	8,379,297	8,379,297	-	0.0%	12,991,760
Federal/State/Other Jurisdictional Subsidy	1,859,510	1,783,900	1,859,510	1,783,900	75,610	4.2%	28,979,851
Appropriation from Reserve	-	-	-	-	-	0.0%	1,070,000
Interest Income	3,332	1,746	3,332	1,746	1,586	90.8%	20,000
Total Operating Revenue	13,475,606	13,574,507	13,475,606	13,574,507	(98,901)	-0.7%	82,116,611
OPERATING EXPENSES							
Departmental Operating Expenses	9,084,596	9,789,677	9,084,596	9,789,677	705,081	7.2%	75,401,741
Debt Service	429	-	429	-	(429)		6,714,870
Other Non-Departmental Expenses	-	-	-	-	-		-
Total Operating Expenses	9,085,025	9,789,677	9,085,025	9,789,677	704,652	7.2%	82,116,611
NET INCOME (LOSS) FROM OPERATIONS							
	4,390,581	3,784,829	4,390,581	3,784,829	605,751		-
CALCULATED OPERATING RATIO							
			36%	35%		Goal	55%
(1) Total jurisdictional subsidy is \$16,428,800. Portion shown is attributed to Operating Fund only.							

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

These figures are preliminary and unaudited.

BICYCLE COUNTS



NEW RAIL CARS

VRE has purchased seven additional gallery-styled cars from Nippon Sharyo, which are currently in production. Rail car specifics include:

- Bathroom styled cars with 132 seats
- Bike/wheelchair space with additional seating
- In-cabin hand holds
- Luggage racks
- Armrests and cup holders
- Coat hangers and
- Automated announcement communication system.

The new rail cars will replace some of the older Gallery-styled cars that we currently have in service and are expected to enter service in early 2016.



The new seven cars are being built at the Nippon Sharyo facility in Rochelle, IL, and are expected to enter service in early 2016.

CAPITAL PROJECTS UPDATES

L'ENFANT STORAGE TRACK

With midday train storage at a premium in the District of Columbia, this project will convert an existing siding into a midday storage track for a VRE trainset immediately north of L'Enfant Station. CSX Transportation (CSXT) is installing the necessary changes to track, turnouts and signals, while VRE will install wayside power appliances on the storage track to permit heating and cooling of trains during layover without running the locomotive. The VRE Operations Board approved award to C3M Power Systems LLC for construction work. CSXT track and signal forces are simultaneously deployed in the vicinity of L'Enfant and expect to complete the conversion of the storage track by the fourth quarter of 2015.

Clearing and grubbing has taken place along the CSXT fence line to make way for heavy equipment to come onto the site and excavate for a new duct line between a new power pedestal and a new 12-foot by 12-foot building to house the switchgear. While there are no utilities crossing the CSXT tracks in this location, there are utilities that run parallel to the fence line that the contractor must carefully avoid. CSXT will also be placing a second building nearby for signal communications associated with the storage track.

C3M Power has proposed changing the Pepco power source location for the project to eliminate any impact on street parking and provide a more direct connection to the project. The revised permitting and approvals associated with the change may delay the opening of the storage track until the beginning of 2016.

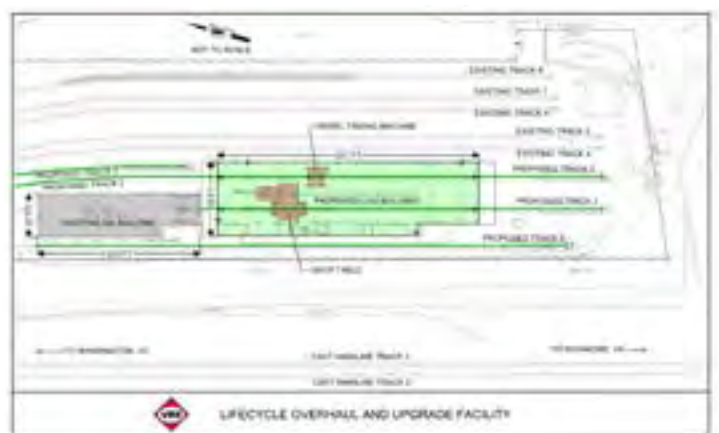


Material delivery and brush cutting begins for the L'Enfant Storage Track, the leftmost track in the photograph looking north towards Union Station.

LIFECYCLE OVERHAUL AND UPGRADE FACILITY

In January 2014, the VRE Operations Board adopted a lifecycle maintenance strategy for VRE rolling stock. The basis of this strategy is to maintain VRE locomotives and passenger cars at the highest level of reliability throughout the life of the equipment. A new building at the Crossroads Maintenance and Storage Facility will be constructed to specifically perform this work and will be fully dedicated to these activities. The Board authorized award of a contract for engineering, environmental and construction services for the Lifecycle Overhaul and Upgrade (LOU) Facility to STV Group Incorporated in April 2015.

A lot of activity has taken place for the LOU Facility design over the past few weeks. The building itself has grown in both width and length from the original concept, with some of the ancillary functions now housed in a “bump out” on the west side of the building with a lower



The new LOU building will be almost twice as large as the existing Service and Inspection building. The new Track 0 will be added and Tracks 2 and 3 will be reconfigured, with Track 3 ending as a stub track providing additional storage. The two buildings will be separated by about 20 feet.

CAPITAL PROJECTS UPDATES, *CONT.*

roof. The main roof will have 26 skylights and windows on the upper walls to let more natural light into the building. Early procurements for two of the long-lead, heavy equipment pieces are underway. The 30 percent design plans for the building, as well as the site design, have been submitted. The accelerated schedule calls for 70 percent design plans to be completed by early October.

The LOU Facility project design team travelled to North Jersey on August 27th to tour an existing lifecycle maintenance facility for commuter rail at New Jersey Transit's Meadowlands Maintenance Complex outside of Newark.

Additionally, VRE's IT Department is going to incorporate some significant changes at the Crossroads Yard in coordination with the design and construction of the LOU. These IT connections call for a "hub and spoke" design of the interconnecting systems for all facilities rather than a "daisy chain" design, where multiple devices are wired together in sequence.



LOU Project Manager Norine Walker tours an existing lifecycle maintenance facility at New Jersey Transit's Meadowlands Maintenance Complex.

ALEXANDRIA STATION PEDESTRIAN TUNNEL PROJECT

A new pedestrian tunnel at the Alexandria Union Station will be constructed just north of and parallel to the original tunnel built in 1906, which will ultimately be removed from service and sealed. The new tunnel will be wider and longer than the existing tunnel and will connect directly to Metro's King Street station. The new tunnel will eliminate an at-grade crossing used by passengers between the station's east and west platforms. This access to the existing east platform will be the only access in compliance with the Americans with Disabilities Act. The project will also widen the existing east platform allowing VRE and Amtrak trains to use Track 1 (the farthest track from the station), which is currently used almost exclusively by freight trains. By adding the tunnel with elevators and stairways, this project will greatly improve safety for passengers moving between the platforms and Metro, add operational flexibility for track usage and improve intermodal transfers between VRE and Metrorail, Metrobus and DASH buses.

The design for the tunnel is getting more detailed and with that comes more questions. How will passenger access be maintained to both platforms during construction? How will announcements be made sufficiently in advance to let passengers know on which track their train will be arriving? How can signage facilitate transfers between VRE, Amtrak and Metro? How can the downspouts for the new canopy on the East Platform be effectively tied into existing drainage systems?

The intermodal aspect of the station (railroad station owned by the City of Alexandria and operated by Amtrak; freight railroad tracks owned and operated by CSXT; rapid transit station owned and operated by Metro; passenger trains operated by VRE and Amtrak) complicates answers to these questions and results in many meetings. In July and August, VRE project staff held separate coordination meeting the City of Alexandria, CSXT, Amtrak, VDOT and telecommunication provider Century Link.

CAPITAL PROJECTS UPDATES, *CONT.*

The tunnel itself will be a combination of “cut-and-cover” and bored tunnel segments to avoid any disruption to the tracks operating on the surface. Fixed and variable signage will be coordinated to make sure that information is available in a timely manner to get passengers to the correct platform in advance of an arriving train. The tunnel will be well lit with security cameras and passive security features in accordance with the principles of Crime Prevention Through Environmental Design. Passengers will have an unobstructed view straight through the tunnel to minimize blind spots.

SPOTSYLVANIA COUNTY TRACK AND STATION IMPROVEMENTS

In August, two-and-a-half miles of the CSXT RF&P Subdivision in Spotsylvania County has become the hardest working stretch of railroad construction in Virginia. Crews and contractors of CSXT, VRE, and the County are collaborating on installing a new third track and the VRE passenger station. All of the following pictures were taken on the same beautiful summer day.



A CSXT work crew rebuilding the Mine Road grade crossing starts the day with an on-site safety briefing.



Precast roadway panels are bolted in place as the rehabilitated grade crossing at Mine Road nears completion.



An aerial shot of the new third track and station worksites in Spotsylvania County from the US Route 17 highway bridge at the bottom through the new station and parking lot and Crossroads Interlocking to the VRE Crossroad Storage and Maintenance Facility at the top.

CAPITAL PROJECTS UPDATES, *CONT.*



A short distance down Benchmark Road, VRE's contractor is back at work, extending the arches over Massaponax Creek to support a future third track on the CSXT RF&P Subdivision. Project completion is scheduled for the last quarter of 2015



VRE's contractor delivers fill on the worksite for the subgrade to support a new third track for the CSXT RF&P Subdivision as an Amtrak train passes by.



Just down the road, an Amtrak train rolls past VRE crews building up the subgrade for a new third track on the CSXT's RF&P Subdivision.

CAPITAL PROJECTS UPDATES, *CONT.*

Along with the parking lot, Spotsylvania County's contractors are realigning the intersection of US 17 and Crossroads Parkway to handle the increased station traffic.



With cooperative weather, Spotsylvania County's contractors continue to advance the 1,500-car parking lot for the new Spotsylvania Station, scheduled to open in November.



Further south, CSXT track and signal crews are modifying Crossroads Interlocking on the RF&P Subdivision in preparation for the Phase 2 cut-in of the new third track that VRE is constructing planned for the end of September.

CAPITAL PROJECTS UPDATES, *CONT.*



An Amtrak train passes the new VRE Spotsylvania Station as the station headway and platform canopy begin to takes shape. The concrete slab for the station waiting room is in the foreground.



The Electrician from VRE's contractor CFS Service Corporation works atop a scissor lift to run wire conduits at the new VRE Spotsylvania Station. The new signal gantry at the north end of the platform controls access onto the CSXT Main Line from the spur track serving the station platform and VRE's Crossroad Maintenance and Storage Facility.

CAPITAL PROJECTS UPDATES, *CONT.*

VRE FACILITIES UPDATE

The following is a status update of VRE facilities projects:

Completed projects:

1. Steel railing repairs at L'Enfant Station.
2. Clearing and grubbing of CSX right-of-way for Wayside Power project at L'Enfant Station.
3. Coordination with City of Manassas for signage revisions in Manassas parking garage, in accordance with new parking agreement.

Projects scheduled to be completed this quarter:

1. Painting of L'Enfant, Leeland Road and Burke Centre stations.
2. Award of contract for canopy roof and gutter replacement at L'Enfant and Leeland Road stations.
3. Award of contract for elevator modernization at Franconia-Springfield and Rippon stations.
4. Installation of right-of-way security fencing at Burke Centre Station.
5. Repair of platform concrete deficiencies at Quantico Station.
6. Repair of platform concrete deficiencies at Leeland Road Station.
7. Repair of water damaged Woodbridge Station west elevator.
8. Replacement of remaining stair pans and landings at Rippon Station.
9. Replacement of benches at Alexandria Station east platform.

Projects scheduled to be initiated this quarter:

1. Installation of signage, benches and waste/recycling receptacles at Spotsylvania Station.
2. Installation of upgraded light fixtures at Woodbridge Station west tower and pedestrian bridge.
3. Installation of platform and inter-track warning signs at stations.
4. Restriping of Crossroads yard and select parking lots at Quantico, Rippon, Woodbridge and Broad Run stations.
5. Replacement of dying trees at Broad Run Station parking lot.
6. Replacement of dying shrubs at Woodbridge Station.

Ongoing projects:

1. Renovations at Alexandria headquarters.
2. Modification of wayside power pedestals at Broad Run and Crossroads yards to increase light visibility and improve cable storage.
3. Replacement of worn or damaged signage at various stations.
4. Correction of canopy drainage problem at Crystal City Station.
5. Development of scope of work for tactile warning strip replacement IFB for various stations.
6. Development of scope of work for platform concrete rehabilitation IFB for Fredericksburg Station.

PROCUREMENT

UPCOMING PROCUREMENTS

- Repair and Overhaul of Locomotive Rotating Electrical Equipment
- Engineering and Environmental Services for Platform Improvements at Five Fredericksburg Line Stations
- 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
- Replacement of Tactile Warning Strips at Station Platforms
- Installation of Security Camera Equipment
- Automatic Parking Counter System
- Automatic Passenger Counter System
- Drop Table for the Lifecycle Overhaul and Upgrade Facility a
- Wheel Truing Machine for the Lifecycle Overhaul and Upgrade Facility
- Engineering and Environmental Services for Mid-Day Train Storage Facilities
- Material for Head End Power Engine Maintenance

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	90%	3rd Quarter 2015
		Design & Construction Administration	Design & construction administration for a new pedestrian tunnel to METRO, improve ADA access, and eliminate at-grade track crossing.	Norine Walker	8F-12-2013	25%	2nd Quarter 2017
		Design	Modify Slaters Lane interlocking, track profiles and East Platform to accommodate passengers on Track #1	Norine Walker		0%	2nd Quarter 2017
		Design	Extend East Platform for 8-car trains and Elevate West Platform	Norine Walker		0%	2nd Quarter 2017
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 Hoefner		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%	4th Quarter 2015
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
Brooke Station (Penta-Platforms)	Extend existing platform and construct second platform for 8-car trains	PE / Env Design	250' Platform Extension / 200' Canopy Extension / 200' Future Platform Concept Design	Norine Walker	8A-3-2015/8B-7-2014	5%	3rd Quarter 2020
Franconia Springfield Platforms	Second Platform Expansion		Extend both platforms for 8-car trains and widen East platform for future third track.	Norine Walker	8A-3-2015	0%	TBD
Leeland Road Station Platforms	Extend existing platform and construct second platform for 8-car trains	PE / Env Design	250' Platform Extension / 200' Canopy Extension / 200' Future Platform Concept Design	Norine Walker	8A-3-2015/8B-7-2014	5%	3rd Quarter 2020

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
Geotechnical Data Report has been submitted. Close out expected September 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	\$207,806	\$203,893
Received VDOT Value Engineering (VE) report and responding to recommendations; coordinating with VDOT regarding the Locally Administered Projects (LAP) agreements and environmental elements of project. Anticipate a No Adverse Effect determination from VDHR based on VDOT documentation. Coordinating with City for permitting and CSXT for construction staging, staffing, restrictions. Utility coordination also underway.	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	\$6,580,590
Preparing Scope of Work for stand-alone contract to address Slaters Lane, track profiling in Alexandria Station Vicinity, and East Platform adjustments once tunnel is built and at-grade crossing is eliminated to make it ADA accessible. Preparing CSXT agreement to design and construct track and signals.		TBD				
The East Platform will be extended to meet the 8-car design standard. The West Platform will be leveled to provide required clearance to train cars. Additional funding needed for East Platform extension	Funds from West Platform Project	TBD	\$400,000	\$400,000	\$0	\$0
TOTALS			\$11,026,000	\$2,600,824	\$2,083,876	\$6,932,220
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 on track 27/28 currently underway.	Revised Contract executed November 2014.	Amtrak	\$1,172,309	\$1,172,309	\$1,172,309	\$573,953
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.	Project on-hold; consider reprogramming funds	Dewberry	\$3,420,000	\$2,031,263	\$1,846,603	\$393,120
TOTALS			\$3,420,000	\$2,031,263	\$1,846,603	\$393,120
Preparing RFP for PE and NEPA as part of the Penta-platforms program		TBD	\$2,463,000	\$21,790	\$0	\$0
TOTALS			\$2,463,000	\$21,790	\$0	\$0
Preparing RFP for PE and NEPA as part of the Penta-platforms program		TBD	\$0	\$0	\$0	\$0
TOTALS			\$0	\$0	\$0	\$0
Preparing RFP for PE and NEPA as part of the Penta-platforms program		TBD	\$0	\$0	\$0	\$0
TOTALS			\$0	\$0	\$0	\$0

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.)
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 2016
		Utility Relocation	Relocate CenturyLink communications line to accommodate platform extension and future second platform	Kip Foster	8C-03-2014	0%	4th Quarter 2015
		Construction Management Services	Provide construction management and inspection services during construction of platform extension	Kip Foster	9A-04-2014	0%	2nd Quarter 2016
Lorton Second Platform	New second platform to accommodate 8-car trains	Environmental	Prepare Categorical Exclusion for Second Track construction	Norine Walker	TBD	0%	TBD
		Preliminary Engineering	Design of new second platform for 8-car trains	Norine Walker	8A-3-2015	5%	3rd Quarter 2017%
Quantico Station Platforms	New island platform, pedestrian bridge, bus facilities, extend existing platform	PE	TBD	Kip Foster	TBD	10%	1st Quarter 2017
Rippon Station Platforms	Extend existing platform and construct second platform for 8-car trains	PE / Env Design	250' Platform Extension / 200' Canopy Extension / 200' Future Platform Concept Design	Norine Walker	TBD	5%	1st Quarter 2020
Rolling Road Platform Extension	Extend platform for 8-car trains	PE / Env	250' Platform Extension / 200' Canopy Extension / 200' Future Platform Concept Design	Norine Walker	8A-06-2015	5%	3rd Quarter 2020
Spotsylvania Station (New Station)	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 95%	Completed 2nd Quarter 2013
		Station Construction	Construction of the new platform and head house.	Kip Foster	9F-05-2013	85%	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 (\$)
Completed		HDR	\$4,820,000	\$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. Coordination with CSX regarding ROE and Flagging Availability and Schedule ongoing. Anticipated availability November 2015		Hammerhead Construction		\$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	\$0
F GEC VI Task prior to year long delay. Task Closed Out. STV GEC VII Task to complete.		STV		TBD	TBD	\$25,181
		TOTALS	\$4,820,000	\$1,468,394	\$1,334,904	\$410,351
Pending NVTA Approval.		TBD	\$0	\$0	\$0	\$0
Preparing RFP for PE and NEPA as part of the Penta-platforms program		TBD		\$0	\$0	\$0
		TOTALS	\$0	\$0	\$0	\$0
In conjunction with DRPT Arkendale to Powell's Creek Third Track Project.		TBD	\$0	\$0	\$0	\$0
		TOTALS	\$0	\$0	\$0	\$0
Preparing RFP for PE and NEPA as part of the Penta-platforms program		TBD	\$0	\$0	\$0	\$0
		TOTALS	\$0	\$0	\$0	\$0
Preparing RFP for PE and NEPA			\$2,000,000	\$0	\$0	\$0
		TOTALS	\$2,000,000	\$0	\$0	\$0
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	\$767,986	\$700,000	\$685,000
Platform concrete complete. Walkways and headhouse concrete complete. Canopy roof nearly complete. Platform Lights nearly complete. Masonry underway.	Change Orders 1-8 drainage/fill/concrete/price changes due to change conditions over year between bid/award and NTP.	Hammerhead Construction		\$2,583,900	\$2,537,289	\$1,965,227
		TOTALS	\$3,422,500	\$3,351,886	\$3,237,289	\$2,650,227

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	Place siding previously constructed into service	Wayside Power Construction	Conversion of existing siding track into a midday train storage track	Norine Walker	9A-06-2015	3%	4th Quarter 2015
		Wayside Power Construction Management	CM for construction	Norine Walker	N/A	5%	4th Quarter 2015
		Stub track, Switch & Signal Design	Design of storage track, switches and signals	Norine Walker	9B-06-2011	100%	3rd Quarter 2015
		Stub track, Switch & Signal Construction	Construction of storage track, switches and signals	Norine Walker	9B-06-2011	0%	4th 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	Construction of Civil, Track, & Structures	Kip Foster	9C-06-2013	67%	Phase 1 Complete - Phase 2 4th 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	50.0%	6/30/16

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 (\$)
NTP issued on July 17, 2015. Pepco is relocating electrical connection design due to contractor's suggested relocation of PEPCO control box. Coordinating with CSXT to align their project and VRE project so that elements of both do not conflict. VRE cleared site of vegetation and C3M Power Systems has moved materials from Crossroads Yard, test pitted. Permitting required by DDOT and DCRA causing a temporary schedule setback		C3M Power Systems, LLC	\$ 4,003,187	\$ 494,450	\$ 449,500.00	\$ 97,137.00
GEC VI Task Order to support VRE construction of the wayside power contract awarded to AECOM.		AECOM		\$ -	\$ 49,682	\$ -
Design is completed		CSX Trans.		\$ 250,000	\$ 225,000	\$ 186,715
CSX will install new turn out tracks, a stub track, new signals and replacement signals, track and switches to accept the VRE construction and PEPCO power supply. CSX will proceed followign Wayside Power installation.		CSX Trans.		\$ 3,462,607	\$ 3,462,607	\$ -
TOTALS			\$ 4,003,187	\$ 4,207,057	\$ 4,186,789	\$ 283,852
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	\$ 32,500,000	\$ 1,750,743	\$ 1,651,000	\$ 1,475,000
Signal Design for Phase 1 and Phase 2 complete. Signal Construction Complete through Phase 1.		CSX Trans.		\$ 1,009,800	\$ 917,400	\$ 940,853
Signal Construction over 75 % complete. CSX Track Construction began in January 2015. 1st Cut-in completed weekend of June 20. 2nd Cut-in scheduled for September 2015. 3rd Cut-in scheduled for November 2015. Scheduled completion 4th quarter 2015.		CSX Trans.		\$ 20,522,611	\$ 20,522,611	\$ 9,000,000
Phase 1 work complete (including CSX Track Installation). scheduled for completion 4th quarter 2015. Phase 2	CA # 1 - Access from Crossroads Pkwy \$112,715 CA # 2 - Load Test for Micropiles \$47,900 CA # 3 - Subgrade Stabilization \$86,583 CA # 4,5,8,9, 12- Weather Extensions - time only CA # 6 - Proposed Station Site Fill \$155,899 CA # 7 - Underdrain \$17,400 CA # 10 - Pipe Ext PP Conflict \$299,973 CA # 11 CSX Extensions and Unused Credits (42,295) CA # 13 M.O.T. Devices CA # 15 LS Foundation SWAP CA # 16 Slope Stabilization VEP (\$230,239) CA# 17 Outstanding Claim Resolution \$600,000	Abernathy Construction Corp		\$ 9,540,073	\$ 9,156,727	\$ 6,528,726
TOTALS			\$ 32,500,000	\$ 32,823,227	\$ 32,247,738	\$ 17,944,579

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	\$ 5,823,052	\$ 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		\$ 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
Kick off of phase 2 occurred in August with development of Blackberry and Windows versions as well as a trip planner.		GlobeSherpa	\$ -	\$ 3,510,627	\$ 1,325,307	\$ 1,325,307
TOTALS			\$ -	\$ 3,510,627	\$ 1,325,307	\$ 1,325,307

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
Crossroads Lifecycle Overhaul and Upgrade (LOU) Facility	Engineering, Environmental and Construction Services for a Lifecycle Overhaul and Upgrade (LOU) Facility	PE, environmental, final design, construction docs and limited construction services	LOU 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-09-2014/8G-04-2015	12%	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 Twenty (20) New Railcars from Sumitomo to add to the existing VRE Passenger Car Fleet	New Railcar Manufacture (8 cars) Ordered 2012	Base Order of 8 New Passenger railcars	Rich Dalton	10C-01-2012	95%	3rd Quarter 2016
		New Railcar Manufacture (7 cars) Ordered 2014	Option Order of 7 New Passenger railcars	Rich Dalton	8B-11-2013	22%	1st Quarter 2018
		New Railcar Manufacture (5 cars) Ordered 2015	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	Rich Dalton	10A-01-2014	3%	4th Quarter 2018
		New Railcars Engineering Oversight (5 Cars)	On site engineering through warranty administration under MEC VI task order STV-001	Rich Dalton	10C-05-2015	0%	4th Quarter 2018
		New Railcars Engineering Oversight (8 Cars)	On site engineering through warranty administration under MEC V task order STV-0017	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%	2nd Quarter 2016
		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 2016

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 (\$)
Complete	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
Complete - 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
TOTALS			\$ 5,723,959	\$ 3,536,761	\$ 2,995,119	\$ 2,919,818
Regular coordination is yielding good progress. 70% plans due in September. Early item procurement for Drop Table and Wheel Truing Machine anticipated in September.	Change Order #1 for additional survey, geotechnical and environmental base data collection (Approved)	STV	\$22,500,000	\$3,146,403	\$ 2,831,763	\$ 346,149
TOTALS			\$22,500,000	\$3,146,403	\$ 2,831,763	\$ 346,149

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; ongoing monthly project status meetings held at Rochelle	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 started in February 2015.	The car numbers are designated as V828-V834. Car shells are complete. Final assembly started in August 2015.	STV		\$ 892,500	\$ 849,245	\$ 102,637
On-going project status meetings and document reviews; on-site manufacturing oversight focused on final assembly.	The car numbers are designated as V835-V839	STV		\$ 820,312	\$ 781,250	\$ -
Warranty Oversight	Two (2) year warranty period expires on 9-21-16.	STV		\$ 1,474,000	\$ 1,250,000	\$ 1,151,473
TOTALS			\$ 52,544,714	\$ 51,677,726	\$ 49,471,409	\$ 21,263,340
Project Meetings On-going; equipment surveys completed; prototype installations scheduled for September 2015	Prototype installs scheduled for September 2015; processing change order for new antennae design	WRE	\$ 10,821,989	\$ 7,980,877	\$ 7,859,645	\$ 245,870
Task order issued on March 13, 2013 to STV for engineering and oversight work for implementation. MEC V 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				
TOTALS			\$ 10,821,989	\$ 7,980,877	\$ 7,859,645	\$ 245,870



VIRGINIA RAILWAY EXPRESS
A Better Way. A Better Life.

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RESOLUTION #2283

SUBJECT: Referral of VRE's Preliminary FY 2017 VRE Operating and Capital Budget to the Jurisdictions

WHEREAS: The VRE Master Agreement requires the VRE Operations Board submit to the Commissions a preliminary fiscal year budget by September 30th each year;

WHEREAS: The VRE Chief Executive Officer has provided the VRE Operations Board with the preliminary FY 2017 Operating and Capital Budget;

WHEREAS: At its September 18, 2015 meeting, the VRE Operations Board took action to refer the preliminary FY 2017 Operating and Capital Budget to the Commissions for their consideration; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the preliminary FY2017 VRE Operating and Capital Budget be forwarded to the jurisdictions for their formal review and comment.

BE IT FURTHER RESOLVED that NVTC directs staff to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at the December 2015 meeting for consideration and referral to the Commissions for adoption in January 2016.

Approved this 1st day of October 2015.

David F. Snyder
Chairman

Jeffrey McKay
Secretary-Treasurer



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 8-C
Action Item

To: Chairman Cooke and the VRE Operations Board

From: Doug Allen

Date: September 18, 2015

Re: Referral of Preliminary FY 2017 VRE Operating and Capital Budget to the Commissions

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to refer the Preliminary FY 2017 VRE Operating and Capital Budget to the Commissions for their consideration, so the Commissions, in turn, can refer these recommendations to the jurisdictions for their review and comment.

Background:

In accordance with the VRE Master Agreement, which outlines the process for annual budget approval, the preliminary FY 2017 VRE Operating and Capital Budget is attached for review. The Budget Key Issues considered by the Operations Board in July are also provided as an attachment. Since July, VRE staff has met with the CAO Taskforce to discuss jurisdictional budget issues and concerns and to review current VRE budget projections.

During the FY 2017 budget year, VRE will operate 32 daily revenue trains and continue our safety and customer service outreach programs. The capital budget for FY 2017 will focus on state of good repair of equipment and facilities and replacement of the mid-day storage facility. Five expansion railcars will be received during the fiscal year and an additional nine will be under construction.



Northern Virginia
Transportation Commission
2300 Wilson Blvd. #620
Arlington, VA 22201
703.524.3322



Virginia Railway Express
1500 King Street, Suite 202
Alexandria, VA 22314
703.684.1001
VRE.org



Potomac and Rappahannock
Transportation Commission
14700 Potomac Mills Road
Woodbridge, VA 22192
703.580.6121

The major budget issues for FY 2017 are adequate and timely funding of the replacement facility for mid-day storage of rolling stock equipment, and meeting required and necessary increases to operating expenses.

Discussion:

The FY 2017 preliminary budget totals \$119.8 million. The budget includes a 5% subsidy increase with no fare increase and has a current net unfunded amount of \$2.8M. As in the past, VRE will submit a balanced budget to the jurisdictions in the beginning of December for evaluation prior to submission to the Operations Board later that month.

Both revenue and expenses are still under review and these projections are expected to change considerably over the next several months. The assumptions used in preparing the preliminary draft are as follows:

1. **Fare revenue:** Fare revenue is budgeted at \$39.4 million with no fare increase recommended. A fare increase of 4% occurred at the beginning of FY 2016. Ridership is estimated at 19,900 Average Daily Riders (ADR) with service at the current budgeted level of 34 daily trains (32 revenue trains). ADR in FY 2015 was 18,547.
2. **Jurisdictional subsidy:** The subsidy is currently budgeted at \$17.25 million, a 5% increase from FY 2016, which is the amount included in the Six-Year Financial Forecast. The last subsidy increase was in FY 2013 and the recommended amount of \$17.25M is approximately equal to the amount paid in FY 2009.
3. **Federal funds:** Congress approved a short term extension to the current transportation authorization through May 2015. All indications are the full reauthorization will provide approximately \$27M in formula funding for VRE in FY 2016 or about \$900k less than the amount budgeted. The FY 2017 preliminary budget is based on the most recent funding level of \$27M.
4. **State operating funds:** Commonwealth operating assistance of \$9.2 million was received in FY 2016. The FY 2017 preliminary budget is based on \$9.0 million.
5. **State capital funds:** Commonwealth capital funding is currently projected at either:
a) 16% of the total project cost, when used as match to 80% federal funding; or b) one of the three funding tiers of 68%, 34% or 17% of gross project costs, regardless of the amounts of federal funding assigned to the project. State match for the replacement of the mid-day equipment storage facility is budgeted at the 34% level.
6. **Access fee funding:** Since FY 2015, DRPT has allowed VRE to apply for multiyear agreements for track access fee reimbursement. For FY 2017, reimbursements are currently being estimated at a level similar to FY 2016, with an 84% combined rate for both federal STP funds allocated through the state and a state capital match.

7. **Capital program:** Capital needs have been identified and prioritized and funding sources have been considered within the available federal formula funds and existing allocations through CMAQ, NVTa regional funds or other sources. The multi-year CIP will also include needed projects for which funding has not yet been identified. The largest capital expense is \$21.8M for the equipment storage project. An annual capital reserve contribution of \$3 million is also included.
8. **Contractual increases:** The CSX access fees have an annual contractual increase of 4%. Access fees paid to Norfolk Southern are based on changes to the AAR, a nationally published index of railroad costs, and increases to Amtrak access fees for FY 2017 will be based on a three year average of their annual costs, inflated to the budget year. Currently, Norfolk Southern and Amtrak increases are budgeted at 4%. The bulk of the Keolis contract costs increase by the annual change to the CPI, currently budgeted at 3%.
9. **Fuel costs:** Fuel expenses of \$5.2 million are budgeted based on a per gallon cost of \$3.25.
10. **Staff changes:** VRE staff recommends adding four FTE employees to various departments. As VRE has grown in size and complexity and as regulatory and performance requirements have increased, staff resources have not kept pace. The FY 2016 budget included three new permanent positions and the replacement of three contract positions with VRE staff positions. The following additional positions are included in the FY 2017 preliminary budget:
 - Finance and Administration – Associate Accountant - Responsible for various accounting functions, including accounts payable, payment and card processing and providing vital accounting and administrative support for other finance staff. The position is needed due to the expanding workload and duties within the finance and human resources functions within VRE.
 - Facilities – Facilities Specialist – Responsible for assisting with management of scheduled maintenance, repairs and state of good repair projects at all station and equipment maintenance facilities. With additional VRE stations, expansion of existing stations and additional equipment facilities coming on-line, additional VRE staff support is required.
 - Project Implementation – Project Manager - A licensed engineer who will manage the final design and construction of VRE capital improvement projects. The number and complexity of VRE capital projects is increasing as a result of System Plan 2040. An additional Project Manager is needed to handle the workload in a timely and effective manner.

- Project Implementation – Project Administrator - Responsible for administration of project controls (schedule and budgets), quality control, invoicing, procurement coordination, and routine reporting for VRE capital improvement projects as well as management of minor planning and design projects. The number and complexity of VRE capital projects is increasing as a result of System Plan 2040. The addition of a Project Administrator is needed to handle the workload in a timely and effective manner.

More detail on these positions will be provided as part of the presentation at the Board meeting. The preliminary cost of the four positions is \$500k.

The major significant changes in the FY 2017 proposed budget compared to the adopted FY 2016 budget are as follows, including those issues discussed in more detail above:

Revenue:

- \$821k increase in *Jurisdictional Subsidy* as described above
- \$480k increase in *Fare Revenue* due to the projected level of ridership
- \$1.6M decrease in *Other Sources*, primarily one-time funds used for local match to capital projects and one-time expenditures. One-time funds will be included in future drafts of the FY 2017 budget, as appropriate.
- \$19M decrease in grant funds for CMAQ and REF projects included in the FY 2016 budget and the 68% funding received from the state for the railcar project; these decreases are offset by a decrease in project costs.
- Decrease of \$900,000 to the budget for federal formula funds, as noted above.
- Increase of \$900,000 to the \$8.1M budgeted in FY 2016 for state operating assistance. (Actual amount received in FY 2016, as noted above, was \$9.2M.)

Operating and capital expenses:

- \$1.2M increase related to the estimated ongoing operating costs of the PTC system.
- \$500k increase for the four positions noted earlier in this memorandum.
- \$945k for contractual increases for train operations and maintenance, mid-day services and access fees.
- \$255k increase in Facilities Maintenance for contractual and utility cost increases.

- Increases of \$200k in safety and security for enhanced security contracts; \$639k in IT for additional professional services and computer equipment upgrades; and \$200k for increased costs for credit card processing related to fare media purchases.
- The total capital budget is projected at \$34.4 million. Projects include:
 - \$3.9 million for facilities infrastructure lifecycle maintenance
 - \$4.9 million for equipment life cycle maintenance
 - \$600k for replacement of security cameras
 - \$21.8 million for mid-day and overnight train storage
 - \$210k for security enhancements/associated transit improvements (a 5307 grant requirement)
 - \$3.0 million annual contribution to the capital reserve

Fiscal Impact – FY 2017 Budget:

Additional draft budgets will be formulated during the fall and reviewed with the CAO Budget Task Force resulting in a balanced budget by December 2016.

Attached are the following:

- FY 2017 Key Budget Issues
- FY 2017 Sources and Use
- FY 2017 Summary Budget

**Virginia Railway Express
Operations Board**

**Resolution
8C-09-2015**

**Referral of Preliminary FY 2017 VRE Operating and
Capital Budget to the Commissions**

WHEREAS, the VRE Master Agreement requires the VRE Operations Board submit to the Commissions a preliminary fiscal year budget by September 30 each year; and,

WHEREAS, the VRE Chief Executive Officer has provided the VRE Operations Board with the preliminary FY 2017 Operating and Capital Budget;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board refers the preliminary FY 2017 Operating and Capital Budget to the Commissions for their consideration; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board recommends the budget be forwarded to the jurisdictions for further formal review and comment; and,

BE IT FURTHER RESOLVED THAT, VRE staff is directed to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at the December 2015 meeting for consideration and referral to the Commissions for adoption in January 2016.

Approved this 18th day of September 2015.

John C. Cooke
Chairman

Paul Smedberg
Secretary

FY 2017 Key Budget Issues

The key issues described below apply to the development of the FY 2017 Budget and CIP and to the six-year financial plan, which provides a consolidated financial projection over a multi-year time frame.

Key Issue #1: Level of service: *Some trains are currently at or over 100% capacity. Planned service improvements include the new Fredericksburg line train (fall 2015, in conjunction with the opening of Spotsylvania Station – revised from original) and the lengthening of peak trains as additional railcars are received.*

The addition of the Fredericksburg line train scheduled to begin service in fall 2015 (revised from original) is expected to somewhat mitigate the overcrowding and the capacity issues at stations further up the line. The service will run with the legacy gallery railcars until additional new railcars are available mid-way through FY 2016. Five railcars were ordered in FY 2015 and an additional nine are budgeted in FY 2016. These additional 14 cars along with related infrastructure improvements to stations and storage yards will allow for the lengthening of existing peak trains and the conversion of a “deadhead” train on the Manassas line to revenue service in FY 2017.

Key Issue #2: Maintenance and Replacement of VRE Assets: *Federal formula funds devoted to maintaining transit assets in a “State of Good Repair” are expected to provide for the ongoing capital cost of maintaining VRE assets over their life-cycle. However, replacement of the fleet at the end of the expected useful life of the equipment will require additional funding mechanisms.*

The federal priority under MAP-21 of maintaining transit systems in a “State of Good Repair” has been included in the current versions of the next transportation authorization and the funds to adequately maintain equipment and facilities will be available from this source. The recently completed asset management strategy for facilities will be used to refine the costs included in the FY 2017 budget and CIP for this group of assets.

Because VRE’s current fleet of railcars and locomotives were purchased during a compressed time period, the replacement of the fleet at the end of its useful life is projected to be needed during a five-year period beginning in FY 2030, at an estimated cost of approximately \$450M. Although this need falls well beyond the projection period in the annual budget and CIP, this issue was highlighted in the longer-term Financial Plan forecast.

Key Issue #3: Midday Storage: *The construction of alternate midday storage facilities will require a significant funding commitment over the next several years.*

VRE is currently hampered by limited midday track space at Union Station and must deadhead one trainset daily back to the Broad Run yard. In addition, the current contract with Amtrak includes provisions for Amtrak to reclaim VRE's current storage space at the Ivy City yard for their own use during the next several years. As a result, VRE must proceed expeditiously to both increase midday train storage beyond what is currently available and to fully replace the storage yard now used at Ivy City.

A substantial portion of available federal formula funds were devoted to this project during the six-year time frame covered by the FY 2016 – FY 2021 CIP. However, recent cost projections indicate that additional funding will need to be identified.

Key Issue #4: Capital improvements to support the VRE System Plan: *Capital improvements needed to meet the expected demand for VRE service and to increase railroad infrastructure capacity in the VRE service territory require the identification and commitment of funds beyond those currently available to VRE.*

During FY 2014 the Operations Board and Commissions endorsed the VRE System Plan, which provides for the logical, incremental expansion of VRE infrastructure and service. The Financial Plan will detail VRE's ability to maintain and expand service based on current and future fiscal restraints. An important component of future capital needs is the commitment to ensure the development of the railroad infrastructure in the CSXT territory.

NVTA regional funding continues to be available on a discretionary basis for certain VRE capital projects, but only for those located within the NVTA jurisdictions, which has highlighted the need for funding sources in the non-NVTA area served by VRE.

Key Issue #5: VRE staff level: *VRE needs the staff resources necessary to operate and administer the commuter rail system safely, efficiently and in compliance with all federal and state requirements.*

Since inception, the administration and oversight of the commuter rail system has been accomplished by a relatively small permanent staff, supplemented at times with assistance on a contract or temporary basis. As the system itself has grown and developed, along with a continuing increase in internal and external requirements, the staff level has not kept pace. The FY 2016 budget included three new permanent positions and the replacement of three contract positions with VRE staff positions. While the new positions have helped address needs, the FY 2017 proposed budget is expected to include the need for further additional staff resources.

Key Issue #6: Jurisdictional subsidy and the need for additional funding sources: *The VRE service currently must be supported within the confines of jurisdictional budget constraints. The Financial Plan forecast is the first step in quantifying the need for additional ongoing funding sources to support the commuter rail service.*

The subsidy level in FY 2017 will be evaluated based on a variety of factors, including contractual increases, expected changes to state and federal funding levels and the jurisdiction's ability to contribute using fuel tax revenue or other sources of funding. The FY 2016 six-year financial forecast projected a subsidy increase of 5% for FY 2017. VRE will work with jurisdictional staff on formulating future subsidy levels and will fully utilize all existing other funding sources.

The total jurisdictional subsidy of \$16.4 million has been flat for the last four years and the level has not changed appreciably over the last seven years. The limitations of the reliance on jurisdictional funding and the need for alternate ongoing funding will be addressed through the Financial Plan forecast, as noted above.

FY17 Sources and Use											
LEVEL OF SERVICE FOR FY17		34 trains		19,700 average daily riders		Leases		16,850,000		Amtrak	
								NS		6,340,000	
								CSX		3,480,000	
								Total		7,030,000	
								Total		16,850,000	
SOURCES OF FUNDS											
USES OF FUNDS	FARE INCOME		INTEREST	MISC	LOCAL SUBSIDY	OTHER SOURCES	STATE OPERATING	STATE CAPITAL	STATE STP	FEDERAL	
	5307/5337	OTHER									
Operating Expenses	78,635,562	39,370,000	25,000	200,000	15,366,562	0	9,000,000	5,729,000	8,425,000	520,000	78,635,562
Non-Operating Expenses:											
Operating Reserve	54,000				54,000						54,000
Debt Svc (Gallery IV) (11 Cabcars)	1,931,357				77,254			309,017		1,545,086	1,931,357
Debt Svc 60 Railcars (Local)	110,442				110,442						110,442
Debt Svc 60 Railcars (Fed/State/Local)	4,673,071				186,923			747,691		3,738,457	4,673,071
Non-Operating Summary	6,768,870	-	-	-	428,619	-	-	1,056,708	-	5,283,542	6,768,870
Total Expenses (Subtotal)	85,404,432	39,370,000	25,000	200,000	15,795,181	0	9,000,000	6,785,708	8,425,000	5,803,542	85,404,432
Capital Projects:											
Equipment Life Cycle Maintenance	4,900,000				196,000			784,000		3,920,000	4,900,000
Facilities Infrastructure Lifecycle Maintenance	3,933,000				157,320			629,280		3,146,400	3,933,000
Security Cameras	612,000				24,480			97,920		489,600	612,000
NY Ave. Mid-day Train Storage	21,771,000				870,840			7,402,140		13,498,020	21,771,000
Enhancement Grant - Security	105,000				4,200			16,800		84,000	105,000
Assoc. Transit Improvements	105,000				4,200			16,800		84,000	105,000
Capital Reserve	3,000,000				3,000,000						3,000,000
Capital Project Summary	34,426,000	-	-	-	4,257,040	0	-	8,946,940	-	21,222,020	34,426,000
CMAQ/REF											
CMAQ Summary	0	-	-	-	-	-	-	-	-	-	0
TOTAL	119,830,432	39,370,000	25,000	200,000	20,052,221	0	9,000,000	15,732,648	8,425,000	27,025,562	119,830,432
Soft Capital Projects											
Debt Service 11 Cabcars 1,931,357 5337 1,545,086 309,017											
Access lease funding 16,850,000 SSTP/State 8,425,000 5,729,000											
Debt Service 60 Railcars 110,442 - -											
Local only 1,947,113 5337 1,557,690 311,538											
Fed/State/Lo Debt Service 60 Railcars 2,725,958 5307 2,180,766 436,153											
Fed/State/Lo Debt Service 60 Railcars 650,000 5307 520,000 -											
Grant & Project Management 24,214,870 6,785,708											
Subtotal 34,426,000 8,946,940											
Capital Projects/Earmarks 21,222,020 8,946,940											
Federal Cap Program 58,640,870 15,732,648											

FY17 Summary Proposed Budget

GL Account	FY16 Operating	FY16 Capital	FY17 Operating	FY17 Capital	Changes	% Chg
Revenue:						
Fare Revenue	38,890,000		39,370,000		480,000	1%
Miscellaneous Revenue	165,000		200,000		35,000	21%
Jurisdictional Subsidy	12,991,760	3,437,040	12,993,200	4,257,040	821,440	5%
Other Sources	330,000	1,285,000	-	-	(1,615,000)	-100%
Federal/State Subsidy - Operating	28,979,851		30,014,251		1,034,400	4%
Federal/State Subsidy - Capital		50,092,960		30,168,960	(19,924,000)	-40%
Operating/Capital Reserves	740,000	-	-	-	(740,000)	-100%
Interest Income	20,000		25,000		5,000	25%
Total Revenue	82,116,611	54,815,000	82,602,451	34,426,000	(19,903,160)	
Operating/Non-Operating Expenses:						
Insurance/Reserve/Mobilization	5,090,091		5,516,462		426,371	8%
Executive Management	1,095,000		1,134,500		39,500	4%
Chief of Staff/Public Affairs	459,000		539,500		80,500	18%
Marketing	402,200		423,200		21,000	5%
Office of Development	1,568,500		971,150		(597,350)	-38%
Operations and Communications	2,047,250		1,992,500		(54,750)	-3%
Budget and Finance	3,116,000		3,496,500		380,500	12%
Communication and Information Technology	1,627,000		2,266,000		639,000	39%
Engineering and Construction	718,800		885,100		166,300	23%
Facilities Maintenance	4,316,900		4,686,650		369,750	9%
Procurement	459,000		479,000		20,000	4%
Equipment Operations	11,176,500		11,603,500		427,000	4%
Safety, Security, and Emergency Preparedness	830,500		1,096,500		266,000	32%
PRTC	104,000		104,000		-	0%
NVTC	80,000		80,000		-	0%
Train Operations	15,060,000		15,505,000		445,000	3%
Amtrak	4,640,000		4,975,000		335,000	7%
Maintenance of Equipment	5,871,000		6,035,000		164,000	3%
Amtrak Access Fees	6,390,000		6,340,000		(50,000)	-1%
Norfolk Southern Access Fees	3,340,000		3,480,000		140,000	4%
CSX Access Fees	6,960,000		7,030,000		70,000	1%
Total Operating/Non-Operating Expenses	75,351,741	-	78,639,562	-	3,287,821	
CIP Expenditures		54,815,000		34,426,000	(20,389,000)	
Debt Service/Allowance for Doubtful Accts	6,764,870		6,764,870		0	
Total CIP and Other Expenditures	6,764,870	54,815,000	6,764,870	34,426,000	(20,389,000)	
Grand Total Expenses	82,116,611	54,815,000	85,404,432	34,426,000	(17,101,179)	
Difference by Fund	-	-	(2,801,981)	-	(2,801,981)	
Total Difference		-		(2,801,981)	(2,801,981)	



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 9-C
Information Item

To: Chairman Cook and the VRE Operations Board

From: Doug Allen

Date: September 18, 2015

Re: Financial Plan Discussion

VRE staff and our consultants, the PFM Group, have been working on the development of a long term strategic planning model since February 2015. At the July 17, 2015 Operations Board meeting, the PFM Group provided a presentation on the operating and capital costs associated with the implementation of System Plan 2040 and a range of other system alternatives. Because of time constraints, the presentation was not completed and the Board did not have the planned discussion.

At the Operations Board meeting on September 18, 2015, PFM and VRE staff will provide a summary of the information prepared for the July Board meeting. **The purpose of the discussion will be to develop a consensus regarding the future service profile for the system and the desired next steps.**

The key conclusions from the financial forecasting effort are summarized below:

- Regardless of the service profile:
 - Operating expenses will escalate and additional revenue will be needed for VRE to be financially balanced over the long term.
 - A significant level of capital investment is required that cannot be handled with currently identified capital funding sources.
 - NVTa funding has created an imbalance among the VRE jurisdictions in the ability to identify funding sources for VRE related capital needs.



Northern Virginia
Transportation Commission
2300 Wilson Blvd. #620
Arlington, VA 22201
703.524.3322



Virginia Railway Express
1500 King Street, Suite 202
Alexandria, VA 22314
703.684.1001
VRE.org



Potomac and Rappahannock
Transportation Commission
14700 Potomac Mills Road
Woodbridge, VA 22192
703.580.6121

- Raising fares to close the financial gap is not a viable solution on its own.
- Higher ridership associated with enhanced service levels could defray some of the future operating and capital costs.
- VRE needs additional dedicated revenue beyond the sources which exist today, even to maintain the status quo.

The following additional materials are provided:

- VRE Financial Plan Analysis
 - Appendix A – charts showing the average additional operating revenue needed for each scenario and the total additional capital revenue needed for each scenario
 - Appendix B - charts showing the additional average annual revenue needed to meet both operating and capital needs and to create a financially balanced plan
 - Appendix C - an updated version of the presentation prepared for the July 17, 2015 Operations Board meeting, which includes the underlying assumptions for service level, ridership, operating expense and capital expenditures imbedded in each scenario

VRE Financial Plan Analysis

September 18, 2015

VRE and PFM have been working on the development of a long term strategic financial planning model since February 2015. The primary objective of this effort was to provide a financial forecast (revenue, operating expense and capital expense) to match varying operational and service profiles that VRE might pursue in its efforts toward implementing its System Plan 2040. Five scenarios were developed for evaluation.

The purpose of this report is to summarize the forecasted financial results and primary conclusions that have come from evaluating each of these scenarios.

Scenario Descriptions and Key Findings

Based upon discussion with the Operations Board at their May 15, 2015 meeting and discussions with VRE executive, finance, planning and operating staff, five scenarios were developed, as described on the following pages.

The underlying assumptions for service level, ridership, operating expense and capital expenditures imbedded in each scenario are detailed in the three attachments to this memo. Attachments A and B are a series of bar charts, and Attachment C is an updated copy of the presentation offered to the Operations Board at the July 17, 2015 meeting pertaining to this topic. Since the time of the presentation, additional data has been incorporated in the model. None of these enhancements substantially alter the outcomes and conclusions in this memo or previously.

Since the presentation on July 17, 2015, VRE staff have made estimates of potential discretionary funding that could reduce the unfunded capital expenditures. These estimates were of various types and include: 1) funding from discretionary sources such as NVTa and CMAQ, based on historical experience; 2) DRPT funding of the 3rd track project; and 3) receipt of major capital investment grants from FTA without which certain large-scale projects could not be implemented (Long Bridge and Gainesville-Haymarket extension).

Baseline of Financially Constrained Scenario:

The Baseline Scenario is a financially constrained scenario that demonstrates what operations would look like with no additional resources beyond 3% fare and subsidy increases in alternating years. The scenario starts with a forecasted amount of constrained revenue and then illustrates the operational impacts of reducing operating expenses and service to match the constrained revenue. Given the operational nature of this scenario, it was developed outside the model. Operationally, this scenario results in the unwinding of VRE's service, trains being taken out of service and raises concern regarding VRE's financial obligations to meet the federal interest in its equipment.

Key Findings for Baseline Financially Constrained Scenario: This scenario requires a repeating pattern of service reductions to stay within the available revenue. Service reductions would cause overcrowding, eventually leading to fewer riders using VRE. The scenario showed VRE ceasing operation by 2033 under this alternative, even with the 3% subsidy and fare increase every other year.

Ridership Equal Scenario:

This scenario keeps VRE service and ridership levels as they are currently. Local subsidy escalates at 3% every other year, yet operating costs still exceed operating revenue. Financial balance is achieved by raising fares to the level necessary to eliminate any gap between revenue and expense.

Key Findings for Ridership Equal Scenario: This scenario achieves fiscal balance for operations primarily through higher fares (fares increase to over \$20 in FY40 (in current year dollars)). Such fare increases would likely change VRE ridership's profile. This scenario could result in deferred boarding and shifting subsidy burden to outer jurisdictions. Although operating revenue and operating expense are balanced, this scenario has future capital requirements of \$2.6B, approximately \$770M of which is funded, \$1.4B is assumed to be available from other parties, and \$500M remains unfunded. The unfunded projects are primarily related to match contributions for the Long Bridge and system projects such as the replacement of rolling stock. VRE would continue to serve around 19,000 daily riders in this scenario.

Natural Growth Scenario:

This scenario reflects VRE continuing to serve our base market and the “natural” growth in the region that is expected, based on Metropolitan Washington Council of Governments cooperative forecasts of regional growth in population and employment. This is achieved with longer trains, longer platforms, more parking and expanded rail yards. The Natural Growth scenario assumes fares and the local subsidy grow at 3% in alternating years.

Key Findings for Natural Growth Scenario: Average additional annual operating revenue would be needed (\$5.2M in the near term, defined as FY2016-FY2030, to \$15.5M in the longer term, FY2031 to FY2040) primarily for contracted train operations and access fees. The future capital requirements for this scenario would be \$3.2B, primarily for track and signal, station and parking, and rolling stock investments. Of this \$3.2B, approximately \$800M is funded, \$1.5B is assumed to be available from other parties, and \$870M remains unfunded. It is important to note that \$2.6B of this capital requirement represents core capital projects that would be required regardless of the scenario chosen. Even though the number of trains remains at 32 peak-oriented trips per day, ridership levels would increase to over 30,000 riders per day in the out years because of the increased capacity.

Modified Service Expansion Scenario:

This scenario builds off the Natural Growth scenario and reflects some of the System Plan 2040 service recommendations such as adding peak trains (eventually doubling the number of daily trains to 64) and the Gainesville-Haymarket extension. Even assuming that fares and the local subsidy grow at 3% every other year, this scenario forecasts a need for additional operating revenue to achieve financial balance.

Key Findings for Modified Service Expansion Scenario: Average additional annual revenue would be needed (\$5.4M in the near term to \$20M in longer term) primarily for contracted train operations and access fees. The future capital requirements would be \$4B, primarily for track and signal, station and parking, and rolling stock investments. Of this \$4B, approximately \$820M is funded, \$2B is assumed to be available from other parties, and \$1.3B remains unfunded. The increased capacity with more frequent trains and lengthened

span of service, including more frequent midday service and reverse peak service, along with the Gainesville-Haymarket extension would result in approximately 45,000 daily riders.

System Plan 2040:

This scenario forecasts the financial outcomes expected with the full implementation of VRE's System Plan 2040. Assuming that fares and the local subsidy grows at 3% every other year, this scenario forecasts a need for additional revenue to achieve financial balance.

Key Finding for System Plan 2040 Scenario: Average additional annual revenue needed would be similar to the previous scenario (\$4.2M in the near term to \$16.5M in longer term) primarily for contracted train operations and access fees. This scenario needs slightly less additional operating revenue compared to the Modified Service Expansion scenario because the higher ridership generates more fare revenue. The future capital requirements would also be similar (to the Modified Service Expansion scenario) at \$4.1B, primarily for track and signal, station and parking, and rolling stock investments. Of this \$4.1B, approximately \$830M is funded, \$2B is assumed to be available from other parties, and \$1.3B remains unfunded. The increased capacity with the additional trains and lengthened span of service, including midday service would result in approximately 52,000 daily riders.

To help with the comparison among scenarios, tables accompany this memo that show the additional operating and capital funds needed by scenario and - the estimated daily ridership associated with each scenario. A table is also included that provides an estimate of the additional revenue needed on an annual basis in order to meet a combination of the unfunded operating and net, unfunded capital needs during the period reviewed.

Conclusions

Without intending to minimize the level of detailed analysis underpinning each scenario, we offer the following key conclusions and takeaways from the review of each scenario, individually and as a group:

A. Under any service profile, forecast growth in VRE's operational expenses is driven primarily by VRE's contractual agreements with its operator and the obligation to pay access fees to host railroads.

Taken together, these categories of cost were budgeted at \$31.5 million in VRE's FY2016 budget, nearly 40% of its total operating expenses.

Whether VRE pursues an expansion of its service profile or continues existing service levels, operating expenses will escalate. Even with a multi-year plan for regular, modest fare increases and regular local subsidy increases (such as 3% every other year), additional revenue will be needed for VRE to be financially balanced over the long term.

B. Regardless of scenario, VRE has a core level of capital investment that is significant.

While each scenario has a differing level of capital investment, all scenarios have a common universe of needed capital investment totaling \$2.6 billion that must be met over the period from FY2016 to FY2040. This capital need is driven by the VRE-DRPT-CSX MOU to complete a third main track between Washington, D.C. and Fredericksburg (including expansion of the Long Bridge over the Potomac River) and the need to maintain, renew and replace existing rolling stock over the next 20+ years. VRE is able to fund approximately \$2.2B of the \$2.6 billion, on average, between the various scenarios, using estimates of both federal formula funds and the funds provided by other parties, including the funds committed by DRPT for the 3rd track project. However, the core amount of capital expenditures cannot be fully defrayed with existing sources of funds alone. Moreover, there is a significant imbalance between the capital funds available for projects within the NVTa region and those outside the NVTa region. This imbalance constrains the ability to implement needed capital improvements in non-NVTa jurisdictions and limits the funds available to the system as a whole.

C. Raising fares to close the financial gap is not a viable solution on its own.

Ridership Equal assumes that fares are raised to close the financial gap, resulting in an average fare of \$20.56 incurred in FY40 (in 2016 dollars, vs. the current average fare of \$7.90) and a reduction in ridership due to expectations regarding the elasticity of demand. The other scenarios are based on every other year fare increases of 3%; however, to close the annual operating financial gaps in the Modified Service Expansion and System Plan 2040 scenarios using fare increases

alone, average fares would need to be raised to \$15.04 and \$13.81, respectively. While these levels of fare increases eliminates financial deficits for operations, it also drives VRE's fare box recovery ratio to 68% and would tend to skew the ridership away from those who do not have transit benefits or are otherwise particularly sensitive to fare levels. Moreover, VRE has not consistently implemented multiple fare increases over a short period of time as contemplated by the financially balanced versions of these two scenarios; in practice, a significant rate rising regime could result in lower ridership than what the model's demand elasticity assumption contemplates.

D. Higher ridership due to enhanced service levels could defray future operating & capital costs. As noted above in A and B, VRE faces escalating costs even under the status quo. The financial forecasts for enhanced service levels in the Modified Service Expansion and System Plan 2040 scenarios illustrate that VRE could realize certain operating economies of scale and generate additional revenue from new riders, despite the higher capital expenditures needed to implement these scenarios.

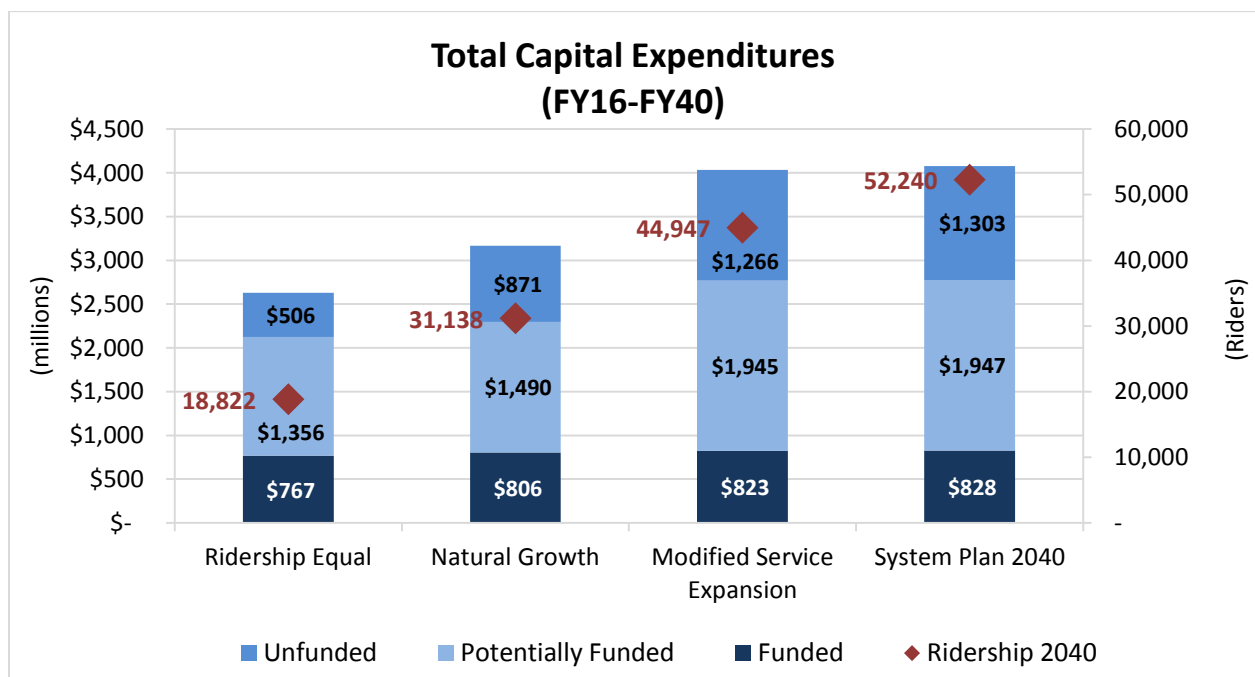
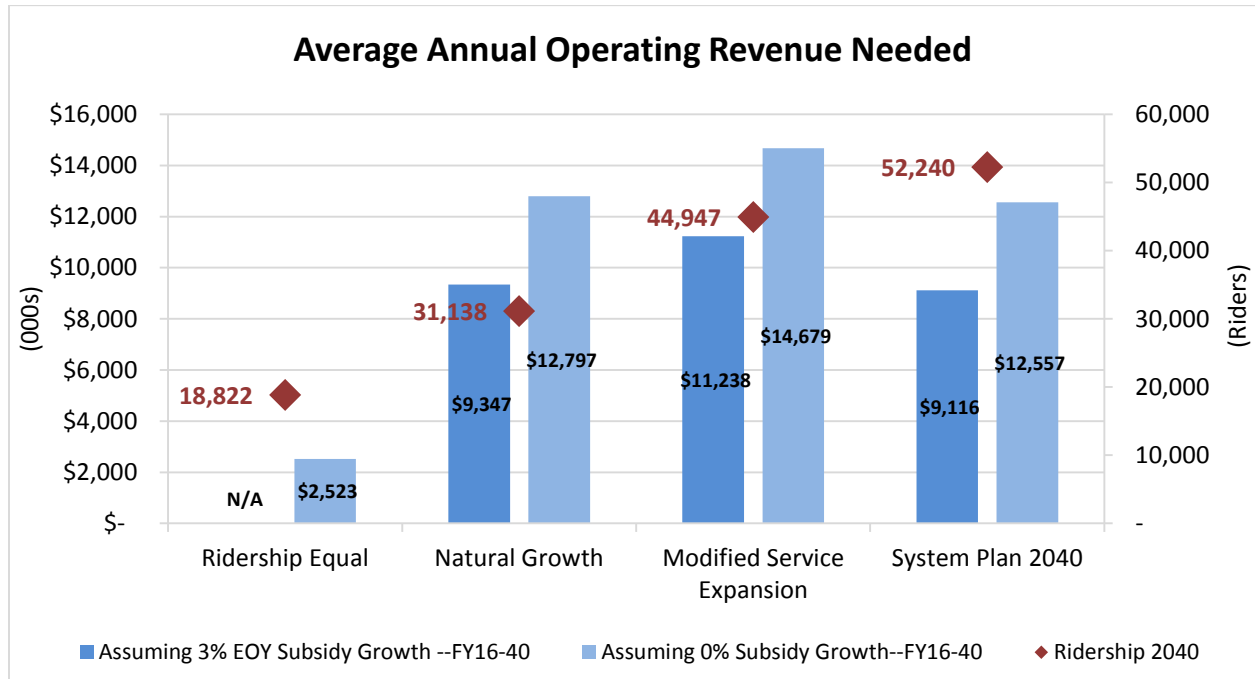
E. VRE needs additional revenue beyond the sources which exist today, even if it is to maintain the status quo. Each of VRE's existing sources of revenue has its limitations. State and federal sources of funds are outside of VRE's direct control and subject to a wide range of influencing factors. Local subsidies are limited by individual jurisdictions' ability to pay, and their need to balance their local budgets to meet many competing priorities. Lastly, fares are driven by market factors, and demand is elastic. A reliable and predictable revenue stream is needed to meet a forecast of known escalating costs tied to contractual obligations with VRE's operator and the railroads. A new revenue stream is also needed to fund a core amount of capital expenditures necessary to maintain, renew and replace VRE's equipment to assure a state of good repair. A reliable and predictable revenue stream for both operating and capital (equipment-related) expenses would permit VRE to be financially sustainable over the long term.

Next Steps

These scenarios portray different operating profiles that VRE may decide to pursue and the attendant financial forecasts. The next step in the process is to develop a consensus regarding the future service profile for the system and develop a multi-year financial plan which is financially balanced reflecting that vision. A key part of developing a balanced financial plan will entail the identification and evaluation of potential new revenue streams beyond those that VRE currently employs today.

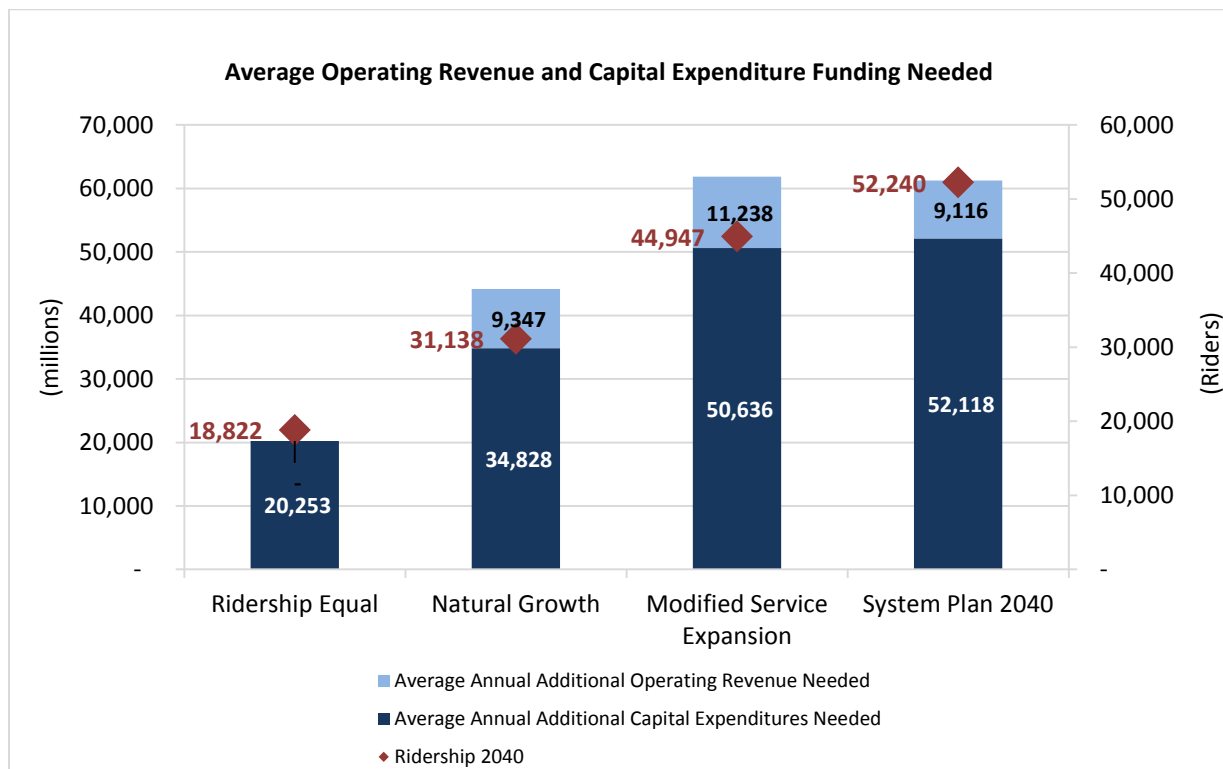
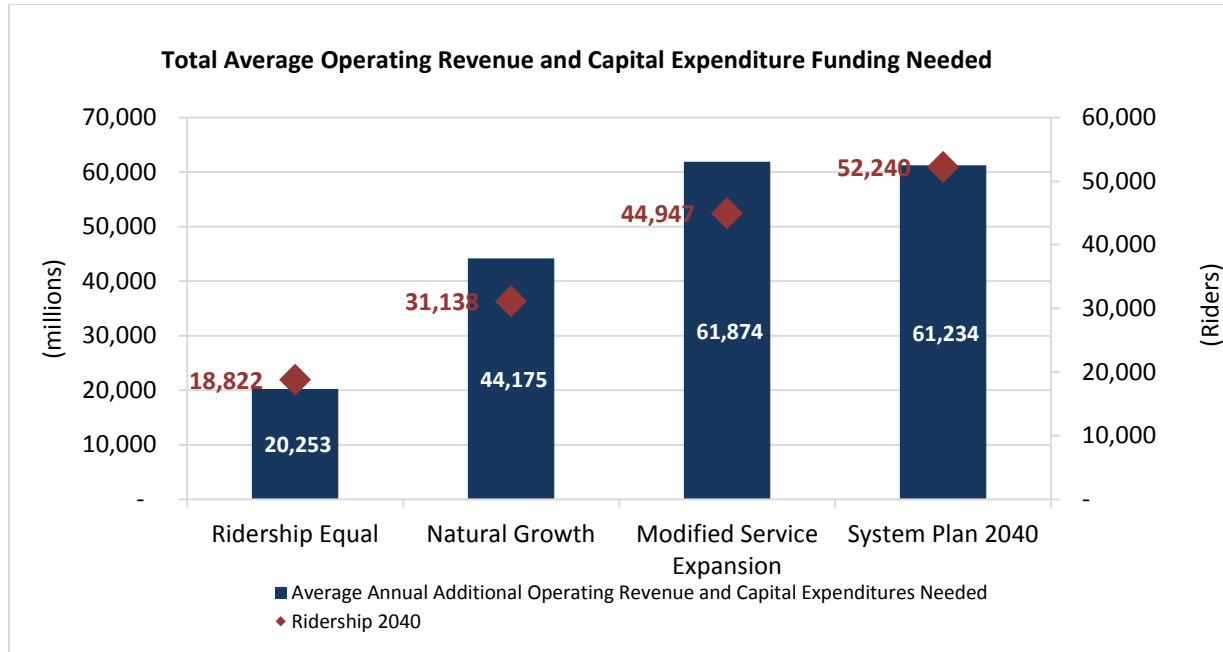
Appendix A

The charts below show the average additional operating revenue needed for each scenario, and the breakdown of total capital expenditures required to support the buildout of each scenario.



Appendix B

The charts below show the average annual additional operating revenue and capital expenditure funding needed for each scenario in order to create a financially balanced plan.



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Strategic Financial Forecasting

Presented to

VRE Operations Board

September 18, 2015

presented by

Donna Boxer, CFO

JoAnne Carter, Managing Director, PFM



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INTRODUCTION

- System Plan 2040 created a vision for VRE's future operations
- Using a financial model, now able to forecast operating & capital costs for a range of system alternatives
 - Baseline – "Financially constrained"
 - Ridership Equal – "Level ridership"
 - Natural Growth – "Serves base market"
 - Modified Service Expansion – "Enhanced service"
 - System Plan 2040 – "Full system expansion"



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INTRODUCTION (CON.)

- Today's purpose:
 - *To provide high level summary of read ahead material*
 - *To collect questions regarding existing analysis for future follow up and to receive Board guidance on next steps*
- Recommendation:
 - *To conclude this exercise, we will develop a financial plan for the Natural Growth and System Plan 2040 scenarios & report back.*



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KEY TAKEAWAYS

Increasing operating expenses such as contracted train operations and access fees are the primary drivers of additional revenue needs



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KEY TAKEAWAYS (CON.)

Each scenario shares a common universe of needed Capital Investment totaling approximately \$2.6 billion



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KEY TAKEAWAYS (CON.)

Each existing type of revenue source has limitations

- State & federal revenue outside VRE's control
- Local subsidy limited by affordability to jurisdictions
- Funding with NVTAs funds is inconsistent among jurisdictions
- Fares are market driven



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KEY TAKEAWAYS (CON.)

Reliance primarily on fares to meet additional funding needs creates unintended consequences

- VRE becomes a premium service
- Reliance on demand elasticity assumptions



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KEY TAKEAWAYS (CON.)

Higher ridership due to enhanced service levels could defray future operating & capital costs.



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KEY TAKEAWAYS (CON.)

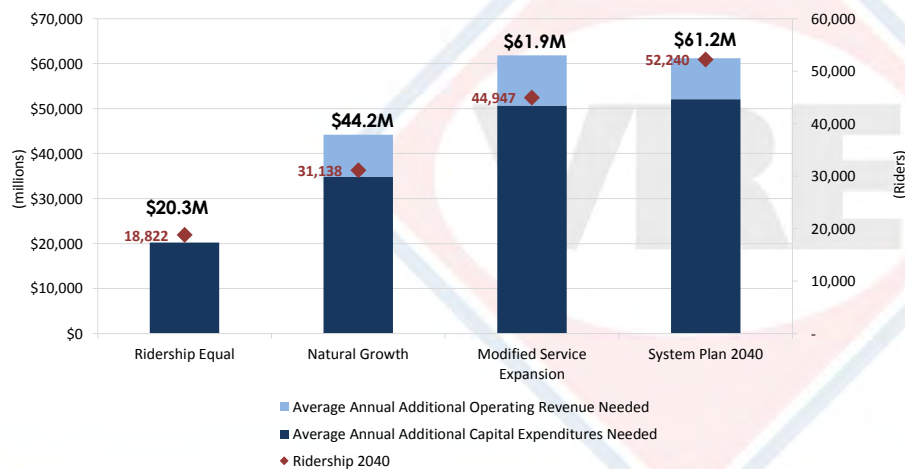
VRE needs additional dedicated revenue beyond the sources which exist today, even if it is to maintain the status quo.



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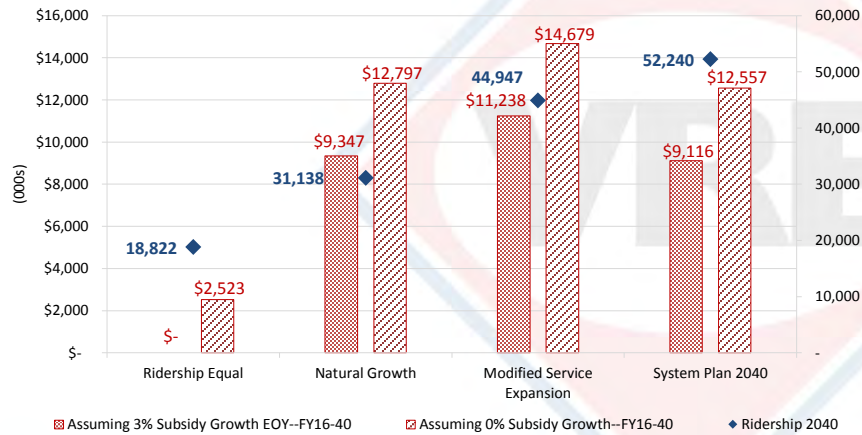
AVERAGE OPERATING REVENUE AND CAPITAL EXPENDITURE FUNDING NEEDED



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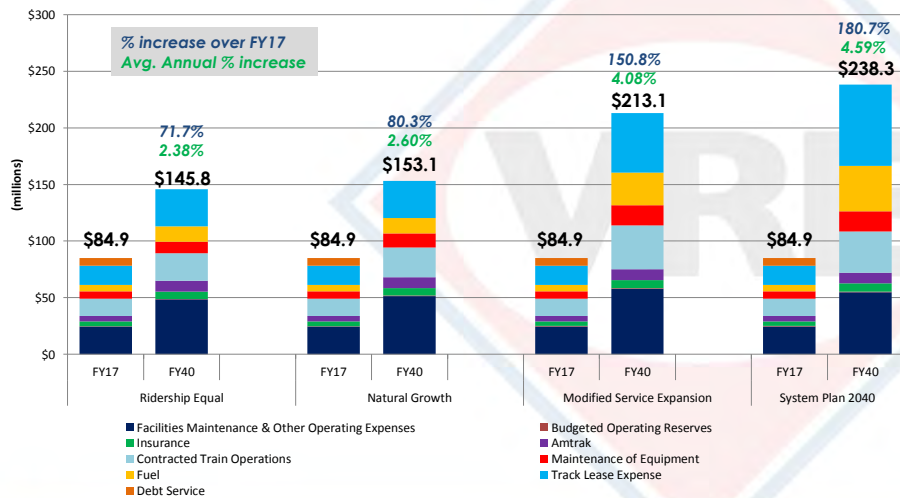
AVERAGE ANNUAL ADDITIONAL OPERATING REVENUE NEEDED



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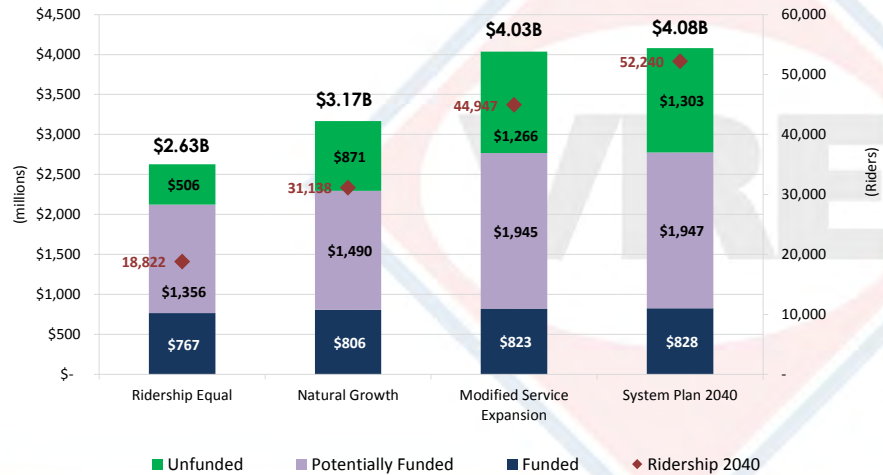
TOTAL OPERATING COSTS FY17 VS. FY40



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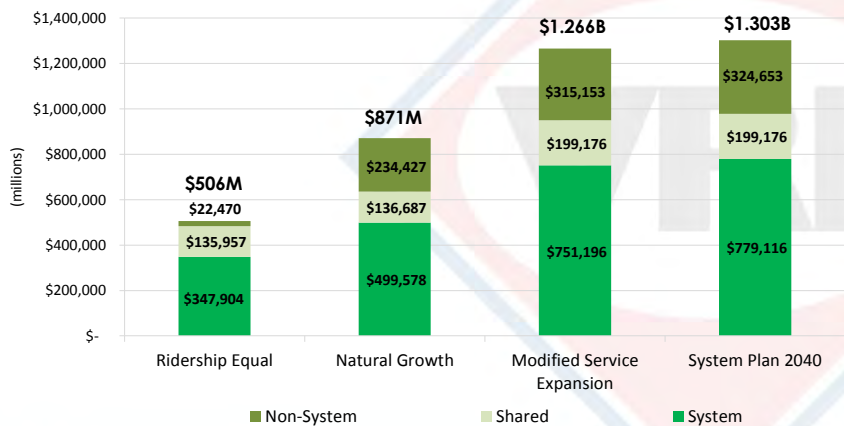
TOTAL CAPITAL EXPENDITURES FY16 – FY40



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TOTAL UNFUNDED CAPITAL EXPENDITURE COSTS (FY16 TO FY40)



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NEXT STEPS

- Develop a consensus to identify additional funding approaches/sources
- Develop multi-year fiscally balanced financial plans for Natural Growth and System Plan 2040 scenarios
- Identify and evaluate potential new revenue streams
- Periodically inform Board of progress, findings, status and discuss identification of new revenues



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QUESTIONS?



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Agenda Item #10: NVTC FY2015 4th Quarter Ridership Report



TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and David Koch

DATE: September 24, 2015

SUBJECT: NVTC FY2015 4th Quarter Ridership Report

The following chart details ridership for FY2014 for Northern Virginia's transit systems:

Ridership in Virginia by System July 2014 - July 2015			
System	FY14	FY15	Percent Change FY14-FY15
Fairfax County Connector	10,655,021	9,764,166	-8.4%
PRTC Omni Ride & Omni Link	3,174,08	3,075,038	-3.1%
Virginia Railway Express (VRE)	4,431,67	4,505,063	1.7%
Alexandria DASH	4,239,14	4,275,682	0.9%
Fairfax City CUE	826,74	771,254	-6.7%
Arlington Transit (ART)	2,837,023	2,823,346	-0.5%
Loudoun County Transit (LCT)	1,757,18	1,739,802	-1.0%
Metrobus	21,379,71	21,019,621	-1.7%
Metrorail	107,704,318	109,245,619	1.4%
Total	157,004,903	157,219,591	0.1%

Average Weekday Ridership in Virginia 4th Quarter FY2015							
System	Q1 FY15	Q2 FY15	Q3 FY15	Apr 15	May 15	Jun 15	Q4 FY15
Metrorail	342,911	321,318	308,181	348,064	337,050	350,292	345,135
Metrobus	75,554	69,973	67,360	73,327	73,004	73,688	73,340

Attached is a [detailed breakdown of ridership by Metrorail station in Virginia for 1st through 4th Quarters FY2014 and FY2015.](#)

<div> Metrorail Ridership by Station in Virginia </div> <div>Total Monthly Ridership</div> <div>4th Quarter FY2014-FY2015</div>									
Line/Station	Year	Q1 Total	Q2 Total	Q3 Total	April	May	June	Q4 Total	Percent Change YTD FY14-15
<i>Silver</i>									
Greensboro	FY14	-	-	-				-	
	FY15	91,560	138,633	131,160	54,180	51,270	56,864	162,314	N/A
McLean	FY14	-	-	-				-	
	FY15	20,906	22,605	17,672	10,904	9,471	7,302	27,677	N/A
Spring Hill	FY14	-	-	-				-	
	FY15	137,055	193,778	167,094	75,032	72,303	73,414	220,749	N/A
Tysons Corner	FY14	-	-	-				-	
	FY15	349,863	508,728	417,444	174,344	176,543	185,522	536,409	N/A
Wiehle-Reston East	FY14	-	-	-				-	
	FY15	875,098	1,199,893	1,067,666	455,760	432,229	459,992	1,347,981	N/A
Total Silver Line	FY14	-	-	-				-	
	FY15	1,474,482	2,063,636	1,801,036	770,220	741,816	783,094	2,295,130	N/A
<i>Orange</i>									
Dunn Loring	FY14	758,515	709,334	680,687	290,108	273,588	270,828	834,524	
	FY15	748,695	641,095	587,278	239,280	214,818	222,220	676,318	-11.1%
West Falls Church	FY14	1,476,056	1,337,841	1,274,263	533,844	513,522	512,168	1,559,534	
	FY15	818,226	466,709	408,652	162,100	146,764	152,168	461,032	-61.8%
Vienna	FY14	1,969,453	1,765,505	1,653,034	706,876	658,694	651,362	2,016,932	
	FY15	1,884,376	1,670,661	1,504,416	621,536	560,386	578,636	1,760,558	-7.9%
Total Orange Line	FY14	4,204,024	3,812,680	3,607,984	1,530,828	1,445,805	1,434,358	4,410,991	
	FY15	3,451,296	2,778,465	2,500,346	1,022,916	921,968	953,024	2,897,908	-27.5%
<i>Silver/Orange</i>									
Ballston	FY14	1,778,819	1,594,778	1,573,530	615,032	588,283	568,336	1,771,651	
	FY15	1,764,722	1,683,360	1,597,354	618,584	566,967	587,650	1,773,201	1.5%
Clarendon	FY14	736,399	670,870	664,452	248,024	246,153	241,222	735,399	
	FY15	754,100	733,925	698,098	267,844	253,044	255,846	776,734	5.5%
Court House	FY14	1,134,550	1,064,716	1,044,794	399,188	384,851	372,044	1,156,083	
	FY15	1,157,780	1,104,692	1,051,572	393,396	365,518	379,950	1,138,864	1.2%
East Falls Church	FY14	619,951	556,929	530,660	227,588	218,065	217,540	663,193	
	FY15	676,215	639,226	578,638	236,324	223,049	230,266	689,639	9.0%
Rosslyn	FY14	2,376,230	2,190,770	2,056,924	820,076	783,384	782,224	2,385,684	
	FY15	2,387,113	2,202,154	2,040,504	795,408	728,987	761,254	2,285,649	-1.0%
Virginia Square	FY14	568,852	520,042	507,087	196,060	186,550	188,196	570,806	
	FY15	576,732	561,764	549,112	209,000	193,818	208,078	610,896	6.1%
Total	FY14	7,214,803	6,598,104	6,377,447	2,505,968	2,407,286	2,369,562	7,282,816	
	FY15	7,316,662	6,925,121	6,515,278	2,520,556	2,331,384	2,423,044	7,274,984	2.0%
<i>Blue</i>									
Arlington Cemetery	FY14	343,253	175,478	128,925	143,556	136,539	145,692	425,787	
	FY15	359,136	197,555	136,938	148,600	148,018	143,580	440,198	5.6%
Franconia Springfield	FY14	1,311,352	1,119,926	1,033,300	469,288	403,103	423,512	1,295,903	
	FY15	1,262,635	1,141,555	1,007,056	436,684	393,479	410,396	1,240,559	-2.3%
Van Dorn	FY14	535,960	463,436	427,262	174,096	190,418	174,470	538,984	
	FY15	524,790	480,160	421,380	168,892	160,555	166,170	495,617	-2.2%
Total	FY14	2,190,565	1,758,839	1,589,486	786,940	730,059	743,674	2,260,673	
	FY15	2,146,562	1,819,270	1,565,374	754,176	702,052	720,146	2,176,374	-1.2%
<i>Yellow</i>									
Eisenhower Avenue	FY14	311,071	259,655	248,098	113,904	103,643	102,886	320,433	
	FY15	297,760	250,672	223,824	94,544	86,948	88,486	269,978	-8.5%
Huntington	FY14	1,271,746	1,126,063	1,071,417	443,352	423,387	417,626	1,284,365	
	FY15	1,257,768	1,158,062	1,048,074	415,968	378,413	396,936	1,191,317	-2.1%
Total	FY14	1,582,817	1,385,718	1,319,515	557,256	527,030	520,512	1,604,798	
	FY15	1,555,527	1,408,735	1,271,898	510,512	465,361	485,422	1,461,295	-3.3%
<i>Blue/Yellow</i>									
Braddock Road	FY14	661,886	614,657	597,153	241,356	235,332	229,912	706,600	
	FY15	704,761	677,007	633,576	246,900	231,783	238,940	717,623	5.9%
Crystal City	FY14	1,854,113	1,650,481	1,624,009	686,044	613,361	606,602	1,906,007	
	FY15	1,833,066	1,705,550	1,655,778	676,424	595,861	624,132	1,896,417	0.8%
King Street	FY14	1,442,631	1,252,527	1,146,371	506,448	492,461	488,286	1,487,195	
	FY15	1,454,023	1,270,607	1,121,088	489,284	470,124	479,198	1,438,606	-0.8%
National Airport	FY14	1,090,837	1,009,821	905,071	367,964	391,092	381,694	1,140,750	
	FY15	1,489,011	1,357,867	1,225,648	492,732	487,601	494,534	1,474,867	33.8%
Pentagon	FY14	2,218,277	2,057,284	1,964,683	744,852	735,878	714,852	2,195,582	
	FY15	2,173,053	2,093,133	1,947,700	705,568	674,492	707,098	2,087,158	-1.6%
Pentagon City	FY14	2,559,434	2,351,338	2,143,087	885,520	856,200	811,864	2,553,584	
	FY15	2,460,140	2,316,677	2,011,576	815,364	765,091	752,860	2,333,315	-5.1%
Total	FY14	9,827,178	8,936,108	8,380,374	3,432,184	3,324,325	3,233,210	9,989,719	
	FY15	10,114,055	9,420,841	8,595,366	3,426,272	3,224,952	3,296,762	9,947,986	2.5%
Total Virginia Stations	FY14	25,019,386	22,491,450	21,274,807	8,813,176	8,434,505	8,301,316	25,548,997	
	FY15	26,058,584	24,416,068	22,249,298	9,004,652	8,387,533	8,661,492	26,053,677	4.7%

Agenda Item #11: Commonwealth and Regional Agency Reports



TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner

DATE: September 24, 2015

SUBJECT: Commonwealth and Regional Agency Reports

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

B. Commonwealth Transportation Board (CTB)

At the [CTB's meeting in the Bristol District on September 15-16](#), it received updates on the implementation of HB2, the I-66 Outside the Beltway project, the Rail Enhancement Fund study, and other projects.

HB2 Applications Are Due September 30th

Kimberly Pryor, VDOT's Infrastructure Investment Director updated the CTB on the status of [HB2 implementation including a timeline through September 2016](#). As of September 16th, 147 applications had been created in the online application system; three had been fully submitted. The deadline for application for evaluation is September 30. Following submission, the projects will be screened and evaluated from October through January by Commonwealth staff. A list of all submitted projects (excluding their score) will be made public at the October CTB meeting. In addition, the CTB will discuss and determine which two projects the CTB will submit to be scored under HB2.

Also in October, the CTB will vote on whether projects should be scored based upon the benefit compared to the HB2 project cost versus the total project cost. CTB Member William Fralin raised concerns that an evaluation based only on the HB2 cost share would be an advantage to wealthier parts of the Commonwealth, such as Hampton Roads and Northern Virginia, who have more local and regional funds to contribute to each project.

Note, the CTB determines on how (and if) a project is funded. The HB2 process generates a score and does not determine how the CTB sets priorities.

I-66 Outside the Beltway

Charlie Kilpatrick, Virginia Department of Transportation briefed the CTB [on the I-66 Outside the Beltway preferred alternative](#) as well as the [procurement process](#). Doug Koulemay, the Director of Virginia's Office of Public Private Partnerships gave a [presentation on the recent update to the 2011 P3 risk management guidelines](#) and how they created P3 public engagement guidelines as well.

Rail Enhancement Fund Review

The CTB subcommittee studying the [Rail Enhancement Fund \(REF\) shared its policy and legislative recommendations](#). All of the recommended changes to the program can be handled administratively except one: allowing REF funds to be transferred to the Rail Preservation Program to benefit short line railroads. The subcommittee will continue to work on finalizing the benefit-cost analysis model and another group will look at how to choose the appropriate performance metrics beyond the current practice of just counting carloads and passengers. The CTB will be voting on the final report this fall.

In addition, the task force recommended that the Commonwealth develop a statewide long-range rail plan and that this process be started in summer of 2016 under the leadership of CTB Member Shannon Valentine.

C. Northern Virginia Transportation Authority (NVTa)

The [Board of the Northern Virginia Transportation Authority is scheduled to meet on Thursday, September 24th](#). The Authority will be asked to approve a Call for Projects for a FY2017 One Year Program and that projects submitted be evaluated using the HB599 model. In addition, MWCOG staff will present its [Multi-Sector Working Group recommendations on ways to reduce greenhouse gas emissions across the Washington region](#).

HB599 Project Selection Process

NVTa completed a pilot evaluation of three transit projects under the HB599 project selection model and initiated plans to evaluate all highway and transit projects under this model for the FY2017 evaluation cycle. The purpose of the effort was to calibrate the evaluation model for transit projects. Three transit projects were evaluated: WMATA eight-car trains, the Potomac Yard Metro Station, and the VRE Gainesville-Haymarket extension. In the next month, NVTa will be determining the final weights to be used for HB599, as HB2 weights congestion at 45 percent and uses different metrics in the evaluation criteria.

TransAction 2040

NVTC staff continue to participate in the development of the [TransAction 2040 Update](#). Current efforts focus on the review of vision and goals, and the need to demonstrate the link between the objectives, goals, and needs to a project selection process.

I-66 Outside the Beltway Working Group

NVTA has formed a working group to discuss funding options for the I-66 Outside the Beltway. Currently, the Commonwealth is evaluating public-private partnership and public funding options for improvements on this corridor.

D. Transportation Planning Board (TPB)

The Transportation Planning Board has released the [draft 2015 Amendment to the Constrained Long-Range Transportation Plan \(CLRP\) and its accompanying Air Quality Conformity Analysis](#) for a [30-day public comment period](#), which will close October 10. At its September meeting, the TPB focused on the 2015 amendment to the CLRP, and reviewed the plan's impact on future travel, the environment, and access to jobs. The CLRP, which is updated by the TPB, includes all regionally significant transportation projects and programs that are planned in metropolitan Washington through 2040. This year's amendment, to be brought to a vote by the TPB in October, includes the addition of the I-66 Multimodal Improvement Project Inside the Capital Beltway, I-66 Corridor Improvements Outside the Capital Beltway, and the US 1 Bus Rapid Transit project between the Huntington Metro station and the Woodbridge VRE station in Virginia.

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COMMONWEALTH of VIRGINIA

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Virginia Relay Center
800-828-1120 (TDD)

TO: Chairman Snyder and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: September 18, 2015

SUBJECT: DRPT Update

General Update

DRPT is actively recruiting for several positions: Chief of Public Transportation, Chief of Rail Transportation, Director of Policy, Communications and Legislative Affairs, State Safety Oversight Program Manager and Controller (all in Richmond) and State Safety Oversight Program Manager – Northern Virginia. Links to the full job postings can be found on DRPT's website at <http://www.drpt.virginia.gov/about-us/career-opportunities/>.

Jacob Craig has been promoted to Director of Engineering and Project Oversight from his former position of Deputy Project Manager and Chief Rail Engineer. Jacob will be responsible for all engineering and project oversight functions for DRPT's major transit and rail projects. Amy Inman's last day as DRPT's Transit Planning and Project Development Manager was Tuesday, September 1. Chris Arabia, DRPT's Manager of Mobility Programs, is serving as acting Planning and Mobility Programs Manager until that position is permanently filled.

I-66 Corridor Improvements – Outside the Beltway

The draft 2015 Constrained Long Range Transportation Plan (CLRP) update was released for comment on September 10. The comment period closes on October 10. Alternative 2B of the I-66 Outside the Beltway project preferred alternative and transit scenario was modeled for purposes of air quality conformity. The project submitted for the CLRP update includes three general purpose and two managed lanes in each direction as well as high frequency bus service and additional or expanded commuter park and ride lots. The Transportation Planning Board (TPB) was briefed on the CLRP amendment at its September 16 meeting and is anticipated to vote on adding the project to the CLRP at its October 21 meeting. A link to the project details can be found at the September 16 TPB meeting agenda item at <http://www.mwcog.org/uploads/committee-documents/llxfW15e20150910095818.pdf>.

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The Commonwealth Transportation Board (CTB) was briefed on the project at its September 15 workshop. The presentation and a video animation of the corridor are posted on the CTB website at http://www.ctb.virginia.gov/resources/2015/sept/CTB_Workshop_Meeting_Sept_2015.pdf. The CTB is expected to take action on the preferred alternative at its October meeting, which is scheduled for October 28 in Virginia Beach immediately preceding the Governor's Transportation Conference. At its meeting on September 16 the CTB approved the issuance of a request for qualifications (RFQ) under the Virginia Public-Private Transportation Act of 1995 and the RFQ was released on September 17. Statements of qualifications (SOQ) are due in response to the RFQ on October 1. A short list of proposers is anticipated to be announced on October 15 with announcement on the preferred delivery method and qualified proposers anticipated December 14. VDOT is also considering a design-build procurement under the Public-Private Transportation Act.

A briefing for media and elected officials announcing the recommended design concept was held at the VDOT NoVA District office in Fairfax on September 17. Media outlets in attendance were the *Sun Gazette*, WAMU 88.5, the *Washington Business Journal*, the *Washington Post*, WTOP 103.5, WTTG FOX5 and WRC NBC4. In addition to media, the briefing was attended by numerous state and local elected officials and representatives of federal, state and local governments, regional entities and interest groups. The briefing was performed by Virginia Transportation Secretary Aubrey Layne, Deputy Secretary Nick Donahue, VDOT Commissioner Charlie Kilpatrick, DRPT Director Jennifer Mitchell, Doug Koelemay, Director of the Virginia Office of Public-Private Partnerships and Rene'e Hamilton, Deputy Administrator of VDOT's Northern Virginia District.

Phase one of the preferred alternative will include two managed lanes and three general purpose lanes for 22 miles from I-495 (Capital Beltway) to Gainesville (University Boulevard) and then transition to a traditional HOV lane for three miles to Haymarket (Route 15). The preferred alternative includes median space reserved for future Metrorail, new transit service originating from Fairfax and Prince William Counties and new and expanded park and ride lots.

The next round of Public Information Meetings on the project is planned for October 19-21.

I-66 Corridor Improvements – Inside the Beltway

The I-66 Multimodal Improvements inside the Beltway were also included in the 2015 CLRP update and released for public comment on September 10. The project includes dynamic, congestion based tolling in both directions during the morning and evening peak period, enhanced bus service, expanded bicycle and pedestrian facilities and a potential future widening of I-66 from N. Fairfax Drive to I-495. The next round of Public Information Meetings for this project is scheduled for October 5-7.

VTrans Update

VTrans is the long-range, statewide multi-modal policy plan that lays out overarching Vision and Goals for transportation in the Commonwealth. The Virginia Office of Intermodal Planning and Investment (OIPI) is currently developing VTrans2040. The comment period for the Needs Assessment ended on September 17 and OIPI anticipates finalizing the Needs Assessment by the end of September. The next phase will be the Multimodal Transportation Plan (MTP) and it is scheduled for completion by the end of the first quarter.

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A webinar was held on September 17 to discuss the methodology of the Needs Assessment and how it will be used to screen HB2 projects.

HB2 Implementation

The HB2 application process closes on September 30. DRPT and VDOT staff are working closely with jurisdictions and entities that are submitting candidate projects to assist them with the application process. The point of contact for NoVA District transit projects is Todd Horsley.

VDOT and DRPT anticipate releasing all projects submitted to the CTB and the public and asking for action on a SYIP update cycle at the October CTB meeting. The deadline for HB2 required resolutions is December 1st and VDOT and DRPT anticipate releasing scoring on January 15, 2016.

Rail Enhancement Fund Review

DRPT Rail and Finance staff have completed a review of rail grant programs, focusing on the Rail Enhancement Fund (REF) as directed by HB1887. DRPT has recommended one legislative change: a statutory clarification to allow REF to be transferred to Rail Preservation Program (RPP) without triggering a Benefit Cost Analysis (BCA). Current appropriation allows this practice and Rail Preservation is intended to be used for state of good repair and maintenance of service.

Other recommended policy changes not requiring General Assembly approval include considering project readiness as a criterion and requiring reapplication or deobligation of funding within three years if a project is not complete, prioritizing projects with greater than 30% match, revising performance metrics to better track the public interest and account for economic factors beyond project sponsor control, prioritizing projects that align with state and local plans, prioritizing projects which benefit both freight and high speed/intercity rail, allowing funding for planning and preliminary engineering, allowing consideration of state of good repair projects and allowing project sponsors to use federal TIGER grant guidelines for large, multi state projects, The final report is due to the General Assembly by December 1.

Southeast High Speed Rail (DC2RVA)

The DC2RVA Tier II Environmental Impact Statement (EIS) is proceeding with the alternative screening process using criteria previously reviewed by the public. The set of reasonable alternatives that will be carried forward after the initial screening process will be available for review and comment by the public in a set of meetings in Springfield, Fredericksburg and Richmond the week of December 7. DRPT is requesting a presentation at the NVTC meeting on November 5 that will provide a progress update on the DC2RVA project and a preview of the materials to be put before the public at the meetings in early December.

In cooperation with CSX, VRE and the Federal Railroad Administration (FRA), DRPT continues to advance the Arkendale to Powell's Creek project in Prince William and Stafford counties. The project will add a section of third track to the DC2RVA corridor. DRPT is also working with federal and state partners to identify additional sections of rail improvements in the northern portion of the Washington, D.C. to Richmond corridor that could potentially move forward as separate projects to help alleviate current congestion and operational issues.

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TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner and Scott Kalkwarf

DATE: September 24, 2015

SUBJECT: NVTC General and Administrative Budgets

Attached for your information is a proposed amended FY2016 G&A budget, and a preliminary FY2017 G&A budget. These budgets include resources that will allow NVTC to move forward with the implementation and management of the Commission's responsibilities with respect to the I-66 Multimodal Funding Program pursuant to a 40-year agreement with the Commonwealth.

The Framework agreement will authorize the Commission to allocate funds to multimodal improvements for the benefit of I-66 toll payers and will require that the Commission, beginning in FY 2016, to establish and administer:

- project selection
- measures of effectiveness
- compliance with applicable state and federal law including eligibility criteria included in the Framework agreement
- quarterly and annual reporting
- project monitoring
- public outreach

Proposed Amended FY2016 Budget

The proposed amendments to the FY2016 budget are only those related to the I-66 project, and includes a new position of multimodal project coordinator, and contracted services for outreach and technical support. An equal amount of revenue to cover these expenditures has been budgeted as a source of revenue in the form of bridge funding from the Commonwealth. We are in discussions with the Office of the Secretary and VDOT regarding resources to fund these expenditures.

Preliminary FY2017 Budget

The preliminary FY2017 budget continues the I-66 related resources from the proposed FY2016 amended budget. As with the FY2016 amended budget, the preliminary FY2017 budget includes bridge funding as a source of revenue to cover the I-66 related expenditures.

Of the \$274,800 or 13.5% increase in total expenses from the amended FY2016 budget, the increase in I-66 implementation costs accounts for \$176,800. The budget net of these costs increased \$98,000, or 4.8% from the FY2016 approved budget. The primary components of this increase include budgeting a full year for a new position included mid-year in the FY2016 approved budget, and required retirement plan contributions. Salaries and wages include a 4% (\$49,000) provision for performance increases and benchmarking of existing positions. Of note is that a favorable budget variance in prior years is available to more than offset this increase, allowing the total jurisdiction contributions to decrease 1.7% from the FY2016 budget.



PROPOSED AMENDED BUDGET

**FISCAL YEAR
2016**

(July 1, 2015 – June 30, 2016)

-- October 1, 2015 --

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
BUDGETED FISCAL YEAR 2016 REVENUE
Proposed Amended

	Approved Budget FY 2015	Approved Budget FY 2016	Proposed Amended Budget FY 2016	Amended Increase (Decrease)	Percent Change
Local Share from State Aid	\$1,335,553	\$ 1,546,253	\$ 1,546,253	\$ -	0.0%
Local Direct Contributions					
Alexandria	35,246	37,145	37,145		
Arlington	55,685	55,567	55,567		
City of Fairfax	5,212	4,692	4,692		
Fairfax County	167,903	168,142	168,142		
Falls Church	2,549	2,436	2,436		
Loudoun	17,652	16,265	16,265		
Total Local Direct	<u>284,247</u>	<u>284,247</u>	<u>284,247</u>	<u>-</u>	<u>0.0%</u>
Total Contributions	1,619,800	1,830,500	1,830,500	-	0.0%
Interest and Other Revenue	1,500	1,500	1,500	-	0.0%
Project Chargebacks (Note 1):					
I-66 Project	-	-	287,300	287,300	N/A
VRE / Other	80,000	80,000	80,000	-	0.0%
Project Grant Billings	40,000	40,000	40,000	-	N/A
Appropriated Surplus (Note 2)	57,000	85,000	85,000	-	0.0%
Total Revenue	<u>\$1,798,300</u>	<u>\$ 2,037,000</u>	<u>\$ 2,324,300</u>	<u>\$ 287,300</u>	<u>14.1%</u>

*Note: NVTC's WMATA jurisdictions receive and recognize state operating and capital assistance for their annual commitments to WMATA and local transit systems. This revenue is then pooled at NVTC and allocated among the jurisdictions based on NVTC's Subsidy Allocation Model (SAM), and held in trust for the jurisdictions' transit use. Before the funding is allocated, NVTC's SAM resolution states that amounts are to be applied to WMATA debt service, certain NVTC projects, and a portion of the general and administrative budget of NVTC. The amount used for NVTC's general and administrative expenses is determined each year by NVTC's approved budget.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
SCHEDULE OF FISCAL YEAR 2016 BUDGETED EXPENDITURES
Proposed Amended

	Approved Budget FY 2015	Approved Budget FY 2016	Proposed Amended Budget FY 2016	Amended Increase (Decrease)	Percent Change
<u>Personnel Costs</u>					
Salaries and Wages (Note 3)	\$ 1,001,000	\$ 1,083,200	\$ 1,156,000	\$ 72,800	6.7%
Fellow Program	50,000	50,000	50,000	-	0.0%
Total Personnel Costs	1,051,000	1,133,200	1,206,000	72,800	6.4%
<u>Benefits</u>					
Employer's Contributions					
FICA (Note 4)	70,300	74,600	80,100	5,500	7.4%
Group Health Insurance (Note 5)	143,700	158,500	162,000	3,500	2.2%
Retirement	84,900	90,200	90,200	-	0.0%
Workers & Unemployment Comp.	4,000	4,400	4,700	300	6.8%
Life Insurance	4,450	4,900	5,100	200	4.1%
Long Term Disability Insurance	5,050	5,300	5,700	400	7.5%
Total Benefit Costs	312,400	337,900	347,800	9,900	2.9%
<u>Administrative Costs</u>					
Commissioners Per Diem	11,000	11,100	11,100	-	0.0%
Rents:	214,200	223,700	227,800	4,100	1.8%
Office Rent (Note 6)	200,100	208,000	211,100	3,100	1.5%
Parking / Metrochek	14,100	15,700	16,700	1,000	6.4%
Insurance:	6,100	6,100	6,100	-	0.0%
Public Official Bonds	2,300	2,300	2,300	-	0.0%
Liability and Property	3,800	3,800	3,800	-	0.0%
Travel, Training and Development	16,400	27,600	28,000	400	1.4%
Conferences / Prof. Development	7,800	17,000	17,000	-	0.0%
Non-Local Travel	1,800	1,900	1,900	-	0.0%
Local Travel, Meetings	6,800	8,700	9,100	400	4.6%
Communication:	11,000	15,700	16,000	300	1.9%
Postage	2,900	2,500	2,500	-	0.0%
Telephone and Data	8,100	13,200	13,500	300	2.3%
Publications & Supplies	10,800	11,000	11,000	-	0.0%
Office Supplies	2,800	2,500	2,500	-	0.0%
Duplication and Paper	7,500	8,000	8,000	-	0.0%
Public Information	500	500	500	-	0.0%
Operations:	24,800	42,700	42,500	(200)	-0.5%
Furn. and Equip. (Capital) (Note 7)	17,000	31,300	30,900	(400)	-1.3%
Repairs and Maintenance	1,000	1,000	1,000	-	0.0%
Computer Operations	6,800	10,400	10,600	200	1.9%
Other General and Administrative	8,100	9,000	9,000	-	0.0%
Memberships	1,300	1,800	1,800	-	0.0%
Fees and Miscellaneous	5,600	5,600	5,600	-	0.0%
Advertising	1,200	1,600	1,600	-	0.0%
Total Administrative Costs	302,400	346,900	351,500	4,600	1.3%
<u>Contracting Services</u>					
Auditing	22,500	29,000	29,000	-	0.0%
Contract Services & Support (Note 8)	110,000	155,000	355,000	200,000	129.0%
Legal	-	35,000	35,000	-	0.0%
Total Contract Services	132,500	219,000	419,000	200,000	91.3%
Total Operating Program	<u>\$ 1,798,300</u>	<u>\$2,037,000</u>	<u>\$2,324,300</u>	<u>\$ 287,300</u>	<u>14.1%</u>

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2016 Proposed Amended Budget

The FY 16 budget is being amended to allow NVTC to move forward with the implementation of the I-66 Inside the Beltway Multimodal Project. Budget adjustments include a project coordinator, and contracted services for communications, outreach, public engagement and technical support.

1. Revenue: Project Chargebacks

This category consists primarily of charges for NVTC staff support for VRE and reimbursed from VRE's budget, and reimbursable expenses related to the implementation of the Inside the Beltway Project known provisionally as the regional I-66 Corridor Multimodal Funding Program. NVTC has requested that VDOT fund the implementation costs that will be incurred by NVTC.

2. Revenue: Appropriated Surplus

Included as a source of revenue in the FY 16 budget is a projected excess accumulated surplus that is available to offset the proposed operating budget expenses, which is the result of prior year favorable budget variances. This available surplus is in excess of the commission's anticipated minimum operating requirements.

3. Salaries and Wages

Implementation of the I-66 project will require additional resources for NVTC. The I-66 project staffing plan assumes existing staff will devote various levels of effort to the project, and a new project coordinator position will be created.

4. FICA Tax

NVTC's budgeted share of FICA and Medicare taxes is a function of budgeted payroll times the current tax rates.

5. Group Health Insurance

The FY16 budget includes a provision for health insurance coverage for all NVTC staff positions, with the exception of the Executive Director position, regardless of whether or not employees in those positions participate in NVTC's health insurance plan. Unless all eligible employees participate in NVTC's health insurance program, actual expenditures will be less than budgeted. The amended budget includes health insurance costs for one additional staff.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2016 Proposed Amended Budget

6. Office Rent

The administrative office lease was renewed during FY 11 for the period January 2011 through May 2021. Rent expense included in the FY 16 budget is based upon the fixed costs of the lease, with a provision for increases in common area expenses. NVTC is accommodating additional personnel within its existing footprint, and is reconfiguring space to make it more flexible to accommodate visiting jurisdictional, VRE, DRPT, and NVT staff, as well as members of the Commission's Board on an occasional or short-term basis. Subject to availability, NVTC intends to lease excess furnished office space from an existing tenant to accommodate staff under a short term renewable arrangement. The amended budget reprograms funds from the Furniture and Equipment line, which includes a provision for the additional reconfiguring of the existing office space which will not be necessary if excess office space is leased.

7. Furniture and Equipment

This budget category provides for the replacement and acquisition of office furniture and equipment, including computer hardware. The approved FY 16 budget includes funds to complete the office reconfiguration that was begun in FY 15, and to reconfigure existing offices to shared or flex office space. The amended budget reprograms a portion of these costs to office rent as explained in Note 6, and includes additional telephone and computer equipment costs to accommodate the I-66 project.

8. Contracted Services and Support

The FY 16 approved budget includes a provision for research and technology support efforts, state liaison activities, human resource, procurement and limited administrative support. The amended budget adds resources required to implement and manage the I-66 Inside the Beltway Multimodal Project through a new staff position (project coordinator), combined with contract resources. This is the most cost effective approach in allowing for variable level of efforts required both in the initial phase and for the first seven years of the project. Contract resources are sought to meet public engagement requirements as well as a range of technical support needs. This includes grants management, financial management, analytical support for the development and assessment of eligibility criteria, development of templates and analytical data to support the initial call for projects, development and application of measure of effectiveness, annual reporting, five year assessment of MOES, and compliance activities. The scope, levels of effort, and functional areas were benchmarked with relevant VDOT and DRPT contracts. The level of effort and functions were also developed based on consultations with organizations hosting similar projects.

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PRELIMINARY BUDGET

**FISCAL YEAR
2017**

(July 1, 2016 – June 30, 2017)

-- October 1, 2015 --

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
BUDGETED FISCAL YEAR 2017 REVENUE
Preliminary

	<u>FY 2015 Actual</u>	<u>Approved Budget FY 2015</u>	<u>Proposed Amended Budget FY 2016</u>	<u>Preliminary Budget FY 2017</u>	<u>FY16 - FY17 Increase (Decrease)</u>	<u>Percent Change</u>
Local Share from State Aid (Note 1)	\$ 1,335,553	1,335,553	\$ 1,546,253	\$ 1,515,953	\$ (30,300)	-2.0%
Local Direct Contributions (Note 1)						
Alexandria	35,246	35,246	37,145	37,846		
Arlington	55,685	55,685	55,567	57,038		
City of Fairfax	5,212	5,212	4,692	4,855		
Fairfax County	167,903	167,903	168,142	170,160		
Falls Church	2,549	2,549	2,436	2,336		
Loudoun	17,652	17,652	16,265	12,012		
Total Local Direct	284,247	284,247	284,247	284,247	-	0.0%
Total Contributions	1,619,800	1,619,800	1,830,500	1,800,200	(30,300)	-1.7%
Interest and Other Revenue	970	1,500	1,500	1,500	-	0.0%
Project Chargebacks (Note 2):						
I-66 Project	-	-	287,300	464,400	177,100	61.6%
VRE / Other	90,069	80,000	80,000	80,000	-	0.0%
Project Grant Billings (Note 3)	9,008	40,000	40,000	40,000	-	0.0%
Appropriated Surplus (Note 4)	(106,381)	57,000	85,000	213,000	128,000	150.6%
Total Revenue	<u>\$ 1,613,466</u>	<u>\$ 1,798,300</u>	<u>\$ 2,324,300</u>	<u>\$ 2,599,100</u>	<u>\$ 274,800</u>	<u>13.5%</u>

*Note: NVTC's WMATA jurisdictions receive and recognize state operating and capital assistance for their annual commitments to WMATA and local transit systems. This revenue is then pooled at NVTC and allocated among the jurisdictions based on NVTC's Subsidy Allocation Model (SAM), and held in trust for the jurisdictions' transit use. Before the funding is allocated, NVTC's SAM resolution states that amounts are to be applied to WMATA debt service, certain NVTC projects, and a portion of the general and administrative budget of NVTC. The amount used for NVTC's general and administrative expenses is determined each year by NVTC's approved budget.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
SCHEDULE OF FISCAL YEAR 2017 BUDGETED EXPENDITURES
Preliminary

		Proposed				
	FY 2015	Approved	Amended	Preliminary	FY16 - FY17	Percent
	Actual	Budget	Budget	Budget	Increase	Change
		FY 2015	FY 2016	FY 2017	(Decrease)	
<u>Personnel Costs</u>						
Salaries and Wages (Note 5)	\$ 961,640	\$ 1,001,000	\$ 1,156,000	\$ 1,302,000	\$ 146,000	13.5%
Fellow Program	11,260	50,000	50,000	50,000	-	0.0%
Total Personnel Costs	972,900	1,051,000	1,206,000	1,352,000	146,000	12.9%
<u>Benefits</u>						
Employer's Contributions						
FICA (Note 6))	65,232	70,300	80,100	90,300	10,200	13.7%
Group Health Insurance (Note 7)	40,398	143,700	162,000	139,500	(22,500)	-14.2%
Retirement (Note 8)	83,056	84,900	90,200	145,000	54,800	60.8%
Workers & Unemployment Comp.	4,708	4,000	4,700	4,900	200	4.5%
Life Insurance	3,322	4,450	5,100	5,300	200	4.1%
Long Term Disability Insurance	4,163	5,050	5,700	6,400	700	13.2%
Total Benefit Costs	200,879	312,400	347,800	391,400	43,600	12.9%
<u>Administrative Costs</u>						
Commissioners Per Diem (Note 9)	8,400	11,000	11,100	9,800	(1,300)	-11.7%
Rents:	209,565	214,200	227,800	239,600	11,800	5.3%
Office Rent (Note 10)	201,462	200,100	211,100	223,400	12,300	5.9%
Parking / Metrochek	8,103	14,100	16,700	16,200	(500)	-3.2%
Insurance:	5,323	6,100	6,100	5,800	(300)	-4.9%
Public Official Bonds	1,600	2,300	2,300	2,000	(300)	-13.0%
Liability and Property	3,723	3,800	3,800	3,800	-	0.0%
Travel, Training and Development	25,468	21,400	28,000	29,300	1,300	4.7%
Conferences / Prof. Devel (Note 11)	6,015	7,800	17,000	17,000	-	0.0%
Non-Local Travel	4,318	1,800	1,900	2,300	400	21.1%
Local Travel, Meetings (Note 12)	15,135	11,800	9,100	10,000	900	10.3%
Communication:	8,305	11,000	16,000	15,700	(300)	-1.9%
Postage	1,388	2,900	2,500	2,000	(500)	-20.0%
Telephone and Data (Note 13)	6,917	8,100	13,500	13,700	200	1.5%
Publications & Supplies	17,167	15,800	11,000	11,600	600	5.5%
Office Supplies (Note 14)	2,674	2,800	2,500	2,500	-	0.0%
Duplication and Paper (Note 15)	8,384	7,500	8,000	8,600	600	7.5%
Public Information	6,109	5,500	500	500	-	0.0%
Operations:	22,232	24,800	42,500	22,900	(19,600)	-45.9%
Furn.and Equip. (Capital) (Note 16)	16,389	17,000	30,900	11,500	(19,400)	-62.0%
Repairs and Maintenance	89	1,000	1,000	1,000	-	0.0%
Computer Operations (Note 17)	5,754	6,800	10,600	10,400	(200)	-1.9%
Other General and Administrative	9,817	8,100	9,000	9,000	-	0.0%
Memberships	1,191	1,300	1,800	1,800	-	0.0%
Fees and Miscellaneous	6,985	5,600	5,600	5,600	-	0.0%
Advertising (Note 18)	1,641	1,200	1,600	1,600	-	0.0%
Total Administrative Costs	306,277	312,400	351,500	343,700	(7,800)	-2.2%
<u>Contracting Services</u>						
Auditing (Note 19)	29,870	22,500	29,000	22,000	(7,000)	-24.1%
Contract Services & Support (Note 21)	103,540	160,000	355,000	455,000	100,000	64.5%
Legal (Note 22)	-	-	35,000	35,000	-	0.0%
Total Contract Services	133,410	182,500	419,000	512,000	93,000	42.5%
Total Operating Program	\$ 1,613,466	\$ 1,858,300	\$ 2,324,300	\$ 2,599,100	\$ 274,800	13.5%
I-66 Implementation Included Above	-	-	287,300	464,100	176,800	
Operating Program Net of I-66 Impl.	\$ 1,613,466	\$ 1,858,300	\$ 2,037,000	\$ 2,135,000	\$ 98,000	4.8%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2017 Preliminary Budget

The FY 17 budget includes resources that will allow NVTC to move forward with the implementation of the I-66 inside the beltway project. These additional resources include a project coordinator, and contracted services for communications, outreach, public engagement and technical support. An equal amount of revenue to cover these expenses has been budgeted as a source of revenue, in the form of bridge funding from the Commonwealth. Of the \$274,800 or 13.5% increase in total expenses from the amended FY16 budget, the increase in I-66 implementation costs account for \$176,800. The budget net of these costs increased \$98,000, or 4.8% from the FY16 approved budget. The primary components of this increase include budgeting a full year for a new position included mid-year in the FY 16 approved budget, and required retirement plan contributions. Salaries and wages include a 4% allowance for performance increases and benchmarking of existing positions. Of note is that a favorable budget variance in prior years is available to more than offset this increase, allowing the total jurisdiction contribution to decrease 1.7% from the FY 16 budget.

1. Revenue: Jurisdictional Contributions

Revenue from Local Direct Contributions

Each NVTC jurisdiction is assigned a share of the local portion of NVTC's administrative budget based on its share of revenue received by NVTC on behalf of jurisdictions from all sources in the previous year. This procedure is required by state statute and results in changes in contributions from one year to another that vary for each jurisdiction depending on relative shares of revenue received. The allocation in this FY 17 budget is based on the FY 15 Subsidy Allocation Model. Note: NVTC jurisdictions will receive notice in the fall of their share of local direct contributions in the preliminary budget for FY 17 no later than October 31, 2015.

Revenue from State Assistance

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

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2017 Preliminary Budget

2. Revenue: Project Chargebacks

This category consists primarily of charges for NVTC staff support for VRE and reimbursed from VRE's budget, and reimbursable expenses related to the implementation of the Inside the Beltway Project known provisionally as the regional I-66 Corridor Multimodal Funding Program. NVTC has requested that VDOT fund the implementation costs that will be incurred by NVTC.

3. Revenue: Project Grant Billings

The FY 17 budget assumes a grant from DRPT's Intern Program that provides funding at 80 percent of the payroll and related costs. NVTC's Transit Fellows program is targeted at college graduates, graduate students and mid-career candidates. The benefit to NVTC is to provide specific technical resources for projects to advance NVTC's objectives of promoting connectivity, core capacity, and commuter rail using strategies emphasizing regional planning and research related to economic benefits of transit in the region and in the Commonwealth.

4. Revenue: Appropriated Surplus

Included as a source of revenue in the FY 17 budget is a projected excess accumulated surplus that is available to offset the proposed operating budget expenses, which is the result of prior year favorable budget variances. This available surplus is in excess of the commission's anticipated minimum operating requirements.

5. Salaries and Wages – (\$146,000 increase)

The Strategic Framework and its related Implementation Plan require NVTC to have technical capacity in financial management, planning, project management, and policy. The FY 15 budget provided critical investments designed to rebuild and/or strengthen NVTC's in-house capacities. The FY 16 approved budget sustains this and looks to targeted use of contracted services and leveraging the NVTC Fellows Program to meet the requirement for strong, diverse skills and knowledge, and staffing for these efforts.

The FY 17 budget includes a \$146,000, or 13.5% increase in overall compensation from the FY 16 amended budget. This change includes a 4.0% increase for existing positions (4.2% between budgets, or \$49,000), and 11.3% or \$97,000 due to including two positions for only part of the year in the FY 16 budget. The budget assumes that all positions will be funded in the low to mid-range of comparable positions, implement a pay plan, and provide performance-based pay increases to existing staff in line with those provided by local governments.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2017 Preliminary Budget

Benchmarking

NVTC has benchmarked all positions based on compensation studies, position comparisons with member jurisdictions and other transportation organizations, and the review of advertised positions with follow up interviews in select cases to confirm actual compensation versus advertised pay bands. While compensation is now better aligned with comparable positions, NVTC generally continues to lag in comparison with member jurisdictions and state and regional transportation agencies. The increase included in the FY 17 budget, coupled with other management actions will allow NVTC to continue to move to comparable salaries for all positions.

Pay Plan

Preliminary recommendations by a human resources consultant and counsel recommends a three-tier structure that will provide transparency, some predictability for future advancement within the organization, and may enhance retention and recruitment. This simplified structure is most appropriate for an organization of NVTC's size, and will complement succession planning and cross training.

Performance is aligned with performance pay in our member jurisdictions.

Additional Position

The salaries and wages line includes a full year of funding for an additional position to provide a dedicated resource for the implementation of the I-66 Inside the Beltway Multimodal Funding program, including management of contract support to be provided as needed. It is anticipated that this position will be funded as an administrative expense by toll revenues beginning July 1, 2017. A draft position description is attached.

Fellows Program

The proposed budget will continue the NVTC Fellows Program by building NVTC's technical capacity and to strengthen its ties with members of the research network. In FY 15 and FY 16 the NVTC Fellows Program was funded through a grant from DRPT. NVTC anticipates applying for a grant in FY 17 at the same level. Secretary Aubrey Layne launched the program at the 50th anniversary celebration and honored our first three fellows.

The Fellows Program provides a cost efficient and flexible way to employ new graduates and mid-career professional to complete specific short-term projects over a one- to six-month period. While the primary purpose is provide high-priority technical expertise for specific projects and products, it has also served as a valuable recruitment tool and created opportunities to connect with university programs within Virginia and nationally. In the first months of operation, the initiative was oversubscribed by qualified candidates and by important projects.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2017 Preliminary Budget

To date, NVTC has appointed seven fellows. In the past year Fellows have designed and helped launch NVTCs emergency management planning and exercise program and written content for the relaunched website, provided research and analytic support on state legislative matters including setting up and maintaining legislative reporting to the NVTC legislative and policy committee.

In past, fellows have completed a business outreach plan, planned and supported issues briefings in Richmond, developed a web page of resources on making the business case for transit, conducted a literature survey on the economic benefits of transit, conducted an initial gap analysis and developed a project management tool for regional planning activities, organized a multi-agency panel at the Virginia Transit Association, participated in the VTA planning committee of the 2013 VTA conference on behalf of NVTC, expanded and updated the regional studies inventory, created a timeline of regional planning cycles, and produced an interactive online map of regional transit services.

For the remainder of FY 16, priority is given to projects such as analysis of gas tax receipts, analysis of alternative sources of transit funding including white papers on P3 and transit, value capture and transit, and dedicated sources of funding for operating assistance, and infrastructure bank finance of transit projects.

6. FICA (\$10,200 increase)

NVTC's budgeted share of FICA and Medicare taxes is a function of budgeted payroll times the current tax rates.

7. Group Health Insurance (\$22,500 decrease)

A provision for health insurance coverage is included for all NVTC staff positions, with the exception of the Executive Director position, regardless of whether or not the current employees in those positions participate in NVTC's health insurance plan. Unless all eligible employees participate in NVTC's health insurance program, actual expenditures will be less than budgeted.

NVTC's actual health insurance group rates decreased significantly in FY 15. This was caused by the cancelation of NVTC's existing policy, with the substitution of the next closest policy offered by the provider, which has much lower premiums. However, the level of coverage, out of pocket costs and deductibles are quite different from the plan previously offered. NVTC intends to explore other options in FY 16, and for budgeting purposes assumes coverage similar to NVTC's previous health insurance plan.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2017 Preliminary Budget

8. Retirement (\$54,800 increase)

The budgeted amount of employer pension contributions for the NVTC Target Benefit Pension Plan is based on actuarial formulas using budgeted staff and salary levels for FY17. Because the formulas take into account factors in addition to payroll costs, such as years to retirement and investment return, changes in budgeted contributions do not necessarily change directly with budgeted payroll. The increase in the FY 17 budget is due in part by the recent addition of experienced staff that will be eligible to participate in NVTC's retirement plan.

9. Commissioners' Per Diem (\$1,300 decrease)

The FY 17 budget is based upon the regular meeting schedule, and includes per diems at the statutory rate of \$50 for commissioners other than senators and delegates, with a minimal contingency for increased attendance. Effective July 1, 2011, NVTC is no longer responsible for reimbursing the state for the \$200 per diem for senators and delegates.

10. Office Rent (\$12,300 increase)

The administrative office lease was renewed during FY 11 for the period January 2011 through May 2021. Rent expense included in the FY 17 budget is based upon the fixed costs of the lease, with a provision for increases in common area expenses. NVTC is accommodating additional personnel within its existing footprint, and is reconfiguring space to make it more flexible to accommodate visiting jurisdictional, VRE, DRPT, and NVTA staff, as well as members of the Commission's Board on an occasional or short-term basis. Subject to availability, NVTC intends to lease excess furnished office space from an existing tenant to accommodate staff under a short term renewable arrangement. Additional rent has been included in the FY 17 budget for this sublease.

11. Conference / Professional Development (no change)

This item was eliminated with the FY 10 budget, and was restored with the FY 14 revised budget. Included in this line for FY 17 are the estimated registration, travel and lodging costs for conferences, professional development, in-house training, and accreditation. Unlike the member jurisdictions, NVTC does not have access to in-house training. The budget assumes NVTC staff and leadership will participate in the Governor's Transportation and Economic Development Conferences, and represent the region in conferences hosted by the Virginia Municipal League, Virginia Association of Counties, the Virginia Chapter of the Association of Planners, the Virginia Transit Association, and the Transportation Research Board. It also allows participation in a number of relatively low cost conferences hosted locally with registrations of \$25 to \$100. Participation is in support of the core activities of NVTC, e.g. it is representational not an employee benefit, and is consistent with the levels of representation by our member jurisdictions. Out of region travel permits limited out of state travel for Region III and NTI training as well as limited representational travel for key national conferences... Half of the representational, professional development and out of region travel by the management team included in the prior proposed budget continues to be deferred. The budget

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2017 Preliminary Budget

assumes no international travel. NVTC seeks to minimize travel expenditures through shared rides and registration fees by participating in panels at conferences.

12. Local Travel, NVTC and Other Meetings (\$900 increase)

This line includes the costs of NVTC Commission meetings, hosting regional meetings, and the costs of NVTC staff traveling to meetings elsewhere in the region. The cost for membership in Zip Car and Capital Bikeshare is included. The increase in this line reflects increased requirements in FY 16 related both to increased travel requirements and event support and an expanded staff.

13. Telephone and Data (\$200 increase)

This line includes the fixed contracted cost for phone and data service at NVTC's office, and mobile and data service for staff.

14. Office Supplies (no change)

The FY 17 budget for this item is based on the average of prior years' actual costs.

15. Duplication and Paper (\$600 increase)

During FY 11, NVTC negotiated a five-year copier lease and service contract for considerable savings over the previous arrangement, which expires during FY 16. The estimated cost of similar equipment and service contract has been included in this line. The duplication expenses of paper and staples, which are not included in the contract, have been budgeted based upon estimated usage levels.

16. Furniture and Equipment (\$19,400 decrease)

This budget category provides for the replacement and acquisition of office furniture and equipment, including computer hardware. The FY 17 budget includes funds to replace existing computer equipment, software and furniture.

17. Computer Operating Expense (\$200 decrease)

Computer operating expenses include outside network consulting and services, geographic information system (GIS) licensing fees, software upgrades and supplies, web hosting fees, and a provision for disaster recovery efforts. The FY 17 budget is based on an average of prior year actual costs, with a small provision for disaster recovery costs. In an effort to increase usability, dependability, and decrease overall cost, email and related functions were moved from the in-house Exchange server to a cloud-based service. The FY 17 budget reflects the annual costs of this service.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2017 Preliminary Budget

18. Advertising (Personnel/Procurement) (no change)

The FY 17 budget includes a provision for personnel and procurement advertising. An average of prior year costs was used to develop the budgeted amount as this category fluctuates from year to year, with a slight increase for additional requests for proposals (RFPs).

19. Auditing (\$7,000 decrease)

NVTC entered into a three-year contract for auditing services beginning with the audit of FY 15, with two, two-year options. The FY17 budget is based on the costs included in this contract. The FY16 budget included the cost of the bi-annual audit of NVTC's Target Benefit Pension Plan. Decreases in this line primarily reflect the biannual audit.

20. NVTC Regional Projects

NVTC regularly manages many regional projects that are funded outside of the general and administrative budget; however NVTC generally contributes staff time and related expenses. For FY 17 these projects will include the NTD collection and reporting, Route 7, NEPP, and reporting on the value of transit and bike and pedestrian infrastructure improvements in Virginia. In addition, NVTC will seek support outside of its general and administrative budget for additional efforts.

21. Contract Services and Support (\$100,000 increase)

The FY 17 budget includes a provision for research and technology support efforts, technical support for I-66 Inside the Beltway Multimodal Funding Program, state liaison activities, human resource, procurement and limited administrative support.

Human Resources

Currently NVTC contracts with a payroll service for certain payroll related functions. The payroll service provides limited human resources (HR) support, such as technical advice in the form of training and model practices and manuals. To date, recruitment has been staffed by the Assistant Financial Officer and managed by the Executive Director. NVTC seeks to establish an external EEOC capability and to contract for addition human resource support for reviewing position descriptions and job classifications, assessing new performance management system and training managers on its application, supporting annual performance reviews and the implementation of professional development goals and performance goals for all employees. This will augment the HR responsibilities of the Assistant Financial Officer, the Program and Policy Director and the Executive Director.

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Explanatory Notes to Fiscal Year 2017 Preliminary Budget

Procurement

From the completion of the SmarTrip Project until this past year, NVTC's procurement activity had been very limited. NVTC's lead for FTA's grant management and as project manager for the New Electronic Payments Project (NEPP) partnership has served as technical support for expanded procurement activities. NVTC requires both administrative and technical support to manage procurements and contracts going forward for this project and other activities. Contract support is sought to develop and administer procurements over the course of the fiscal year. Agency requirements do not warrant an additional position in this role; the Executive Director in conjunction with the management team will assess the need for ongoing support in this area dependent on the development of the NVTC work program. The anticipated role of NVTC in the NEPP acquisition may warrant an expansion of this role.

I-66 Inside the Beltway

The budget provides resources required to implement and manage the I-66 Inside the Beltway Multimodal Project through a new staff position (project coordinator), combined with contract resources. This is the most cost effective approach in allowing for variable level of efforts required both in the initial phase and for the first seven years of the project. Contract resources are sought to meet public engagement requirements as well as a range of technical support needs. This includes grants management, financial management, analytical support for the development and assessment of eligibility criteria, development of templates and analytical data to support the initial call for projects, development and application of measure of effectiveness, annual reporting, five year assessment of MOES, and compliance activities. The scope, levels of effort, and functional areas were benchmarked with relevant VDOT and DRPT contracts. The level of effort and functions were also developed based on consultations with organizations hosting similar projects.

22. Legal (no change)

In FY 15, the Board of NVTC appointed Arlington's County Counsel as Counsel to the Commission. Appointed Counsel has provided essential services in matters internal to the commission and in relation to the Commission's roles and responsibilities with regard to WMATA. In addition, Counsel has provided advice, drafting, and training with respect to compliance with Virginia FOIA and Open Meetings Act requirements, as well as review of contracts and board resolutions. NVTC's Counsel also serves as counsel for VRE. .

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MULTIMODAL PROJECT COORDINATOR

The Multimodal Project Coordinator serves as the Project Manager for the I-66 Multimodal Corridor Project. These efforts include program development, regional coordination, facilitating the project selection process, project monitoring and oversight, and related grants management.

Program Development

Develops the Multimodal Funding Program pursuant to the Framework agreement. Tasks include the following:

- Provides technical support and drafting of call for projects;
- Administers project selection criteria adopted by the Commission;
- Creates and maintains an annual program calendar;
- Provides oversight of the development of project profiles;
- Develops necessary project application forms and funding agreements;
- Monitors measures of effectiveness;
- Creates project list and related project profile; and
- Prepares supporting products and processes.

Regional Coordination

Supports the Executive Director in the coordination of the Management Advisory Committee, especially with respect to Multimodal Funding Program project committee.

Tasks include the following:

- Develops work plan of this Multimodal Funding Program project committee,
- Develops the committee agenda,
- Provides background and meeting materials,
- Drafts meeting summaries, and
- Reports on the work of the Committee to the Commission through the Executive Director.

In collaboration with Management Advisory Team and NVTC Project Managers, coordinates Multimodal Funding Program with all jurisdictions within Planning District 8, Virginia Department of Transportation (VDOT), Virginia Department of Rail and Public Transportation (VDRPT), Washington Metropolitan Transportation Authority (WMATA or Metro), Virginia Railway Express (VRE), and National Capital Region Transportation Planning Board (TPB), the metropolitan planning organization for the Washington region.

Project Selection

Implements the NVTC's Multimodal Funding Program, through the following tasks:

- Facilitates the solicitation and review of project applications;
- Manages the screening process to determine projects for initial eligibility;
- Coordinates the evaluation of project applications (*process TBD*); and

- Oversees the development of the recommended project list(s) for the consideration of the Commission including the relevant supporting material such as project profiles and applications.

Monitoring and Compliance

Provides appropriate monitoring of projects selected under the Multimodal Program to ensure compliance with state and federal legislation and regulations. Tasks include the following:

- Collaborates with, and advise, member jurisdictions to ensure compliance with the terms of the Framework Agreement for the Multimodal Funding Program and relevant state and federal law, as well as Commission guidance;
- Reviews member jurisdiction use of funds to ensure compliance with the Framework Agreement for the Multimodal Funding Program and relevant state and federal law as well as Commission guidance;
- Monitors implementation of projects receiving NVTC funds with respect to approved project description, schedule and reimbursement requests;
- Supports NVTC's annual reporting activities and reporting pursuant to the NVTC Strategic Framework and Implementation Plan;
- Develops and staff quarterly reporting of projects, and prepares an annual report on implementation in accordance with the Framework Agreement;
- Solicits public comment and preparing responses to comments received by the NVTC with respect to recommended project list; and
- Serves as FOIA officer for this project.

Grants Management

- Coordinates the execution of Multimodal project agreements;
- Receives requests for project reimbursements from eligible jurisdictions and implementing agencies and coordinate with the Director of Finance and Administration on those requests;
- Supports the Director of Finance and Administration in the preparation of annual debt service and cash flow analysis and any other requirements related to debt issuance; and
- Ensures the Director of Finance and Administration is informed of potential changes to projects that could possibly impact the cash flow analysis.

Project Management for Technical Support

- Serves as project manager for related technical support and communications and outreach contract(s).

TO: Chairman Snyder and NVTC Commissioners
FROM: Kelley Coyner, Scott Kalkwarf and Colethia Quarles
DATE: September 24, 2015
SUBJECT: Financial Items

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

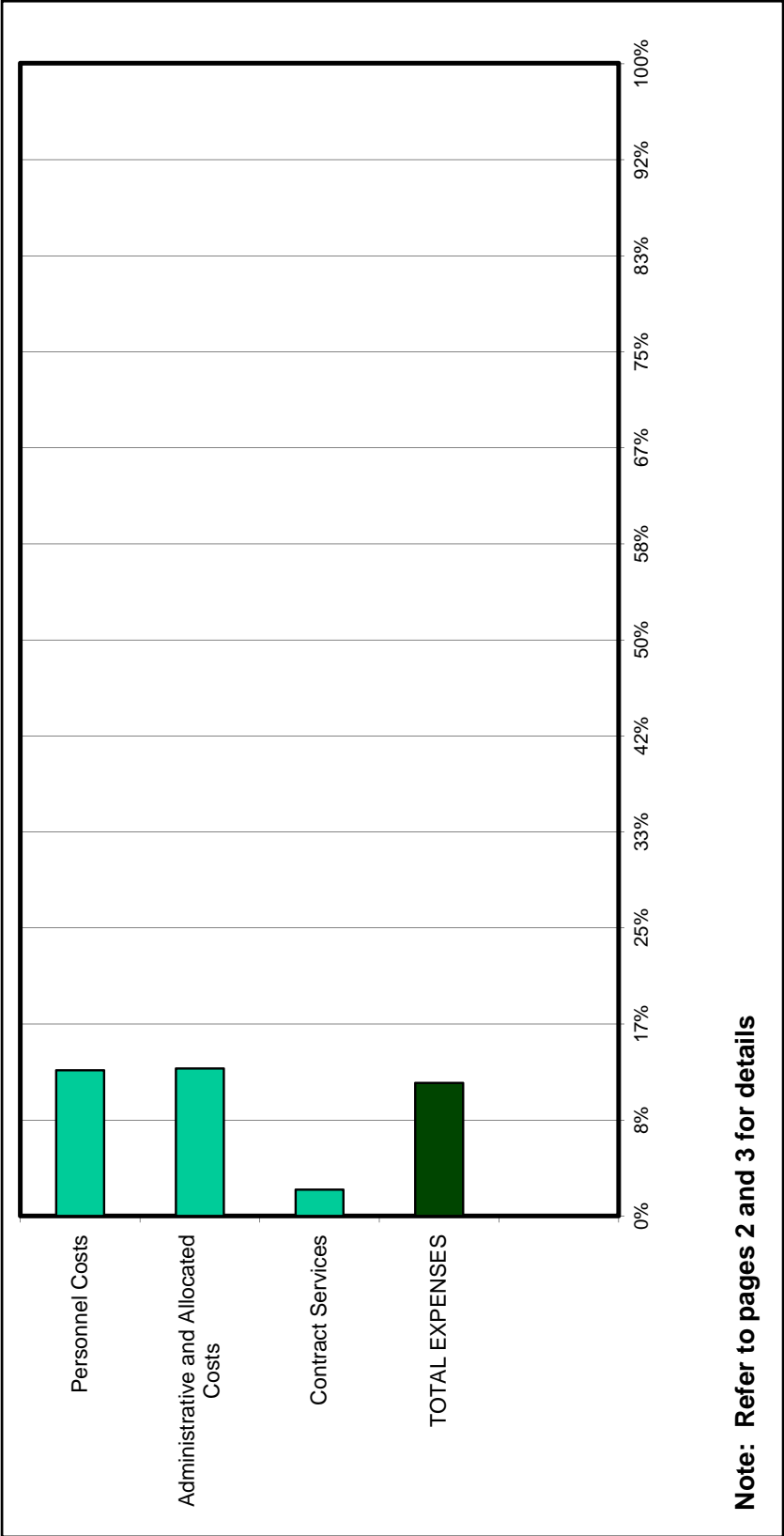
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Northern Virginia Transportation Commission

Financial Reports

August, 2015

Percentage of FY 2016 NVTC Administrative Budget Used
August 2015
(Target 16.67% or less)



NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
August 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	\$ 75,534.72	\$ 152,048.85	\$ 1,133,200.00	\$ 981,151.15	86.6%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>75,534.72</u>	<u>152,048.85</u>	<u>1,133,200.00</u>	<u>981,151.15</u>	<u>86.6%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	5,690.56	10,865.05	74,600.00	63,734.95	85.4%
Group Health Insurance	3,898.94	7,854.63	158,500.00	150,645.37	95.0%
Retirement	6,705.00	13,410.00	90,200.00	76,790.00	85.1%
Workmans & Unemployment Compensation	261.91	326.91	4,400.00	4,073.09	92.6%
Life Insurance	396.17	563.20	4,900.00	4,336.80	88.5%
Long Term Disability Insurance	375.22	750.44	5,300.00	4,549.56	85.8%
Total Benefit Costs	<u>17,327.80</u>	<u>33,770.23</u>	<u>337,900.00</u>	<u>304,129.77</u>	<u>90.0%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	350.00	1,250.00	11,100.00	9,850.00	88.7%
<u>Rents:</u>					
Office Rent	17,834.45	35,379.64	223,700.00	188,320.36	84.2%
Parking & Transit Benefits	16,884.00	33,516.94	208,000.00	174,483.06	83.9%
	950.45	1,862.70	15,700.00	13,837.30	88.1%
<u>Insurance:</u>					
Public Official Bonds	310.00	620.00	6,100.00	5,480.00	89.8%
Liability and Property	-	-	2,300.00	2,300.00	100.0%
	310.00	620.00	3,800.00	3,180.00	83.7%
<u>Travel:</u>					
Conference / Professional Development	1,259.08	1,339.73	27,600.00	26,260.27	95.1%
Non-Local Travel	624.00	624.00	17,000.00	16,376.00	96.3%
Local Travel, Meetings and Related Expenses	-	-	1,900.00	1,900.00	100.0%
	635.08	715.73	8,700.00	7,984.27	91.8%
<u>Communication:</u>					
Postage	480.58	960.72	15,700.00	14,739.28	93.9%
Telephone and Data	-	-	2,500.00	2,500.00	100.0%
	480.58	960.72	13,200.00	12,239.28	92.7%
<u>Publications & Supplies</u>					
Office Supplies	1,114.28	1,972.53	11,000.00	9,027.47	82.1%
Duplication and Paper	551.09	609.42	2,500.00	1,890.58	75.6%
Public Information	563.19	1,363.11	8,000.00	6,636.89	83.0%
	-	-	500.00	500.00	100.0%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
August 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)	1,322.45	1,629.20	42,700.00	41,070.80	96.2%
Repairs and Maintenance	1,015.70	1,015.70	31,300.00	30,284.30	96.8%
Computer Operations	-	-	1,000.00	1,000.00	100.0%
	306.75	613.50	10,400.00	9,786.50	94.1%
<i>Other General and Administrative:</i>					
Subscriptions	497.23	1,219.04	9,000.00	7,780.96	86.5%
Memberships	-	-	-	-	0.0%
Fees and Miscellaneous	79.67	404.34	1,800.00	1,395.66	77.5%
Advertising (Personnel/Procurement)	417.56	814.70	5,600.00	4,785.30	85.5%
Total Administrative Costs	-	-	1,600.00	1,600.00	100.0%
	<u>23,168.07</u>	<u>44,370.86</u>	<u>346,900.00</u>	<u>302,529.14</u>	<u>87.2%</u>
<u>Contracting Services</u>					
Auditing	-	-	29,000.00	29,000.00	100.0%
Contract Services and Support	2,500.00	5,000.00	155,000.00	150,000.00	96.8%
Legal	-	-	35,000.00	-	0.0%
Total Contract Services	<u>2,500.00</u>	<u>5,000.00</u>	<u>219,000.00</u>	<u>179,000.00</u>	<u>81.7%</u>
Total Gross G&A Expenses	<u>\$ 118,530.59</u>	<u>\$ 235,189.94</u>	<u>\$ 2,037,000.00</u>	<u>\$ 1,766,810.06</u>	<u>86.7%</u>

NVTC

RECEIPTS and DISBURSEMENTS

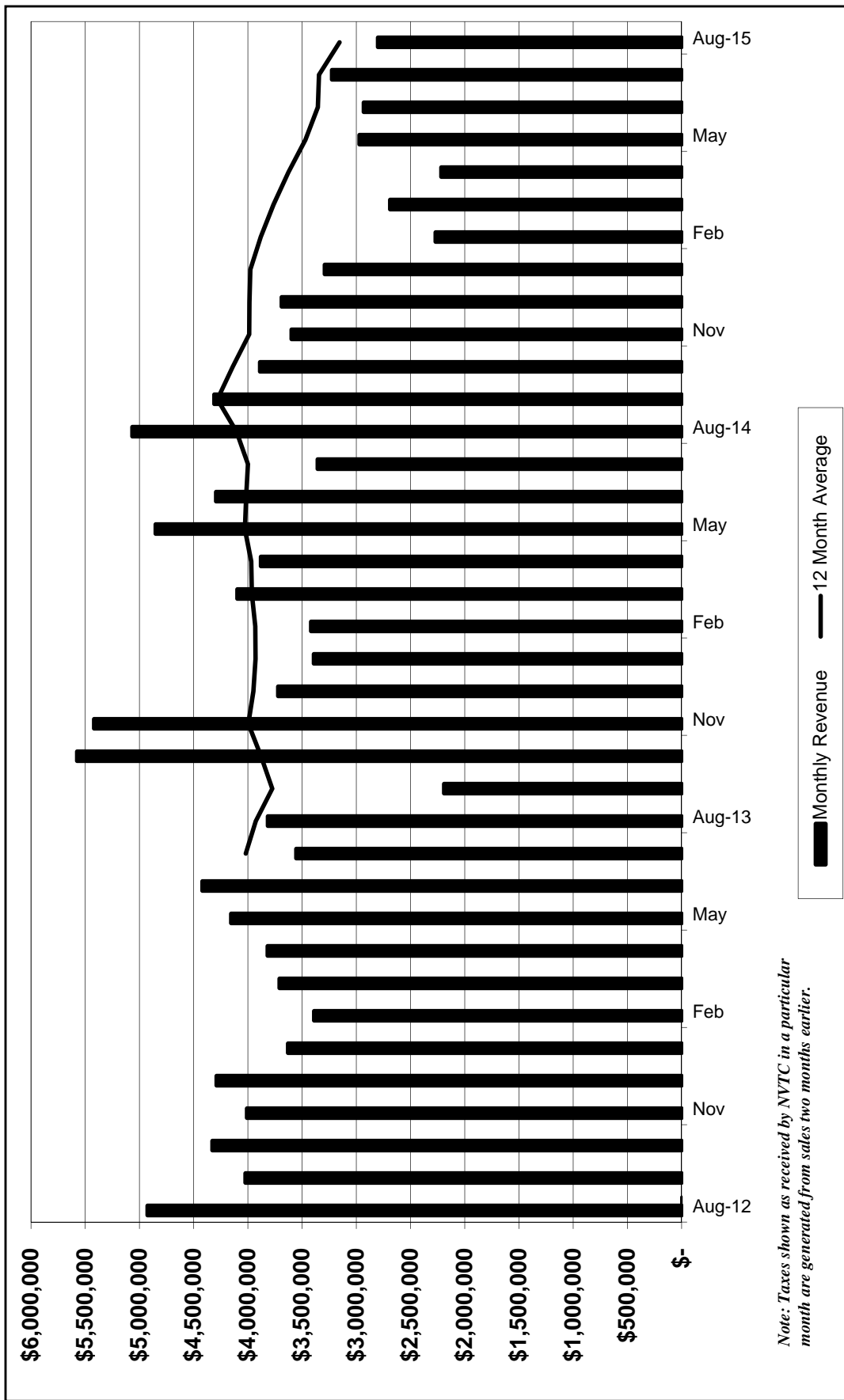
August, 2015

Date	Payer/ Payee	Purpose	Wells Fargo (Checking)	Wells Fargo (Savings)	G&A / Project	VA LGIP Trusts
RECEIPTS						
5	DRPT	Operating assistance - WMATA		168,142.00		\$ 8,315,853.00
6	Fairfax County	G&A contribution			468,931.00	
12	FTA	Grants receipts - Alexandria		13,435.24		
12	VRE	Staff support and expenses		11,569.36		
12	VRE	Local project revenue		8,132.50		
12	Loudoun	G&A contribution			117,233.00	39,823.00
12	DRPT	Grant receipt - Alexandria			973.00	11,394.00
12	DRPT	Grant receipt - Falls Church			20,000.00	
12	DRPT	Grant receipt - NEPP				
13	DRPT	Capital grant receipt - Arlington				
13	DRPT	Capital grant receipt - Falls Church			2,300,367.00	8,315,853.00
14	DRPT	Operating assistance - VRE				
14	DRPT	Operating assistance - WMATA				
17	DRPT	Capital grant receipt - VRE			3,727,117.00	102,718.00
17	DRPT	Capital grants receipts - Arlington				5,456.00
17	DRPT	Capital grant receipt		20,323.27		
20	VRE	Staff support and expenses				
21	FTA	Grant receipt - Falls Church			3,890.00	
21	DRPT	Capital grant receipt - VRE			21,950.00	2,328.54
26	DMV	Motor Vehicle Fuels Sales tax				2,797,016.39
27	DMV	Motor Vehicle Fuels Sales tax				
27	DRPT	Capital grants receipts - VRE		2.97	46,720.00	
31	Banks	Interest income	-	221,605.34	29.70	21,355.61
DISBURSEMENTS						
1-31	Various	G&A expenses	(120,604.57)			
5	Stantec	Consulting - NTD data collection project	(21,918.03)			
5	Parsons Brinckerhoff	Consulting - Route 7 project	(87,992.99)			
6	City of Alexandria	Costs incurred			(468,931.00)	
14	VRE				(2,300,367.00)	
17	Kimley-Horn	Consulting - NEPP project	(40,000.00)			
17	Falls Church	Costs incurred			(973.00)	
17	City of Alexandria	Costs incurred			(117,233.00)	
17	City of Falls Church	Other capital				(11,394.00)
17	VRE				(3,727,117.00)	
19	City of Fairfax	Other operating				(1,980.81)
21	VRE				(21,950.00)	
21	Falls Church	Costs incurred			(3,890.00)	
27	Stantec	NTD data collection project	(15,734.60)			
27	VRE			(59.71)	(46,720.00)	
31	Banks	Service fees	(65.86)	(59.71)		
TRANSFERS						
5	Transfer	From LGIP to LGIP (NTD project)			(6,687,181.00)	(13,374.81)
5	Transfer	From savings to checking	100,000.00	(100,000.00)	21,918.03	(21,918.03)
5	Transfer	From LGIP to checking	50,000.00	(50,000.00)		
21	Transfer	From savings to checking	150,000.00	(150,000.00)		(15,734.60)
26	Transfer	From LGIP to LGIP (NTD project)	300,000.00	(250,000.00)	15,734.60	(15,734.60)
NET INCREASE (DECREASE) FOR MONTH						
			\$ 13,683.95	\$ (28,454.37)	\$ 7,682.33	\$ 19,560,770.10

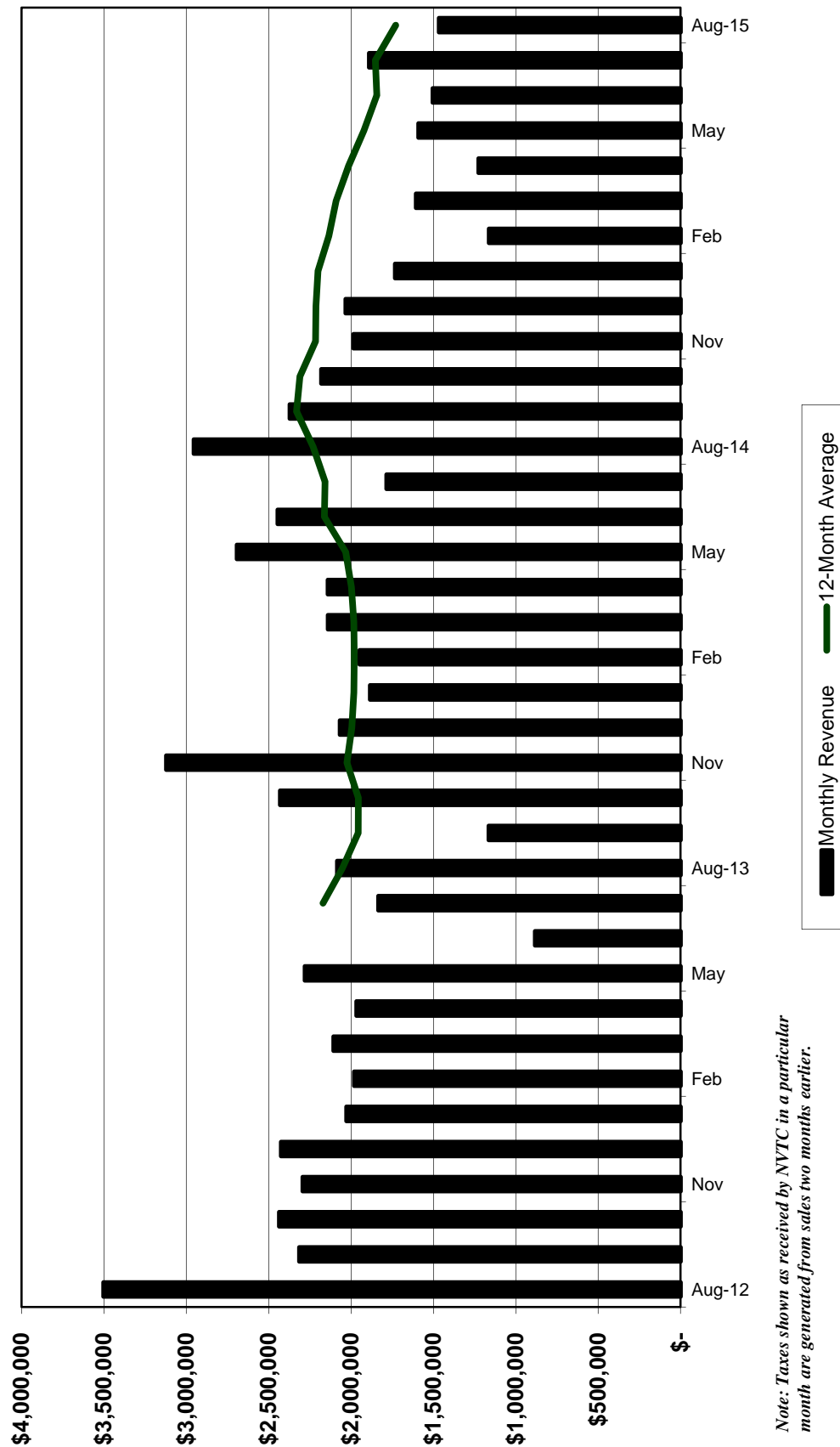
NVTC
INVESTMENT REPORT
August, 2015

<u>Type</u>	<u>Rate</u>	<u>Balance</u> <u>7/31/2015</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Balance</u> <u>8/31/2015</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	\$ 75,519.94	\$ 13,683.95	\$ 89,203.89	\$ 89,203.89	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	156,048.41	(28,454.37)	127,594.04	127,594.04	-	-
<u>Investments - State Pool</u>							
Bank of America - LGIP	0.165%	140,281,978.92	19,568,452.43	159,850,431.35	190,304.34	139,434,253.42	20,225,873.59
		<u>\$ 140,513,547.27</u>	<u>\$ 19,644,106.24</u>	<u>\$ 160,067,229.28</u>	<u>\$ 407,102.27</u>	<u>\$ 139,434,253.42</u>	<u>\$ 20,225,873.59</u>

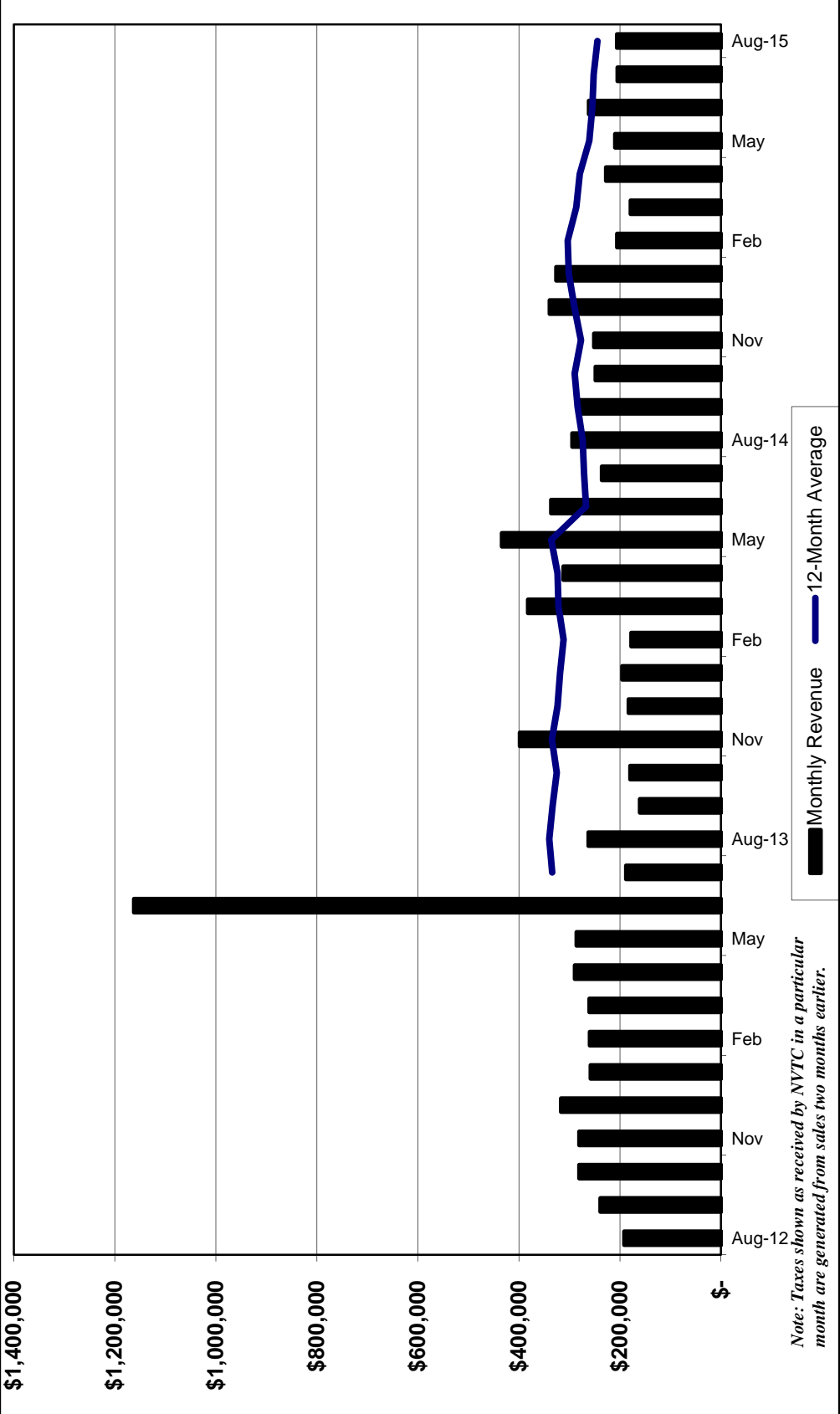
NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2013-2016



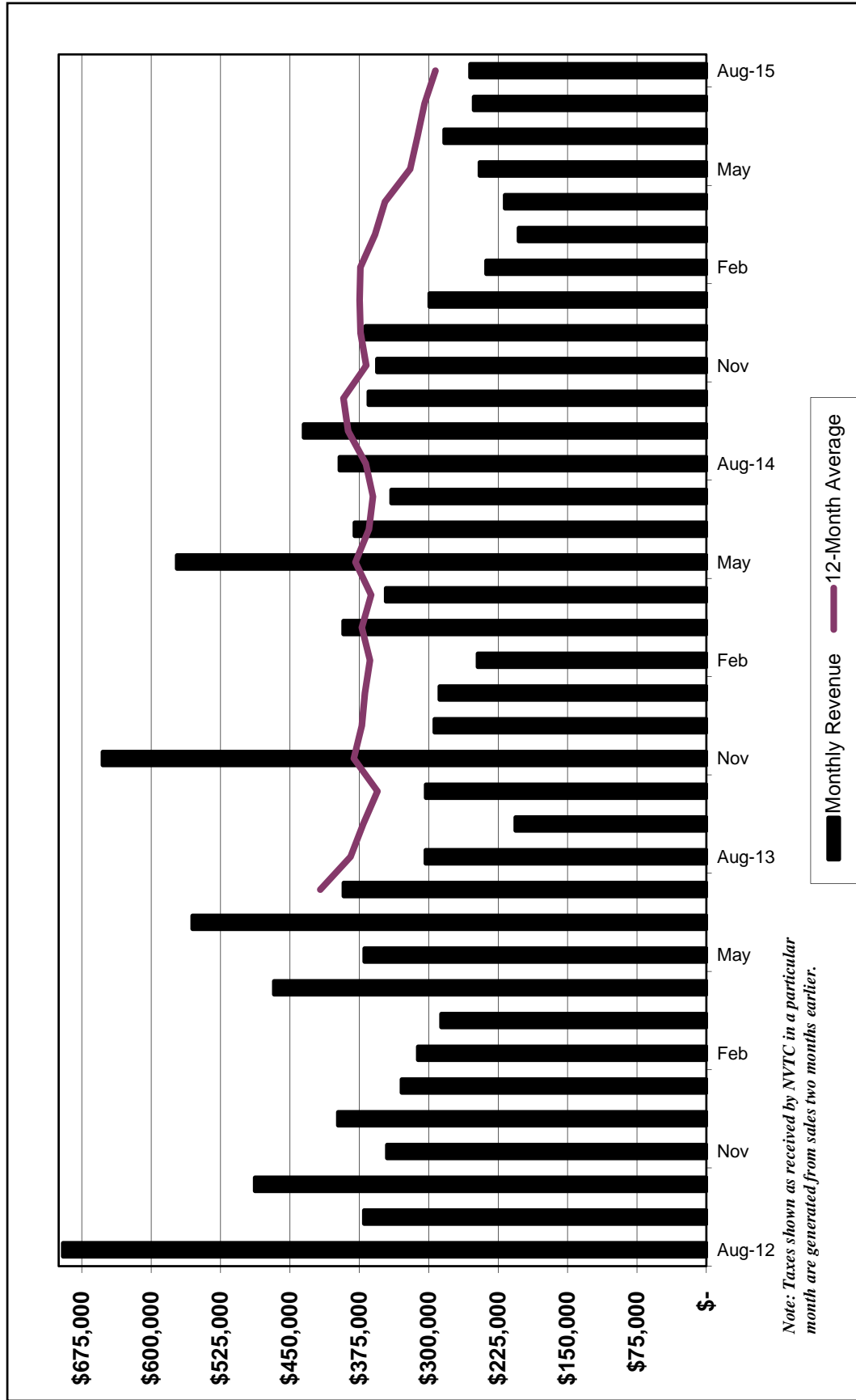
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2013-2016



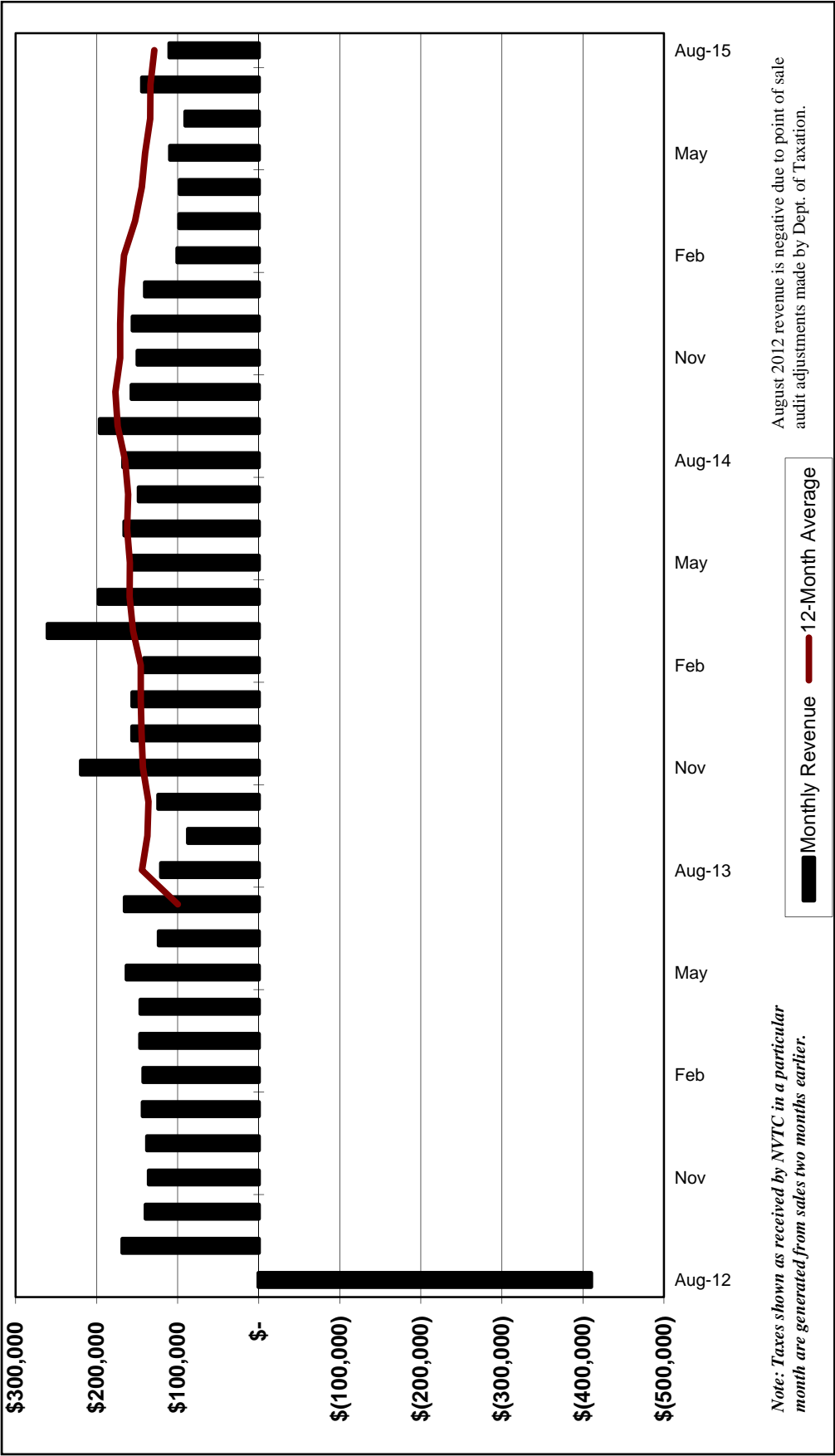
NVTC MONTHLY GAS TAX REVENUE
CITY OF ALEXANDRIA
FISCAL YEARS 2013-2016



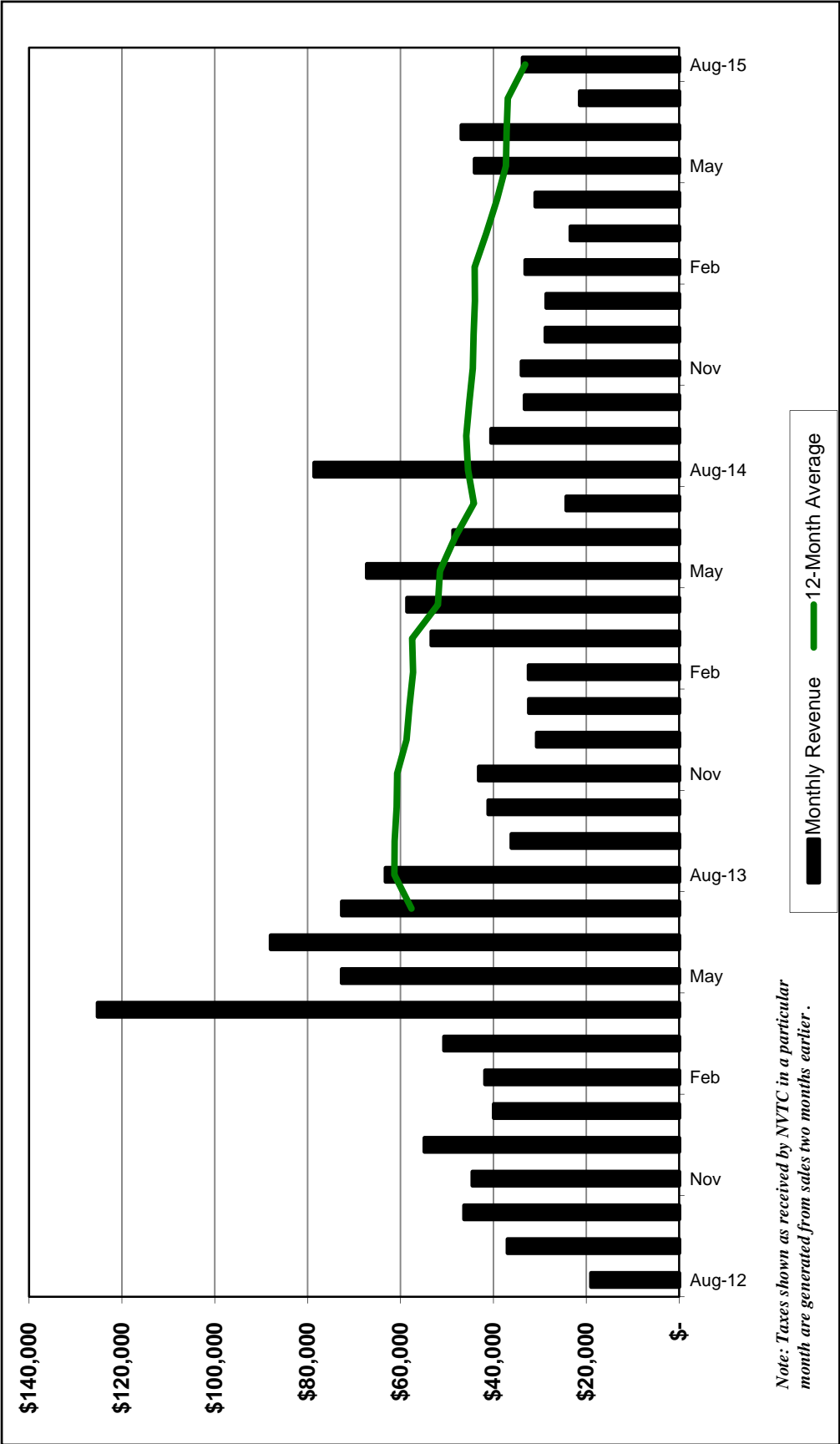
NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2013-2016



NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2013-2016



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2013-2016



NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2013-2016

