



## MONTHLY COMMISSION MATERIALS

April 2016

# TABLE OF CONTENTS

|   |  |
|---|--|
| NVTC April Commission Agenda .....  |  |
| Agenda Item 1- Opening Remarks .....  |  |
| Agenda Item 2- Minutes of the March 3 NVTC Meeting .....  |  |
| Agenda Item 3- Consent Agenda .....   |  |
| Agenda Item 4- Envision Route 7 Preferred Alternative for Alignment and Mode and Funding Strategy ..... |  |
| Agenda Item 5- Executive Director Report .....  |  |
| Agenda Item 6- Transform 66 Multimodal Project .....  |  |
| Agenda Item 7- Report of the Legislative and Policy Committee .....                                     |  |
| Agenda Item 8- WMATA.....   |  |
| Agenda Item 9- Quarterly Report on the Regional Bus Agenda .....  |  |
| Agenda Item 10- I-395 Express Lanes Northern Extension Project .....                                    |  |
| Agenda Item 11- VRE .....   |  |
| Agenda Item 12- DRPT.....   |  |
| Agenda Item 13- Financial Items for February 2016 .....   |  |
| Agenda Item 11- Closed Session .....  |  |



**NVTC COMMISSION MEETING  
THURSDAY, APRIL 7, 2016  
MAIN FLOOR CONFERENCE ROOM  
2300 Wilson Blvd.  
Arlington, VA 22201**

**PLEASE NOTE NEW TIME: 7:30 P.M.**

**6:45 P.M. NVTC's Executive Committee (dinner is available at that time)**

**AGENDA**

1. Opening Remarks
2. ACTION ITEM: Approve the Minutes of the March 3, 2016 NVTC Meeting
3. ACTION ITEM: Approve the **CONSENT AGENDA** (subject to approval by the Chairman)
  - A. Approve Letter of Endorsement for US DOT FASTLANE Grant Application
    1. Fairfax County – Route 7
    2. Commonwealth – Atlantic Gateway
  - B. Approve Letters of Endorsement for US DOT TIGER Grant Applications
    1. City of Alexandria – Potomac Yard Metro Station
    2. Fairfax County – Frontier Drive Extension
4. PRESENTATION: Envision Route 7 Preferred Alternative for Alignment and Mode and Funding Strategy
5. Executive Director Report
6. Transform 66 Multimodal Project
  - A. INFORMATION ITEM: Update on the FY2017 Call for Components
  - B. INFORMATION ITEM: Assessing Debt Capacity and Related Considerations

7. Report of the Legislative and Policy Committee

8. Washington Metropolitan Area Transit Authority

- A. Report of the Virginia Members of the WMATA Board of Directors
- B. INFORMATION ITEM: Recommendations to WMATA Regarding Safety, Reliability, Affordability and Customer Service
- C. INFORMATION ITEM: New Electronic Payments Program (NEPP)

9. INFORMATION ITEM: Quarterly Report on the Regional Bus Agenda

10. I-395 Express Lanes Northern Extension Project

- A. INFORMATION ITEM: Transportation Planning Board Resolution on I-395 Transit Payment
- B. INFORMATION ITEM: I-395 Transit/TDM Study

11. Virginia Railway Express

- A. VRE CEO Report and Minutes
- B. ACTION ITEM: Approve the Submission of a USDOT TIGER Program Application for VRE Station Improvements

12. Department of Rail and Public Transportation (DRPT) Report

13. INFORMATION ITEM: Financial Items for February 2016

14. CLOSED SESSION





AGENDA ITEM #2

MINUTES  
NVTC COMMISSION MEETING – MARCH 3, 2016  
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 8:19 P.M.

**Members Present**

Sharon Bulova  
John Cook  
Jim Corcoran  
Katie Cristol  
Christian Dorsey  
Jay Fisette  
John Foust  
Catherine Hudgins  
David LaRock (Participated by teleconference call from Richmond)  
Matt Letourneau  
Tim Lovain  
Jeff McKay  
David Meyer (Alternate, City of Fairfax)  
J. Randall Minchew (Participated by teleconference call from Richmond)  
Jennifer Mitchell (Alternate, Commonwealth of Virginia)  
Phyllis Randall (Alternate, Loudoun County)  
Paul Smedberg  
David F. Snyder

**Members Absent**

Jeff Greenfield

**General Assembly Members**

**Absent During Session**

Richard Black  
James LeMunyon  
Jennifer Wexton

**NVTC Staff Present**

Karen Finucan Clarkson  
Kelley Coyner  
Jen Deci  
Rhonda Gilchrest  
Dan Goldfarb  
Laurel Hammig  
Patricia Happ  
Scott Kalkwarf  
Kate Mattice  
Daito Nobuhiko  
Melissa Walker  
Steve MacIsaac (Legal Counsel)  
Doug Allen (VRE)  
Donna Boxer (VRE)  
Joe Swartz (VRE)

### Opening Remarks

Chairman Fisette stated Virginia Code provisions allow NVTC members of the General Assembly to participate remotely during the General Assembly Session. A teleconference line was set up since several legislative members indicated they wished to participate by phone.

Chairman Fisette noted the Agenda has been amended to change Agenda Item #6D: "Engagement Letter with Bond Counsel" from an action item to an information item and to add Resolution #2301: Integrated Transportation Solutions for I-95/I-395 to Agenda Item #7.

Chairman Fisette also distributed confidential materials to Commissioners regarding the Executive Director's performance evaluation as a follow-up from the discussion and action taken at the January meeting. Paul Smedberg, Chairman of the Governance Committee, has included information outlining the evaluation process. Chairman Fisette stated moving forward all Commissioners will be able to participate in the evaluation process.

### Minutes of the January 7, 2016 NVTC Meeting

Mr. McKay moved, with a second by Mr. Corcoran, to approve the minutes. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Fisette, Foust, Hudgins, Letourneau, Lovain, McKay, Meyer, Smedberg and Snyder.

### Meeting Summary of the February 11, 2016 Joint NVTC/PRTC Meeting

Mr. Corcoran moved, with a second by Mrs. Bulova, to approve the meeting summary. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Lovain, McKay, Meyer, and Smedberg. Commissioners Fisette, Foust, Hudgins, Letourneau and Snyder abstained.

### Consent Agenda

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

- A. Approve Resolution #2298: FY2017 State Transit Assistance Applications (copy attached)
- B. Authorize the Chairman or His Designee to Comment on the Six-Year Improvement Program (SYIP) Before the Commonwealth Transportation Board
- C. Authorize the Chairman to Send a Letter to the Northern Virginia Congressional Delegation and the Chairs and Ranking Members of the Senate and House Appropriations Committee on the FY2017 Federal Appropriations
- D. Approve Resolution #2299: Appoint Katie Cristol to Serve as an Alternate to the Virginia Transit Association Board of Directors (copy attached)

The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Fisette, Foust, Hudgins, Letourneau, Lovain, McKay, Meyer, Smedberg and Snyder.

### Executive Director Report

Ms. Coyner introduced two new staff members. Jen Deci joined NVTC in January as a Policy Analyst. She comes from the United States Senate Banking Committee where her portfolio included the public transportation title of the FAST Act. Patricia Happ joined NVTC last week as a Transit Projects and Policy Manager, leading research and planning projects for NVTC and serving as NVTC's coordinator of VRE matters.

Ms. Coyner stated that recently she has been struck by the value of regional collaboration and technical knowledge in improving travel choices for Virginians. Here are the highlights of recent NVTC activities:

- DRPT grant applications based on \$893 million in eligible costs for WMATA, VRE and local systems.
- February's standing-room-only, joint meeting with PRTC on regional bus; VRE; WMATA safety, service and reliability; and budget and financial management issues.
- Collaboration with the jurisdictions in Planning District 8 to launch a 40-year multimodal program for the I-66 corridor.
- Emergency planning for transit at the Pentagon, assessment of quarterly ridership data, and a financial plan for new transit service on a 14.5-mile stretch of Route 7.
- The release of the Business Making the Case for Transit Report.

Ms. Coyner stated the Commission will be briefed at the April meeting on the recommended preferred alternative for Envision Route 7. The public will have an opportunity to review the recommended mode and alignment as well as the funding strategy. Ms. Coyner announced that the public meetings have been moved from April to June. She noted that this will allow for public engagement without prejudicing next steps with respect to the implementation of the studies' recommendations.

Ms. Coyner announced project submissions for the Transportation Land Use Connection (TLC) program are due April 1, 2016. The program funds small studies or projects between \$30,000 and \$60,000, such as Loudoun County's 2015 station access project. TPB and NVTC staff are available to assist the jurisdictions with applications.

Ms. Coyner stated NVTC reports on ridership data each quarter. She presented the quarterly ridership report and provided an overview of the ridership trends for Northern Virginia. Overall, transit ridership in Northern Virginia is down over five percent (-5.67 percent) over last year. This has affected all of Northern Virginia's transit systems, but particularly Fairfax Connector (-8.1 percent), CUE Bus (-13.3 percent), and PRTC (-10.4 percent). WMATA's ridership has also declined, with Virginia ridership in bus declining by 3.4 percent and Metrorail down six percent. These declines are greater than nationwide trends where rail ridership is slightly up (+.3 percent) and bus ridership is down 2.7

percent. This reflects the challenges the region is experiencing particularly with Metro service, which have spilled over and impacted the local systems.

### Report of the Chairs of the Legislative and Policy Committee

Legislative and Policy Committee Co-Chair McKay asked Ms. Coyner to give an update. Ms. Coyner stated that an up-to-date legislative tracking chart has been provided to Commissioners. Ms. Coyner noted that the Commission would receive a report on the session from Aimee Perron Siebert at the April Meeting

Ms. Coyner reported the Governor has signed HB181, which adds another member to NVTC from Loudoun County effective July 1, 2016 and she committed to working with Loudoun to ensure a smooth transition to their new member.

Ms. Coyner further noted that the House Finance Committee did not move forward on HB742 which included a floor on the regional gas tax, although there were a number of people that testified in favor of this bill with no one testifying against. This bill would have had a tremendous financial impact on NVTC as well as PRTC and Hampton Roads. Mr. Snyder noted that for smaller jurisdictions this has a huge impact with the potential of increasing the tax rate for some. Chairman Fisette agreed and stated it is important to start developing a strategy now as NVTC moves forward.

### Transform 66 Multimodal Project

Ms. Coyner introduced Dan Goldfarb, from NVTC who is the technical lead on the project; Steve MacIsaac, NVTC's Counsel; and Erin Murphy from Kimley-Horn, the project consultant.

Ms. Coyner stated that the Memorandum of Agreement (MOA) between the Commonwealth Transportation Board (CTB), the Virginia Department of Transportation (VDOT) and NVTC, calls for NVTC to select and administer multimodal projects that allow more people to travel faster and more reliably through the I-66 Inside the Beltway corridor. Section II.C. of the MOA establishes the criteria for "Initial Multimodal Transportation Improvements," funded through an advanced allocation of \$5 million. In addition to meeting the improvement goals and component types identified in the MOA, funding for these initial components must be capable of being obligated no later than at the time tolling begins on the facility in the summer of 2017.

Ms. Coyner stated that NVTC is being asked to approve Transform 66 Multimodal Project: Prioritization Process and Evaluation Criteria that will be used to assess each component application; to authorize her to issue a Call for Components; and to authorize her to advertise a public hearing on the Components List on May 5, 2016.

NVTC has developed a prioritization process to evaluate components submitted by eligible applicants. The proposed criteria are derived from the Improvement Goals articulated in the MOA giving the greatest weight to those components which relieve congestion as measured by person throughput, improved connectivity across types of travel, travel time, and access to jobs. The criteria were developed in coordination with

jurisdictional staff and are based on a numerical scoring of three evaluation categories: congestion relief, diversion mitigation and cost effectiveness. The evaluation measures and weights are consistent with the evaluation criteria and ranking processes found in HB2 and HB599 using data that is readily available to jurisdictional staff. The results of the evaluation will be provided to the Commission.

Chairman Fisette noted the steps being discussed and acted on tonight are consistent with the MOA. He reiterated that in order to obligate funds for the Initial Program by summer 2017, the Commission needs to move forward with implementing the program by adopting a selection process and evaluation criteria, issuing a call for components, and authorizing a hearing on the submitted components. Documents being presented for action have been created in consultation with jurisdictional staff.

Mr. Letourneau asked for clarification of diversion mitigation versus person throughput. Mr. Goldfarb explained that these categories are not mutually exclusive and a project will receive scores in all three categories.

Ms. Cristol asked for an example of a project that would score high in diversion mitigation and low in congestion relief. Ms. Coyner responded a bus project would score well in each category. Mr. Goldfarb stated that bus projects would score well, vanpool or carpool programs would score in medium range and operational improvements on the road would score low in the diversion mitigation category.

Erin Murphy, from Kimley-Horn, the project consultant, stated that these types of questions on what constitutes successful diversion mitigation were discussed at a workshop with jurisdictional staff. It means diverting trips from the I-66 corridor and not just creating easier passage on parallel routes via operational and roadway improvements. Most likely if a project scores high in diversion mitigation it will likely score medium to high in the person throughput category. Chairman Fisette reminded Commissioners that the categories are not mutually exclusive and a project will be ranked in all three categories. He also noted there could be a distinction for certain timeframes for congestion mitigation – those periods of time where there is more congestion.

Mr. Snyder moved, with a second by Mr. Dorsey, the following:

- A. Approve the Component Prioritization Process and Evaluation Criteria
- B. Authorize the Executive Director to Issue a Call for Components
- C. Authorize the Executive Director to Advertise a Public Hearing on the Components List

The vote in favor was unanimous and cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Fisette, Foust, Hudgins, Letourneau, Lovain, McKay, Meyer, Smedberg and Snyder.

Chairman Fisette noted that NVTC and VDOT staff, as well as the consultants, are working on answers to questions submitted by Delegate LeMunyon.

At 8:48 P.M., Delegate Minchew joined the discussion by phone.

Regarding #6D “Engagement Letter for Bond Counsel,” Ms. Coyner stated that this agenda item is now an information item. NVTC would retain bond counsel to look at the key issues to maximize how NVTC leverages the toll revenues. Mr. MacIsaac stated that at this time it is just exploratory to see what a bond deal would look like. Currently the MOA commits some portion of the toll revenue to the widening phase of the project. It is his understanding that this will be taken out of the MOA and it will probably strengthen the credit worthiness of the MOA. He expects there will be a nominal cost initially to obtaining bond counsel. Mr. MacIsaac stated NVTC may decide in the future to retain a financial advisor to structure the bond deal.

Chairman Fiset explained that this is no longer an action item because counsel has advised NVTC that the Executive Director already has the authority to obtain bond counsel.

Ms. Mitchell arrived at 8:52 P.M.

#### I-395 Express Lanes Northern Extension Project

Susan Shaw, Megaprojects Director at VDOT, gave a detailed overview of the I-395 Express Lanes Northern Extension Project. A comprehensive agreement executed in 2012 with 95 Express Lanes, LLC. for the I-95 Express Lanes contemplated the potential future development of the Northern HOT Lanes along the I-395 corridor. In November 2015, VDOT and 95 Express signed a Development Framework Agreement outlining initial roles and responsibilities in developing the project. The project will provide long-term transit investment through an annual transit payment amount. The scope of the project includes converting the two existing reversible HOV lanes to HOT lanes (tolls) and constructing a third HOT lane; installing an Active Management System; installing signage and toll systems; providing sound walls; providing improved connections between the proposed I-395 Express Lanes and Eads Street; and conducting a multimodal study. VDOT expects draft proposals from 95 Express in fall 2016, with final agreements being signed in January 2017. Construction could begin spring 2017.

Mr. Lovain expressed his concern about the north end of the project where it will go from three lanes to two with no shoulders as well as additional traffic from the HOT lanes merging into those lanes. He stated that it is his understanding that the District of Columbia Department of Transportation (DDOT) is considering HOT lanes on the bridge and I-395 and I-295 in the District. He asked if there has been any coordination with VDOT. Ms. Shaw responded that there is coordination but VDOT's project is likely to precede DDOT's project. In response to a question from Mr. Lovain, Ms. Shaw stated that the final estimates for transit payments won't be finished until December 2016 and will likely provide a range of numbers. There would still be some uncertainty regarding the total financial picture.

Mr. Lovain noted that there was a promise of transit funding for the previous I-95 project and the funding disappeared. Chairman Fiset stated it is his understanding that the transit payment is guaranteed for this project. Ms. Shaw stated that the goal of the Commonwealth is to have a transit component. She reviewed the differences between the I-95 project and this project.

Ms. Mitchell stated that DRPT has issued a RFP for the Multimodal Study and it is expected that the award will occur by end of this month. DRPT's goal is to develop a menu of transit projects with prioritization. DRPT will be leading this study but will work closely with NVTC and PRTC, as well as local government agencies. After completion of the study, Ms. Mitchell stated the project selection will be structured similarly to the Transform 66 Inside the Beltway Multimodal Program. She stated that the goal is to increase person throughput in the I-395 corridor through the HOT lanes and transit.

Mrs. Bulova moved Resolution #2301 with the following wording change to the second resolved clause:

**BE IT FURTHER RESOLVED** that, as part of the I-395 Express Lanes Northern Extension Project and over the course of the agreement, NVTC and PRTC shall receive an anticipated minimum annual transit payment of approximately \$20 million per year, subject to further clarity and analysis of revenue estimates, plus a set portion of any profits from the facility in excess of the modeled projections. Such funding shall be in addition to current transit funding and shall not supplant existing funds.

Mr. Snyder seconded the motion.

Mr. Letourneau asked where the \$20 million per year number came from and if it is a percentage of the revenue. Ms. Kelley stated that it is important to put a stake in the ground and NVTC wants to make sure there is an adequate goal.

Mr. Minchew left the discussion at 9:22 P.M.

In response to a question from Chairman Fisette, Ms. Mitchell stated that the deal with Transurban changed significantly. Currently the Commonwealth funds the transit portion of the I-95 project off the top of the Transit Capital Fund.

Chairman Fisette stated now is the time to leverage and ensure transit funding from this project. Mrs. Bulova stated that it is hard to determine the actual total and some estimates are higher than \$20 million and some less. This is why she changed the wording of the resolution. Ms. Shaw noted the Framework Agreement states, "95 Express will fund an annual transit payment as agreed by the parties as adjusted each year based on escalation methodology to be agreed upon by the parties until the contract termination date." She pointed out the contraction termination date is 2087.

Mr. Foust stated that in order to be able to support this resolution, he proposes a substitute motion to amend the second resolved clause with the wording change: "...NVTC and PRTC shall receive a reasonable, guaranteed, annual transit payment, sufficient to expand transit and other travel options in the corridor..." which removes the reference to \$20 million. Mr. Corcoran seconded the motion.

Mr. Cook stated he will support this amendment because there has been no information provided to back-up the \$20 million amount included in the original resolution. Mr. Corcoran also asked where the \$298 million number was generated. Ms. Finucan Clarkson stated that the number came from the final Transit TDM Study, which was based on a 40-year period.

Mr. Lovain stated he is the chairman of the Transportation Planning Board. The Constrained Long Range Plan (CLRP) will be approved in November, which means work on the analysis will begin later this month. Ms. Cristol observed that it is a sequencing question if the numbers or at least a range will be available before the CLRP is adopted. She suggested putting a placeholder in the resolution and revisiting it in the fall when the range of numbers is available. Commissioners discussed the CLRP process and the importance of getting this project included in the CLRP.

Ms. Mitchell stated that she supports the intent of the resolution. She would like to see as much funding go to transit as possible. The Commonwealth will negotiate the best deal possible. She is concerned that if the resolution includes a specific amount it could create an expectation especially from the public; or the idea that NVTC's support is contingent on a certain amount.

Ms. Mitchell also spoke to the last resolved clause which requested that NVTC and PRTC serve as regional leads on the planning study. Ms. Mitchell noted that it is the Commonwealth's position that DRPT will lead the planning study and will work with NVTC and PRTC and other local government agencies. She also stated that the Commonwealth will work with NVTC and PRTC as described in the fourth resolved clause seeking designation of NVTC and PRTC to coordinate and select multimodal improvements to be made as part of the I-395 Express Lanes Northern Extension Project.

Mr. Dorsey expressed concern about including a specific amount and suggested identifying how the transit payment will be made (example: before profits). Ms. Shaw stated that it is explicit in the Framework Agreement that it comes off the top and therefore is not subject to revenue amounts. Mr. Smedberg asked Director Mitchell if the state is confident that it can get the numbers that result in a transit amount. Ms. Mitchell stated she sees this as a process unfolding. DRPT will be doing the transit study and prioritization which will come together with financial information to develop an estimate of the revenue flow.

Chairman Fisette asked Mr. Foust to restate his amendment. Mr. Foust read his amendment to the second resolve clause:

BE IT FURTHER RESOLVED that, as part of the I-395 Express Lanes Northern Extension Project and over the course of the agreement, NVTC and PRTC shall receive a reasonable, guaranteed, annual transit payment sufficient to expand transit and other travel options in the corridor, plus a set portion of any profits from the facility in excess of the modeled projections. Such funding shall be in addition to current transit funding and shall not supplant existing funds.

Mr. Smedberg asked if "to expand transit" should be changed to "to support transit". Mrs. Bulova stated that support transit sounds like there's an expansion. Ms. Mitchell stated that it is her understanding that the toll revenues have to be used on new services that are going to benefit essentially the toll users or toll payers in that corridor; not to support existing services that would be funded with other sources of funds. Mr. McKay stated that funding can be used for operating assistance as long as it is expanding an existing service and suggested using "expand existing service." There were no objections.



The Commission then voted on Mr. Foust's amendment to the main motion. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Fisette, Foust, Hudgins, Letourneau, Lovain, McKay, Meyer, Smedberg and Snyder.

The Commission then voted on the new main motion to approve Resolution #2301 as amended (copy attached). The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Fisette, Foust, Hudgins, Letourneau, McKay, Meyer, Smedberg and Snyder. Mr. Lovain abstained.

Ms. Mitchell left the meeting at 9:57 P.M.

### WMATA

Report from the Virginia Members of the WMATA Board of Directors. Mrs. Hudgins reported that at the last WMATA Board meeting Jack Evans from the District of Columbia was elected WMATA Board Chairman. Mr. Corcoran was appointed Second Vice-Chairman and serves on the Executive Committee.

Mr. Corcoran noted that the WMATA Board of Director's Report included status updates on safety, budget, and financial matters. He further stated WMATA's General Manager/CEO Paul Wiedefeld will be announcing on March 7<sup>th</sup> upcoming changes to WMATA to improve safety, service and finance.

Ms. Hudgins highlighted progress in providing cell phone service in tunnels. Specifically, WMATA has already started to install radio cable along 100 miles of tunnel walls that will improve radio coverage, as well as wireless technology coverage within the underground rail system. Mr. Corcoran stated that coverage will be available as the different stages are completed. The entire project is estimated to take five years to complete.

Mr. Corcoran reported that the FY2017 proposed operating budget maintains current fares and service levels while requiring no additional increase in overall jurisdictional operating subsidy.

WMATA ridership is down over the first half of the fiscal year. Mr. Dorsey stated that there is a significant degradation of Metrorail ridership on weekends. Mr. Corcoran agreed that ridership is down for both weekday and weekend but the 6.1 percent ridership decrease is mostly attributable to weekend ridership which is down 12 percent.

Mr. Snyder stated NVTC forwarded a letter to WMATA accompanying the findings and recommendation of the Forums on WMATA. He asked for a report from the WMATA Board Members at the next meeting addressing these points. Mr. Dorsey stated that the comprehensive report was well received by the WMATA Board and has been a valuable tool for the committees.

Mr. Snyder stated that while he agrees with no fare increase or service cuts, he asked if this puts WMATA into a deeper financial hole. Mr. Corcoran stated that this is a one-time transfer from the capital budget to the operating budget.

Mr. Snyder asked about the progress being made on the Tri-State Oversight Board. Mr. Corcoran stated that it was announced today that the Governors from Virginia and Maryland have met with the Mayor of the District of Columbia to discuss this issue. Mr. Dorsey stated that there is a framework to set up the agreement. The District is expected to act first. Virginia will likely have to wait until the next General Assembly Session and for Maryland there is a potential for some action could occur this year.

Mr. Snyder stated that as a rider, he has seen some marginal improvements in Metro service.

Mr. McKay asked if there is a formal analysis of the fare structure. Ms. Hudgins stated that there is no analysis but WMATA is looking at four different passes for a pilot program. Mr. McKay stated that the reason he asked is because parking utilization at the Huntington, West Falls Church and Franconia-Springfield stations are hovering around the 60 percent utilization rate. There is debt service on these facilities as well as parking agreements with jurisdictions that are predicated on a certain amount of revenue. He asked for WMATA consideration to implement a pilot program to reduce the parking rate to encourage usage. An empty parking space is currently resulting in no revenue, so some revenue is better than none.

New Electronic Payments Program (NEPP). Mr. Letourneau stated the \$403.4 million estimates, which have increased by over 50 percent compared to the initial contract quote, are setting off alarm bells. He asked if there has been discussion on upgrading existing equipment as an interim measure. Mrs. Hudgins stated that General Manager/CEO is conducting an analysis, which includes interim solutions, over the next 4-6 months and then making a recommendation.

Noting that Next Generation Fare Payment Program is a NVTC program, Ms. Coyner stated that NVTC continues to provide technical and procurement support for the region. Most recently NVTC conducted a workshop with WMATA, Accenture and the local transit systems to discuss cost estimates and timeline. Accenture provided additional information on February 29<sup>th</sup> which is being analyzed now. In addition, NVTC is working on an interim solution that is of critical importance to Loudoun County Transit and the Fairfax Connector.

### Virginia Railway Express

CEO Report. Mr. Allen reported overall on-time performance for the month of January was 95 percent system-wide with 98 percent on the Manassas Line and 92 percent on the Fredericksburg Line. Average Daily Ridership for January was just under 18,000. He reported in January, VRE hosted a K9 training event at the Broad Run Yard. The event, organized by the Metropolitan Washington Council of Governments, had 70 dog teams participate from the CIA, Defense Intelligence Agency, FBI, and police departments from Arlington County, Fairfax County, George Mason University, Metropolitan Washington Airports Authority, and National Institute of Health, as well as the U.S. Capitol Police and the Virginia State Police.

Mr. Allen also gave an update on the Burke Centre Station Fence Project, which should be installed in March or April depending on the weather, and the Hamilton to Crossroads

third track project which is expected to be completed this month. The Gainesville-Haymarket Extension Project continues to move forward, including upcoming public meetings.

Mr. Allen gave a report on the successful conclusion to the procurement protest concerning the award of the contract to Keolis Rail Services, Virginia for life cycle maintenance of VRE rail equipment. After two days of trial this past Monday and Tuesday in the Alexandria Circuit Court, it resulted in a judgment in VRE's favor thus ending the case. The successful outcome enables VRE to proceed with award of the life cycle maintenance contract to Keolis. While RailPlan has the opportunity to note an appeal of the case within 30 days, this is not expected. He acknowledged Mr. MacIsaac's hard work.

Mr. Smedberg left at 10:11 P.M.

Mr. Allen reviewed legislation relating to VRE in the General Assembly. Delegate Minchew's bill (HB907) passed in both houses and is awaiting the Governor's signature. This legislation increases the general engineering cost threshold to \$6 million.

VRE Financial Plan: Key Findings and Strategic Direction. Mrs. Bulova stated the VRE Operations Board recommends the Commission approve Resolution #2300, which would adopt the VRE Financial Plan: Key Findings and Strategic Direction. The Operations Board recommends VRE continue with the Natural Growth service profile of providing additional service through lengthening existing trains in response to ridership growth and that VRE will continue to pursue funding to implement the service concepts included in the System Plan 2040 service profile such as additional peak period trains, the Gainesville-Haymarket extension and reverse-peak and off-peak service.

Mrs. Bulova moved, with a second by Mr. Cook, to approve Resolution #2300 (copy attached).

The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Fisette, Foust, Hudgins, Letourneau, Lovain, McKay, Meyer, Smedberg and Snyder.

2016 VRE Operations Board Action Calendar. Mrs. Bulova stated that the calendar reflects VRE actions anticipated during the 2016 calendar year.

#### Quarterly Report on the Regional Bus Agenda

Ms. Coyner suggested deferring this report to the April meeting. There were no objections.

Mr. Snyder observed that rail usually gets all the media attention but in reality bus service may be as critical or more to the region. It is important to maintain focus on regional connectivity.

NVTC FY2016 2<sup>nd</sup> Quarter Ridership Report

Chairman Fisette noted this item was discussed during the Executive Director Report.

Department of Rail and Public Transportation (DRPT) Report

Commissioners were urged to read the written report.

Financial Items for January 2016

The Financial Report was provided to Commissioners and there were no questions.

Other Business

Mr. Letourneau asked for consideration of changing the meeting time from 8:00 P.M. to 7:00 P.M. Chairman Fisette stated currently the Executive Committee meets at 7:00 P.M. He directed staff to add this to the April agenda for further discussion. Mr. Cook observed that a good place to start is to actually start the meeting on time at 8:00 P.M. Chairman Fisette acknowledged it is a point well taken and he will do a better job in managing the length on the Executive Committee meeting.

Adjournment

Without objection, Chairman Fisette adjourned the meeting at 10:18 P.M.

Approved this 7<sup>th</sup> day of April 2016.

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Jay Fisette  
Chairman

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Paul Smedberg  
Secretary-Treasurer



## **RESOLUTION #2298**

**SUBJECT:** Approval of FY2017 NVTC and VRE State Operating, Capital, and Related Grant Applications and Authority to Apply for Funds from the Commonwealth Transportation Board, Federal Transit Administration and other Grant Agencies.

**WHEREAS:** The Northern Virginia Transportation Commission (NVTC) wishes to obtain state and federal grants to help defray NVTC, WMATA, local bus systems and Virginia Railway Express (VRE) operating and capital costs.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission's Executive Director is authorized, for and on behalf of NVTC and as an agent for its members: 1) to execute and file an application to the Virginia Department of Rail and Public Transportation (DRPT) for grants of public transportation assistance for the FY2017 commencing July 1, 2016 in the amount of \$568.8 million in eligible operating costs to defray a portion of the public transportation cost of NVTC and its members for operations; 2) to accept from DRPT and execute grants in such amounts as may be awarded; and 3) to furnish DRPT such documents and other information as may be required for processing the grant request.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized, for and on behalf of NVTC and its members: 1) to file an application to DRPT for grants of public transportation assistance for FY2017 for capital expenses totaling \$192.5 million in costs (\$118.5 million non-federal) to defray the costs borne by NVTC and its members for equipment, facilities and the associated expenses of any approved capital grant, with a minimum four percent local participation required; 2) to revise the capital portion of the application to reflect refined estimates by WMATA or local governments when they become available; 3) to accept from DRPT and execute grants in such amounts as may be awarded; and 4) to furnish to DRPT such documents and other information as may be required for processing the grant request.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized, for and on behalf of NVTC and PRTC and their members: 1) to file FY2017 VRE applications to DRPT in the amount of \$51.1 million for operating costs, \$79.1 million in total costs for capital (\$30.9 million non-federal), and \$1.5 million under the Rail Enhancement Program; 2) to revise the application to reflect refined estimates by VRE; 3) to accept from DRPT and execute grants in such amounts as may be awarded; and 4) to furnish to DRPT such documents and other information as may be required for processing the grant request.



**BE IT FURTHER RESOLVED** that NVTC certifies that the funds for all of the above grants will be used in accordance with the requirements of Section 58.1 638.A.4 of the Code of Virginia, that NVTC will provide matching funds in the ratio required by the Act, that the records of receipts of expenditures of funds granted to NVTC may be subject to audit by DRPT and by the State Auditor of Public Accounts, and that funds granted to NVTC for defraying the public transportation expenses of NVTC shall be used only for such purposes as authorized in the Code of Virginia.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized, for and on behalf of NVTC and its members, to furnish to TPB, CTB and other state and federal funding agencies such documents, information, assurances and certifications as may be required for pursuing the above grant requests and continuing previously awarded grants.

**BE IT FURTHER RESOLVED** that NVTC's Executive Director is authorized to amend the above described applications at the request of NVTC's member jurisdictions to include the most recent information and project costs.

Approved this 3<sup>rd</sup> day of March, 2016.

  
Jay Fisette  
Chairman

  
Paul C. Smedberg  
Secretary-Treasurer



## **RESOLUTION #2299**

**SUBJECT:** Appoint Katie Cristol to Serve as an Alternate to the Virginia Transit Association Board of Directors

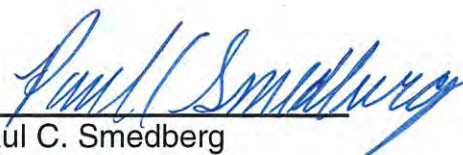
**WHEREAS:** NVTC is empowered to make appointments to the Board of Directors of the Virginia Transit Association (VTA);

**WHEREAS:** On January 7, 2016, NVTC appointed David Snyder and Kelley Coyner to serve as Principal members to VTA and Jeff McKay as an Alternate, leaving one Alternate position vacant; and

**WHEREAS:** Katie Cristol has been nominated to serve as an Alternate to the VTA Board of Directors.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby appoints Katie Cristol to serve as an Alternate to the Virginia Transit Association (VTA) Board of Directors.

Approved this 3<sup>rd</sup> day of March, 2016.

  
Paul C. Smedberg  
Secretary-Treasurer

  
Jay Fisette  
Chairman



## RESOLUTION #2300

**SUBJECT:** Adopt the VRE Financial Plan: Key Findings and Strategic Direction

**WHEREAS:** In February 2015, VRE staff and its consultants, PFM, began work on the development of a long-term Financial Plan to correspond to the adopted System Plan 2040;

**WHEREAS:** The purpose of this effort was to create a financial forecast of the varying operational and service profiles that VRE might pursue, ranging from maintaining the existing system to the implementation of system improvements and expansion initiatives;

**WHEREAS:** A detailed long-term strategic planning model was developed and the results and key conclusions were presented to the Operations Board in July and September 2015;


**WHEREAS:** The VRE Operations Board chose to further review the Natural Growth and System Plan 2040 service profiles;


**WHEREAS:** VRE staff recommends that VRE continue with the Natural Growth service profile, which approximates the approach taken in the past and which the Financial Plan model indicates will require additional sources of revenue and that VRE aspire towards those elements of the System Plan 2040 service profile that further review indicates should be pursued and for which funding has been identified; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission adopts the attached VRE Financial Plan: Key Findings and Strategic Direction which indicates its concurrence with the results of the Financial Plan analysis, and which will allow the VRE Chief Executive Officer to proceed with identifying additional funding sources to implement this direction.

Approved this 3<sup>rd</sup> day of March, 2016.

  
\_\_\_\_\_  
Jay Fisette  
Chairman

  
\_\_\_\_\_  
Paul C. Smedberg  
Secretary-Treasurer



***VRE Financial Plan: Key Findings and Strategic Direction***

**Key Findings**

1. 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, even assuming a 3% increase to fares and local subsidies in alternating years.
  - A significant level of capital investment is required that cannot be handled with currently identified capital funding sources.
  - NVRTA funding has created an imbalance among the VRE jurisdictions in the ability to identify funding sources for VRE related capital needs.
2. Raising fares to close the financial gap is not a viable solution on its own.
3. Higher ridership associated with enhanced service levels could defray some of the future operating and capital costs.
4. VRE needs additional dedicated revenue beyond the sources which exist today, even to maintain the status quo.

**Strategic Direction**

- VRE will continue to follow the Natural Growth profile of providing additional service through lengthening of existing trains in response to ridership growth over time due to regional increases in population and employment.
- VRE will continue to pursue funding to implement the service concepts included in the System Plan 2040 profile such as additional peak trains; the Gainesville-Haymarket extension and reverse-peak and off-peak service.



## **RESOLUTION #2301**

**SUBJECT:** Integrated Transportation Solutions for I-95/I-395

**WHEREAS:** The Northern Virginia Transportation Commission (NVTC) recognizes that increasing travel options – to include transit, slugging, vanpools and carpools – is vital to the success of the I-395 Express Lanes Northern Extension Project and its goal of moving more people through the corridor more rapidly and reliably;

**WHEREAS:** The I-95/I-395 corridor is the region's primary north-south travel route, connecting people to jobs, schools, health care and other important venues from Fredericksburg to the District of Columbia and points in between;

**WHEREAS:** The Commonwealth's ability to improve travel conditions in the corridor is contingent on a diversified and integrated transportation network, including transit and transportation demand management (TDM);

**WHEREAS:** In 2008, the Commonwealth proposed a public-private partnership that would have converted existing high occupancy vehicle (HOV) lanes on I-95 to high occupancy toll (HOT) lanes, extended the HOT lanes to connect Spotsylvania County to the District of Columbia, and provided more than \$298 million for transit services and facilities, TDM, and park-and-ride lots;

**WHEREAS:** Also in 2008, the Commonwealth defined the study area as being comprised of a 56-mile stretch of I-95/I-395 with approximately five miles on either side of the facility, from U.S. 1 and I-95 near Massaponax in the south to the Potomac River in the north;

**WHEREAS:** In 2009, the Commonwealth eliminated transit and other multimodal improvements from its proposal;

**WHEREAS:** On November 30, 2015, the Commonwealth announced its intention to convert existing HOV lanes between Turkeycock Lane and Eads Street to dynamically tolled express lanes, expand the lanes to provide three through lanes without compromising bus performance, and identify improvements to transit service in cooperation with the region;

**WHEREAS:** The Commonwealth will collaborate with NVTC and the Potomac and Rappahannock Transportation Commission (PRTC) to undertake a new transit and TDM study to look at how best to reduce congestion, increase person throughput, and minimize impacts associated with diversion on the I-95/I-395 facility and surrounding corridor;

**WHEREAS:** Successful transit operations require a reasonable and sustained financial investment;

**WHEREAS:** The ability to meet the Commonwealth's stated objectives – to increase travel options and person throughput in the corridor and provide a high-speed, reliable trip for transit users, carpoolers and drivers alike, now and well into the future – depends on regional decision making to ensure that toll revenues stay within the corridor and are used to benefit the toll payers and affected communities; and

**WHEREAS:** The Commonwealth proposes to include guaranteed funding for new and enhanced transit service and carpooling incentives, omitting the construction of a new ramp at the Shirlington interchange, maintaining HOV-only access for the new Seminary Road ramp, and conducting an environmental assessment.

**NOW, THEREFORE, BE IT RESOLVED** that NVTC recommends that the Metropolitan Washington Council of Government's Transportation Planning Board require, as a condition of the I-395 Express Lanes Northern Extension Project's inclusion in the Constrained Long Range Plan and its air quality conformity, that a reasonable, guaranteed, annual transit payment, sufficient to expand transit and other travel options in the corridor, be established to support multimodal improvements, as determined by NVTC and PRTC.

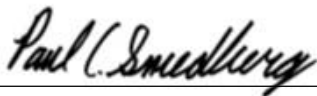
**BE IT FURTHER RESOLVED** that, as part of the I-395 Express Lanes Northern Extension Project and over the course of the agreement, NVTC and PRTC shall receive a reasonable, guaranteed, annual transit payment sufficient to expand existing transit and other travel options in the corridor, plus a set portion of any profits from the facility in excess of the modeled projections. Such funding shall be in addition to current transit funding and shall not supplant existing funds.

**BE IT FURTHER RESOLVED** that the Commonwealth define the study area as being comprised of a 56-mile stretch of I-95/I-395 with approximately five miles on either side of the facility, from U.S. 1 and I-95 near Massaponax in the south to the Potomac River in the north.

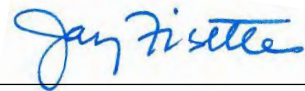
**BE IT FURTHER RESOLVED** that Virginia's Transportation Secretary designate NVTC and PRTC to coordinate and select multimodal improvements to be made as part of the I-395 Express Lanes Northern Extension Project. Such designation shall include the authority to plan potential multimodal improvements; select multimodal improvements for funding; coordinate with applicable agencies to ensure the efficient delivery of the projects; and report on the use of funds to help improve person throughput in the corridor.

**BE IT FURTHER RESOLVED** that while the Department of Rail and Public Transportation has been identified as the state's lead agency on the I-395 Express Lanes Northern Extension Project, Virginia's Transportation Secretary should designate NVTC and PRTC as the region's lead agencies in order to ensure representation of all localities in the region.

**Approved this 3<sup>rd</sup> day of March 2016.**



Paul C. Smedberg  
Secretary-Treasurer



Jay Fisette  
Chairman

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**TO:** Chairman Fiset and NVTC Commissioners

**FROM:** Kelley Coyner

**DATE:** March 31, 2016

**SUBJECT:** Consent Agenda (Subject to Approval of Chairman)

---

The Commission is asked to authorize the Chairman to submit letters of endorsement for NVTC jurisdictions and the Commonwealth seeking funding under the U.S. Department of Transportation's 2016 FASTLANE and TIGER discretionary grant programs. Both of these programs provide opportunity for federal funding of capital investments that can support transit service in Northern Virginia. NVTC staff canvassed its members to determine who planned to submit applications and whether they sought endorsement.

In addition to the projects noted below, Prince William County also intends to apply for both the TIGER and FASTLANE programs for U.S. Route 15 improvements and the Virginia Railway Express is seeking approval to apply for station areas improvements under the TIGER program. (This action item is included in Agenda Item #11.)

### **A. Approve Letters of Endorsement for US DOT FASTLANE Grant Applications**

The [U.S. DOT Fostering Advancements in Shipping and Transportation for the Long-Term Achievement of National Efficiencies \(FASTLANE\)](#) grant program is a new program under the December 2015 FAST Act. FASTLANE aims to fund freight and highway projects across the country, with \$800 million in authorized funding for FY2016. U.S. DOT's deadline for FASTLANE applications is April 14, 2016. The two FASTLANE projects seeking NVTC endorsement are:

- **Fairfax County -- Route 7**
  - Road widening from Reston Avenue to Jarrett Valley Drive
  - [Proposed letter of endorsement attached](#)
- **Commonwealth of Virginia – Atlantic Gateway**
  - Multimodal investments including passenger and commuter rail, highway, and transit investments from Stafford County to the Long Bridge
  - A briefing paper and draft letter of endorsement will be provided in advance of the Commission meeting

## **B. Approve Letters of Endorsement for US DOT TIGER Grant Applications**

The FY 2016 [U.S. DOT TIGER](#) program provides \$500 million in grant funding for capital investments in surface transportation infrastructure and are awarded on a competitive basis for projects that will have a significant impact on the nation, a metropolitan area, or a region. The 2016 TIGER grant program focuses on capital projects that generate economic development and improve access to reliable, safe and affordable transportation for communities, both urban and rural. U.S. DOT's deadline for the TIGER program is April 29, 2016. The two proposed TIGER projects seeking NVTC endorsement are:

- **City of Alexandria – Potomac Yard Metro Station**
  - [Proposed letter of endorsement attached](#)
- **Fairfax County – Frontier Drive Extension**
  - [Proposed letter of endorsement attached](#)

**Chairman:**

Hon. Jay Fiset

**DRAFT**

April 8, 2016

**Vice Chairman:**

Hon. Jeffrey C. McKay

**Secretary/Treasurer:**

Hon. Paul C. Smedberg

**Commissioners:**

*City of Alexandria*

Hon. Timothy B. Lovain

Hon. Paul C. Smedberg

*Arlington County*

Hon. Katie Cristol

Hon. Christian Dorsey

Hon. Jay Fiset

*Fairfax County*

Hon. Sharon Bulova

Hon. John C. Cook

Hon. John W. Foust

Hon. Catherine M. Hudgins

Hon. Jeffrey C. McKay

*City of Fairfax*

Hon. Jeffrey C. Greenfield

*City of Falls Church*

Hon. David F. Snyder

*Loudoun County*

Hon. Matthew F. Letourneau

*Commonwealth of Virginia*

Hon. Jim Corcoran

*Virginia General Assembly*

Sen. Richard Black

Sen. Jennifer Wexton

Del. David LaRock

Del. James LeMunyon

Del. J. Randall Minchew

**Executive Director:**

Kelley Coyner

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

RE: Fairfax County, Virginia, FASTLANE Grant Application – Route 7 Improvement Project

Dear Secretary Foxx:

I am writing to express the support of the Northern Virginia Transportation Commission (NVTC) for the County of Fairfax's grant application for the Route 7 improvement project. The project, which seeks funding under the U.S. Department of Transportation's FY 2016 FASTLANE competitive grant program, will widen 6.9 miles of Route 7 from four to six lanes, add facilities for bicyclists and pedestrians, and make substantial intersection and other improvements along this important corridor. These improvements will decrease congestion, increase capacity, improve safety, and expand mobility for cyclists and pedestrians. This project will also improve the speed and reliability of transit that serves this congested corridor.

This application is for the 6.9-mile segment of Route 7 between Reston Avenue and Jarrett Valley Drive. As of 2011, this segment of Route 7 carried up to 46,000-54,000 (western limit-eastern limit) vehicles a day, and is expected to carry up to 72,000-86,000 vehicles a day by 2040. This project includes improvements that focus on conflict points that currently disrupt the flow of traffic such as the location, spacing, and design of intersections, entrances, median openings and traffic signals. Reducing the number of conflict points will lessen congestion and increase safety in the corridor. This widening is an integral piece in the Northern Virginia Regional network taking commuters to and from the Tysons Corner Urban Center.

In addition to improving road conditions, this project will increase transportation options in the corridor through the expansion of access for bicyclists and pedestrians. The proposed work includes adding 10 feet wide shared-use paths on both sides of the road. This will improve safety, increase capacity, and decrease congestion on the 6.9-mile segment of Route 7.

The potential benefits of this improvement project are significant. A grant through the 2016 FASTLANE program is key to maximizing the financial viability of this deserving project.

Thank you for your consideration.

Sincerely,

Jay Fiset  
Chairman



**Chairman:**

Hon. Jay Fisette

**DRAFT**

**Vice Chairman:**

Hon. Jeffrey C. McKay

April 8, 2016

**Secretary/Treasurer:**

Hon. Paul C. Smedberg

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*City of Alexandria*

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Del. James LeMunyon

Del. J. Randall Minchew

**Executive Director:**

Kelley Coyner

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

RE: City of Alexandria, TIGER Grant Application – Potomac Yard Metrorail Station

Dear Secretary Foxx:

I am writing to express the support of the Northern Virginia Transportation Commission (NVTC) for the City of Alexandria's application for the Potomac Yard Metrorail Station. The project, which seeks funding under the U.S. Department of Transportation's FY 2016 Transportation Investment Generating Economic Recovery (TIGER) competitive grant program, involves construction of an infill station on the Blue and Yellow Metrorail lines in the City of Alexandria.

The Potomac Yard Metrorail Station would serve a major redevelopment site within 5 miles of downtown Washington, DC. It would represent a significant improvement to the congested U.S. Route 1 corridor by providing direct access to the regional Metrorail system for thousands of residents and businesses. The station would be a key part of the Metrorail system that serves hundreds of thousands of riders every day and is vital to the continued economic competitiveness of Northern Virginia.

The potential economic benefit of this project is significant. A grant through the 2016 TIGER program is key to facilitating the construction of this deserving project.

Thank you for your consideration.

Sincerely,

Jay Fisette  
Chairman



**Chairman:**

Hon. Jay Fiset

**Vice Chairman:**

Hon. Jeffrey C. McKay

**Secretary/Treasurer:**

Hon. Paul C. Smedberg

**Commissioners:**

*City of Alexandria*

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Del. J. Randall Minchew

**Executive Director:**

Kelley Coyner

**DRAFT**

April 8, 2016

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

RE: Fairfax County, Virginia, TIGER Grant Application – Frontier Drive Extension

Dear Secretary Foxx:

I am writing to express the support of the Northern Virginia Transportation Commission (NVTC) for the County of Fairfax's grant application for the Frontier Drive Extension. The project, which seeks funding under the U.S. Department of Transportation's FY 2016 TIGER competitive grant program, involves the extension of Frontier Drive from its current southern terminus at the Franconia-Springfield Transit Center to Loisdale Road. Such a grant would facilitate mixed-use employment, retail, residential centers and a Transit Oriented Development environment.

Frontier Drive is an important north-south arterial located in the Springfield area of Northern Virginia. It serves the residential communities on its northern end through the Springfield Mall and shopping centers to the Franconia-Springfield Transit Center at its southern limit. This project proposes to extend Frontier Drive from its current southern terminus to Loisdale Road, through the Springfield Industrial Park. The typical section will include four lanes with on-road bicycle facilities, parking and a sidewalk. The project also includes circulatory improvements around the Transit Center – serving bus, commuter rail, and Metrorail - as well as modifications to the ramps of the Franconia-Springfield Interchange and improvements Spring Center Drive.

The extension of Frontier Drive is a critical component of Fairfax County's plans to transform the Franconia-Springfield area into an active, mixed-use employment, retail, and residential center that can support growth in the area. This project supports the future potential relocation of the FBI Headquarters to Springfield and provides access between the Springfield Medical Campus and the Franconia-Springfield Metrorail station.

The potential economic benefit of the redevelopment project is significant. A grant through the 2016 TIGER program is key to maximizing the financial viability of this deserving project.

Thank you for your consideration.

Sincerely,

Jay Fiset  
Chairman

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**TO:** Chairman Fiset and NVTC Commissioners

**FROM:** Kelley Coyner and Dan Goldfarb

**DATE:** March 31, 2016

**SUBJECT:** Envision Route 7 Preferred Alternative for Alignment, Mode and Funding Strategy

---

### Overview

The Commission will be briefed on the proposed alternative and funding strategies for new transit along Route 7. After study and technical review by jurisdictional staff and consideration of initial public comment, NVTC staff recommend a preferred alternative, as follows:

**Mode:** Bus Rapid Transit (BRT)

**Alignment:** Spring Hill Metrorail Station in Tysons to the Mark Center in the City of Alexandria with a connection at the East Falls Church Metrorail Station.

Over the next three months, NVTC will present the preferred mode and alignment to the public at three meetings to be held June 6<sup>th</sup> through 8<sup>th</sup>. The Commission will be asked to accept the preferred alternative at its July meeting.

### Summary of Technical Findings

The proposed BRT route will serve approximately 9,500 new daily transit riders with 70 percent lower capital and 40 percent lower operating costs than light rail (LRT). The preferred mode and alignment is supported with analysis of potential funding strategies to construct and operate the system.

In its technical analysis of alternatives, NVTC compared BRT and LRT and various alignments in terms of effectiveness, impacts, equity, cost effectiveness, and feasibility. While the travel demand model results showed slightly higher ridership for LRT, the cost to build and run the service made BRT a more cost-effective option. The recommendation to connect BRT service to the East Falls Church Metro showed an increase in ridership by 38 percent. Terminating the service at Mark Center, as opposed to the King Street Metrorail Station, will result in a small – less than 10 percent – reduction in riders.

## **Technical Advisory Committee**

Over the past 18 months, the Technical Advisory Committee (TAC) and the project team 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. WSP/Parsons Brinkerhoff serves as project team consultant.

## **Public Outreach**

As a part of our process of informing and engaging the community, NVTC received more than 250 comments on the corridor and our initial analysis via the [www.EnvisionRoute7.com](http://www.EnvisionRoute7.com) website and at NVTC's three November 2015 public meetings. While the comments revealed solid support for transit within a complete streets environment, a strong preference for a single mode or a terminus location in the City of Alexandria did not emerge. The public's desire for a connection to the East Falls Church Metrorail Station was evident.

Public comment on the preferred alternative may be made via [www.EnvisionRoute7.com](http://www.EnvisionRoute7.com) and at one of three public meetings to be held in June. NVTC will publicize these directly and through jurisdictional public information officers. We will provide web ready copy for NVTC Commissioners to post on their websites, list serves, and Facebook pages.

# Executive Director Report



APRIL 2016

#5



On May 2, NVTC will comment on [the Commonwealth's draft FY 2017-2021 Six Year Improvement Plan and the HB2 Evaluation Process](#). This hearing is a small component of NVTC's core responsibility of securing and stewarding funds for transit in the region.

Year round, NVTC works with NVTA and TPB to promote regional investment and planning strategies to ensure an integrated transportation network that maximizes benefits to riders, drivers and residents. We help all NOVA systems and jurisdictions tap existing resources, from TIGER Grants and TLC, to TIFIA financing and HIM formula funds. We are now developing and implementing transportation funding programs, such as Transform 66 Inside the Beltway and, soon, I-395.

Other ways we secure transit funding include:

- **Transit Service Delivery Advisory Committee** | analyzing the impact of capital tiering and performance-based operating assistance; participating in an annual review of these formulas in May in Richmond.
- **Commission on Transit Capital Funding** | preparing information on transit needs, developing options for new revenues for capital revenue bonds, encouraging appropriate regional representation on the study commission.
- **Federal Funding** | providing technical expertise on efforts to ensure that federal funding policy treats buses operating on HOT lanes fairly; seeking full appropriations for transit, especially PRIIA, for state of good repair funds for WMATA; tapping innovative finances and grant funding for bus, rail and planning activities in the region.
- **Sustainable Funding for Regional Transit** | seeking a floor on the regional gas tax; identifying new funding sources to maintain and expand VRE; collaborating with Northern Virginia's Transit Means Business Partnership; organizing roundtables and policy forums on ways to secure sustainable funding.

Do you have questions or suggestions about NVTC's work on transportation funding or finance? Let me know.

Kelley Coyner  
Executive Director  
571-641-9132  
[KelleyCoyner@nvtcd.org](mailto:KelleyCoyner@nvtcd.org)

## In this issue

|   |   |
|---|---|
| <a href="#">Transform 66 Updates</a>          | 2 |
| <a href="#">Envision Route 7</a>              | 3 |
| <a href="#">GA Update</a>                     | 4 |
| <a href="#">Federal Update</a>                | 4 |
| <a href="#">NVTC Programs and Projects</a>    | 4 |
| <a href="#">More Commuters Choose Transit</a> | 6 |
| <a href="#">DOT National Transit Map</a>      | 6 |
| <a href="#">Shared Mobility</a>               | 6 |
| <a href="#">First-Mile Last-Mile Solution</a> | 6 |
| <a href="#">TransAction</a>                   | 7 |
| <a href="#">NVTA FY2017 Program</a>           | 7 |
| <a href="#">VRE GHX</a>                       | 7 |
| <a href="#">VTA Annual Conference</a>         | 7 |
| <a href="#">Save the Date</a>                 | 8 |

[Link to NVTC's Annual Calendar](#)

## Transform 66 Multimodal Public Hearing

May 5, 2016  
6 p.m. Open House  
7 p.m. Public Hearing

2300 Wilson Blvd.  
First Floor Conference Room  
Arlington

2300 Wilson Blvd., Ste. 620  
Arlington, VA 22201  
703-524-3322  
[info@nvtcd.org](mailto:info@nvtcd.org)  
[www.novatransit.org](http://www.novatransit.org)



## Transform 66 April Updates

On March 6, NVTC issued a Call for Components for the [Transform I-66 Inside the Beltway Multimodal Project](#). NVTC staff completed a technical review of all 19 components submitted, assessing eligibility of the components and applying the [evaluation criteria approved by the Commission](#) at its March meeting.

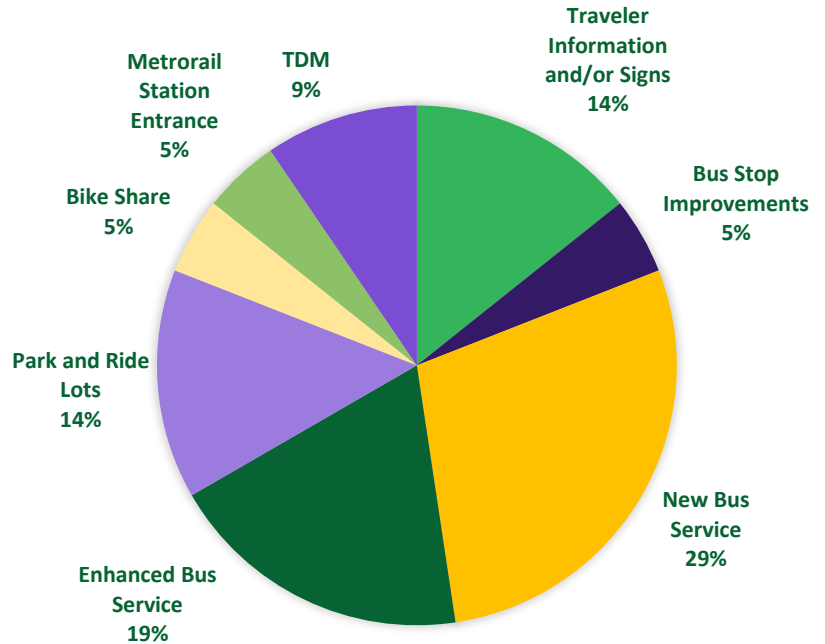
Beginning on April 4, NVTC will seek public comment on the components, culminating in a public hearing on May 5. NVTC released the [list of components](#) to the Commission and the public and will be accepting public comments through May 5.

On May 5, the Commission will be asked to prioritize and approve a list of Components for the Initial Program and to provide them to the Commonwealth Transportation Board. Scores for each application will be available to the Commission.

Under the terms of the [Memorandum of Agreement](#), the CTB is expected to approve the list provided that recommended components are eligible for funding. Prioritization and selection for submission is the sole responsibility of the Commission.

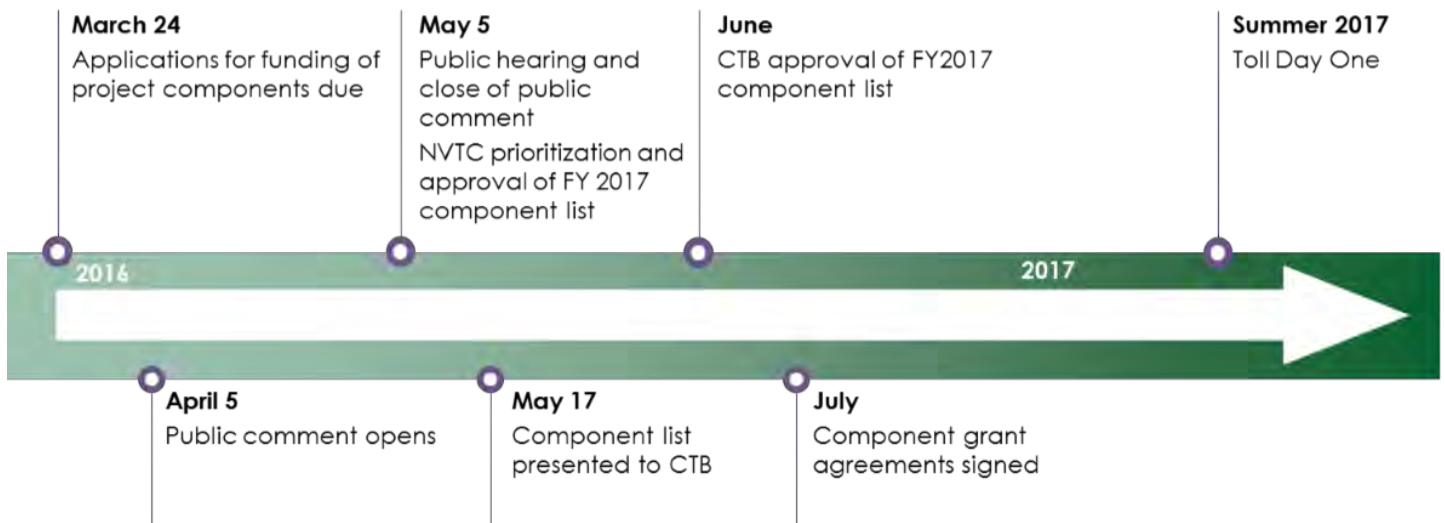
Selected components may be ready to be implemented as early as summer 2016.

COMPOSITION OF FY 2017 MULTIMODAL APPLICATIONS



### KEY DOCUMENTS

- [NVTC Multimodal Public Hearing Notice](#)
- [List of FY2017 Submitted Applications](#)
- [NVTC Transform 66 Multimodal Evaluation/Prioritization Process](#)
- [Transform 66 Memorandum of Agreement](#)
- [Transform 66 Inside the Beltway Fact Sheet](#)
- [2013 DRPT Transit/TDM Study for the I-66 Corridor](#)
- [VDOT I-66 Multimodal Study – Inside the Beltway](#)



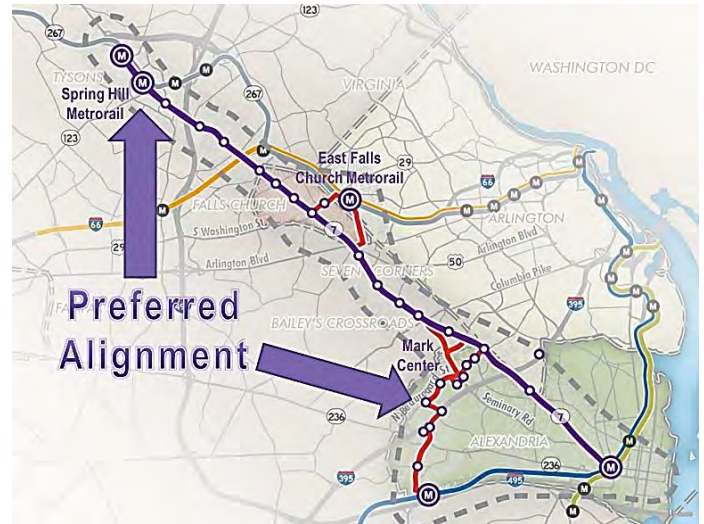


## Envision Route 7 Update

Next week, the Commission will discuss alignment and mode for new transit on Route 7. As proposed, bus rapid transit would connect the Spring Hill Metrorail Station in Tysons to the Mark Center in Alexandria, with a connection at the East Falls Church Metrorail Station. April's presentation will include an overview of funding options.



Rendering of BRT on Route 7 in Falls Church



### Key Dates

- April 7 Commission presentation on preferred alignment and mode.
- June 6-8 Public meetings in Alexandria, Fairfax and Falls Church. (Times and locations to be announced.)
- Summer Commission reviews public comment and preferred alignment and mode.

## ENVISION ROUTE 7 BY THE NUMBERS

|                                 | LRT     | BRT     |
|---------------------------------|---------|---------|
| <b>Travel Time Saved</b>        | 55%     | 50%     |
| <b>New Daily Transit Riders</b> | 9,600   | 8,600   |
| <b>Passengers Per Vehicle</b>   | 200     | 120     |
| <b>Capital Costs</b>            | \$990 M | \$250 M |
| <b>Operating Costs</b>          | \$31 M  | \$17 M  |

## General Assembly Update

### WMATA Oversight

On February 25, Governors McAuliffe and Hogan and Mayor Bowser signed a [MOU to establish the Metropolitan Safety Commission](#). The agreement calls for the D.C. Council to consider MSC legislation this year and the Virginia and Maryland General Assemblies to do so in 2017.

### Legislation

The General Assembly passed bills [requiring the CTB to review VRE's financial plan](#) and [establishing an advisory board to study the effects of reduced transit funding](#). NVTC will continue work on establishment of both a regional gas tax floor and Metropolitan Safety Commission.

### Commonwealth Transportation Board

Highlights of the March CTB meeting included:

- [Northern Virginia TDM Study](#)
- [Virginia Beach Light Rail](#)
- [Revised HB2 funding scenario](#)
- Approval of \$5 million to fund the [I-395 Express Lanes Northern Extension](#) Study.
- Approval of [emergency authority](#) to allocate supplemental funds to Northern Virginia transit agencies related WMATA's March 16 shut-down.

### Key Dates

|            |   |
|------------|---|
| Apr. 19-20 | <a href="#">CTB Meeting (Lynchburg District)</a>                                |
| Apr. 20    | <a href="#">General Assembly Reconvenes to Consider Gov's Vetoes/Amendments</a> |
| May 2      | <a href="#">VDOT Six Year Improvement Plan Public Hearing (Fairfax)</a>         |
| May 5      | <a href="#">Transit Service Delivery Advisory Committee (TSDAC) Meeting</a>     |
| May 17-18  | <a href="#">CTB Meeting (Staunton District)</a>                                 |
| June 14-15 | <a href="#">CTB Meeting (Richmond)</a>  |
| July 18    | <a href="#">Prefiling for 2017 General Assembly Regular Session</a>             |

## Federal Update

### FTA News

At the end of March, Acting Administrator Therese McMillan left FTA to join Los Angeles Metro. McMillan was the longest serving political appointee in FTA's and its predecessor agency's, (UMTA) history. FTA has not named a replacement.

### FTA Rulemaking

- [Final Rule for State Safety Oversight](#) | FTA must certify and approve State Safety Oversight Agencies, which have financial and legal independence from the agencies they oversee.
- [Transit Asset Management](#) | FTA plans to issue a rule this summer defining "state of good repair" and establishing performance measures and reporting requirements for transit agencies.

### DOT Funding

TIFIA | DOT published a [Notice of Funding Availability](#) requiring agencies interested in applying for credit assistance to complete a [Letter of Interest form](#).

TIGER | April 29 is the application deadline for the \$500 million FY 2016 [TIGER Discretionary Grant program](#). This year's TIGER program priority is funding capital projects that generate economic development and improve access to reliable, safe and affordable transportation for communities, both urban and rural. Agencies must apply online at [grants.gov](#).

FASTLANE | The FAST Act authorized the [new FASTLANE program](#) to fund highway and freight projects. Up to \$800 million is available for FY 2016. DOT's application deadline is April 14. Agencies must apply online at [grants.gov](#).

BUS GRANTS | FTA published a [Notice of Funding Opportunity](#) for buses and bus facilities of approximately \$211 million. A \$55 million carve out for low- and no-emission vehicles is also available. Agencies must apply by May 13 online at [grants.gov](#).



## NVTC Programs & Projects

### Emergency Preparedness

#### Station Plans

NVTC continues to develop station-specific plans, which are critical to the safe evacuation of **Virginia's Metrorail stations**. The Transit Emergency Preparedness Group has reviewed nine plans to date. It will begin work on King Street, Eisenhower Avenue and Braddock Road stations in April.

NVTC's Fellows are mapping bus and pedestrian routes and gathering locations for each of the 25 Virginia stations. This visual tool will facilitate evacuations, particularly in the event that the number of passengers leaving the station exceeds available bus capacity.

#### Exercises and Training



NVTC's Laurel Hammig participated in a full-scale emergency response drill on Mar. 13 outside the Eisenhower Avenue Metrorail Station. Coordinated by WMATA and the City of

Alexandria, the exercise involved a derailed train on elevated tracks about 1,000 feet from the platform, partially inside a tunnel. These boots on the ground exercises often inform plan modifications and development of future plans.

NVTC's Kate Mattice and Laurel Hammig have attended tabletop exercises to test station-based emergency response plans for facilities in Arlington, Alexandria and Fairfax.

### Regional Bus

Since August 2015, NVTC staff has worked with jurisdictions to define performance measures for the Regional Bus Agenda with a goal of demonstrating how buses perform in the region. NVTC staff has developed a set of performance measures based on jurisdictional input at workshops held last year. The workshops developed performance-based definitions for the regional goals of quality, accessibility, efficiency

and safety. The performance measures will be evaluated across different geographies, socio-economic factors and service types in corridors and the region as a whole.

### Next Generation Fare Payment

WMATA has accepted all three elements of the NEPP pilot – Metrobus, Metrorail and Parking. WMATA is proceeding with an analysis of the proposed program while NVTC continues to detail concerns regarding the cost effectiveness and regional implementation of the project.

Concurrently, NVTC is exploring possibilities for an interim solution to address the immediate need for functional fare boxes. WMATA is looking to pilot an interim solution and is researching the implications of that pilot on the quantities and costs of fare boxes quoted to the regional partners last fall.

### Multimodal Planning

The [I-395 Express Lanes Northern Extension Project](#) was submitted for the [Air Quality Conformity Analysis](#) of the [2016 CLRP](#) Amendment at the March 16 TPB meeting. [The TPB resolution](#) stipulates that the Commonwealth will amend the I-395 project into the CLRP by conducting a transit TDM study in partnership with NVTC and PRTC, identifying an annual guaranteed transit contribution and taking other actions.

The Commission will hear an update from DRPT on the I-395 Transit/TDM Study at April's meeting.

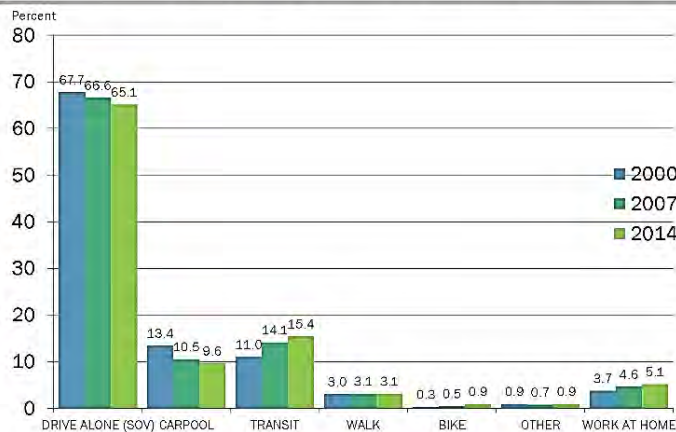
VDOT has scheduled two public meetings on the [I-395 Express Lanes Northern Extension](#) project.

- Mon., Apr. 11, 2016, 6:30 -8:30 p.m.  
presentation starts at 7 p.m.  
Wakefield High School  
[1325 S. Dinwiddie St., Arlington](#)
- Wed., Apr. 13, 2016, 6:30 -8:30 p.m.  
presentation starts at 7p.m.  
Francis C. Hammond Middle School  
[4646 Seminary Road, Alexandria](#)

## More Commuters Choose Transit

A [recent TPB analysis](#) shows that, despite a drop in transit riders, the percentage of those who commute by bus and rail is rising. Also of interest, telecommuting was up 16 percent (2001-2013) and vehicle miles traveled was down two percent (2000-2014).

### Regional Trend: Commute Mode Share



## NVTC Helps Create National Transit Map



NVTC staff will work with local jurisdictions to participate in development of [a national transit map](#), an initiative of Transportation Secretary Anthony Foxx. This initiative will establish a national repository of voluntarily provided, public domain GTFS feed data to be compiled into a common format with data from fixed route systems.

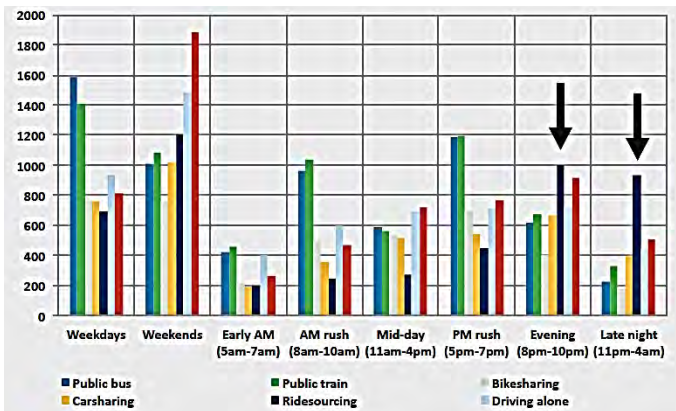
"With this information in hand, DOT, planning agencies, and researchers can do a far better job of demonstrating the importance and role of transit in American society, and identify and address gaps in access to public transportation," wrote Foxx.

Email questions to [NationalTransitMap@dot.gov](mailto:NationalTransitMap@dot.gov).

## Shared Mobility

APTA's [Shared Mobility Report](#) explores rideshare (such as Uber and Lyft) and transit provider partnerships. Findings include:

- Rideshare use peaks on weekends and evenings, complementing transit by providing community options outside of transit system operating hours.
- Public sector-rideshare partnerships can provide more efficient, effective paratransit service.



Ridesharing: Top in evening and late night trips

## First-Mile Last-Mile Solution

A Pinellas Suncoast Transit Authority's (PSTA) pilot program with Uber and United Taxi provides residents with access to bus stops. The agency calls it ["the first step in turning them into public transit users."](#)



PSTA's Direct Connect program, highlighted at the recent APTA conference, allows riders to take Uber or a taxi to/from a series of designated stops to connect with a bus. The transit provider PSTA will pay half the cost of the Uber or taxi ride, up to \$3. The six-month pilot illustrates how transit-rideshare partnerships can address community needs.

## TransAction

Slated for completion in 2017, [TransAction](#), the region's long-range transportation plan, will contain a needs assessment, now underway. The assessment involves both a review of all jurisdictional plans and public engagement.

[View the TransAction video](#)



## NVTA FY2017 Program

This summer, NVTA will adopt its FY2017 Program. The Call for Projects, issued in September 2015, closed on November 30. Public comment will open in May. The FY2017 Program will be the last based on projects evaluated in TransAction 2040.

Over the next several weeks, NVTA's PPC will review the proposed projects. NVTC will participate in those meetings.

[FY2017 Candidate Project List](#)

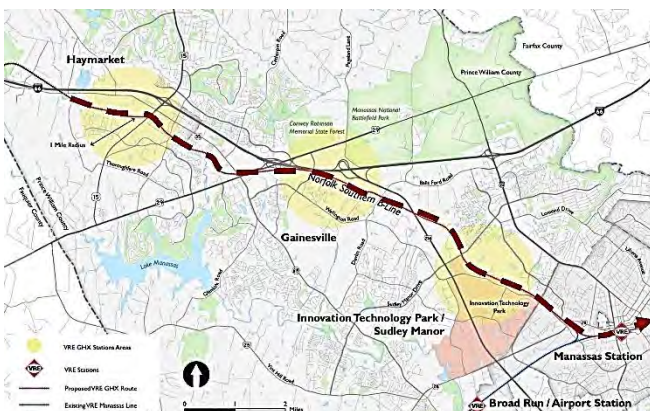
[FY2017 Program Project Selection Process](#)

[FY2017 Program Project Application Form](#)

## VRE: Gainesville to Haymarket



Train schedule options and passenger station locations for the [Gainesville-Haymarket Extension](#) (GHX) of the Manassas Line are the focus of VRE's community meeting on Wed., Apr. 27 from 6-8 p.m. at [Gainesville Middle School](#) (8001 Limestone Drive, Gainesville).



GHX Study Area

## VTA Annual Conference



NVTC is supporting program development for VTA's 2016 Transit Conference in Fredericksburg, May 24-25. Highlights include:

Phil Washington, CEO of Los Angeles County Metro, opens with "Stand Up for Public Transportation – Keep the Momentum"

NVTC Commissioner David F. Snyder, VTA's incoming president, moderates Transportation Innovations & Technology—A Brave New World.

NVTC Executive Director Kelley Coyner joins leaders from Richmond and Hampton Roads for a Transit Means Business roundtable, focusing on hosting a successful forum.

[Click here to register](#)

# Save the Dates

## GMU P3 Forum

### George Mason University 3rd Annual P3 Forum



April 26

GMU Arlington Campus

[learn more](#)

## APTA Seminar

### Transit Board Members & Board Support Seminar



April 30 – May 3

San Antonio, Texas

[learn more](#)

## Infrastructure Week

### National Infrastructure Week



May 16 – 23

All Across America

[learn more](#)

## Transit Means Business

### Hampton Roads Transit Means Business



May 24

Sandler Center, Virginia Beach

[learn more](#)



# 2016 Annual Commission Agenda



## JANUARY 7, 2016

- Election of NVTC Officers and Board Appointments
- Recognition of 2015 Chair
- Public Comment
- Electronic Participation Policy Update
- Transform 66 Multimodal Project Update
- NVTC Programs and Projects: A Year in Preview
- TransAction Presentation
- WMATA General Manager/CEO Presentation
- Report from the Virginia Board Members of WMATA
- VRE Report and Action Items
  - VRE FY2017 Budget Presented for Approval
  - Announce 2016 VRE Operations Board Officers
  - Gainesville-Haymarket Extension Project Update
  - Commission Roles and Responsibilities
- NVTC Financial Report
- Committee Meetings: Executive Committee

### Monthly WMATA Report includes:

- Safety and Related Issues
- Financial Management
- Budget and Finance
- Capital Funding Agreement
- WMATA Virginia Ridership and Parking Facility Utilization
- Key WMATA Milestones/Dates

## FEBRUARY 11, 2016 Richmond - *Joint Meeting with PRTC*

- General Assembly Legislative Update
- Transform 66 Multimodal Project Update
- Report from the Virginia Board Members of WMATA
- VRE Report
- DRPT Report
- NVTC Financial Report

## MARCH 3, 2016

- Approve Six Year Improvement Program (SYIP) Testimony to the Commonwealth Transportation Board (CTB)
- Submission of State Assistance Request to DRPT
- NVTC FY2016 2<sup>nd</sup> Quarter Ridership Report
- Legislative and Policy Update
- Transform 66 Multimodal Project
  - Evaluation Criteria and Prioritization Scoring Presented for Approval
  - Call for Components Presented for Approval
  - Advertising of Public Hearing Presented for Approval
- Presentation on I-395 Managed Lanes Project
- Report from the Virginia Board Members of WMATA
- NVTC FY2016 2<sup>nd</sup> Quarter Ridership Report
- VRE Report and Action Items
- DRPT Report
- NVTC Financial Report
- Committee Meetings: Executive Committee

## APRIL 7, 2016

- Envision Route 7 Preferred Alignment and Mode
- Transform 66 Multimodal Project Update
- I-395 Transit/TDM Study
- Letters of Endorsement for US DOT TIGER/FASTLANE Grant Applications Presented for Approval
- Quarterly Report on the Regional Bus Agenda
- Legislative and Policy Issues
  - General Assembly Update
- Report from the Virginia Board Members of WMATA
- VRE Report and Action Items
- DRPT Report

(continued)

**APRIL 7, 2016**

(continued from previous page)

- NVTC Financial Report
- Committee Meetings: Executive Committee

**MAY 5, 2016**

- Transform 66 Multimodal Project Update
  - Public Hearing
  - List of Components Presented for Approval
  - Authority to Execute Grant Agreements Presented for Approval
- High-Speed Rail (DC2RVA) Update
- Report from the Virginia Board Members of WMATA
- VRE Report and Action Items
  - Option Year for Keolis Operating Contract
  - Gainesville-Haymarket Extension Project Presentation
  - VRE Financial Plan Presentation
- National Transit Database Contract Renewal Presented for Approval
- Report on Commonwealth's Six Year Improvement Program (SYIP)
- NVTC Annual Transit Performance Update
- NVTC FY2016 3rd Quarter Ridership Report
- DRPT Report
- NVTC Financial Report
- Committee Meetings: Executive Committee

**JUNE 6, 2016, JUNE 7, 2016, June 8, 2016**

- Public Hearings on Envision Route 7

**JUNE 2, 2016**

- VTRANS Update and Comment
- Regional Bus Agenda Proposed Performance Dashboard Proposed for Approval
- Transform 66 Multimodal Project Update
- Report from the Virginia Board Members of WMATA
  - Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- VRE Report and Action Items
- DRPT Report
- NVTC Financial Report
- Committee Meetings: Executive Committee, Legislative and Policy Committee

**JULY 7, 2016**

- FY2018 Key Budget Issues
- Envision Route 7 Locally Preferred Alternative Presented for Approval
- Transform 66 Multimodal Project Update
- Report from the Virginia Board Members of WMATA
- VRE Report and Action Items
- DRPT Report
- NVTC Financial Report
- Committee Meetings: Executive Committee, Legislative and Policy Committee, Funding Partners Working Group

**AUGUST 2016 – No Commission Meeting**

**SEPTEMBER 8, 2016\* (*note meeting is second Thursday of month*)**

- FY2018 Key Budget Issues Presented for Discussion
- Transform 66 Multimodal Project Update
- Regional Bus Agenda Baseline Report on Performance
- High Speed Rail (DC2RVA) Update
- NVTC FY2016 4<sup>th</sup> Quarter Ridership Report

(continued)

**SEPTEMBER 8, 2016\*** *(note meeting is second Thursday of month)* *(continued from previous page)*

- Report from the Virginia Board Members of WMATA
  - Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- Transform 66 Multimodal Project Update
- VRE Report and Action Items
- DRPT Report
- NVTC Financial Report
- Committee Meetings: Executive Committee, Legislative and Policy Committee, Funding Partners Group

**OCTOBER 7, 2016**

- Preliminary NVTC FY2018 Budget Presented for Discussion
- Pre-Allocation Testimony to the Commonwealth Transportation Board (CTB) Presented for Approval
- Updated NVTC Federal and State Legislative and Policy Agenda Presented for Discussion
- 2017 Meeting Schedule Presented for Approval
- Transform 66 Multimodal Project Update
- Notice of Direct Contributions to Jurisdictions
- Presentation of Updated NVTC Federal and State Legislative and Policy Agenda
- Report from the Virginia Board Members of WMATA
- VRE Report and Action Items
  - Forward VRE Budget to Jurisdictions
- DRPT Report
- NVTC Financial Report
- Committee Meetings: Executive Committee, Legislative and Policy Committee, Funding Partners Group

**OCTOBER 20, 2016** *(Tentative)*

- FY 2018 NVTC Budget Work Session

**NOVEMBER 3, 2016**

- FY2018 Budget Presented for Approval
- Updated NVTC Federal and State Legislative and Policy Agenda Presented for Approval
- Transform 66 Multimodal Project Update
- Call for Nominations to NVTC Committees
- High-Speed Rail (DC2VA) Update
- NVTC FY2017 1<sup>st</sup> Quarter Ridership Report
- Report from the Virginia Board Members of WMATA
- VRE Report and Action Items
  - VRE Legislative Agenda Presented for Approval
- DRPT Report
- NVTC Financial Report
- Committee Meetings: Executive Committee

**DECEMBER 2016** *(May combine with Joint NVTC/PRTC Legislative and Policy Briefing)*

- Second Annual Transit Means Business Forum

**DECEMBER 1, 2016**

- NVTC and VRE Audits Presented for Acceptance
- Transform66 Multimodal Project Update<sup>1</sup>
- Report from the Virginia Board Members of WMATA<sup>2</sup>
  - WMATA Preliminary Budget
  - Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- VRE Report and Action Items
- DRPT Report
- NVTC Financial Report
- Committee Meetings: Executive Committee serving as Nominating Committee and Audit Committee

**DECEMBER 7, 2016** *(tentative)*

- Joint NVTC/PRTC Federal and State Legislative and Policy Briefing

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**TO:** Chairman Fiset and NVTC Commissioners

**FROM:** Kelley Coyner, Scott Kalkwarf, and Stephen MacIsaac

**DATE:** March 31, 2016

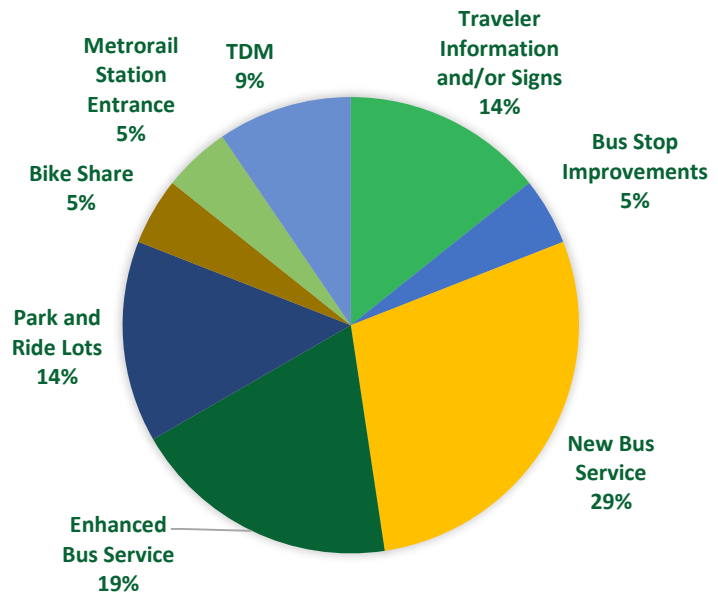
**SUBJECT:** Transform 66 Multimodal Project

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### A. INFORMATION ITEM: Update on the FY2017 Call for Components

As of March 24, NVTC received 19 applications of approximately \$43 million in requests for components that will expand transportation capacity in the I-66 corridor Inside the Beltway. Applications were received from Arlington, Fairfax, and Loudoun Counties, Cities of Alexandria and Falls Church, and the Potomac and Rappahannock Transportation Commission. Components under consideration include six new and four enhanced bus services, three new park and ride lots, three real-time transit information efforts, a set of bus stop improvements, Phase I of a second entrance at East Falls Church Metro, Capital Bikeshare, and two transportation demand management projects.

COMPOSITION OF FY2017 MULTIMODAL APPLICATIONS



NVTC has assessed all applications and has determined they all meet the eligibility of the Memorandum of Agreement (MOA). On Friday, April 1, NVTC will publish the list of all components for public comment and advertise for a public hearing on May 5. Public comment will be accepted via telephone (703-NVTC-321), email ([i66multimodal@nvtc.org](mailto:i66multimodal@nvtc.org)) or online ([www.novatransit.org/i66multimodal](http://www.novatransit.org/i66multimodal)). NVTC's technical team will evaluate and score each application according to the criteria and process adopted by the Commission. Applicants will be briefed on their evaluation. Then a MAC Multimodal Working Group will review the scoring and provide input into the development of a prioritized list for the Commission's approval. The Multimodal Working Group includes representatives of Prince William County, PRTC, VRE, WMATA, Loudoun, Fairfax, and Arlington Counties, and the Cities of Alexandria, Fairfax, and Falls Church. Kate Mattice, NVTC Director of Transit Programs and Policy, will facilitate work

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sessions with the group, and Dan Goldfarb, NVTC Transit Planning and Programs Manager, will serve as senior technical advisor to the multimodal working group.

## **B. INFORMATION ITEM: Assessing Debt Capacity and Related Considerations**

[Section II.B.3 of the MOA](#) between the Commonwealth and NVTC permits NVTC to use toll revenues to support financing of approved components. Prior to determining whether to pursue bond issuance or alternative financing, the Commonwealth and NVTC intend to amend the MOA to reflect changes with respect to the timing and funding of the widening of the east bound section of I-66 between Exit 67 and Exit 71.

As reported at the March Commission meeting, NVTC entered into a limited engagement with bond counsel to advise the Commission on amending the MOA, the call for components, and to provide preliminary legal advice with respect to possible bond financing. This limited engagement is to be initially funded through the Contract Services and Support line of NVTC's G&A budget, with the expectation for reimbursement from the financing proceeds should NVTC pursue this option.

NVTC is negotiating a limited engagement with PFM, a financial advisor, for the purpose of performing a preliminary financing capacity assessment, and to assess the potential for investment grade bonding capacity based on a review of the MOA and the initial Toll and Revenue Forecast. This limited engagement is to be initially funded through the Contract Services and Support line of NVTC's G&A budget, with the expectation for reimbursement from the financing proceeds should NVTC pursue this option. Total expenditures for this G&A budget line may exceed the amount budgeted; however, positive budget variances are projected in other lines to more than offset the costs. The engagement will be pursuant to a task order on Arlington County's contract with PFM.

Should debt financing of projects be pursued, the milestones following these limited engagements and initial assessments are expected to include those listed in the table below. Several of the milestones would be pursued concurrently.

| <b>Milestone</b>  | <b>Timeframe</b> |
|---|------------------|
| Develop documents including a debt resolution and master indenture of trust | 6 to 12 weeks    |
| Obtain preliminary credit rating assessment of legal structure              | 6 to 12 weeks    |
| Develop initial plan of finance & bonding capacity analysis                 | 4 to 8 weeks     |
| Update, refine & finalized plan of finance                                  | 4 to 8 weeks     |
| If applicable, evaluate TIFIA   | 4 to 8 weeks     |

| <b>Milestone</b>                               | <b>Timeframe</b> |
|--|------------------|
| Assemble financing team (underwriter, trustee) | 2 to 4 weeks     |
| Draft bond documentation (disclosure)          | 4 to 8 weeks     |
| Obtain public credit rating(s)                 | 4 to 6 weeks     |
| Market & sell bonds to investors               | 2 to 3 weeks     |
| Close bond issue                               | 2 to 3 weeks     |

| Component   | Description   | Total Component Cost | Multimodal Funding Requested |
|---|---|----------------------|------------------------------|
| <b>City of Alexandria</b>                               |   |                      |                              |
| Multimodal Real-Time Transportation Information Screens | <p>The component will enhance and expand Transportation Demand Management (TDM) efforts and provide funding for approximately 15 multimodal real-time transportation information screens at key employment and transportation locations in the city. A portion of each screen will be targeted to I-66 facility users, providing information on transit, carpool and vanpool options as well as regional and local transportation options, such as VRE, Metrorail, Metrobus, DASH, Capital Bikeshare, and car share.</p> <p>The requested funding will support the upfront capital and installation costs as well as the first two years of operating costs. Operating costs beyond the component grant will be covered through various funds, including but not limited to Transportation Management Plan funds required of new development through the city's ordinance, and TDM grant funds.</p>   | \$200,000            | \$190,000                    |
| <b>Arlington County</b>                                 |   |                      |                              |
| Multimodal Real-Time Transportation Information Screens | <p>The component includes the purchase, configuration and installation of up to 50 multimodal real-time transportation information screens in locations along the Rosslyn-Ballston Metrorail corridor. These screens would be similar to those currently located in locations in Arlington County and would provide dynamic information on Metrorail, Metrobus and Arlington Transit arrivals; travel times to various locations on I-66; toll rates for the I-66 HOT lanes; bicycle capacity at Capital Bikeshare stations; Zipcar availability; and news updates to include delays or emergency issues. The screens would also include dynamic pricing on the I-66 HOT Lanes. Screens would be placed at Metrorail stations at East Falls Church, Virginia Square, Clarendon and Courthouse, as well as at high-utilization bus stops and in residential and office buildings in the Rosslyn-Ballston corridor. The screens provide commuters with comprehensive, up-to-the-minute information on all travel choices to allow informed transportation mode decisions. These screens will make users more confident in their decision to use an alternative to single-occupant vehicles.</p> | \$292,600            | \$250,000                    |
| Bus Stop Consolidation and Accessibility Improvements   | <p>The component includes improvements in existing bus performance by consolidating underutilized/closely spaced bus stops and facilitating the design and construction of approximately 30 bus stop improvements along Lee Hwy. and Washington Blvd. Improvements will include ADA-compliant bus stop pads and pedestrian facilities (sidewalks, curb ramps, crosswalks) as well as new, enhanced passenger amenities (shelters, benches, lighting, customer information, etc.).</p>   | \$462,000            | \$462,000                    |

Note: The information provided is based upon initial applicant submissions; cost and other data subject to change.

| Component   | Description  | Total Component Cost | Multimodal Funding Requested |
|---|--|----------------------|------------------------------|
| CarFree AtoZ – Mobile Travel Planning Application                   | The component includes a proposed expansion of the interactive web-based, multimodal commute planner called CarFree AtoZ. Arlington County Commuter Services (ACCS) developed CarFree AtoZ with a visualization framework for personalized travel maps and a data clearinghouse for managing regional transport datasets. CarFree AtoZ is the region's first multimodal trip planning and comparison tool that provides detailed tripmaking information for options such as rail, bus, biking and bikesharing. ACCS intends to expand the use and reach of CarFree AtoZ so that it will have greater value and impact in helping commuters and others along the I-66 corridor use alternate modes. This would include development of a native CarFree AtoZ app for Android and iOS platforms that would replicate the functionality of the website with mobile-aware enhancements, provide the ability to search for locations by intersection and transit stop ID, offer multi-language support, and be deployed statewide. This expansion will be coordinated with local jurisdiction partners already involved in development of this tool. | \$1,300,000          | \$150,000                    |
| Service Expansion to ART Bus Route 55                               | The component includes the expansion of bus service on Lee Hwy. from Rosslyn to East Falls Church and reduction of headways on the ART 55 via addition of a sixth peak bus to the route. The funding request includes rehabilitation of six buses and operations costs to support an extended 12-minute peak service, which would add 3.5 additional round trips during each of the AM and PM peak periods.  | \$1,250,000          | \$1,250,000                  |
| Service Expansion to Metrobus Route 2A Washington Blvd.-Dunn Loring | The component includes a proposed headway improvement (from 15 to 10 minutes) for Metrobus 2A, which operates in the I-66 adjacent corridors of US 29 and Washington Blvd. and connects three jurisdictions: Fairfax and Arlington counties and the City of Falls Church.  | 1,000,000            | \$1,000,000                  |
| Expanded TDM Outreach to the I-66 Corridor                          | The component includes the implementation of one year of commuter Transportation Demand Management (TDM) programs to alleviate congestion, maximize the use of multimodal transportation options, reduce subsidies required for Metrorail services, improve job access and reduce emissions. Contracted staff will provide robust employer and residential outreach and education services, including a focus on new carpool and vanpool initiatives. Arlington Transportation Partners will provide in-kind a quarter-time FTE residential outreach person to complement the grant-funded contract staff.   | \$390,000            | \$350,000                    |
| <b>Fairfax County</b>   |  |                      |                              |
| Fairfax Connector Express Service 1                                 | The component includes creation of a new Fairfax Connector express bus service between the expanded Stringfellow Road park-and-ride lot, Pentagon Transit Center and Mark Center Transit Station via Stringfellow Road, I-66, VA-110, I-395 and Seminary Road. Buses would operate on I-66 both east and west of I-495 (Capital Beltway).  | \$4,820,000          | \$4,820,000                  |

Note: The information provided is based upon initial applicant submissions; cost and other data subject to change.

| Component   | Description   | Total Component Cost | Multimodal Funding Requested |
|---|---|----------------------|------------------------------|
| Fairfax Connector Express Service 2                               | The component includes the creation of a new weekday, peak period Fairfax Connector express bus service between the Fairfax County Government Center park-and-ride lot and the State Department and Foggy Bottom neighborhood in D.C.   | \$4,740,000          | \$4,740,000                  |
| <b>City of Falls Church</b>                                       |   |                      |                              |
| Bikeshare Facility Development                                    | The component includes three years of operations funding for 16 Capital Bikeshare stations, each with 13 bike docks, located across the city.   | \$2,854,880          | \$854,880                    |
| East Falls Church Metrorail West Entrance and Multimodal Facility | The component includes professional services to complete an alternative analysis, conceptual plans and environmental screening for NEPA associated with the advancement of a new western entrance and multimodal facility at the East Falls Church Metrorail Station.   | \$68,985,000         | \$1,533,000                  |
| Enhanced Transit – Metro 2A Route                                 | The component includes two years of operations funding to improve the route frequency of Metrobus 2A. The proposed improvement would achieve a consistent 15-minute frequency for the entirety of the route (an improvement from 30 minutes at some parts of the day).  | \$1,924,820          | \$1,924,820                  |
| Enhanced Transit – Metro 28A Route                                | The component includes two years of operations funding to improve the route frequency of Metrobus 28A. The proposed improvement would achieve a consistent 15-minute frequency all day between the route's northwestern end at Tysons Corner Metrorail Station and the Seven Corners Transit Facility in Arlington (an improvement from 20 or 30 minutes at some parts of the day).   | \$9,741,808          | \$9,741,808                  |
| <b>Loudoun County</b>   |   |                      |                              |
| Leesburg East Park-and-Ride and Enhanced Transit                  | The component includes the purchase of a turn-key 300-space park-and-ride lot east of Leesburg and provides two years of new commuter bus transit service from the new park-and-ride lot to Metrorail stations. The funding request includes capital costs for bus acquisition.   | \$8,103,430          | \$6,355,430                  |
| Loudoun County Transportation Demand Management                   | The component includes implementation of a set of Transportation Demand Management (TDM) programs for a one-year promotional period that provide incentives for non-single-occupancy vehicle travel through the I-66 Inside the Beltway corridor. Program includes: reduced fares for buses connecting county residents to Metrorail stations, SmarTrip promotion for new Metrorail riders, expansion of Rideshare Rewards carpool program, fuel cost reimbursement for new vanpools. | \$623,000            | \$623,000                    |
| One Loudoun Enhanced Transit                                      | The component includes two years of operation for a new commuter bus transit service from a new 200-space park-and-ride lot in Ashburn, near the mixed-use One Loudoun development, to Metrorail stations. The funding request includes capital costs for bus acquisition.  | \$3,943,470          | \$2,293,470                  |
| Stone Ridge Enhanced Transit                                      | The component includes two years of operation for a new commuter bus transit service from the new 300-space park-and-ride lot in Aldie, near the Stone Ridge development, to  | \$2,628,980          | \$1,880,980                  |

Note: The information provided is based upon initial applicant submissions; cost and other data subject to change.

| <b>Component</b>                              | <b>Description</b>  | <b>Total Component Cost</b> | <b>Multimodal Funding Requested</b> |
|---|---|-----------------------------|-------------------------------------|
| Stone Ridge Enhanced Transit<br>(Continued)   | Metrorail stations. The funding request includes capital costs for bus acquisition.   |                             |                                     |
| Western Loudoun Enhanced Transit              | The component includes two years of operation for a new commuter bus service from the 250-space park-and-ride lot in Western Loudoun County to Metrorail. The funding request includes capital costs for bus acquisition.                 | \$3,942,470                 | \$2,821,470                         |
| <b>Prince William County</b>                  |   |                             |                                     |
| PRTC Gainesville to Pentagon Commuter Service | The component includes the implementation of a new commuter bus transit service between Gainesville and the Pentagon and three years of operating costs. The funding request also includes amounts for route marketing and communication. | \$887,900                   | \$887,900                           |
| <b>Total Projects (19)</b>                    |   | <b>\$118,091,358</b>        | <b>\$42,656,758</b>                 |

Note: The information provided is based upon initial applicant submissions; cost and other data subject to change.



## Agenda Item #7: Report of the Legislative and Policy Committee



**TO:** Chairman Fisette and NVTC Commissioners

**FROM:** Kelley Coyner

**DATE:** March 31, 2016

**SUBJECT:** Report of the Legislative and Policy Committee

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Please find attached a [Summary Report of the 2016 General Assembly Session](#). NVTC has also prepared a [chart of all NVTC-monitored legislation](#) considered in the 2016 session. In addition, for all enacted legislation, we have prepared briefs which summarize key provisions and identify actions for NVTC as appropriate. As called for in NVTC's Annual Agenda, NVTC's Legislative and Policy Committee will meet no later than June to assess the Legislative and Policy Agenda.

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# Summary Report of the 2016 General Assembly



NORTHERN VIRGINIA TRANSPORTATION COMMISSION

March 31, 2016

The 2016 General Assembly Session began with Governor McAuliffe and the legislature at odds on how to address congestion on I-66. However, they were able to reach a bipartisan compromise midsession by agreeing to widen the road initially and improve multimodal options for commuters. There was no solution found for a regional gas tax floor. The General Assembly increased the procurement limits for engineering contracts used by VRE. It also created an advisory board to review future transit capital revenue options.

Three bills passed that directly impact NVTC: Delegate Minchew's HB181 and Senator Wexton's SB277 both add a second Loudoun County representative to NVTC. Delegate LeMunyon's HB731 permits reimbursement of NVTC's WMATA representatives for expenses and sets a daily compensation rate of \$50, for parity with all other state appointed commissions.

The General Assembly adjourned a day early, completing work on all bills and the biennial budget. The legislature will meet on April 20<sup>th</sup> for a reconvened session to consider the Governor's amendments and vetoes.

NVTC has prepared a [chart of all NVTC-monitored legislation](#) considered in the 2016 session. Highlights are provided below, alphabetical by patron:

## HB1069 (Jones) – Toll Violations

When first drafted, this bill focused on limiting when tolling could be implemented without General Assembly approval. However, the final bill that passed addressed toll violations by decreasing civil penalties for unpaid fines and extending the time period for when administrative fees can increase. It also allows the Governor to enter into reciprocity agreements with other states to enforce tolling violations. The bill passed and is awaiting gubernatorial action.

## HB723 (LeMunyon) – NVTA/NVTC Consolidation

This bill would have consolidated the Northern Virginia Transportation Commission into the Northern Virginia Transportation Authority. The Taskforce on Efficiency and Consolidation considered a similar proposal and concluded that there were a number of risks to this approach and that efficiencies could be achieved in other ways in its 2012 report. All parties involved agree that ongoing coordination between NVTA and NVTC is vital. This bill was laid on the table for the year. House Transportation Chairman Villanueva sent a letter to Tim Hugo, Chairman of the Joint Commission on Transportation Accountability to request an update on the implementation of recommendations of the 2012 "Report of the Northern Virginia Agency Efficiency and Consolidation Task Force."

### HB724 (LeMunyon) – NVTC Quorum

This bill would have changed the current quorum requirements and required all decisions of NVTC to be passed by a two-thirds vote of the members of the Commission present and voting. This bill was laid on the table for the year and a letter was sent to Tim Hugo, Chairman of the Joint Commission on Transportation Accountability.

### HB731 (LeMunyon) – WMATA Representative Compensation

This bill permits reimbursement of NVTC's WMATA representatives for expenses and setting a daily compensation rate of \$50, for parity with all other state appointed commissions.

### HB1278 (Levine)/ SB710 (Ebbin) -- WMATA Composition

This bill is a conforming change to the WMATA Compact to comply with the federal FAST Act. It changes the appointing authority for the WMATA Board of Directors from GSA to USDOT. This change will affect the two federal members of the Board of Directors and their alternates. SB710 passed and is awaiting gubernatorial action. In order for this change to take effect, identical legislation will need to be passed in Maryland and the District of Columbia, which is expected to happen in 2016.

### HB181 (Minchew)/SB 277 (Wexton) – NVTC Membership

Both bills increase the number of non-legislative citizen members of the Northern Virginia Transportation Commission from 13 to 14 by increasing the number of Loudoun County representatives from one to two. Both bills were signed by the Governor and will take effect on July 1, 2016.

### HB907 (Minchew) – Procurement Ceiling

The Virginia Railway Express (VRE) sought this bill to allow transportation commissions (including NVTC and PRTC) to have a higher procurement limit for Architectural and Engineering term contracts. It passed the General Assembly unanimously and was signed by the Governor on March 7<sup>th</sup>. It will take effect on July 1, 2016.

### HB1359 (Peace) – Transit Capital Project Revenue Advisory Board

This bill establishes the Transit Capital Project Revenue Advisory Board within the Department of Rail and Public Transportation that is tasked with examining the impacts of the revenue reduction caused by the expiration of the Capital Project Revenue bonds, identifying possible sources of replacement revenue, and developing methodologies for further prioritization of transit capital funds. The bill passed and is awaiting gubernatorial action. Pursuant to a budget amendment, directs DRPT is further directed to work with the Transit Capital Project Revenue Advisory Board to develop a statewide prioritization process proposal. This process will be used for development of a Six-Year Improvement Program for transit capital expenditures. It is intended to create project-specific prioritization within CTB's asset tiers, similar to the process utilized by VDOT's HB2 projects.

### SB742 (Wagner) – Gas Tax Floor

NVTC entered this session supporting legislative action to create a floor on the regional gas tax to stabilize transportation revenues. Senator Wagner’s bill contained a fuels tax floor and increased the tax from 2.1 percent to 3.0 percent for Northern Virginia and PRTC jurisdictions. The bill provided Hampton Roads a “floating” fuels tax. The Senate passed this bill; however, the House was unwilling to raise taxes or add a floor and the bill died in the House Finance Committee.

### **Budget Language**

#### *VRE Impact Analysis*

The budget language directs the CTB’s rail subcommittee to review the long range service plan and financial analysis of VRE and assess the conclusions of that analysis with respect to the long-term financial viability of the service, their ability to maintain appropriately-costed services to maintain and expand market share, and the VRE’s impact on traffic volumes on the I-66 and I-95/I-395 corridors of statewide significance. The Board shall consult with interested stakeholders and report its findings no later than November 15, 2016.

#### *Statewide Tolling Policy*

This amendment incorporates Delegate Jones’ original HB1069. The amendment creates a statewide tolling policy that requires all tolls must be approved by the General Assembly. It includes exceptions for: reconstruction of additional lanes provided the number of un-tolled, non-HOV lanes after reconstruction is not less than prior to the reconstruction, new construction open to the public as a tolled facility, new construction opened as HOV lanes, existing HOV lanes, or an existing lane on a segment of highway less than 10 miles between an interchange, or an interchange and a bridge, provided the number of un-tolled, non-HOV lanes on the segment is equal to the number of un-tolled, non-HOV lanes on the portion of the highway preceding the segment. It clarifies specific General Assembly approval for a non-limited access highway except for a bridge, tunnel, or approaches to a bridge or tunnel and I-81. It states that the provisions of this amendment shall become effective upon the return of the Commonwealth’s place in the Interstate System Reconstruction and Rehabilitation Pilot Program.

#### *Statewide Prioritization Process*

This amendment directs DRPT to work with the Transit Capital Project Revenue Advisory Board to develop a statewide prioritization process proposal. This process will be used for development of a Six-Year Improvement Program for transit capital expenditures. It is intended to create project-specific prioritization within CTB’s asset tiers, similar to the process utilized by VDOT’s HB2 projects.

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**TO:** Chairman Fiset and NVTC Commissioners

**FROM:** Kelley Coyner and Laurel Hammig

**DATE:** March 31, 2016

**SUBJECT:** Washington Metropolitan Area Transit Authority

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**A. INFORMATION ITEM: Report of the Virginia Members of the WMATA Board of Directors**

The [Report of the Virginia Members of the WMATA Board of Directors](#) to the Commission has been revised and updated. The information is current as of the day that the meeting materials are transmitted. Any relevant developments after the publication date will be reported at the Commission meeting or in weekly NVTC News emails and will be incorporated in the next month's report.

**B. INFORMATION ITEM: Recommendations to WMATA Regarding Safety, Reliability, Affordability and Customer Service**

As requested by the Commission during the March meeting, the Board members will provide an update on the five recommendations transmitted to the General Manager on January 7, 2016:

- To regain rider confidence, WMATA must first improve the reliability of Metrobus, Metrorail, and MetroAccess. This is most important to riders. Riders must have accurate information about service and be able to count on arriving at their destinations on time.
- Safety of riders and employees must be the guiding principle in operations and priorities for capital investments.
- A strong customer service culture, including fare products that reward loyalty, will build ridership.
- Strong financial management is a cornerstone to restoring confidence in the management of the system.
- Dependable, dedicated revenue sources must be identified to allow WMATA to serve as an integral part of the region's transportation system for decades to come.



### **C. INFORMATION ITEM: New Electronic Payments Program (NEPP)**

NVTC leads a regional multi-year, technical-assistance program to procure and implement an open-source New Electronic Payments Program (NEPP) for the transit providers that serve Northern Virginia. At the December Commission meeting, NVTC requested that WMATA provide information on cost effectiveness and regional pricing. On February 12<sup>th</sup>, NVTC received updated cost estimates from WMATA and Accenture for the regional implementation of the NEPP system over the next four years. In the latest estimates, WMATA stated that it will assume all centralized system costs for NEPP. This cost will ultimately be borne by the compact jurisdictions. In March, NVTC along with WMATA and the local providers continued a detailed examination of the regional central system costs.

While it has accepted the bus, rail, and parking pilots, WMATA has not advanced the contract action for the next phase – requirements confirmation. There is no estimated date for this action. Meanwhile, the overall cost of implementing NEPP has increased by over 50 percent and NVTC continues to be concerned that the estimates continue to lack sufficient details for evaluation and understanding.

Concurrently, NVTC continues exploring possibilities for an interim solution to address the immediate need for functional fare boxes. WMATA is piloting an interim solution and researching the implications of that pilot on the quantities and costs that were quoted to the regional partners last fall.

# Report of the Virginia Members of the WMATA Board of Directors

## Report Highlights

- Louis Brown, Acting Chief Safety Officer, resigned on March 25<sup>th</sup> effective April 22<sup>nd</sup>. Interviews for a permanent safety officer were scheduled to begin the week of March 28<sup>th</sup>.
- On Thursday, March 24<sup>th</sup>, [the Board approved the FY2017 operating budget and authorized the General Manager to execute the one-year extension of the current Capital Funding Agreement \(CFA\).](#)
- On Wednesday, March 16<sup>th</sup>, Metrorail service was suspended for emergency inspections of the system's third-rail power cables. Teams inspected approximately 600 "jumper cables" and repaired or replaced equipment in 27 locations.
- On Sunday, March 6<sup>th</sup>, [Mr. Wiedefeld released his plan](#) on how WMATA will address his top three priorities -- safety, service reliability and fiscal management.

## Table of Contents

|   |   |
|---|---|
| <a href="#">Key WMATA Dates</a> .....                           | 1 |
| <a href="#">Safety and Security</a> .....                       | 1 |
| <a href="#">Budget</a> .....                                    | 4 |
| <a href="#">Financial Management</a> .....                      | 5 |
| <a href="#">Ridership &amp; Parking Utilization Rates</a> ..... | 6 |

## Key WMATA Milestones/Dates

| KEY ISSUES  | MEETING                                 | DATE |
|---|---|------|
| Approval of FY2017-2022 Capital Improvement Program                                   | Finance Committee                       | 4/14 |
| Update on FTA Safety Management Inspection Response                                   | Safety Committee                        | 4/28 |
| NTSB Final Report   |   | 5/3  |
| Vital Signs Quarterly Report  | Operations and Administration Committee | 5/12 |
| FY16 Third Quarter Financial Update<br>Financial Management Oversight Progress Report | Finance Committee                       | 5/12 |

## Safety and Security: March Update

- On Monday, March 14<sup>th</sup> at 4:30 a.m., [a cable fire was reported in the tunnel outside of the McPherson Square station affecting service along the Orange, Blue and Silver lines.](#) Damaged cables were replaced overnight and service was restored on March 15<sup>th</sup>.
- On Wednesday, March 16<sup>th</sup>, [Metrorail service was suspended for emergency inspections of the system's third-rail power cables.](#) Teams inspected approximately 600 "jumper cables" and repaired or replaced equipment in 27 locations. The results of the inspections will be shared with the Federal Transit Administration and the National Transportation Safety Board.

- [Governor McAuliffe, Governor Hogan and Mayor Bowser signed an MOU outlining how the jurisdictions will work together to establish the Metro Safety Commission](#). U.S. DOT Secretary Foxx continues to urge leaders to create the MSC as soon as possible.
- FTA started a safety blitz focused on three areas of WMATA: red signal overruns, track integrity and rail vehicle securement. A final report is expected by early summer.
- WMATA posted online digital reports showing actions being taken to meet all the [NTSB](#) and [FTA safety](#) recommendations.

On Monday, March 14<sup>th</sup> at 4:30 A.M., a cable fire was reported in the tunnel outside of the McPherson Square station affecting service along the Orange, Blue and Silver lines. Damaged cables were replaced overnight and service was restored on March 15<sup>th</sup>. The investigation is underway to determine the exact cause but a preliminary investigation revealed a third-rail feeder cable burned. Under FTA safety oversight, WMATA will submit the investigation report to FTA for review and approval within 30-days.

Due to the similarities between the March 14<sup>th</sup> McPherson Square fire and the arcing incident at L'Enfant Plaza in January 2015, Metrorail service was suspended on March 16<sup>th</sup> for emergency inspections of the system's third-rail power cables. Teams inspected approximately 600 "jumper cables" and repaired or replaced equipment in 27 locations. Work continues on 338 locations needing non-emergency repairs as well as the inspection of above ground jumper cables. WMATA will begin monthly inspections of the power system on April 1<sup>st</sup> using a newly trained team. Meanwhile, WMATA is developing a new traction power organization and inspection program.

[An MOU signed by Governor McAuliffe, Governor Hogan and Mayor Bowser](#) outlined the draft interstate compact that defines the powers, governance, financing and jurisdiction of the MSC with the goal of introducing MSC Compact language into the legislative process for consideration: in 2016 to the Council of the District of Columbia, and 2017 to the Virginia General Assembly and the Maryland General Assembly.

On Friday, March 25<sup>th</sup>, Louis Brown, Acting Chief Safety Officer, resigned effective April 22<sup>nd</sup>. He had been in that position since James Dougherty left in September 2015. Interviews for a permanent safety officer were scheduled to begin the week of March 28<sup>th</sup>. Filling this position is a priority for the General Manager.

## Background on Safety Issues

### *Safety Oversight*

U.S. DOT [Secretary Foxx directed the Federal Transit Administration \(FTA\) to assume enhanced, independent safety oversight authority over Metrorail](#), relieving the Tri-State Oversight Commission of direct oversight.

[As required by MAP-21](#), a new entity, known as the Metro Safety Commission (MSC), will replace the Tri-State Oversight Commission (TOC). The MSC 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. Under the expanded FTA safety oversight, the TOC will remain until the MSC is in place.

FTA issued [Safety Directive 16-2](#) to WMATA requiring the transit agency to take corrective action to resolve 217 open safety findings. These safety findings were previously issued by the Tri-State Oversight Committee (TOC), the previous State Safety Oversight Agency for WMATA Metrorail, but will now be under FTA's direct safety oversight. FTA provides a [tracking chart](#) that lists the status of each required action so anyone can monitor WMATA's progress in addressing safety deficiencies.

[In a letter to D.C. Mayor Bowser, Maryland Governor Hogan and Virginia Governor McAuliffe](#), Secretary Anthony Foxx outlined concerns regarding the delay in jurisdictions pursuing legislation in 2016 to establish the Metro Safety Commission (MSC) and the potential loss of federal funding as a result.

#### *FTA Safety Audit*

Following the smoke and arcing incident at L'Enfant Plaza in January 2015, FTA conducted a Safety Management Inspection (SMI). The SMI identified 54 safety findings and 91 required actions. Subsequently, FTA assumed direct safety oversight over WMATA. WMATA developed an [online status report](#) on each CAP.

FTA's website provides information on the status of [WMATA implementation progress on the Corrective Action Plan \(CAP\)](#). WMATA submits weekly deliverables to FTA on the status of the issues raised in the [FTA Safety Management Inspection Report](#), namely 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. The master schedule shows all CAPs will be completed by September 2019.

#### *Accident and Incident Investigations*

WMATA submitted its own proposed findings of the cause of the smoke and electrical arcing accident at L'Enfant Plaza Station in November 2015. The final NTSB report is expected to be published in spring 2016. In the interim, 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.

On October 14<sup>th</sup>, WMATA submitted the final derailment report to the Federal Transit Administration on the August derailment of a non-passenger train near Smithsonian Station. The document will become public after FTA completes its review. On September 3<sup>rd</sup> the WMATA Safety Committee examined the General Manager's operational investigation report of the August derailment. 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 Board members on immediate safety actions including a system-wide track inspection and steps to detect critical safety data.

#### *Wireless Service on Metrorail Platforms and Tunnels*

WMATA has reached an agreement in principle with four major cellular carriers to improve cellular access across the Metrorail system. WMATA, MWCOG and Metrorail jurisdictions are working with the Cellular Carrier Team to pursue rapid reinstatement and an accelerated build of the Neutral Host System 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.

### Budget: March Update

- The Board approved the FY2017 operating budget and authorized the General Manager to execute the one-year extension of the current Capital Funding Agreement (CFA).
- The FY2017-2022 Capital Improvement Program will be brought before the Board for approval in April.
- [The Metro Select Pass is on sale for a limited time.](#) Modeled on Sound Transit's Puget Pass, customers purchase a monthly pass, currently offered at two price points, for 36 trips per month. There are unlimited free additional trips within the selected price range. The pilot will run for three to five months and results will be reported to the Board.

The FY2017 operating budget maintains current fares and service levels while requiring no increase in overall jurisdictional operating subsidy. Several customer-related initiatives were approved including the 15-minute grace period for exiting the same Metrorail station, pilot program for the University Pass, and the combination bus/rail pass as part of broader rail pass structuring.

The Board authorized the General Manager to execute the one-year extension of the current Capital Funding Agreement (CFA) with the understanding that the next negotiated CFA will be a multi-year agreement. The individual jurisdictions will be taking the CFA to their respective bodies for approval.

### Background on Budget Issues

#### *FY2017 Operating and Capital Budget*

On Monday, November 30, WMATA released the [General Manager's FY2017 Proposed Operating and Capital Budgets](#). The proposed operating budget maintains current fares and service levels while requiring no increase in overall jurisdictional operating subsidy. The proposed CIP maintains current levels of planned capital funding at about \$6 billion over six years. The planned funding for the CIP will come from federal formula and PRIIA grants; required state/local matching funds for those federal grants; and additional system performance and/or debt funding from the jurisdictions.

#### *Capital Funding Agreement (CFA)*

In the beginning of December, staff reengaged discussions on the renewal of the CFA, which expires on 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.

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 Management: March Update

- Starting in April, WMATA will be posting online a FMO Tracker so the public can monitor WMATA'S performance in meeting the FTA financial requirements.
- FTA recently sent WMATA a letter closing two testing and validation items. Two remain open. This is a step forward in the process of restoring Echo drawdown privileges.

WMATA continues to work with FTA and the Financial Management Oversight Contractor to timely meet all deliverable expectations of FTA's Testing and Validation Plan, and to provide the support and cooperation needed to accomplish onsite and offsite testing and validation objectives.

FTA's FMO Testing and Validation Plan includes 20 action items grouped into three categories with WMATA deliverables due to FTA from October 2015 through December 2016. Of the 20 action items included in FTA's Testing and Validation Plan, 13 items are aligned to restoring access to FTA's Electronic Clearinghouse Operation (ECHO). Based on the validation plan timeline provided by FTA, WMATA estimates that FTA's validation will continue through March 31, 2017. Ultimately, FTA will determine when WMATA's full ECHO access will be restored. FTA has not indicated a target date or schedule for complete removal of the restriction.

## Background on Key Financial Management Issues

### *Financial Audit*

On December 17<sup>th</sup>, the [WMATA Audits and Investigations Committee received an unmodified audit opinion on the FY2015 financial statements](#). RSM, the independent auditor of WMATA's financial statements, reported on the Single Audit which is qualified related to two items, payroll and equipment/property management. There were five "material weaknesses," five "significant deficiencies," and five matters of non-compliance. Although many of the findings were similar to those identified in the FY2014 audit, four of the fifteen findings were new this year.

### *Financial Management Oversight*

The Federal Transit Administration's Financial Management Oversight Report identified 25 material weaknesses and 31 significant deficiencies requiring corrective action. As a result of the FMO, FTA limited WMATA's authority to drawdown federal funds under its existing grants without prior written approval, as is the general practice for FTA grantees. The restriction created cash-flow problems for WMATA, forcing it to rely on lines of credit to fund expenses. FTA is testing WMATA's new financial practices reflected in the responses before removing the financial restrictions.

WMATA submitted ten deliverables on time between October 30 and November 30 as part of the FTA for Financial Management (FMO) Correction Action Plan (CAP) testing and validation plan reviews. In order for WMATA to be removed from restricted drawdown, FTA identified action items, due dates, testing completion goals and the testing process itself.

During the 2015 legislative session, the Virginia General Assembly passed an amendment to the 2014-2016 biennium budget (item 439 #1c) requiring the Washington Metropolitan Area Transit Authority (WMATA) to provide quarterly reports on the actions taken to address recommendations cited in the



Federal Transit Administration's (FTA) Full Scope of Systems Review of WMATA dated June 10, 2014. WMATA released the 2<sup>nd</sup> Quarter report to the General Assembly on January 29, 2016.

### Financial Dashboard

The following financial reports for FY2016 and FY2015 are now available.

#### FY 2015

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

#### FY 2016

- [July FY2016](#)
- [August FY2016](#)
- [September FY2016](#)
- [October FY2016](#)
- [November FY2016](#)

### WMATA Virginia Ridership and Parking Facility Utilization

| WMATA Virginia Ridership<br>February 2015 – 2016 |               |               |                   |
|--|---------------|---------------|-------------------|
|  | February 2015 | February 2016 | Percent<br>Change |
| Metrorail  |               |               |                   |
| Total  | 7,526,830     | 7,719,905     | 2.6%              |
| Weekday Average                                  | 306,738       | 300,696       | -2.0%             |
| Metrobus   |               |               |                   |
| Total  | 1,424,300     | 1,477,036     | 4%                |
| Weekday Average                                  | 63,701        | 64,000        | 0.5%              |
| MetroAccess                                      |               |               |                   |
| Total  | 22,384        | 26,249        | 17.3%             |

| WMATA Virginia Parking Facility Usage<br>February 2015 – 2016 |               |               |               |               |
|---|---------------|---------------|---------------|---------------|
| Station/Lot   | February 2015 | Y-T-D<br>FY15 | February 2016 | Y-T-D<br>FY16 |
| Huntington  | 67%           | 70%           | 80%           | 69%           |
| West Falls Church   | 61%           | 66%           | 60%           | 55%           |
| Dunn Loring   | 82%           | 85%           | 83%           | 76%           |
| Vienna  | 82%           | 88%           | 83%           | 79%           |
| Franconia   | 66%           | 70%           | 71%           | 67%           |
| Van Dorn  | 100%          | 107%          | 108%          | 106%          |
| East Falls Church   | 108%          | 116%          | 115%          | 114%          |
| Wiehle-Reston East  | 80%           | 75%           | 96%           | 88%           |
| Northern Virginia<br>Total                                    | 74%           | 78%           | 80%           | 74%           |

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## Agenda Item #9: Quarterly Report on the Regional Bus Agenda



**TO:** Chairman Fiset and NVTC Commissioners

**FROM:** Kelley Coyner and Kate Mattice

**DATE:** March 31, 2016

**SUBJECT:** Quarterly Report on the Regional Bus Agenda

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When NVTC adopted the [Regional Bus Agenda](#) in October 2015, it required quarterly updates on each of five key strategies, as follows:

1. Develop and implement a regional bus investment strategy through:
  - a. Northern Virginia's TransAction Long Range Plan
  - b. VTRANS, the Commonwealth's Long Range Plan
  - c. Washington Metropolitan Area's Constrained Long Range Plan (CLRP)
  - d. Commonwealth's Six-Year Improvement Program (SYIP) and HB2 Implementation
  - e. NVTC's Transform 66 Multimodal Project
2. Improve bus network efficiency through the Envision Route 7 transit alternatives study;
3. Improve ease of use and accessibility of next generation fare payment technologies;
4. Provide safe evacuation through a transit emergency preparedness program; and
5. Monitor and assess regional connectivity.

The [attached milestone chart](#) provides a dashboard on progress on these strategies. Below we highlight development of regional performance measures and a dashboard, analytical and data visualization tools, and resources on BRT and ridesharing best practices.

### Analytical and Data Visualization Tools

In order to better understand how bus transit is serving the region and to assess the future opportunities for high capacity bus transit, NVTC is conducting a series of map-based analyses including:

- [Transit Systems and Job Accessibility in Northern Virginia](#)
- [Northern Virginia Bus Rapid Transit Existing, Planned and Proposed Projects](#)
- [Northern Virginia Express and HOV Lanes Network Existing and Planned/Proposed Projects](#)

## Regional Performance Measures & Reporting

In collaboration with local jurisdiction and transit agency staff, NVTC has refined the Regional Bus Agenda outcomes and scoped out preliminary performance measures. Progress on these efforts has been delayed by staffing changes and heightened workload related to the Transform 66 Multimodal Project. NVTC continues to refine the proposed measures with the Management Advisory Committee (MAC) to focus on five outcomes of quality, accessibility, efficiency, safety, and financial management. Performance measures and a method for reporting will be presented to the Commission for approval later this year.

## BRT and Ridesharing Best Practices

### Bus Rapid Transit Best Practices

NVTC convened regional and national experts who identified best practices in establishing Regional High Capacity Bus Networks. NVTC created a [video of the “Best Practices in BRT” Expert Policy Roundtable](#), a map of [Northern Virginia Bus Rapid Transit Existing, Planned and Proposed Projects](#), and a list of resources related to the planning and implementation of Bus Rapid Transit (see below).

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#### Bus Rapid Transit Resources

##### Federal Transit Administration:

- [Fact Sheet: Fixed Guideway Capital Investment Grants Chapter 53 Section 5309](#)
- [Characteristics of Bus Rapid Transit for Decision-Making](#)
- [Issues in Bus Rapid Transit](#)

##### Institute for Transportation and Development Policy:

- [The BRT Standard](#)

##### National Institute for Transportation and Communities:

- [National Study of BRT Development Outcomes](#)

##### American Public Transportation Association:

- [Implementing BRT Intelligent Transportation Systems](#)
- [BRT Branding, Imaging and Marketing](#)

##### World Bank:

- [Bus Rapid Transit: Toolkit for Feasibility Studies](#)

##### BRT Case Studies:

- [Curitiba](#)
  - [Orlando](#)
  - [Miami](#)
  - [Vancouver](#)
- 

### Ridesharing Services & Transit

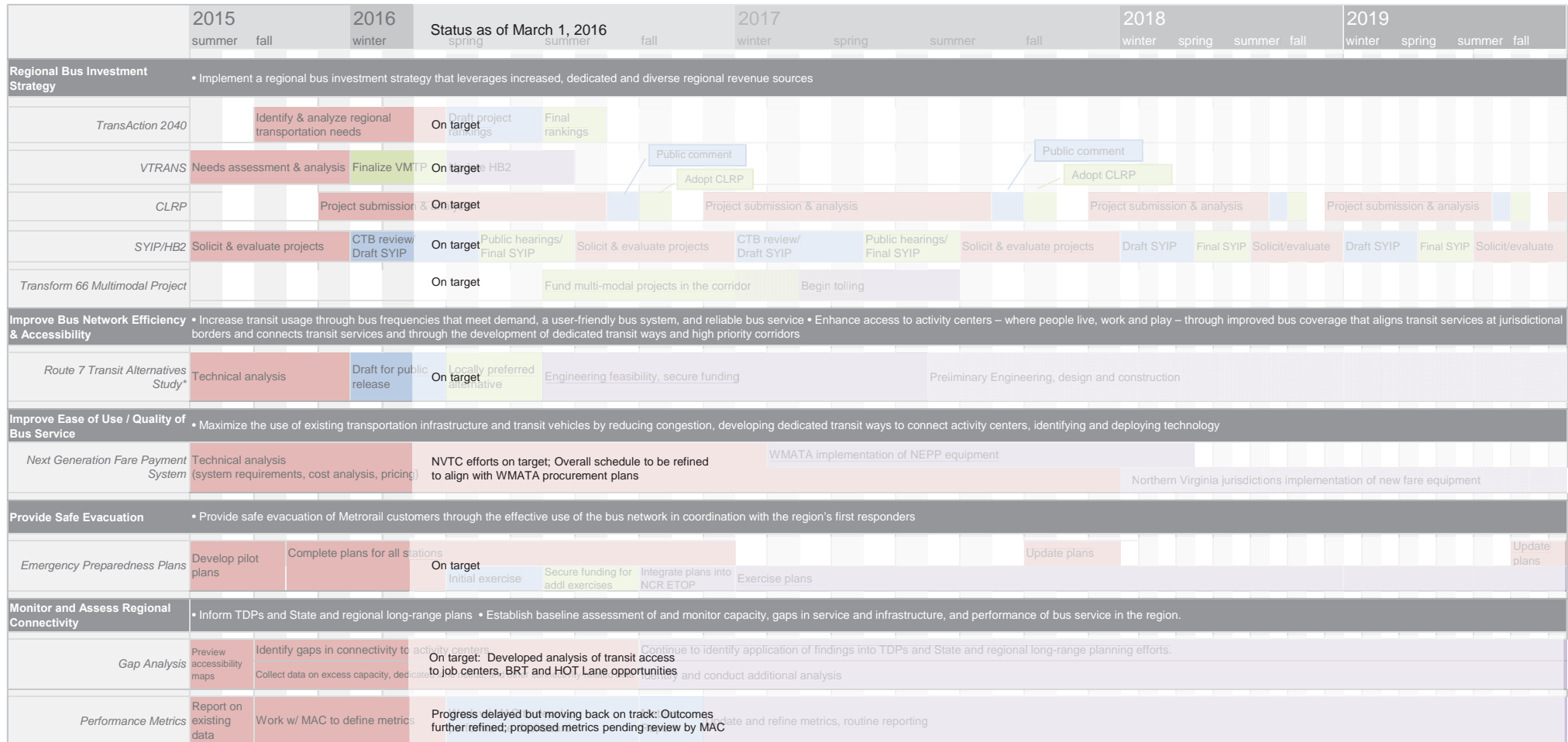
NVTC staff initiated preliminary discussions with two national ridesharing services about data and visualization; first- and last-mile connections; and, ridesharing, accessibility and paratransit.

# Regional Bus Agenda Milestone Progress

Legend:

|                            |                       |
|----------------------------|-----------------------|
| technical analysis         | adoption/<br>approval |
| recommendation /<br>report | implementation        |

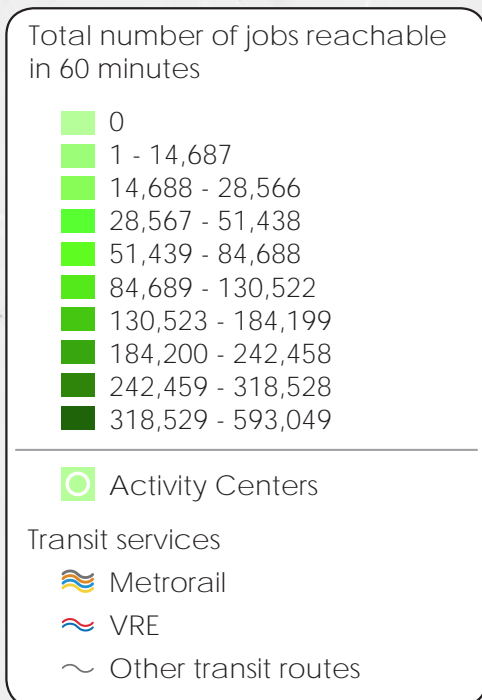
March 2016



\* Transit mode depends on the outcome of the study.

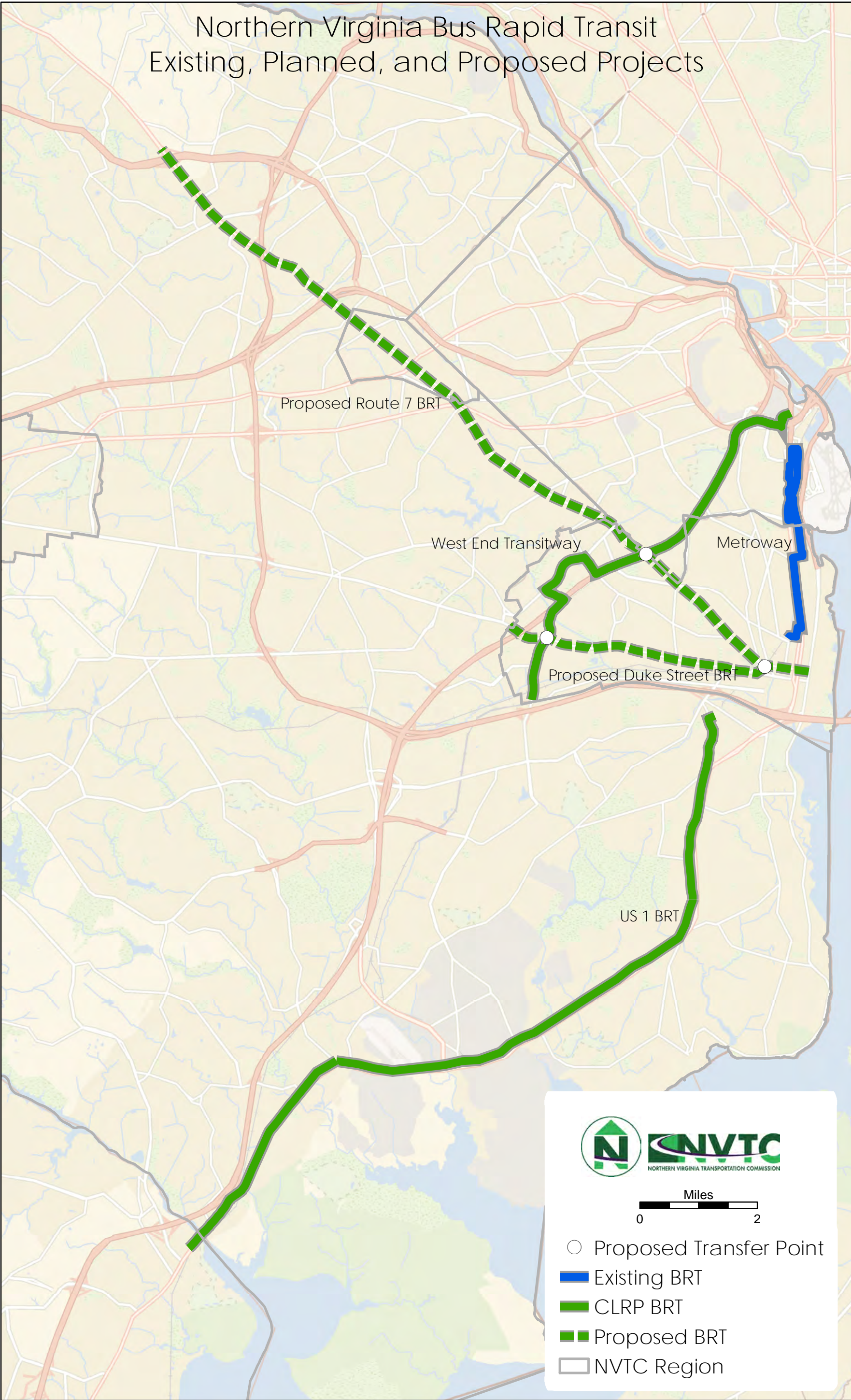
# Transit Systems and Job Accessibility in Northern Virginia

Includes WMATA (Metrorail and Metrobus), all NoVa bus services, and VRE



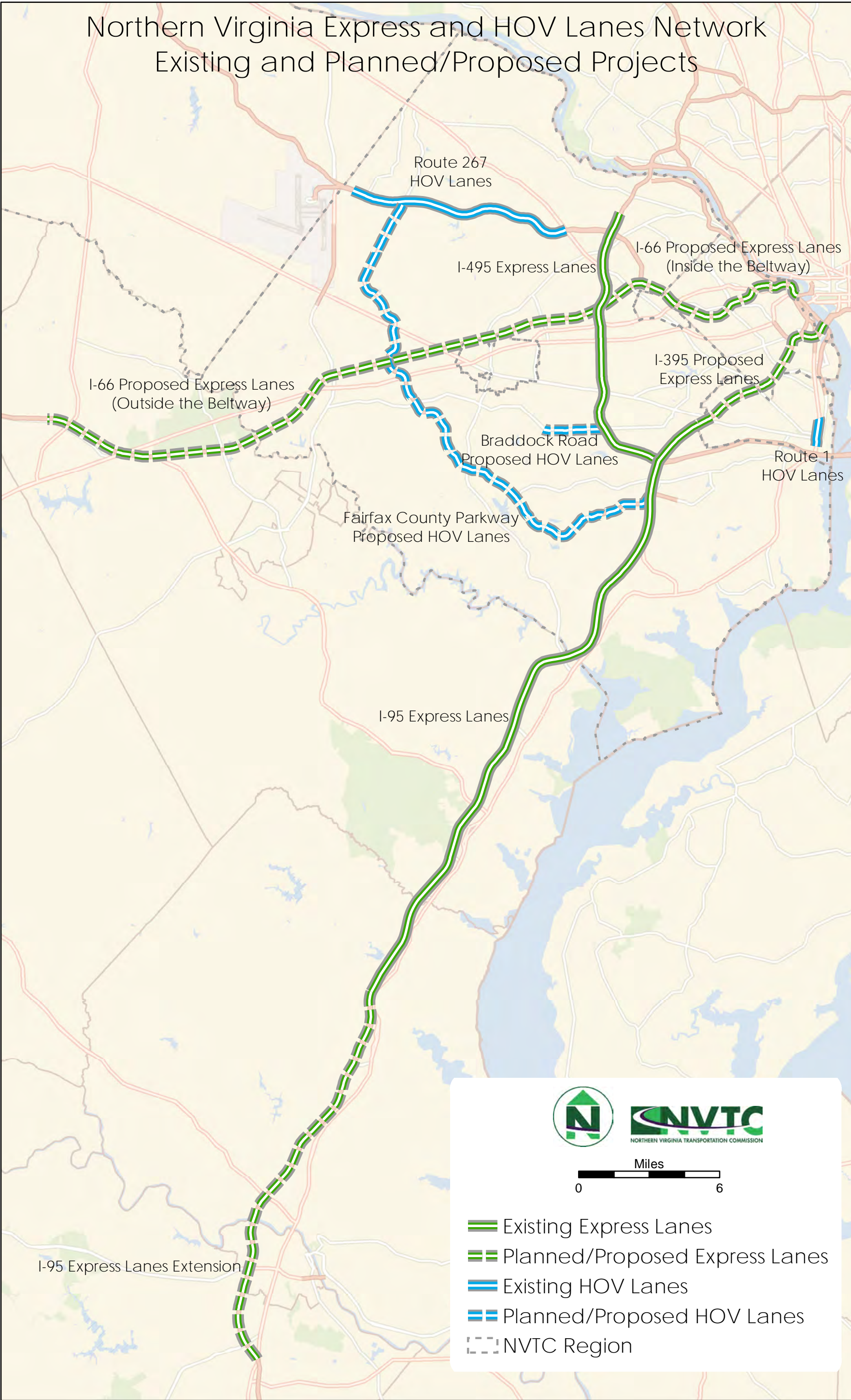


# Northern Virginia Bus Rapid Transit Existing, Planned, and Proposed Projects





# Northern Virginia Express and HOV Lanes Network Existing and Planned/Proposed Projects



## Agenda Item #10: I-395 Express Lanes Northern Extension Project



**TO:** Chairman Fiset and NVTC Commissioners

**FROM:** Kelley Coyner

**DATE:** March 31, 2016

**SUBJECT:** I-395 Express Lanes Northern Extension Project

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### **A. INFORMATION ITEM: Transportation Planning Board Resolution on I-395 Transit Payment**

Following the March approval of [NVTC's resolution on Integrated Transportation Solutions for I-95/I-395](#), the National Capital Region Transportation Planning Board (TPB) passed [R8-2016, approving I-395 Express Lanes for inclusion in the air quality conformity analysis for the 2016 Constrained Long Range Plan \(CLRP\) Amendment and the FY 2017-2022 Transportation Improvement Program \(TIP\)](#).

The [TPB resolution](#) expressed the desire for a guaranteed annual transit payment sufficient to expand transit and other travel options in the I-395 corridor. It also noted NVTC and PRTC's role in support the Department of Rail and Public Transportation (DRPT) in conducting a transit and Transportation Demand Management (TDM) study for this corridor. Further, it articulated specific deadlines for the completion of the revenue analysis (October 1, 2016), identification of an annual transit payment (October 1, 2016), and completion of the Transit/TDM Study (December 2016),

### **B. INFORMATION ITEM: I-395 Transit/TDM Study**

DRPT Director Jennifer Mitchell will provide an update at the Commission meeting regarding the upcoming I-395 Transit/TDM Study. To be done in coordination with NVTC, PRTC, and local jurisdiction, this study seeks to identify and assess transit and TDM improvements to support the I-395 corridor.

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**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD**  
**777 North Capitol Street, N.E.**  
**Washington, D.C. 20002**

**RESOLUTION ON INCLUSION IN AIR QUALITY CONFORMITY ANALYSIS OF SUBMISSIONS  
FOR THE 2016 FINANCIALLY CONSTRAINED LONG RANGE PLAN (CLRP) AMENDMENT AND  
THE FY 2017-2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB), as the metropolitan planning organization for the Washington metropolitan area, has the responsibility under the provisions of Fixing America's Surface Transportation (FAST) Act for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the metropolitan area; and

**WHEREAS**, the Joint Planning Regulations issued February 14, 2007 by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) require that the long range transportation plan be reviewed and updated at least every four years; and

**WHEREAS**, the transportation plan, program and projects must be assessed for air quality conformity as required by the conformity regulations originally published by the Environmental Protection Agency in the November 24, 1993 Federal Register and with latest amendments published in April 2012; and

**WHEREAS**, on October 21, 2015 the TPB adopted resolution R2-2016 determining that the 2015 CLRP and the FY 2015-2020 TIP conform with the requirements of the Clean Air Act Amendments of 1990 and resolution R3-2016 approving the 2015 CLRP Amendment; and

**WHEREAS**, on December 16, 2015 the TPB issued a Call for projects soliciting inputs to develop a 2016 CLRP Amendment and FY 2017-2022 TIP; and

**WHEREAS**, the transportation implementing agencies in the region have submitted inputs to the 2016 CLRP Amendment and the FY 2017-2022 TIP, which have been reviewed by the Technical Committee at its meetings on February 5 and March 4, 2016; and

**WHEREAS**, at the TPB Citizens Advisory Committee meeting on February 11, the submissions for the 2016 CLRP Amendment were released for a 30-day public comment and interagency consultation period which ended March 12; and

**WHEREAS**, the TPB was briefed on the submissions to the 2016 CLRP Amendment at its February 17, 2016 meeting during the public comment and interagency consultation period and at the March 16, 2016 meeting, the TPB was briefed on the public comments received on the submissions for the 2016 CLRP, and the responses provided to the public comments; and



**WHEREAS**, the adoption of the 2016 CLRP Amendment and the FY 2017-2022 TIP by the TPB is scheduled for November 16, 2016 meeting upon completion of a 30 day public comment and interagency consultation on the results of the regional air quality conformity analysis for the 2016 CLRP Amendment and FY 2017-2022 TIP beginning on October 13, 2016; and

**WHEREAS**, the project submissions for the 2016 CLRP Amendment have been developed to meet the financial constraint requirements in the Metropolitan Planning Rules and show the consistency of the proposed projects with already available and projected sources of transportation revenues; and

**WHEREAS**, the TPB Resolution approving the 2015 CLRP Amendment on October 21, 2015, notes that the Commonwealth of Virginia will only implement the Transform66: Inside the Beltway project if the Commonwealth Transportation Board adopts a policy that the widening component of the project will be advanced after an evaluation of the effectiveness of the tolling and multimodal components, which will be conducted no sooner than two years after conversion to HOV-3+; and

**WHEREAS**, the Commonwealth of Virginia has proposed a new definition and scope for the Transform66: Inside the Beltway project for inclusion in the 2016 CLRP Amendment after the Virginia Governor and members from both political parties and both chambers of the Virginia General Assembly announced on February 10, 2016, a bipartisan agreement to move forward with a plan to reduce congestion on I-66 inside the beltway by converting I-66 inside the Beltway to a managed toll facility during a four hour period in the AM and PM peak direction, widening a four mile stretch from the Dulles Connector Road to Exit 71 (Fairfax Drive) near Ballston, improving transit throughout the corridor, and adding new options for single drivers (Transform66: Inside the Beltway), without the evaluation described in the 2015 TPB resolution (TPB R3-2016) The new lane is expected to be open to traffic in 2020; and

**WHEREAS**, the I-395 Express Lanes concessionaire (95 Express Lanes, LLC) will based on an evaluation of the estimated toll revenue and the concessionaire's costs, fund a substantive, guaranteed annual transit payment that will be escalated every year (amount to be determined), and provided to the Department under the terms and conditions of an Amendment to the Comprehensive Agreement relating to the I-95 HOV/HOT Lanes Project, which term shall expire on December 28, 2087; and

**WHEREAS**, as part of advancing the financial framework agreement with 95 Express Lanes, LLC, the Commonwealth will consult with local jurisdictions, NVTC and PRTC before finalizing the annual transit payment to ensure that the annual revenue will be sufficient to expand transit and other travel options in the corridor. The Transit /Transportation Demand Management (TDM) Study, managed by DRPT, will establish transit improvements that will be used to support the development of a multimodal program, in consultation with the local jurisdictions, NVTC and PRTC.

**NOW, THEREFORE, BE IT RESOLVED THAT:** the National Capital Region Transportation Planning Board approves for inclusion in the air quality conformity analysis of the 2016 CLRP Amendment and the FY 2017-2022 TIP, the project submissions as described in the attached memorandum; and

**BE IT FURTHER RESOLVED** that the Commonwealth of Virginia will complete the development of the transit and TDM components of the I 395 Express Lanes project and amend the same into the CLRP upon completing the following tasks: (1) conduct a transit TDM study led by DRPT in consultation with local jurisdictions, NVTC and PRTC by December of 2016; (2) complete the financial analysis by October 1, 2016, based on the estimated toll revenue and the concessionaire's costs in order to identify funding sufficient to expand the transit and TDM projects in the 395/95 multimodal corridor, and report the outcome of the analysis to the TPB prior to its November 2016 meeting; and (3) identify an annual guaranteed transit contribution, escalated every year, at a level sufficient to implement regionally significant multimodal projects identified in the Transit/TDM study by October 1, 2016.

**Approved by the Transportation Planning Board at its regular meeting on March 16, 2016**



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**TO:** Chairman Fiset and NVTC Commissioners

**FROM:** Kelley Coyner

**DATE:** March 31, 2016

**SUBJECT:** Virginia Railway Express

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### **A. VRE CEO Report and Minutes**

Mr. Allen will update the Commission on VRE highlights. The [VRE CEO March 2016 Report](#) and the [Minutes of the March 18<sup>th</sup> Operations Board Meeting](#) are attached.

### **B. ACTION: Approve the Submission of a USDOT TIGER Program Application for VRE Station Improvements**

VRE is seeking the Commission's approval to apply for the [FY 2016 U.S. DOT TIGER program](#) for the Alexandria Station Pedestrian Tunnel project and Brooke and Leeland Road Platforms. Additional information on this project will be made available in advance of the Commission meeting. As co-owners of VRE, the Potomac and Rappahannock Transportation Commission will also be asked to approve this application.

The deadline for applications to the TIGER program is April 29, 2016. Due to the timing of the program announcement and the deadline for submission, the application is conditional, subject to the approval of the VRE Operations Board. If approved by all parties, PRTC will apply for the grant on behalf of VRE.

The FY2016 U.S. DOT TIGER program will fund up to \$500 million in capital investments for surface transportation infrastructure and are awarded on a competitive basis for projects that will have a significant impact on the nation, a metropolitan area, or a region. As noted in the Consent Agenda, there are several projects in the region that are seeking this competitive TIGER funding: City of Alexandria – Potomac Yard Metro Station; Fairfax County – Frontier Drive Extension; and the Commonwealth's application for elements of the Atlantic Beltway; and U.S. Route 15 improvements.

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# CEO REPORT

MARCH 2016



# OUR MISSION

The Virginia Railway Express, a joint project of the Northern Virginia Transportation Commission and the Potomac Rappahannock Transportation Commission, will provide safe, cost-effective, accessible, reliable, convenient, and customer responsive commuter-oriented rail passenger service. VRE contributes to the economic vitality of its member jurisdictions as an integral part of a balanced, intermodal regional transportation system.

## MESSAGE FROM THE CEO – DOUG ALLEN

February is a month we often experience winter weather that can affect our operations. Fortunately, last month we operated without any “S” schedules or cancellation of service due to weather.

While a winter storm did hit our region on Monday, Feb. 15, VRE was not operating service that day in observance of Presidents’ Day. Following the storm, our crews were out treating platforms and stations to get us prepared for service the next day. On Tuesday, Feb. 16, there was a three-hour delay for federal employees, so VRE operated regular service, but placed the longest consists on the later trains.

February was not without its challenges, however. On the morning of Wednesday, Feb. 24, there was an electrical fire caused by a malfunctioning transformer on track owned by Amtrak along New York Avenue near Union Station. Train traffic in and out of Union Station was held and the fire was quickly contained. During this time when our trains were unable to arrive at Union Station, we decided to open the “Metro Option” allowing our riders en route to detrain at Alexandria, Crystal City or L’Enfant stations and use Metrorail with a valid VRE ticket. Afternoon and evening trains operated as scheduled.

The other major incident was on Friday morning, Feb. 26, when a freight train became disabled on the Fredericksburg Line near the Quantico Station. A VRE train was stopped behind a second freight train. To make matters worse, there was a switch issue north of the Brooke Station at about the same time. Eventually the two freight trains proceeded north, but at a restricted speed (not to exceed 15 mph) to protect the crew of the disabled freight train and to perform a visual inspection to help determine why the train became disabled. During all this, the VRE Fredericksburg Line trains and two Amtrak trains experienced significant delays. Again, we opened the “Metro Option” for the morning commute. Afternoon and evening trains were not affected and operated as scheduled.

Throughout the month we were engaged with the Virginia General Assembly on our legislative agenda focusing on a review of VRE’s 2040 Plan and associated financial analysis by the Commonwealth Transportation Board and a bill modifying engineering and architecture procurement requirements that will benefit VRE. Operations Board Chairman Gary Skinner and I attended the joint Northern Virginia Transportation Commission / Potomac and Rappahannock Transportation Commission meeting in Richmond on Feb. 11, which was attended by several legislators. Chairman Skinner provided an update on VRE’s most recent accomplishments, plans for 2016 and discussed our legislative agenda.

We look forward to the start of spring this month and expect an increase in ridership as tourists and school groups utilize VRE while visiting our region.



VIRGINIA RAILWAY EXPRESS  
A better way. A better life.

# TABLE OF CONTENTS

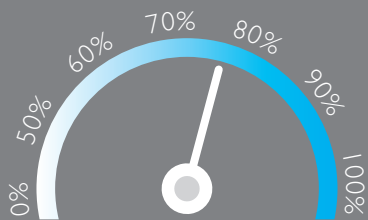
## CEO REPORT | MARCH 2016

- |   |   |
|---|---|
| <b>2</b> Success at a Glance                      | – Long Bridge Study (Phase II)                    |
| <b>3</b> On-Time Performance                      | – Lifecycle Overhaul And Upgrade Facility         |
| <b>5</b> Ridership                                | – Rolling Road Station                            |
| <b>6</b> Summonses                                | – Spotsylvania Third Track Project                |
| <b>7</b> Train Utilization                        | – Arkendale to Powell’s Creek Third Track Project |
| <b>8</b> Parking Utilization                      | <b>16</b> Facilities Update                       |
| <b>9</b> Financial Report                         | <b>17</b> Upcoming Procurements                   |
| <b>10</b> Capital Projects Updates                | <b>18</b> Projects Progress Report                |
| – VRE GHX Technical Analysis: Operations Planning |   |

Virginia Railway Express | 1500 King Street, Suite 202 | Alexandria, VA 22314 | 703.684.1001 | [www.vre.org](http://www.vre.org)

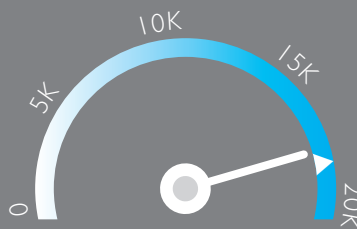


# SUCCESS AT A GLANCE



## PARKING UTILIZATION

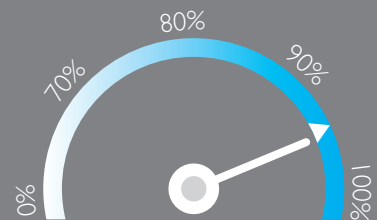
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



## AVERAGE DAILY RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings but excluding "S" schedule operating days.

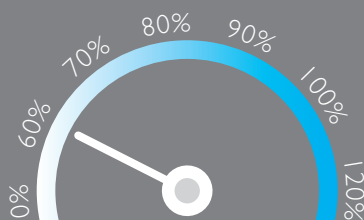
▲ Same month, previous year.



## ON-TIME PERFORMANCE

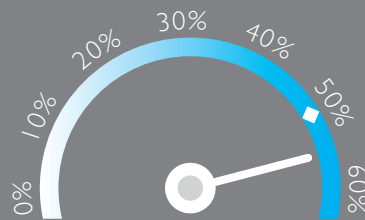
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ Same month, previous year.



## SYSTEM CAPACITY

The percent of peak hour train seats occupied. The calculation excludes reverse flow and non-peak hour trains.



## OPERATING RATIO

The monthly operating revenues divided by the monthly operating expenses, which depicts the percent of operating costs paid by riders.

◆ Board-established goal.

Beginning this report, you will see changes to the CEO Report's operations data. We will now report for the time period two months prior. This will allow us to report final data and provide a greater analysis of operating results that was not possible under our previous schedule.



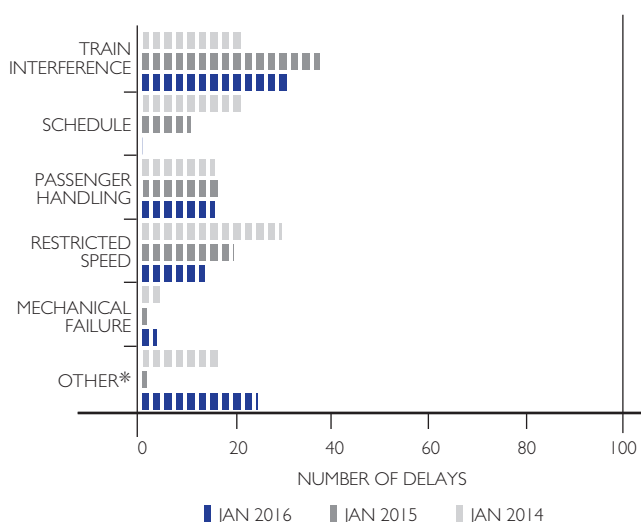
# ON-TIME PERFORMANCE

## OUR RECORD

|                     | January 2016 | December 2015 | January 2015 |
|---------------------|--------------|---------------|--------------|
| Manassas Line       | 98%          | 97%           | 94%          |
| Fredericksburg Line | 92%          | 87%           | 95%          |
| <b>System Wide</b>  | <b>95%</b>   | <b>92%</b>    | <b>95%</b>   |

Train interference, passenger handling, maintenance of way and restricted speed orders were the principal causes of delays and reduced overall OTP.

## REASONS FOR DELAYS



\* Includes those trains that were delayed due to late turns, weather, signal/switch failures and maintenance of way.

In January, VRE operated 528 trains with 27 trains arriving over five minutes late to their final destinations. There were six late trains on the Manassas Line and 21 late trains on the Fredericksburg Line. There were a total of 85 delays during the month of January but only 27 late trains. January on-time performance was 95 percent, the highest this fiscal year. Train interference, affecting both VRE lines, was the primary reason for delayed trains during the month. VRE also experienced 18 maintenance of way delays during January primarily due to work related to the third track project on the Fredericksburg Line. This will continue to cause delays as work is completed. VRE continues to work with CSX to minimize the disruption. Additionally, signal/switch and mechanical failures occurred plus passenger handling and restricted speed orders from our host railroads caused delayed trains.

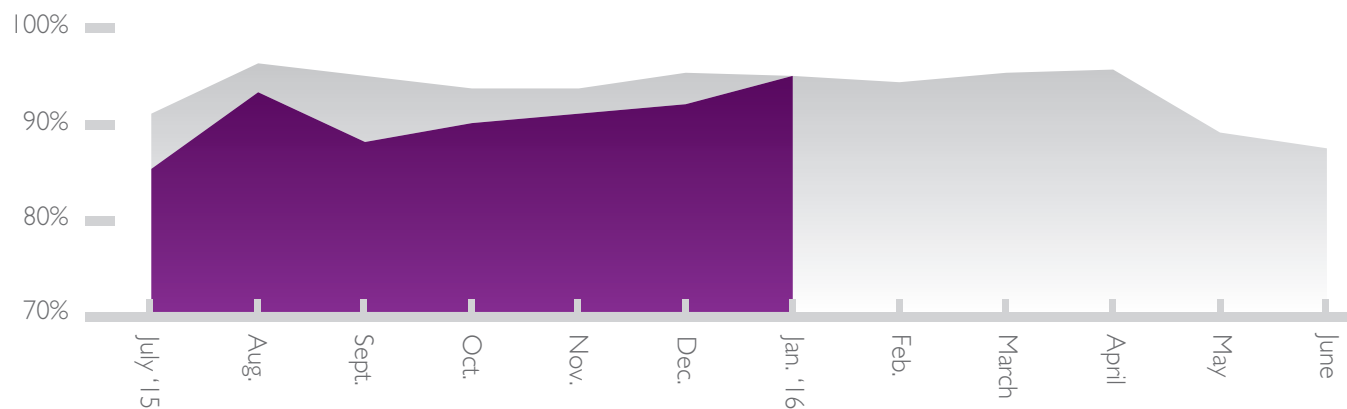
## LATE TRAINS

|                                    | System Wide |      |      | Fredericksburg Line |      |      | Manassas Line |      |      |
|------------------------------------|-------------|------|------|---------------------|------|------|---------------|------|------|
|                                    | Nov.        | Dec. | Jan. | Nov.                | Dec. | Jan. | Nov.          | Dec. | Jan. |
| Total late trains                  | 51          | 50   | 27   | 26                  | 40   | 21   | 25            | 10   | 6    |
| Average minutes late               | 13          | 13   | 11   | 10                  | 13   | 11   | 15            | 11   | 13   |
| Number over 30 minutes             | 4           | 5    | 0    | 2                   | 5    | 0    | 2             | 0    | 0    |
| On-time performance                | 91%         | 92%  | 95%  | 90%                 | 87%  | 92%  | 92%           | 97%  | 98%  |
| Heat restriction days / total days | 0/19        | 0/22 | 0/17 | —                   | —    | —    | —             | —    | —    |

# ON-TIME PERFORMANCE

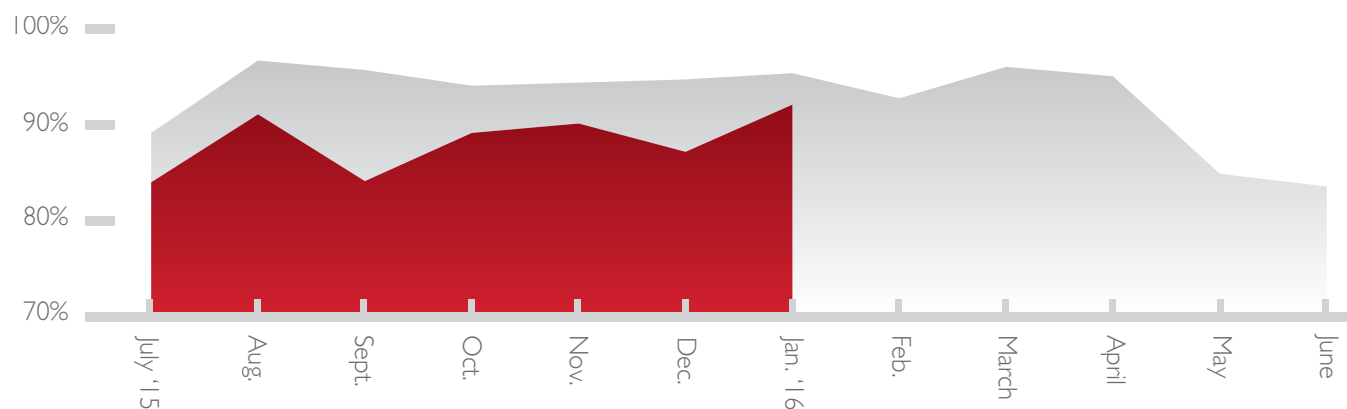
## VRE SYSTEM

**BOTH LINES** ■ Current Stats ■ 3-Year Rolling Average

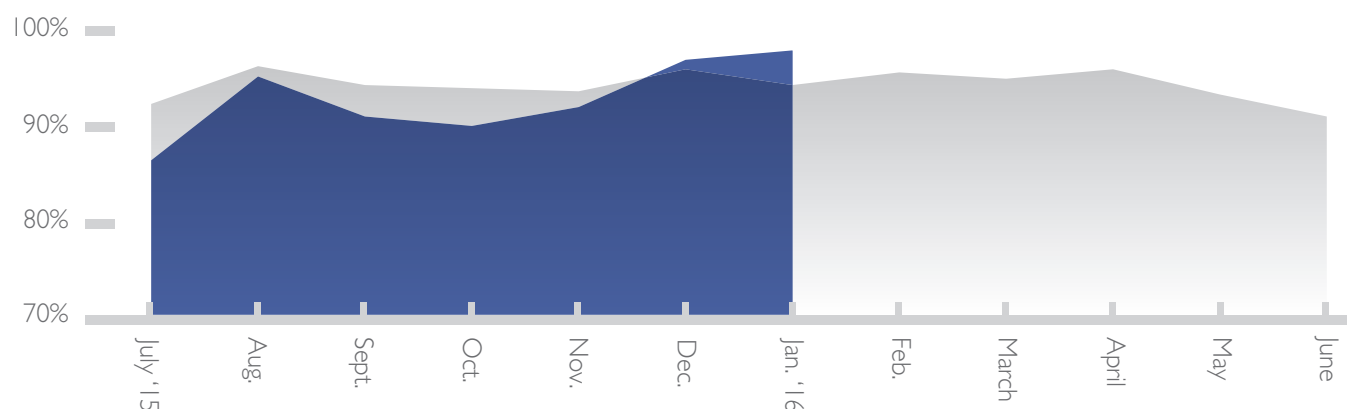


## ON-TIME PERFORMANCE BY LINE

**FREDERICKSBURG LINE** ■ Current Stats ■ 3-Year Rolling Average



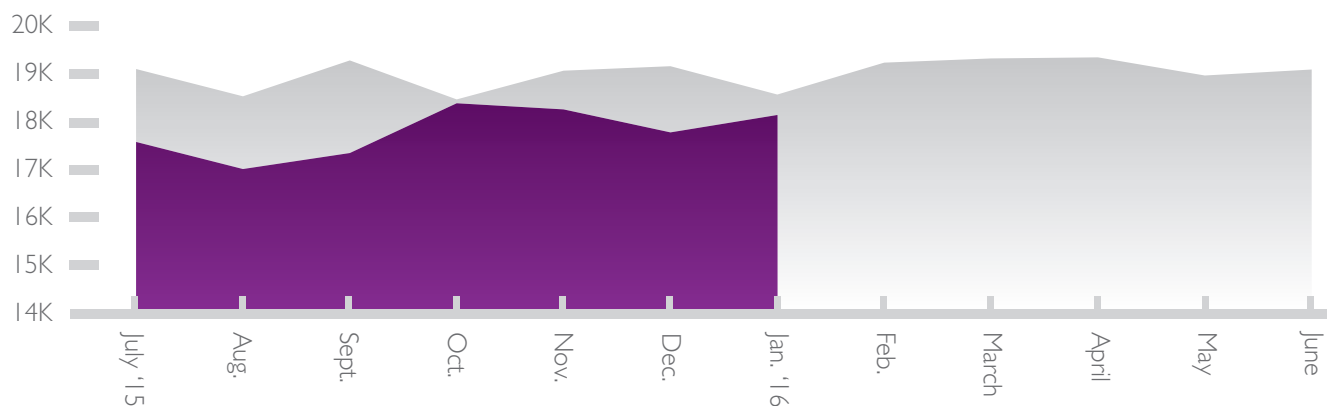
**MANASSAS LINE** ■ Current Stats ■ 3-Year Rolling Average



# AVERAGE DAILY RIDERSHIP

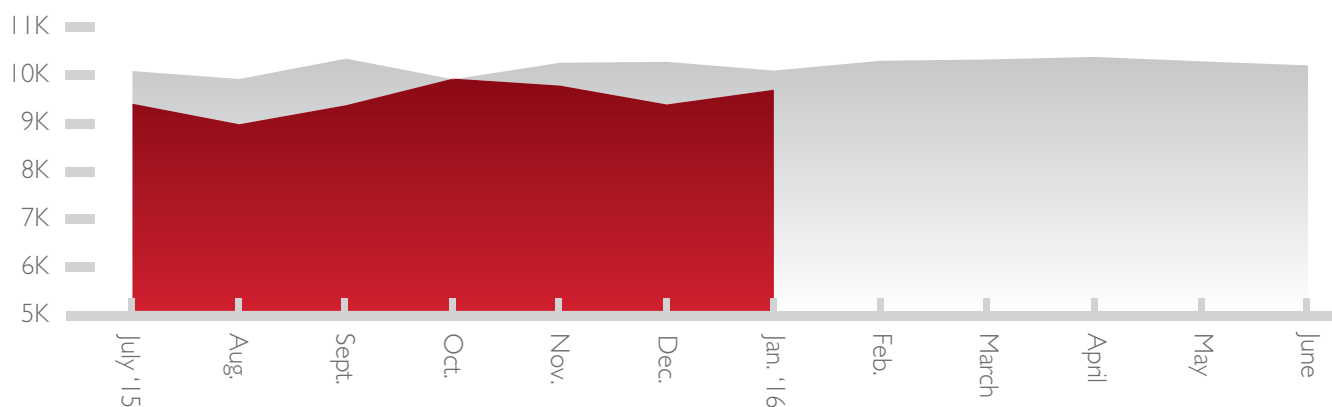
## VRE SYSTEM

**BOTH LINES** ■ Current Stats ■ 3-Year Rolling Average

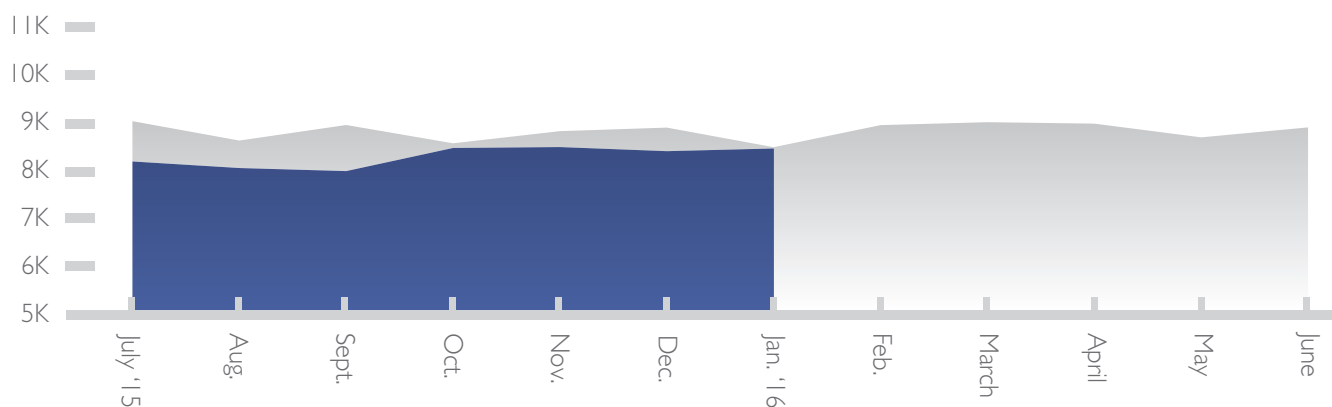


## AVERAGE DAILY RIDERSHIP BY LINE

**FREDERICKSBURG LINE** ■ Current Stats ■ 3-Year Rolling Average



**MANASSAS LINE** ■ Current Stats ■ 3-Year Rolling Average



## RIDERSHIP UPDATES

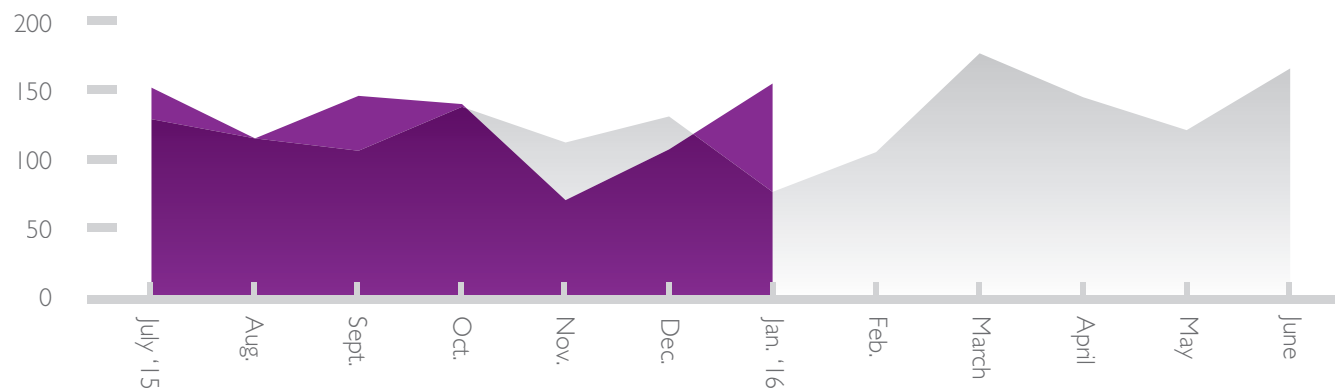
Ridership in January increased 1.8 percent compared to December 2015, but was down 2.5 percent compared to January 2015. However, Winter Storm Jonas substantially affected ridership. Ridership was under 4,000 passengers on Friday, Jan. 22 the day the storm hit, when we operated on an "S" schedule. VRE canceled service on Jan. 25 and 26. For the rest of the week, VRE operated regular service but only averaged around 16,000 daily riders. Contributing to this lower ridership were federal agencies' delayed morning openings on Jan. 27 and 28 and many of our region's schools were closed or delayed.

|                         | Jan. 2016* | Jan. 2015 |
|-------------------------|------------|-----------|
| Monthly Ridership       | 289,824    | 358,968   |
| Average Daily Ridership | 18,114     | 18,585    |
| Full Service Days       | 16         | 19        |
| "S" Service Days        | 1          | 1         |

\* Reflects adjusted ridership for January 2016.

## SUMMONSES ISSUED

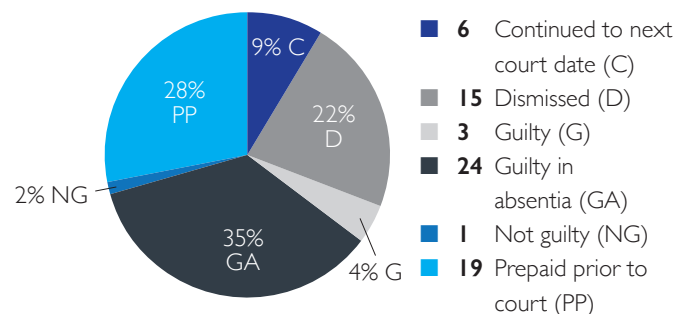
BOTH LINES ■ Current Stats ■ FY 2015



## SUMMONSES WAIVED

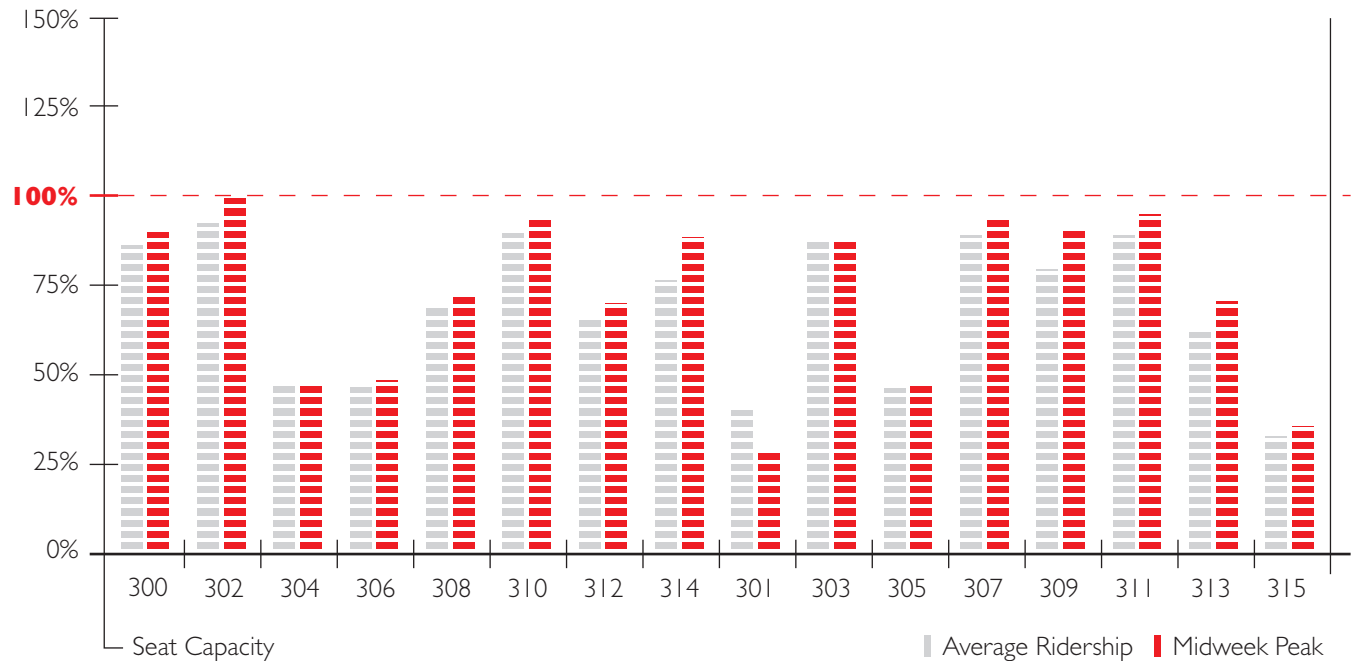
| Reason for Dismissal                       | Occurrences |
|--|-------------|
| Passenger showed proof of a monthly ticket | 43          |
| One-time courtesy                          | 29          |
| Per the request of the conductor           | 17          |
| TVM error                                  | 0           |
| Defective ticket                           | 0           |
| Per Ops Manager                            | 0           |
| Unique circumstances                       | 0           |
| Insufficient processing time               | 0           |
| Insufficient information                   | 2           |
| Lost and found ticket                      | 0           |
| Other                                      | 0           |
| <b>Total Waived</b>                        | <b>91</b>   |

## MONTHLY SUMMONSES COURT ACTION

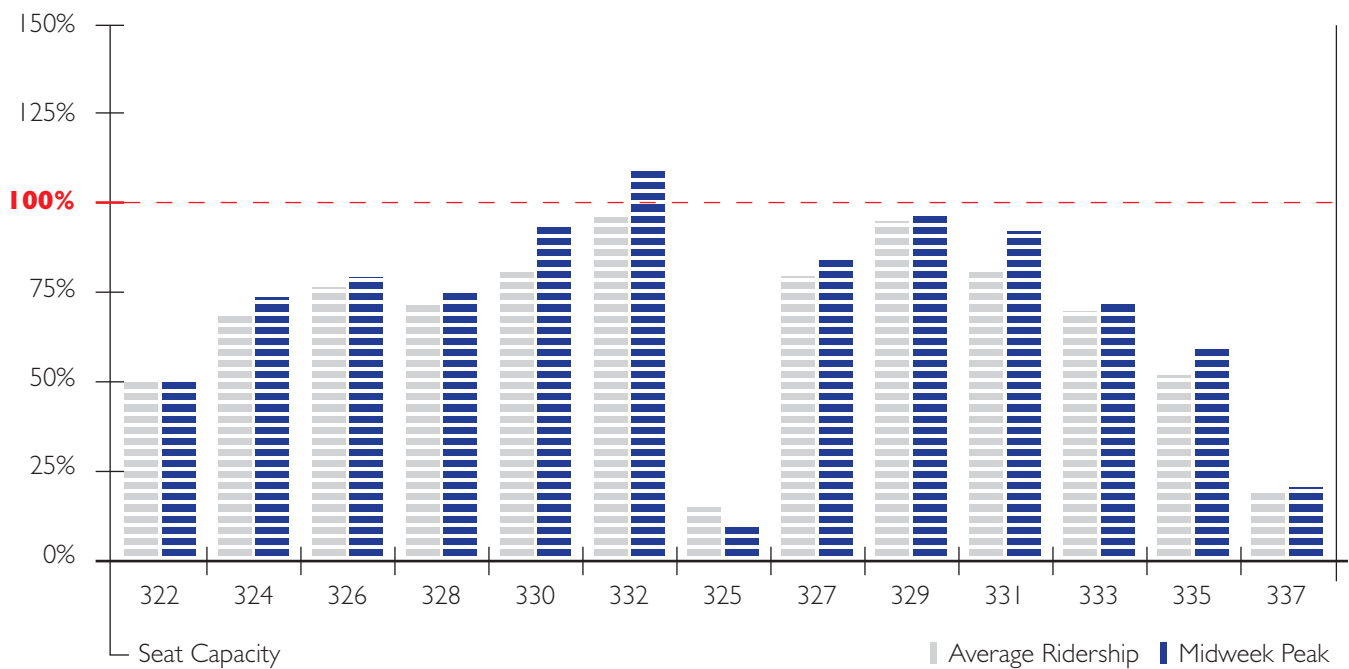


# TRAIN UTILIZATION

## FREDERICKSBURG LINE

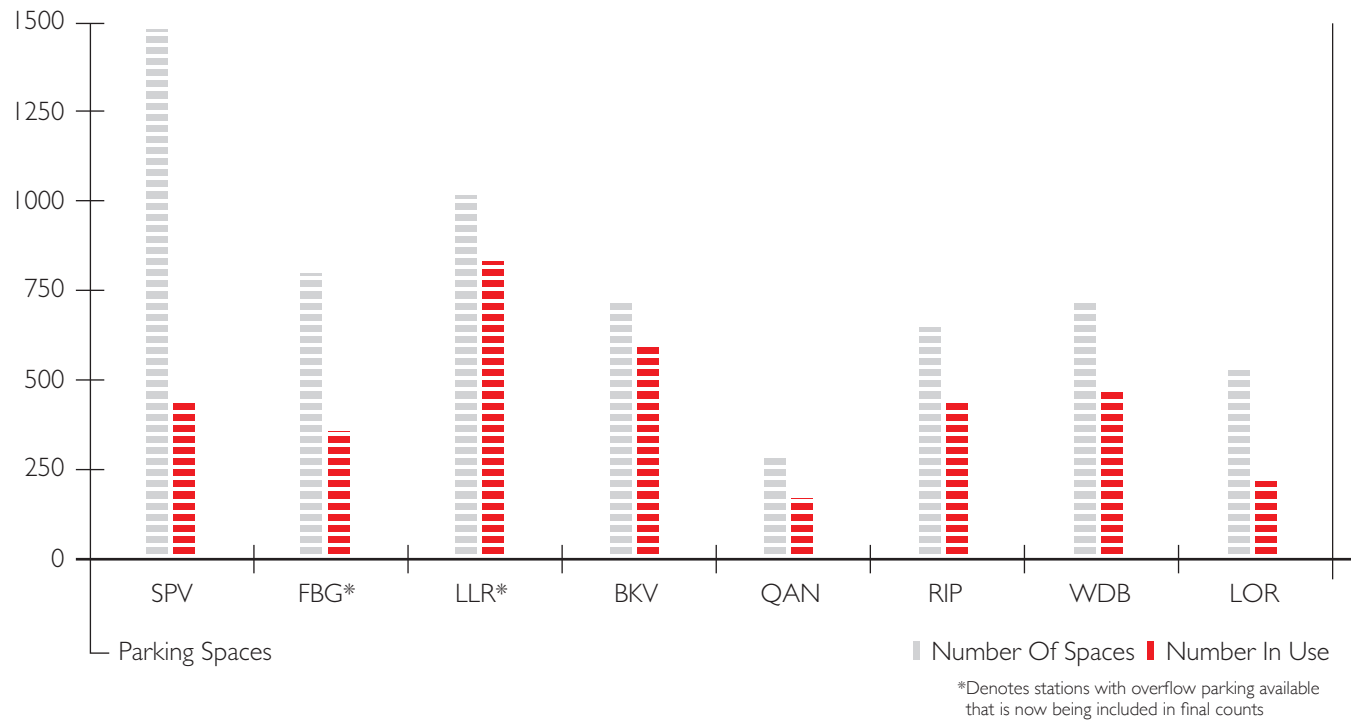


## MANASSAS LINE

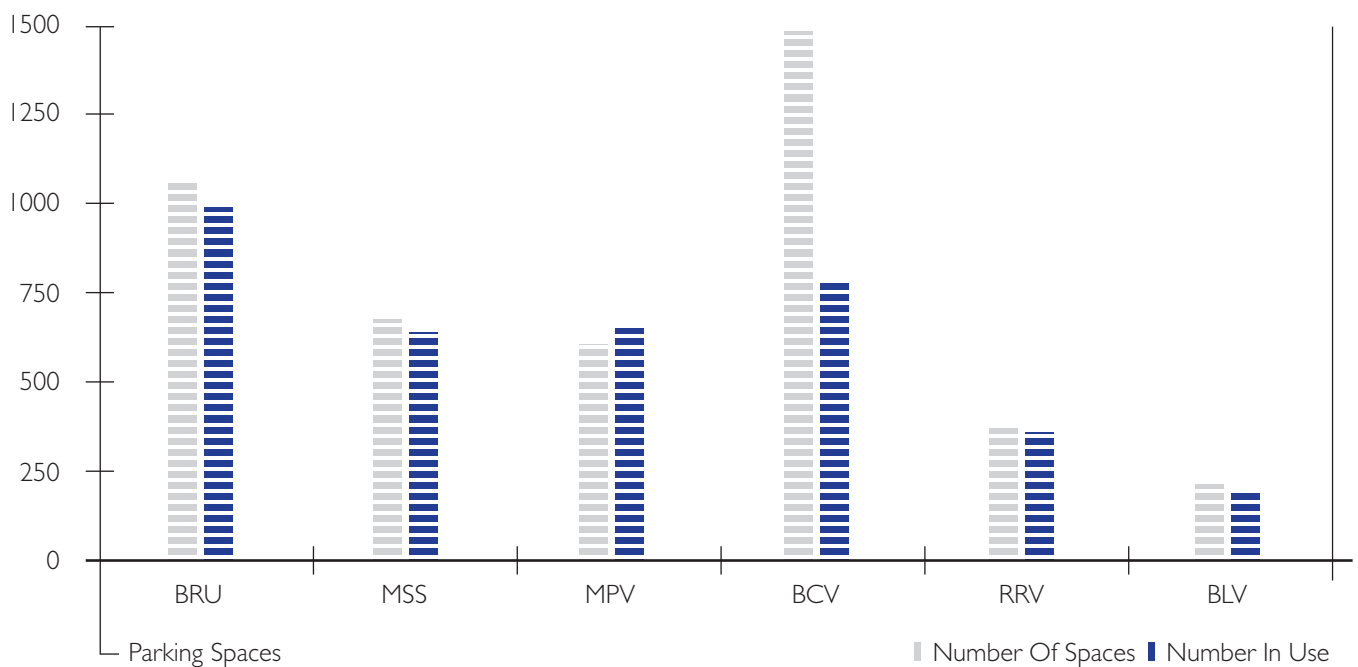


# PARKING UTILIZATION

## FREDERICKSBURG LINE



## MANASSAS LINE



# FINANCIAL REPORT

Fare income for January 2016 was \$75,254 above the amended budget – a favorable variance of 2.64 percent. The cumulative variance for the year is 1.95 percent or \$423,486 below the amended budget. Revenue for the first seven months of FY 2016 was down 1.4 percent compared to the same period in FY 2015. We will continue to monitor revenue closely.

The operating ratio is 54 percent. Our budgeted goal ratio for FY 2016 is 50 percent.

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

Please Note: These figures are preliminary and unaudited. Additionally, please be aware that this January 2016 Financial Report reflects the amended budget adopted at the December 2015 VRE Operations Board meeting.

## FY 2016 OPERATING BUDGET REPORT MONTH ENDED JANUARY 31, 2015

|  | CURR. MO.<br>ACTUAL | CURR. MO.<br>BUDGET | YTD<br>ACTUAL     | YTD<br>BUDGET     | YTD \$<br>VARIANCE | YTD %<br>VARIANCE | TOTAL FY16<br>BUDGET |
|--|---------------------|---------------------|-------------------|-------------------|--------------------|-------------------|----------------------|
| <b>OPERATING REVENUE (\$)</b>            |                     |                     |                   |                   |                    |                   |                      |
| Passenger Ticket Revenue                 | 2,926,762           | 2,851,508           | 21,338,022        | 21,761,508        | (423,486)          | -1.9%             | 37,820,000           |
| Other Operating Revenue                  | 50,717              | 12,440              | 166,622           | 94,940            | 71,682             | 75.5%             | 165,000              |
| <b>Subtotal Operating Revenue</b>        | <b>2,977,479</b>    | <b>2,863,948</b>    | <b>21,504,644</b> | <b>21,856,448</b> | <b>(351,804)</b>   | <b>-1.6%</b>      | <b>37,985,000</b>    |
| Jurisdct. Subsidy (1)                    | 8,049,503           | 8,049,503           | 16,428,800        | 16,428,800        | –                  | 0.0%              | 13,037,070           |
| Federal/State/Other                      | 1,892,386           | 1,863,740           | 14,080,737        | 14,610,860        | (530,123)          | -3.6%             | 29,785,011           |
| Jurisdct. Subsidy Appn. from Res.        | –                   | –                   | –                 | –                 | –                  | 0.0%              | 740,000              |
| Interest Income                          | 10,613              | 1,508               | 38,414            | 11,508            | 26,906             | 233.8%            | 20,000               |
| <b>Total Operating Revenue</b>           | <b>12,929,981</b>   | <b>12,778,699</b>   | <b>52,052,595</b> | <b>52,907,616</b> | <b>(855,021)</b>   | <b>-1.6%</b>      | <b>81,567,080</b>    |
| <b>OPERATING EXPENSES (\$)</b>           |                     |                     |                   |                   |                    |                   |                      |
| Deptml. Operating Expenses               | 5,297,678           | 5,267,678           | 39,661,754        | 43,326,096        | 3,664,342          | 8.5%              | 74,806,901           |
| Debt Service                             | 467                 | –                   | 1,547,512         | 1,544,138         | (3,374)            | –                 | 6,714,870            |
| Other Non-Deptml. Expenses               | 2,760               | –                   | 5,202             | –                 | (5,202)            | –                 | 45,310               |
| <b>Total Operating Expenses</b>          | <b>5,300,905</b>    | <b>5,267,678</b>    | <b>41,214,468</b> | <b>44,870,234</b> | <b>3,655,766</b>   | <b>8.1%</b>       | <b>81,567,080</b>    |
| <b>NET INC. (LOSS)<br/>FROM OPS (\$)</b> | <b>7,629,076</b>    | <b>7,511,021</b>    | <b>10,838,127</b> | <b>8,037,382</b>  | <b>2,800,745</b>   | <b>–</b>          | <b>–</b>             |
| <b>CALCULATED<br/>OPERATING RATIO</b>    | <b>–</b>            | <b>–</b>            | <b>54%</b>        | <b>50%</b>        | <b>–</b>           | <b>Goal</b>       | <b>50%</b>           |

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





Progress on retaining walls, arch extension and trackbed at Massaponax Creek.

## VRE GHX TECHNICAL ANALYSIS: OPERATIONS PLANNING

Operations planning for the VRE Gainesville-Haymarket Extension (GHX) strives to maintain current freight operations and accommodate higher volumes in the future in combination with expanded VRE Manassas Line commuter service.

Norfolk Southern operates a growing number of freight trains along the Washington District “Mainline” into Manassas Junction, then out along the B-Line towards Front Royal. This dominant freight movement follows the single-track southern leg of the Manassas Junction; the B-Line continues as a single track out to Front Royal, with occasional sidings. With freight and commuter trains operating during the same time periods to meet their respective schedules, it will be necessary to add to or modify the tracks in the corridor to allow trains to pass each other while moving in the same or opposite directions.

The key questions for consideration are:

- How many tracks are needed to accommodate the expected train volumes and train schedules?
- Where, along the corridor, are the additional tracks needed?
- What is the short-term vs. long-term need?



This image shows the interrelationship between Norfolk Southern freight operations and VRE passenger services, illustrating the importance of considering both freight and commuter rail operations in the operations planning process.



VRE is testing a variety of operating scenarios to estimate the level of passenger demand for an extended Manassas Line. The range of operating plans includes the current average of two trains per hour and higher frequencies up to four trains per hour; express service to provide a faster ride from outlying areas into Alexandria, Arlington and Washington and commuter rail shuttle service between Haymarket and Gainesville into Alexandria. Operations planning scenarios that explore different train schedules will feed into the ridership forecasting process and yield a more accurate picture of the future demand for VRE service.

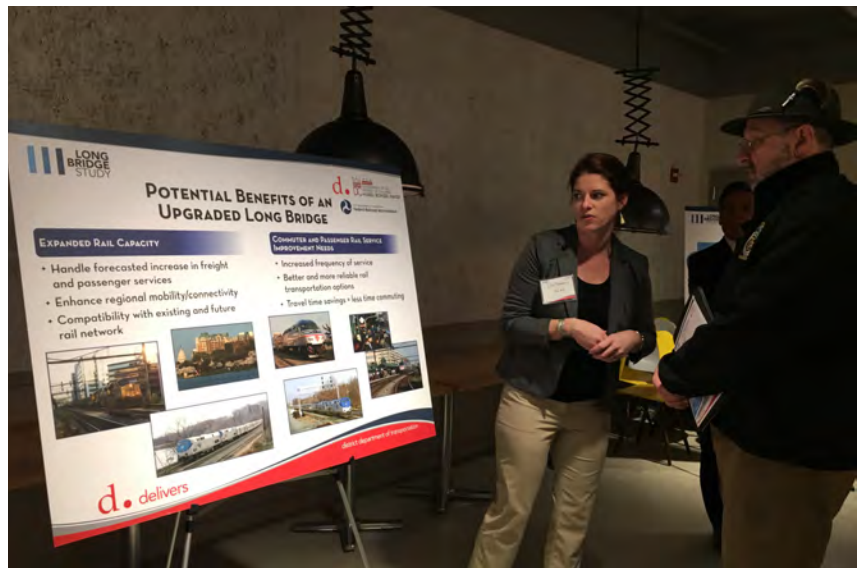
The model can also help evaluate the operational feasibility of different train storage locations along the study corridor. The analysis will balance costs, impacts to the human and natural environment and location to provide efficient train operations.

The next steps in the project include documenting the range of alternatives tested at this preliminary stage of analysis, and presenting these for discussion at upcoming committee and community meetings. The next community meeting is scheduled for Wednesday, April 27 from 6–8 p.m., at the Gainesville Middle School (8001 Limestone Dr., Gainesville, VA).

## LONG BRIDGE STUDY (PHASE II)

VRE and the District Department of Transportation (DDOT), in coordination with the Federal Railroad Administration, CSX Transportation (CSXT) and the Virginia Department of Rail and Public Transportation (DRPT), are completing a comprehensive study for the rehabilitation or replacement of the Long Bridge over the Potomac River. The existing two-track railroad bridge, owned by CSXT, serves freight, VRE and Amtrak trains.

In our continuing effort to engage and provide meaningful input to local communities during project development, a public information meeting was held on Feb. 10. The meeting took place at L'Enfant Plaza, making it accessible from both the L'Enfant Plaza Metro and VRE's L'Enfant Stations. The meeting gave community members an opportunity to share their views on the possible replacement or rehabilitation of the Long Bridge. The forum focused on recent project activities and the next steps in the planning process, while also providing a general overview of environmental and transportation issues within the project corridor.



Attendees of the community meeting for Long Bridge Phase II had an opportunity to gain information and provide feedback on a possible rehabilitation or replacement of the Long Bridge over the Potomac River.

DDOT completed the Long Bridge Phase I Study in January 2015. This feasibility study included a preliminary operations plan, visual inspection of the corridor, primary evaluation of existing and future capacity needs and initial development of conceptual alternatives.

The Long Bridge Phase II Study, currently underway, will expand on the information from Phase I to advance the National Environmental Policy Act (NEPA) process. To streamline key NEPA activities, the Phase II Study will develop a draft Purpose and Need Statement, further refine conceptual alternatives, define evaluation criteria, and identify railroad capacity needs. The evaluation criteria will be used to screen and identify alternatives to assist in the analysis in Phase III of the NEPA Study, which is expected to start in fall 2016.

## LIFECYCLE OVERHAUL AND UPGRADE FACILITY

A new building at the Crossroads Maintenance and Storage Facility will be constructed to maintain VRE locomotives and passenger cars at the highest level of reliability throughout the life of the equipment. The VRE Operations Board authorized and awarded a contract for engineering, environmental and construction services for the Lifecycle Overhaul and Upgrade (LOU) Facility to the STV Group Inc. The new LOU building will be almost twice as large as the existing Service and Inspection building. A 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.

Following January's advertisement, VRE received one bid for the wheel truing machine and are confirming that it meets the requirements of the contract. Bids for the drop table are due soon. Rappahannock Electric Cooperative has decided to revise their original plan, which will require a redesign of the power supply to the new LOU Facility. A separate contract is underway for purchase of the land adjacent to the existing Crossroads Yard. An upgrade to the existing access road on that property will be designed and included in the facility construction contract. This gravel road will provide construction and emergency access to the south end of the property.

## ROLLING ROAD STATION

The platform at VRE's Rolling Road Station is presently 400 feet long, reflecting the shorter trains operated when VRE originally launched service in 1992. When VRE operates longer trains today, passengers riding in the end cars of a train must walk through to a car on the platform. This prolongs dwell times at the station, extending the overall travel times for passengers further out on the line.

VRE has initiated a program of platform improvements at this and other stations in order to reduce overall travel times and improve operational flexibility. The proposed expansion will add an additional 250 feet and expand the platform. Based on initial conceptual studies by VRE, we expect the extension will be to the north end as shown in the illustration. An extension of the partial steel canopy is also planned.

A pre-proposal meeting was held on Feb. 16, for the engineering and environmental work associated with the design of this project. Proposals were due on March 4 for this project and will proceed once they are evaluated and agreements with Norfolk Southern Railway are in place.

## SPOTSYLVANIA THIRD TRACK PROJECT

Work is steadily progressing on construction of 2.5 miles of third track from the VRE Crossroads Yard to Hamilton. Presently the focus is on the final portion of the new third track.



A drop table will permit VRE to remove and replace truck and axles from underneath locomotives and coaches without lifting the whole vehicle. As illustrated by the drop table in a MTA Metro-North Railroad shop, a locomotive or railcar is moved directly over the drop table (shown here in yellow) and the component is removed from below. Technicians can use the stairs to walk down and service the vehicle from below.



This photo from a NJ Transit shop illustrates an underfloor wheel truing machine which can re-profile wheels without removing them from the locomotive or railcar. Once the locomotive or railcar is in position, the lathe-type machine is raised into contact with the wheel tread, and shaves them down to meet the rail-wheel interface requirements for optimal operations.



The proposed expansion to Rolling Road Station will extend the platform in order to better accommodate passengers and provide flexibility to railroad operations.





An overview of work on the final embankment, subballast and ballast pad along Benchmark Road.



The new Massaponax Creek arch pre-cast extensions were set early in the month of February. The job of connecting the retaining walls on each end of the arch extensions remains. Final embankment, trackbed and subballast work continues, and the culmination of this work will result in the completion of new third track construction scheduled for March. Bi-weekly project meetings continue, with the goal of maintaining the track schedule, project completion and closeout. The overall project completion is scheduled for the first quarter of 2016.

## ARKENDALE TO POWELL'S CREEK THIRD TRACK PROJECT

DRPT and VRE are collaborating on the installation of 11 miles of new third track between Arkendale and Powell's Creek on CSXT's RF&P Secondary. The project is proceeding with earthwork, retaining wall work, new structures as needed and corresponding signal and track work. Anticipated completion is slated for early 2017.

The project includes track re-alignment design to facilitate a new island platform and intermodal bus facility at Quantico Station. Permit processes for the new station facilities are ongoing, along with Marine Corp Base Quantico, Town of Quantico and other major stakeholder coordination. Parking coordination throughout the construction process and final parking and platform configurations are integral to the final efforts to minimize pedestrian traffic at the Potomac Avenue grade crossing. Design is scheduled to be complete in early 2016 with the new island platform scheduled to go into service with the new third track in early 2017. The new intermodal facility on the west side (base side) will be completed, along with an extension of the east platform, and the final parking solution on the east side later in 2017.

Track re-alignment to facilitate the new Potomac Shores Station is also being incorporated into the third-track project. SoCal, the private developer providing the new station, continues to coordinate new station design with CSXT and VRE. Foundation plans have been submitted to Prince William County for review. Permit processes are ongoing, as well as right of way coordination at this location. Design is scheduled to be complete by early 2016 with the new station scheduled to go into service as soon as mid-2017. Design coordination meetings continue bi-weekly. Construction is scheduled to begin on these elements within the second quarter of 2016.



Work proceeding on a new bridge for the third track over Chopawamsic Creek.





Subgrade and ballast is being spread in anticipation for laying the new third track adjacent to Benchmark Road in Spotsylvania County.



# FACILITIES UPDATE

The following is a status update of VRE facilities projects:

## Completed projects:

1. Removal of deteriorated, abandoned conduits at Burke Centre Station platform
2. Repairs to Broad Run Yard electrical switchgear
3. Repairs to Woodbridge Station west elevator
4. Removal of trees behind platform at Rolling Road Station, eliminating safety and security concern

## Projects scheduled to be completed this quarter:

1. Replacement of deteriorated conduits at Rolling Road Station
2. Issuance of Notice to Proceed for canopy roof and gutter replacement project at L'Enfant and Leeland Road stations
3. Installation of upgraded LED light fixtures at Woodbridge Station west elevator/stair tower and pedestrian bridge
4. Renovations at Crossroads Warehouse office
5. Installation of electric power to electrically-operated derails at Crossroads Yard
6. Replacement of asphalt pedestrian grade crossings at L'Enfant and Crystal City stations, due to CSX track work
7. Improvements to vendor spaces at Woodbridge Station
8. Installation of bird netting at Woodbridge Station west elevator/stair tower
9. Replacement of both benches at Alexandria Station east platform

## Projects scheduled to be initiated this quarter:

1. Replacement of tactile warning strips at various stations
2. Installation of emergency generator at Woodbridge Station west elevator/stair tower
3. Installation of utility power status remote monitoring at various stations
4. Repairs to stair railings at Rippon Station
5. Installation of pathfinder signs for Spotsylvania Station
6. Installation of inter-track warning signs at various stations

## Ongoing projects:

1. Elevator modernization project, underway at Franconia-Springfield Station and pending at Rippon Station
2. Installation of right-of-way security fencing at Burke Centre Station (pending legal review of Norfolk Southern lease agreement)
3. Renovations at Alexandria Headquarters
4. Correction of canopy drainage problem at Crystal City Station
5. Development of scope of work for platform concrete rehabilitation IFB for Fredericksburg Station



Right-of-way fencing for Burke Center Station.



Existing light fixtures for Woodbridge Station's west tower.



Proposed LED light fixtures for Woodbridge Station's west tower.



Trees removed from Rolling Road Station.

# 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
- Development of Design Guidelines and Standard Specifications
- Crystal City Station Improvements
- Replacement of Tactile Warning Strips at Station Platforms
- Automatic Parking Counter System
- Automatic Passenger Counter System
- Engineering and Design Services for VRE Mid-Day Storage Facility
- Station Lighting Enhancements
- Federal Legislative Services
- Purchase of Passenger Elevators
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for the Lifecycle Overhaul and Upgrade Facility
- Positive Train Control System Testing, Coordination and Oversight
- Information Technology Services
- Program Management Services

# PROJECTS PROGRESS REPORT

AS OF FEBRUARY 3, 2015

## STATIONS AND PARKING LOTS

| PROJECT   | DESCRIPTION   | PHASE |    |    |     |    |    |
|---|---|-------|----|----|-----|----|----|
|   |   | CD    | PE | ES | RW  | FD | CN |
| <b>Union Station Improvements</b><br>(Amtrak/VRE Joint Recapitalization Projects) | Station and coach yard improvements of mutual benefit to VRE and Amtrak.                        | ◆     | ◆  | ◆  | N/A | ◆  | ●  |
| <b>Alexandria Station Improvements</b>  | Pedestrian tunnel to METRO, improve ADA access, and eliminate at-grade track crossing.          | ◆     | ◆  | ●  | N/A | ●  | —  |
|   | Modify Slaters Lane Interlocking, track, and East Platform to accommodate trains on Track #1.   | ◆     | ●  | —  | N/A | —  | —  |
|   | Extend East Platform for 8-car trains and elevate West Platform.                                | ◆     | —  | —  | N/A | —  | —  |
| <b>Franconia-Springfield Station Improvements</b>                                 | Extend both platforms for 8-car trains and widen East Platform for future third track.          | ◆     | —  | —  | N/A | —  | —  |
| <b>Lorton Station Improvements</b>  | Extend existing platform for 8-car trains.  | ◆     | ◆  | ◆  | N/A | ◆  | ■  |
|   | New second platform for 8-car trains.   | ◆     | —  | —  | N/A | —  | —  |
| <b>Rippon Station Improvements</b>  | Extend existing platform and construct second platform for 8-car trains.                        | ◆     | —  | —  | N/A | —  | —  |
| <b>Potomac Shores Station Improvements</b>  | New VRE station in Prince William County provided by private developer.                         | ◆     | ◆  | ◆  | N/A | ●  | —  |
| <b>Quantico Station Improvements</b>  | New island platform, pedestrian bridge, bus facilities, trackwork and extend existing platform. | ◆     | ◆  | ◆  | N/A | ●  | —  |
| <b>Brooke Station Improvements</b>  | Extend existing platform and construct second platform for 8-car trains.                        | ◆     | —  | —  | N/A | —  | —  |
| <b>Leeland Road Station Improvements</b>  | Extend existing platform and construct second platform for 8-car trains.                        | ◆     | —  | —  | N/A | —  | —  |
| <b>Spotsylvania Station Improvements</b>  | New VRE station in Spotsylvania County near the Crossroads MSF.                                 | ◆     | ◆  | ◆  | N/A | ◆  | ◆  |
| <b>Rolling Road Station Improvements</b>  | Extend existing platform by 250 feet for 8-car trains.  | ◆     | —  | —  | N/A | —  | —  |
| <b>Broad Run Station Improvements</b>   | Parking garage to expand parking by 700 spaces.   | ◆     | ◆  | ■  | N/A | —  | —  |

PHASE: CD – Conceptual Design PE – Preliminary Engineering ES – Environment Screening RW – Right of Way Acquisition

| Total      | ESTIMATED COSTS (\$) |            |           | COMPLETION |         |              |   | STATUS  |
|------------|----------------------|------------|-----------|------------|---------|--------------|---|---|
|            | Funded               | Unfunded   | Authorize | Expended   | Percent | Date         |   |   |
| 3,201,176  | 3,201,176            | —          | 3,201,176 | 2,078,300  | 65%     | 2nd QTR 2016 | ● | Amtrak ready to release procurement.  |
| 10,021,865 | 10,021,865           | —          | 2,200,824 | 1,268,256  | 40%     | 3rd QTR 2017 | ● | 60% design under development.   |
| 7,000,000  | 7,000,000            | —          | 467,500   | —          | 5%      | 3rd QTR 2017 | ● | Platform design underway. Preparing CXST force account agreement.                                   |
| 2,400,000  | 400,000              | 2,000,000  | —         | —          | 5%      | 3rd QTR 2017 | ● | West Platform elevation funded.   |
| 13,000,000 | 13,000,000           | —          | —         | —          | 5%      | TBD          | ● | Part of Penta-Platform program. Preparing RFP for release.  |
| 2,500,000  | 2,500,000            | —          | —         | 410,351    | 50%     | 3rd QTR 2016 | ■ | NTP on hold pending CSXT flagging.  |
| 16,140,000 | 16,140,000           | —          | —         | —          | 5%      | 3rd QTR 2017 | ● | Part of Penta-Platform program. Preparing RFP for release.  |
| 16,633,535 | 16,633,535           | —          | —         | —          | 5%      | 1st QTR 2020 | ● | Part of Penta-Platform program. Preparing RFP for release.  |
| —          | —                    | —          | —         | —          | 25%     | 3rd QTR 2017 | ● | Being coordinated in conjunction with the DRPT/CSX Arkendale to Powell's Creek Third Track Project. |
| 9,500,000  | 9,500,000            | —          | —         | —          | 25%     | 1st QTR 2017 | ● | Being coordinated in conjunction with the DRPT/CSX Arkendale to Powell's Creek Third Track Project. |
| 14,650,000 | 9,264,300            | 5,385,700  | 21,790    | —          | 5%      | 3rd QTR 2020 | ● | Part of Penta-Platform program. Preparing RFP for release.  |
| 14,000,000 | 9,264,300            | 4,735,700  | —         | —          | 5%      | 3rd QTR 2020 | ● | Part of Penta-Platform program. Preparing RFP for release.  |
| 3,422,500  | 3,422,500            | —          | 3,901,886 | 3,367,272  | 99%     | 1st QTR 2016 | ● | Station opened for revenue service November 16, 2015. Proceeding with close-out.                    |
| 2,000,000  | 2,000,000            | —          | —         | —          | 5%      | 3rd QTR 2019 | ● | Advertised. Proposals due 3/1/2016 for platform and canopy extension design and construction.       |
| 24,420,000 | 12,998,282           | 11,421,718 | 2,031,263 | 393,120    | 30%     | TBD          | ■ | NEPA documents submitted to FTA for review.   |

FD – Final Design    CN – Construction    ◆ Completed    ● Underway    ■ On Hold

## TRACK AND INFRASTRUCTURE

| PROJECT                                   | DESCRIPTION  | PHASE |    |    |     |    |    |
|---|--|-------|----|----|-----|----|----|
|   |  | CD    | PE | ES | RW  | FD | CN |
| <b>L'Enfant Wayside Storage Track</b>     | Conversion of existing siding into a midday train storage track.                           | ◆     | ◆  | ◆  | N/A | ◆  | ■  |
| <b>Hamilton-to-Crossroads Third Track</b> | 2¼-miles of new third track with CSXT design and construction of signal and track tie-ins. | ◆     | ◆  | ◆  | N/A | ◆  | ●  |

## MAINTENANCE AND STORAGE FACILITIES

|  |   |   |   |   |     |   |   |
|--|---|---|---|---|-----|---|---|
| <b>Broad Run Yard Train Wash</b>               | New train wash facility to be added to the Broad Run MSF. | ◆ | ◆ | ◆ | N/A | ◆ | ■ |
| <b>Lifecycle Overhaul and Upgrade Facility</b> | New LOU facility to be added to the Crossroads MSF.       | ◆ | ◆ | ◆ | N/A | ◆ | ● |

## ROLLING STOCK

|                                      |  |   |     |     |     |   |   |
|--------------------------------------|--|---|-----|-----|-----|---|---|
| <b>Passenger Railcar Procurement</b> | Acquisition of 29 new railcars (8 received • 12 being built • 9 pending).  | ◆ | N/A | N/A | N/A | ◆ | ● |
| <b>Positive Train Control</b>        | Implement Positive Train Control for all VRE locomotives and control cars. | ◆ | N/A | N/A | N/A | ◆ | ● |

## PLANNING, COMMUNICATIONS AND IT

|  |  |   |     |     |     |   |   |
|--|--|---|-----|-----|-----|---|---|
| <b>Gainesville-Haymarket Extension</b> | NEPA and PE for an 11-mile extension of VRE service over the NS B-Line to I-66 near Haymarket. | ◆ | ●   | ●   | –   | – | – |
| <b>Mobile Ticketing</b>                | Implementation of a new mobile ticketing system.   | ◆ | N/A | N/A | N/A | ◆ | ● |

PHASE: CD – Conceptual Design PE – Preliminary Engineering ES – Environment Screening RW – Right of Way Acquisition

| Total  | ESTIMATED COSTS (\$) |             |            | COMPLETION |         | Date         |   | STATUS   |
|--|----------------------|-------------|------------|------------|---------|--------------|---|--|
|  | Funded               | Unfunded    | Authorize  | Expended   | Percent |              |   |  |
| 4,283,618  | 4,283,618            | –           | 4,207,057  | 662,375    | 60%     | 3rd QTR 2016 | ■ | Power construction on hold, ready to resume when District permitting is resolved.  |
| 32,500,000   | 32,500,000           | –           | 32,823,227 | 25,165,669 | 90%     | 1st QTR 2016 | ● | Massaponax Creek bridge extension complete. New subgrade and track being laid.   |
| 2,494,711  | 307,513              | 2,187,198   | 307,513    | 174,875    | 55%     | TBD          | ■ | Design 90% complete; on hold.  |
| 35,100,000   | 22,500,000           | 0.00        | 3,146,403  | 1,916,346  | 60%     | 2nd QTR 2017 | ● | Design 100% complete. Advertised long-lead specialty equipment. Bids received for wheel truing machine.                            |
| 75,264,693   | 75,264,693           | –           | 72,296,772 | 21,560,754 | 29%     | 4th QTR 2018 | ● | 8 cars received in FY 2015, 7 cars scheduled to be received in FY 2016 and 5 cars scheduled to be received in FY 2017.             |
| 10,553,000   | 10,553,000           | –           | 7,980,877  | 1,612,673  | 15%     | 4th QTR 2016 | ● | Onboard installations ongoing.   |
| 291,724,300  | 5,823,052            | 285,988,586 | 6,352,501  | 1,501,788  | 12%     | –            | ● | Planning underway: travel demand analysis/ridership projection, alternatives analysis, public outreach and conceptual engineering. |
| 3,510,307  | 3,510,307            | –           | 3,510,627  | 1,405,307  | 50%     | –            | ● | Integration with S&B system complete. Mobile now accounts for about 12% of monthly revenue and more than 25% of all tickets sold.  |
| FD – Final Design    CN – Construction    ◆ Completed    ● Underway    ■ On Hold |                      |             |            |            |         |              |   |  |





VIRGINIA RAILWAY EXPRESS

1500 KING STREET, SUITE 202 • ALEXANDRIA, VA 22314 • 703.684.1001

VRE.ORG





**Virginia Railway  
Express**

Gary Skinner  
Chairman

Paul Smedberg  
Vice-Chairman

Maureen Caddigan  
Secretary

Sharon Bulova  
Treasurer

John C. Cook  
Katie Cristol  
John Jenkins  
Matt Kelly  
Paul Milde  
Jennifer Mitchell  
Suhas Naddoni  
Martin Nohe  
Bob Thomas  
Jonathan Way

#### Alternates

Marc Aveni  
Jay Fisette  
Todd Horsley  
Frank Jones  
Jeanine Lawson  
Jeff McKay  
Wendy Maurer  
Paul Trampe  
Billy Withers

Doug Allen  
Chief Executive Officer

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

# MINUTES

**VRE Operations Board Meeting  
PRTC Headquarters – Prince William County, Virginia  
March 18, 2016**

| Members Present         | Jurisdiction           |
|-------------------------|------------------------|
| Sharon Bulova (NVTC)    | Fairfax County         |
| Maureen Caddigan (PRTC) | Prince William County  |
| John C. Cook (NVTC)     | Fairfax County         |
| Katie Cristol (NVTC)    | Arlington County       |
| John D. Jenkins (PRTC)* | Prince William County  |
| Matt Kelly (PRTC)       | City of Fredericksburg |
| Paul Milde (PRTC)       | Stafford County        |
| Martin Nohe (PRTC)*     | Prince William County  |
| Paul Smedberg (NVTC)    | City of Alexandria     |
| Bob Thomas (PRTC)       | Stafford County        |
| Jonathan Way (PRTC)     | City of Manassas       |

| Members Absent       | Jurisdiction          |
|----------------------|-----------------------|
| Jennifer Mitchell    | DRPT                  |
| Suhas Naddoni (PRTC) | City of Manassas Park |
| Gary Skinner (PRTC)  | Spotsylvania County   |

| Alternates Present | Jurisdiction |
|--------------------|--------------|
|                    |              |

| Alternates Absent     | Jurisdiction           |
|-----------------------|------------------------|
| Marc Aveni (PRTC)     | City of Manassas       |
| Jay Fisette (NVTC)    | Arlington County       |
| Todd Horsley          | DRPT                   |
| Frank C. Jones (PRTC) | City of Manassas Park  |
| Jeanine Lawson (PRTC) | Prince William County  |
| Jeff McKay (NVTC)     | Fairfax County         |
| Wendy Maurer (PRTC)   | Stafford County        |
| Paul Trampe (PRTC)    | Spotsylvania County    |
| Billy Withers (PRTC)  | City of Fredericksburg |

| Staff and General Public                |   |
|---|---|
| Doug Allen – VRE                        | Christine Hoeffner – VRE                |
| Tracy Baynard – McGuire Woods           | John Kerins – Keolis                    |
| Donna Boxer – VRE                       | Mike Lake – Fairfax County DOT          |
| Nancy Collins – Stafford County         | Lezlie Lamb – VRE                       |
| Kelley Coyner – NVTC Staff              | Mike Lambert – HDR                      |
| Unwanna Dabney – Parsons Brinckerhoff   | Bob Leibbrandt – Prince William County  |
| Rich Dalton – VRE                       | Steve MacIsaac – VRE legal counsel      |
| James Davenport – Prince William County | Eric Marx – PRTC staff                  |
| Patrick Durany – Prince William County  | Matthew McDermott – Amec Foster Wheeler |
| George Frye – Drummac, Inc.             | Jason Mumford – AECOM                   |
| Rhonda Gilchrest – NVTC Staff           | Kristen Nutter – VRE                    |
| Patricia Happ – NVCT Staff              | Alexis Rice – VRE                       |
| Chris Henry – VRE                       | Lynn Rivers – Arlington County          |
| Tom Hickey – VRE                        | Alex Sugatan – VRE                      |
|   | Joe Swartz – VRE                        |

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

Vice-Chairman Smedberg called the meeting to order at 9:06 A.M. Following the Pledge of Allegiance, Roll Call was taken.

### Approval of the Agenda – 3

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

### Approval of the Minutes of the February 19, 2016 Operations Board Meeting – 4

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

### Chairman's Comments – 5

Vice-Chairman Smedberg stated Chairman Skinner sends his apologies for not being able to attend the meeting because of a work commitment. Vice-Chairman Smedberg announced there will be a CEO Evaluation Committee meeting immediately following this meeting.

### Chief Executive Officer's Comments – 6

Mr. Allen reported on safety and security activities for the month of February, including the kick-off of VRE's annual Roadway Worker Protection safety training for employees and contractor staff who work near tracks.

Mr. Allen reported overall on-time performance (OTP) for the month of February was 89 percent system-wide with 93 percent on the Manassas Line and 85 percent on the Fredericksburg Line. Average Daily Ridership for February was just under 18,000. He also gave an update on the preparations VRE made for the Metrorail shutdown due to safety inspections on March 16<sup>th</sup>. VRE ridership was actually less than normal that day, most likely due to federal worker having telework and liberal leave options.

Mr. Allen announced the successful conclusion to the procurement protest filed by RailPlan International Inc. concerning the award of the contract to Keolis Rail Services, Virginia for life cycle maintenance of VRE rail equipment. After a two day hearing last week in the Alexandria Circuit Court, the judge ruled in favor of VRE. The successful outcome enables VRE to proceed with award of the life cycle maintenance contract to Keolis. While RailPlan has the opportunity to file an appeal of the case within 30 days, this is not expected. VRE will award the contract to Keolis sometime after the 30-day appeal deadline.

Mr. Allen stated VRE has installed Positive Train Control (PTC) equipment on 17 of its 22 locomotives and one of 21 cab cars. VRE is working with the PTC system provider to identify a third party solution for a network system necessary to integrate VRE's PTC equipment with the host railroads' dispatching system.

Mr. Allen also announced VRE received five new railcars on March 17<sup>th</sup>, which will be put into revenue service sometime in early April following field qualification testing. These new railcars will allow VRE to rotate cars out of service to install PTC equipment. In response to a question from Mr. Way, Mr. Allen stated staff is confident VRE's PTC system will be compatible with the host railroads' PTC implementation. Amtrak has a different PTC system, but VRE will not need to connect to that system because VRE service in Amtrak territory runs below the required speed for PTC.

#### VRE Riders' and Public Comment – 7

There were no comments.

#### Consent Agenda – 8

Ms. Cristol requested Item #8A be pulled from the Consent Agenda for discussion.

On a motion by Mr. Kelly and a second by Mr. Way, the Board unanimously approved the following Consent Agenda Items:

- Resolution #8B-03-2016: Authorization to Issue a Request for Proposals for Graphic Design Services
- Resolution #8C-03-2016: Authorization to Issue an Invitation for Bids for Delivery of Lubricating Oil for VRE Locomotives

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

#### Authorization to Issue a Request for Proposals for Planning and Design Services for Crystal City Station Improvements – 8A

Mr. Allen asked the Operations Board to authorize him to issue a Request for Proposals (RFP) for planning and design consulting services for improvements to the Crystal City VRE Station. Resolution #8A-03-2016 would accomplish this.

A station assessment study is currently underway to identify design concepts to expand both access and circulation at the existing station platform in the short-term, as well as future platform needs for an expanded four-track configuration in the long-term. Future VRE station improvements will be coordinated with Arlington County's plans to add a second entrance to the Crystal City Metro Station, in the vicinity of Crystal Drive and 18<sup>th</sup> Street South, as well as proposed Crystal City Potomac Yard Transitway station stops to enhance multimodal connections where possible.

Ms. Cristol stated she is pleased to see this moving forward and that it is being coordinated with plans for a second Metro entrance and the transitway. She asked about the public engagement component, including meeting with the Arlington Transportation Commission. Mr. Allen stated VRE staff will meet with these types of organizations, as well as jurisdictional staff, as part of its standard practice to engage the public.

Ms. Cristol moved, with a second by Ms. Caddigan, to approve Resolution #8A-03-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Kelly, Milde, Smedberg, Thomas and Way.

Authorization to Execute a Sole Source Contract with KC Constructors for Construction of Station Improvements and Retaining Wall for the Powell's Creek-Arkendale Third Track Project – 9A

Mr. Allen asked the Operations Board to authorize him to execute a contract with KC Constructors for construction of retaining walls for the Powell's Creek-Arkendale third track project and station elements for Quantico Station for an amount of \$8,000,000, plus a 10 percent contingency of \$800,000, for a total amount not to exceed \$8,800,000. Resolution #9A-03-2016 would accomplish this.

Funding for this work comes from a \$9.5M Intercity Passenger Rail Operating and Capital (IPROC) grant from DRPT. In response to a question from Vice-Chairman Smedberg, Mr. Hickey explained there is \$700,000 of the \$9.5M Commonwealth IPROC grant that has not been allocated for this contract; but if not used for this project, the funds will go back to the Commonwealth.

Mr. Allen stated a sole source determination has been made in accordance with state and federal requirements, as well as VRE Procurement Policies, and public notice will be provided. He explained CSXT, DRPT and VRE are collaborating to construct 11 miles of third track between Arkendale and Powell's Creek in Prince William County under the leadership of DRPT and funded by an American Recovery and Reinvestment Act (AARA) grant. The project is currently proceeding into the construction phase, which will be done by CSXT's construction contractor KC Constructors (KCC).

Board Members had questions about the sole source determination. Both Mr. Milde and Mr. Way expressed their concerns. Mr. Hickey explained the redesigned track and passenger facilities at Quantico must be constructed at the same location and time as the third track improvements being constructed by KCC. Using multiple contractors simultaneously in a confined right-of-way could result in conflicts that would delay project completion and possibly impact train operations. CSXT is working under contract to DRPT and must complete the track project by March 2017 or the grant funds will be lost. CSXT feels it is best to have one contractor dealing with safety issues, flagging, train control and clearances as integrated projects. Mr. Allen also stated there are rules and procedures that must be followed for a sole source contract. VRE staff has made sure KCC is qualified and the price is reasonable.

[Mr. Nohe arrived at 9:26 A.M.]

Mr. Cook stated this information is helpful but he would prefer written documentation for the public record outlining the rationale for a sole source procurement. He would like to see this information provided in the future for all sole source contracts. Mr. Hickey stated VRE's Sole Source Certification can be provided.

Ms. Cristol asked how VRE benchmarks a reasonable cost for a sole source contract. Mr. Hickey explained VRE starts the process with an independent cost estimate done by VRE's

consulting engineers. If a sole source is within 10 percent of that estimate, then it is considered a reasonable cost. Mr. Kelly observed construction costs are standardized so the prices won't vary much even if the contract goes out to bid. Other contractors would have set up and staging costs. Mr. Milde noted the contractor is already there doing work, so they should be able to offer a discount. Mr. Nohe observed as a practical matter, although they are administratively two projects, they are essentially one integrated project. Because of the different funding sources, it cannot be a change order.

Ms. Caddigan moved, with a second by Ms. Bulova, to approve Resolution #9A-03-2016, with the understanding written documentation will be added to the public record. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Kelly, Nohe, Smedberg and Way. Mr. Milde and Mr. Thomas voted no.

Authorization to Execute a Contract for Shop and Yard Program Management Support Services – 9B

Mr. Allen asked the Operations Board to authorize him to execute a contract with Thomas E. Frawley Consulting, LLC of Berwyn, PA for Shop and Yard Program Management Support Services for a base period of five years with the option to extend two additional one-year periods not to exceed seven years in the amount not to exceed \$433,440, plus a 10 percent contingency of \$43,344, for a total amount not to exceed \$476,784. Resolution #9B-03-2016 would accomplish this.

Mr. Cook observed VRE had a mailing list of 101 prospective offerors but only one response was received. Mr. Hickey reviewed some of the reasons given by prospective offerors for not submitting a proposal. He stated the primary reason given was whomever was awarded this contract would not be eligible to submit proposals for future VRE projects related to the design and construction of shop or yard facilities.

Mr. Way moved, with a second by Ms. Bulova, to approve Resolution #9B-03-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Kelly, Milde, Nohe, Smedberg, Thomas and Way.

Endorsement of Prince William County's Transportation Land-Use Connection Grant Application – 9C

Mr. Allen asked the Operations Board to endorse the application being submitted by Prince William County for the FY 2017 National Capital Regional Transportation Planning Board's Transportation Land-Use Connections (TLC) program to develop a plan to improve connectivity around future VRE stations along the Gainesville-Haymarket Extension. Resolution #9C-03-2016 would accomplish this.

Mr. Cook asked if there are other applications competing for these grant funds from VRE or the jurisdictions. Mr. Allen stated he is not aware of any other applications. Mr. Cook asked for the future a statement be included in the written materials noting if there are any other jurisdictions applying for the same grant.



Ms. Caddigan moved, with a second by Mr. Nohe, to approve Resolution #9C-03-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Kelly, Milde, Nohe, Smedberg, Thomas and Way.

Authorization to Execute a Sole Source Contract for Locomotive Head End Power Top Deck Overhaul Kits – 9D

Mr. Allen asked the Operations Board to authorize him to execute a Sole Source Contract with Alban Power Systems of Virginia for delivery of Head End Power (HEP) Top Deck Overhaul Kits in the amount of \$671,063, plus a 10 percent contingency of \$67,106, for a total amount not to exceed \$738,169. Resolution #9D-03-2016 would accomplish this.

Mr. Allen explained VRE's locomotives are equipped with Caterpillar C27 HEP engines to provide electrical power to the passenger cars. Caterpillar has an agreement established with their dealers that prohibits them from competing outside of their region for sales and service. As such, a sole source determination to use Alban Power Systems of Virginia has been made in accordance with state and federal requirements, as well as VRE Procurement Policies, and public notice will be provided. In response to a question from Ms. Cristol, Mr. Dalton explained that Alban Power Systems is the only Caterpillar dealer VRE can contract with because of the Caterpillar provisions.

Mr. Way moved, with a second by Ms. Caddigan, to approve Resolution #9D-03-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Kelly, Milde, Nohe, Smedberg, Thomas and Way.

Authorization to Issue an MEC VI Task Order for Engineering Oversight for New VRE Passenger Railcars – 9E

Mr. Allen asked the Operations Board to authorize him to execute a Task Order with STV Incorporated under the MEC VI Contract for engineering oversight of the purchase of nine new passenger railcars in the amount of \$1,092,937, plus a 10 percent contingency of \$109,293, for a total amount not to exceed \$1,202,203. Resolution #9E-03-2016 would accomplish this.

Mr. Nohe moved, with a second by Ms. Cristol, to approve Resolution #9E-03-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Kelly, Milde, Nohe, Smedberg, Thomas and Way.

Authorization to Issue a Request for Proposals for Program Management Consulting Services – 9F

Mr. Allen stated the current VRE six-year Capital Improvement Plan (FY2017 – FY2022) includes 32 projects and nearly \$1.7 billion in expenditures for stations, parking lots, track, signals, bridges, yards and maintenance facilities. These projects are all related to fulfillment of either an agreement with CSXT or the System Plan 2040. Given the number and complexity of the projects anticipated for the next six years, VRE needs to expand its program management capacity for successful management and project delivery. Hiring a Program Management Consultant will augment VRE's in-house staff as needed and will be more cost-effective than hiring additional VRE permanent staff.

In response to a question from Mr. Way, Mr. Allen assured the Board under the terms of the contract VRE will only pay for services rendered. There is also an “escape clause” in the contract allowing VRE to terminate the contract if VRE is not pleased with the contractor’s work.

Mr. Milde moved, with a second by Mr. Way, to approve Resolution #9F-03-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Kelly, Milde, Nohe, Smedberg, Thomas and Way.

[Mr. Jenkins arrived at 10:02 A.M.]

Authorization to Execute a Force Account Agreement with CSX Transportation to Convert an Existing Temporary Track into a VRE Storage Track – 9G

Mr. Allen stated Resolution #9G-03-2016 would authorize him to execute a Force Account Agreement with CSXT to design and construct the conversion of an existing temporary track immediately south of L’Enfant Station into a VRE storage track for an amount of \$2,937,323, plus a 10 percent contingency of \$293,733, for a total amount not to exceed \$3,231,056.

Mr. Allen stated in addition to a nearly completed VRE train storage track north of the L’Enfant Station, CSXT has identified an existing temporary track south of the station built for the Virginia Avenue tunnel project that can be converted for use as a VRE storage track. Once completed, VRE will have the ability to eliminate the current deadhead train moves, resulting in a savings in track access fees, fuel, and other operating costs of approximately \$450,000 annually. Beyond this work, VRE will need to install wayside power connections for trainsets during layover. Approval for design and construction of the wayside power will be sought at a future meeting.

In response to a question from Vice-Chairman Smedberg, Mr. Dalton stated the south track storage will hold two six-car consists and the north track storage will hold one train consist. Vice-Chairman Smedberg also asked about the local match. Ms. Boxer explained that the local match is included in VRE’s annual budget.

Mr. Way moved, with a second by Ms. Bulova, to approve Resolution Z#9G-03-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Smedberg, Thomas and Way.

Gainesville-Haymarket Extension Project Update – 10A

Ms. Hoeffner gave a detailed presentation on the Gainesville-Haymarket Extension Project. Work is currently underway to identify and analyze station sites, evaluate various service plans and the resulting ridership, and determine the railroad infrastructure needed to support the extension. Part of the analysis is looking at alternatives for either maintaining service to Broad Run with added branch service to Gainesville-Haymarket, or eliminating Broad Run as a revenue station and extending the existing line from the Manassas station to Gainesville-Haymarket.

Mr. Nohe stated he realizes these types of issues will be discussed in detail at the Policy Advisory Committee meeting, but he is concerned with the public perception of eliminating service to Broad Run. The station is an asset and the public does not like their taxpayer assets to go away. The proximity to the airport also provides an opportunity for transit mode connectivity for the long-term. Mr. Allen stated this is only one scenario the Policy Advisory Committee will discuss.

Mr. Way asked, if VRE is constrained with two-tracks within the existing right-of-way to Gainesville-Haymarket, which of the service plan alternatives would that eliminate from consideration. Mr. Allen stated VRE needs to get Norfolk Southern support to get the right-of-way for a third track. If there is no third track potential, VRE may not get Norfolk Southern approval. Mr. Kelly asked about VRE's train slots being used by the Commonwealth and he asked to see the Norfolk Southern agreement and documentation.

[Mr. Nohe left during the presentation.]

Mr. Way asked if the recent changes in Virginia law regarding proffers impact VRE. Ms. Hoeffner stated staff is aware the General Assembly passed legislation and staff is looking at how it might impact VRE.

Mr. Cook observed that the study needs to look at the impact to the inner jurisdictions. If riders can't get on the trains in the inner jurisdictions, it will become a subsidy issue. He also stated he'd like to see a big red line added to the timeline showing the place where the project stops without funding in place. This project can only go forward if the System Plan 2040 can be implemented. There must be a funding plan approved during the next General Assembly Session before final design can begin.

#### Spending Authority Report – 10B

Mr. Allen reported on two purchases greater than \$50,000: an Amendment to an Independent Contractor Agreement with Ray Chambers for Federal Legislative Consulting Services; and an Amended Purchase Order to ORX Railway Corporation for Traction Motor Combo Repair Services.

#### Operations Board Members Time – 11

There were no comments.

#### Closed Session – 12

A Closed Session was not needed.

#### Adjournment

Mr. Way moved, with a second by Ms. Caddigan, to adjourn. Without objection, Vice-Chairman Smedberg adjourned the meeting at 10:37 A.M.

Approved this 15<sup>th</sup> day of April 2016.

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Gary F. Skinner  
Chairman

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Maureen Caddigan  
Secretary

#### CERTIFICATION

This certification hereby acknowledges that the minutes for the March 18, 2016 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

*Rhonda Gilchrest*

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Rhonda Gilchrest

**Virginia Railway Express  
Operations Board**

**Resolution  
8A-03-2016**

**Authorization to Issue a Request for Proposals for  
Planning and Design Services for Crystal City Station Improvements**

**WHEREAS**, the Crystal City station is VRE's third busiest station and is used by an estimated 1,600 VRE riders each day; and,

**WHEREAS**, the existing, single track platform is at capacity to accommodate current passenger loads and circulation; and,


**WHEREAS**, VRE service expansion proposed in the VRE System Plan 2040 will result in increased usage of the Crystal City station that exceeds available platform capacity as well as the ability to service more than one train at a time, including future bi-directional service; and,

**WHEREAS**, the preparation of planning and engineering studies are needed to further evaluate the feasibility of preliminary, short-term and long-term concepts to expand the Crystal City station platform, complete required NEPA analyses, and prepare engineering design documents short-term improvements;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and that competitive negotiation is the appropriate method to procure these services; and,

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for planning and design consulting services for improvements to the VRE Crystal City Station.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8B-03-2016**

**Authorization to Issue Request for Proposals for Graphic Design Services**


**WHEREAS**, VRE has an on-going need for graphic design services; and,

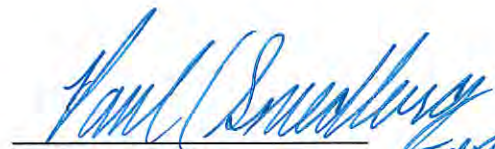
**WHEREAS**, it is a more efficient use of resources to contract with a firm that specializes in providing such services;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and that competitive negotiation is the appropriate method to procure these services; and,

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Graphic Design and Communications Services for a three year base period with up to two additional one year options.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman



**Virginia Railway Express  
Operations Board**

**Resolution  
8C-03-2016**

**Authorization to Issue an Invitation for Bids for  
Delivery of Lubricating Oil for VRE Locomotives**


**WHEREAS**, the current contract for the Delivery of Lubricating Oil for VRE Locomotives will expire at the beginning of October 2016; and,


**WHEREAS**, VRE requires continuation of delivery of lubricating oil services without interruption; and,

**WHEREAS**, VRE is required to maintain Federal Railroad Administration (FRA), Environmental Protection Agency (EPA), and Association of American Railroads (AAR) standards and practices;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for delivery of lubricating oil for VRE locomotives.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman

FOR

**Virginia Railway Express  
Operations Board**

**Resolution  
9A-03-2016**

**Authorization to Execute a Sole Source Contract with KC Constructors for  
Construction of Station Improvements and Retaining Walls  
for the Powell's Creek-Arkendale Third Track Project**

**WHEREAS**, CSX Transportation, Virginia Department of Rail and Public Transportation, and Virginia Railway Express are collaborating to construct eleven miles of third track between Arkendale and Powell's Creek in Prince William County; and,

**WHEREAS**, station improvements at Quantico and retaining walls were added to the third track project to enhance passenger safety and increase operational flexibility for CSXT, Amtrak and VRE trains; and,


**WHEREAS**, DRPT has provided VRE with funding and assigned VRE responsibility for completing said station improvements and retaining walls; and,


**WHEREAS**, KC Constructors has been engaged by CSXT to construct the new third track in the same location and time as said station improvements and retaining walls; and

**WHEREAS**, in accordance with state and federal requirements, a determination has been made, and public notice thereof provided, that KC Constructors, CSXT's present design-build track contractor, is the only source practicably available to construct said station improvements and retaining walls, and thus qualifies as a sole source procurement;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with KC Constructors for construction of retaining walls for the Powell's Creek-Arkendale third track project and station elements for Quantico Station for an amount of \$8,000,000, plus a ten percent contingency of \$800,000, for a total amount not to exceed \$8,800,000.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman *FOR*



**Virginia Railway Express  
Operations Board**

**Resolution  
9B-03-2016**

**Authorization to Execute a Contract for  
Shop and Yard Program Management Support Services**

**WHEREAS**, there is a timely need to replace midday VRE train storage that presently is located in Amtrak's Ivy City Maintenance Facility; and,

**WHEREAS**, VRE requires special expertise and augmentation of its capacity and capabilities to deliver shop and yard facilities in a timely; and,

**WHEREAS**, VRE issued a request for proposals for shop and yard support services on February 1, 2016; and,


**WHEREAS**, on March 1, 2016, only one proposal was received; and,

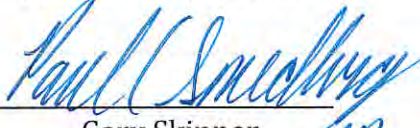
**WHEREAS**, subsequent to a review by a technical evaluation team, review of the references and financial suitability, VRE staff recommends that the Operations Board award a contract to Thomas E. Frawley Consulting, LLC; and,

**WHEREAS**, the Operations Board's approval of this procurement does not represent its independent assessment of the candidate's responses to the solicitation or of each step in the procurement process followed by staff; rather, the Operations Board's action is premised upon its conclusion, after review of the information before it, that the process used by the staff was in accordance with law and that the staff recommendation appears to be reasonable;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with Thomas E. Frawley Consulting, LLC of Berwyn PA for Shop and Yard Program Management Support Services for a base period of five years with the option to extend two additional one year periods not to exceed seven years in the amount not to exceed \$433,440.00, plus a 10% contingency of \$43,344.00, for a total amount not to exceed \$476,784.00.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman FOR

**Virginia Railway Express  
Operations Board**

**Resolution  
9C-03-2016**

**Endorsement of Prince William County's  
Transportation Land-Use Connection Grant Application**

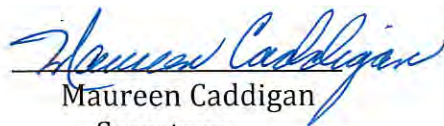
**WHEREAS**, the Council of Governments/Transportation Planning Board has issued a solicitation for projects to the Fiscal Year 2017 National Capital Region Transportation Planning Board's Transportation Land-Use Connections program; and,

**WHEREAS**, Prince William County is a local jurisdiction in the Metropolitan Washington region that is a member of the Transportation Planning Board, and is therefore an eligible entity to apply to the program; and,

**WHEREAS**, Prince William County intends to submit an application for technical assistance to develop a plan to improve connectivity around future VRE stations along the Gainesville-Haymarket Extension;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby endorse the grant application being submitted by Prince William County to the Fiscal Year 2017 Transportation Land-Use Connections program.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman



**Virginia Railway Express  
Operations Board**

**Resolution  
9D-03-2016**

**Authorization to Execute a Sole Source Contract for  
Locomotive Head End Power Top Deck Overhaul Kits**

**WHEREAS**, VRE's locomotives are equipped with the Caterpillar C27 Head End Power (HEP) engines to provide electrical power to the VRE passenger cars; and,


**WHEREAS**, VRE locomotives are nearing the recommended engine hours and fuel consumption requiring VRE to perform top deck overhauls. A total of twenty HEP kits are required for the purpose of performing this overhaul program; and,


**WHEREAS**, Caterpillar has an agreement with their dealers prohibiting them to compete outside their region for sales and service; and,

**WHEREAS**, in accordance with state and federal requirements, and VRE Procurement Policies, a determination has been made, and public notice thereof will be provided, that because Alban Engine Power Systems is VRE's assigned regional dealer for new Caterpillar parts and is the only supplier able to provide the required HEP kits, this qualifies as a sole source procurement;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Sole Source Contract with Alban Engine Power Systems of Virginia for Head End Power Top Deck Overhaul Kits, in the amount of \$671,063, plus a 10% contingency of \$67,106, for a total amount not to exceed \$738,169.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman *FSR*



**Virginia Railway Express  
Operations Board**

**Resolution  
9E-03-2016**

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

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

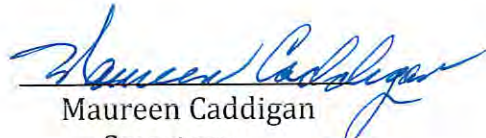
**WHEREAS**, VRE has amended the contract with Sumitomo Corporation of the Americas for the purchase of nine new railcars; and,

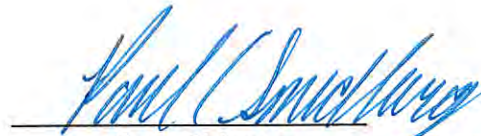

**WHEREAS**, funding for the purchase of the new railcars includes a mix of federal, state and local funds which requires VRE to provide various oversight functions; and,

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

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Task Order with STV Incorporated under the MEC VI Contract for engineering oversight of the purchase of nine new passenger railcars in the amount of \$1,092,937, plus a 10% contingency of \$109,293, for a total amount not to exceed \$1,202,230.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman 

**Virginia Railway Express  
Operations Board**

**Resolution  
9F-03-2016**

**Authorization to Issue a Request for Proposals for  
Program Management Consultant Services**

**WHEREAS**, VRE is implementing the six-year Capital Improvement Program including 32 projects with a budget of nearly \$1.7 billion in expenditures; and,

**WHEREAS**, VRE requires a scalable means of augmenting its project management and procurement capacities in response to an increased and varying volume of projects; and,

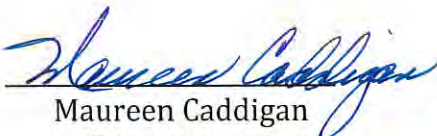
**WHEREAS**, a larger program of projects requires integrated controls to monitor and manage project performance; and,

**WHEREAS**, VRE has determined that a Program Management Consultant is the most cost-effective means of accessing and maintaining the skills and expertise necessary to deliver an expanded program of capital projects on time and budget;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and that competitive negotiation is the appropriate method to procure these services; and,

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Program Management Consultant Services.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman 

**Virginia Railway Express  
Operations Board**

**Resolution  
9G-03-2016**

**Authorization to Execute a Force Account Agreement  
with CSX Transportation to Convert an Existing  
Temporary Track into a VRE Storage Track**

**WHEREAS**, VRE has a critical need for additional midday train storage in the District of Columbia; and,

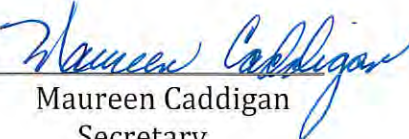
**WHEREAS**, CSX Transportation has a temporary track immediately south of L'Enfant Station that can be readily converted into an additional storage track for VRE trainsets; and,

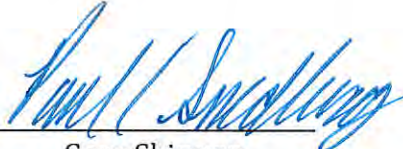
**WHEREAS**, CSX Transportation has provided VRE with a reasonable force account cost estimate for design and construction of the conversion; and,

**WHEREAS**, the VRE Capital Improvement Program provides sufficient funding for the conversion along with associated wayside power improvements;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Force Account Agreement with CSX Transportation to design and construct the conversion of an existing temporary track immediately south of L'Enfant Station into a VRE storage track for an amount of \$2,937,323, plus a 10% contingency of \$293,733, for a total amount not to exceed \$3,231,056.

Approved this 18<sup>th</sup> day of March 2016

  
Maureen Caddigan  
Secretary

  
Gary Skinner  
Chairman

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## Agenda Item #12: Department of Rail and Public Transportation Report



**TO:** Chairman Fiset and NVTC Commissioners  
**FROM:** Kelley Coyner  
**DATE:** March 31, 2016  
**SUBJECT:** Department of Rail and Public Transportation Report

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The [Department of Rail and Public Transportation \(DRPT\) Report](#) is attached.



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## COMMONWEALTH of VIRGINIA

Jennifer L. Mitchell  
Director

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

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

TO: Chairman Fissette and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: March 28, 2016

SUBJECT: DRPT Update

### General Update

DRPT staff have finished their review of grant applications for FY17, and the draft Six Year Improvement Program (SYIP) is under development. A SYIP public hearing is scheduled for the Northern Virginia (NOVA) District on May 2.

On March 16, the Commonwealth Transportation Board (CTB) approved a reallocation of \$418,540 in FY09 State Capital Assistance for VRE Lorton Rail Station platform extension engineering and design to construction and a reallocation of \$300,000 in FY16 State Demonstration Assistance for Alexandria Transit Company (DASH) from an Automated Garage Mapping System to a Computer-Aided Dispatch system. The CTB authorized the Director of DRPT to enter into modified grant agreements for both projects.

VDOT and DRPT will host a briefing for Northern Virginia elected officials featuring Virginia Secretary of Transportation Aubrey Layne at 9:00 a.m. on March 31, 2016 at the VDOT NOVA District Office in Fairfax. The briefing will include updates on the I-395 Express Lanes project, the Transform I-66 Inside and Outside the Beltway projects and the I-95 Express Lanes Southern Extension project.

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## **I-66 Corridor Improvements**

On March 16, the Transportation Planning Board (TPB) voted to add the updated Transform I-66 projects to the air quality conformity inputs for the 2016 Constrained Long Range Plan (CLRP) update.

Procurement activities continue for the Transform 66 Outside the Beltway project. VDOT will issue a Request for Proposals (RFP) for a design-build-finance-operate-maintain (DBFOM) delivery option this spring. The revised draft RFP was posted on the Virginia Public-Private Partnerships office (VAP3) website on January 5 and is available at <http://www.p3virginia.org/projects/interstate-66-corridor-improvements/>. Three rounds of one-on-one meetings with proposers regarding Alternative Technical Concepts (ATCs) are being held in late March. Additional rounds will be held April 14-15 and 21. A public hearing on the draft RFP is scheduled in May.

The revised Environmental Assessment (EA) and appendices for Transform 66 Outside the Beltway was released on January 21. The document is available for review and download at <http://outside.transform66.org/meetings/documents.asp> and in person at the VDOT NOVA District office in Fairfax.

Design public hearings for Transform I-66 Inside the Beltway were held on March 7 at Washington-Lee High School in Arlington, March 8 at Eagle Ridge Middle School in Ashburn, and March 9 at the VDOT NOVA District Office in Fairfax. A total of 127 people attended the three hearings, and a total of 31 oral and written comments were received. Media outlets that attended the meetings were Connection Newspapers, the Washington Post, WAMU 88.5, WTOP 103.5, and WTTG Fox 5. The March 9 meeting at the NOVA District Office was live streamed. Meeting materials are available at [http://inside.transform66.org/meetings/january\\_2016\\_design\\_public\\_hearing\\_materials.asp](http://inside.transform66.org/meetings/january_2016_design_public_hearing_materials.asp) and in person at the VDOT NOVA District office in Fairfax as well as the government offices for Arlington County, the City of Falls Church, Fairfax County, Loudoun County, Prince William County and the Arlington Central, Mary Riley Styles, Ashburn, and Bull Run regional libraries. Comments were accepted through March 24.

## **I-395 Express Lanes**

On March 16, the TPB voted to add the I-395 Express Lane extension to the air quality conformity inputs for the 2016 CLRP update. Also on March 16, the CTB voted to fund the VDOT-led NEPA and project oversight and the DRPT-led transit and transportation demand management (TDM) study. The transit/TDM study will identify projects that may be funded by future toll revenues from the conversion of the HOV lanes on I-395 from Turkeycock Run to Eads Street to High Occupancy Toll (HOT) lanes. DRPT has selected a consultant to conduct the transit/TDM study and plans to have a task order executed by the end of March. The transit/TDM study will be completed in December 2016. The study area will extend from Eads Street to the southern limit of the I-95 Express Lanes in Stafford County and will encompass parallel commuting corridors, routes and modes of transportation. DRPT will coordinate the study with staff from the City of Alexandria, Arlington County, Fairfax County, Prince William County, Stafford County, NVTC and PRTC.

VDOT and DRPT held an I-395 Stakeholder Technical Advisory Group (STAG) on March 2. The meeting was attended by staff from Arlington County, the City of Alexandria, Fairfax County, NVTA, NVTC, Prince William County, PRTC, TransUrban, and WMATA. VDOT and DRPT staff made a project

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presentation to the Alexandria City Council on March 8. VDOT, DRPT and TransUrban held a project working group meeting with the Department of Defense Washington Headquarters Services (WHS) staff on March 10. VDOT and DRPT will make a presentation on the project to the PRTC Board on April 8.

## **HB2 Implementation**

A revised scoring methodology was presented to the CTB at its workshop on March 15. It is available at <http://www.ctb.virginia.gov/resources/2016/march/RevisedHB2Scenario.pdf>. It was requested by CTB members at their February meeting. Updated cost estimates have been provided for some projects, and a few projects were revised to include environmental benefits rather than receiving points just for avoiding impacts. The original project scoring sheets, screened out applications, original draft funding scenarios, score calculation, a scorecard guide, and interactive map are still available on the project website at <http://www.virginiahb2.org/projects/default.asp>. Public hearings on the recommended projects to receive HB2 funding will be held in April and May, and the projects will be adopted into the SYIP by the CTB at its June meeting.

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**TO:** Chairman Snyder and NVTC Commissioners  
**FROM:** Kelley Coyner, Scott Kalkwarf and Colethia Quarles  
**DATE:** March 31, 2016  
**SUBJECT:** Financial Items

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The [financial items for February 2016](#) are provided for your information.

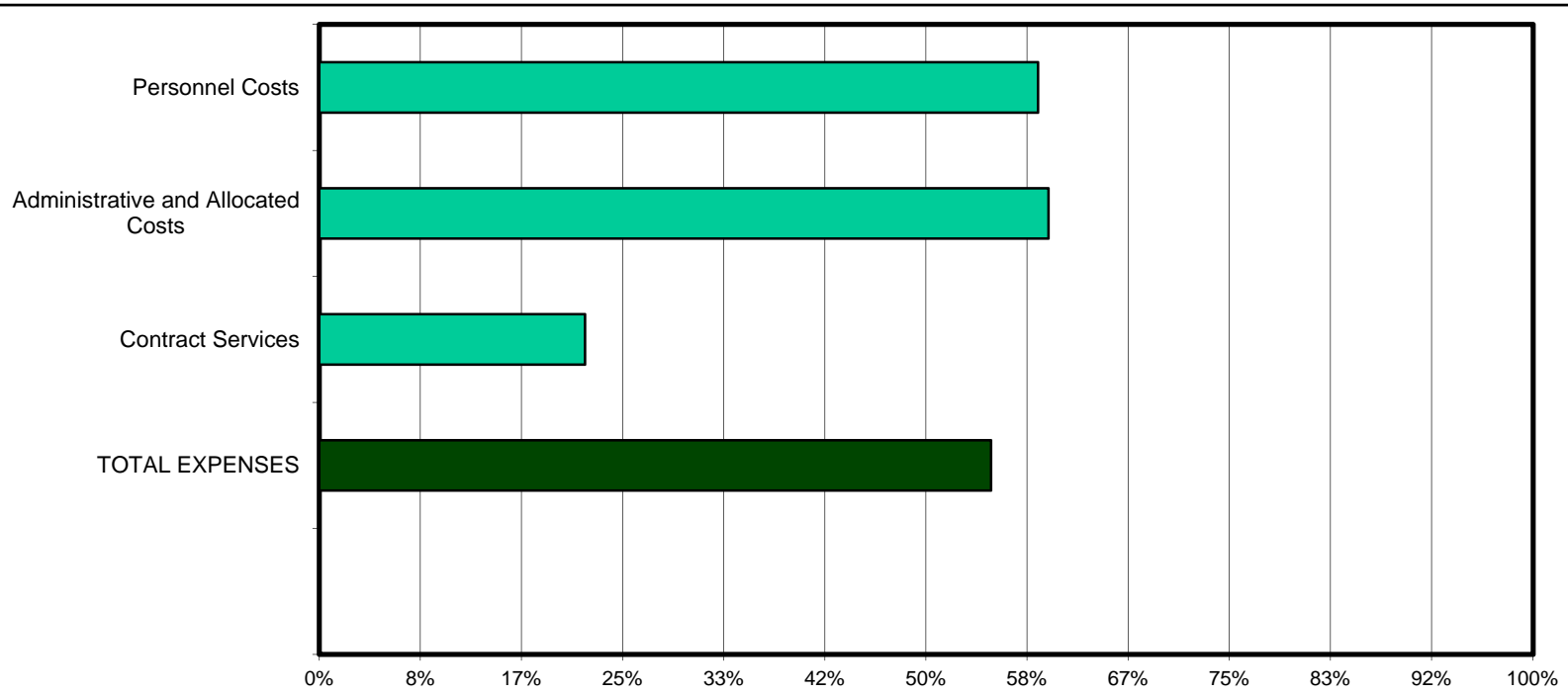
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# Northern Virginia Transportation Commission

Financial Reports

February, 2016

Percentage of FY 2016 NVTC Administrative Budget Used  
February 2016  
(Target 66.67% or less)



**Note: Refer to pages 2 and 3 for details**

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**February, 2016**

|   | <b><u>Current<br/>Month</u></b> | <b><u>Year<br/>To Date</u></b> | <b><u>Annual<br/>Budget</u></b> | <b><u>Balance<br/>Available</u></b> | <b><u>Balance<br/>%</u></b> |
|---|---------------------------------|--------------------------------|---------------------------------|-------------------------------------|-----------------------------|
| <b><u>Personnel Costs</u></b>               |                                 |                                |                                 |                                     |                             |
| Salaries and Contract Wages                 | \$ 108,396.62                   | \$ 714,547.98                  | \$ 1,133,200.00                 | \$ 418,652.02                       | 36.9%                       |
| Temporary Employee Services                 | -                               | -                              | -                               | -                                   |                             |
| Total Personnel Costs                       | <u>108,396.62</u>               | <u>714,547.98</u>              | <u>1,133,200.00</u>             | <u>418,652.02</u>                   | <u>36.9%</u>                |
| <b><u>Benefits</u></b>                      |                                 |                                |                                 |                                     |                             |
| Employer's Contributions:                   |                                 |                                |                                 |                                     |                             |
| FICA  | 6,453.74                        | 42,897.28                      | 74,600.00                       | 31,702.72                           | 42.5%                       |
| Group Health Insurance                      | 5,260.79                        | 41,472.79                      | 158,500.00                      | 117,027.21                          | 73.8%                       |
| Retirement                                  | 10,630.00                       | 63,340.00                      | 90,200.00                       | 26,860.00                           | 29.8%                       |
| Workmans & Unemployment Compensation        | 663.45                          | 3,657.69                       | 4,400.00                        | 742.31                              | 16.9%                       |
| Life Insurance                              | 284.73                          | 1,953.62                       | 4,900.00                        | 2,946.38                            | 60.1%                       |
| Long Term Disability Insurance              | 376.00                          | 3,226.54                       | 5,300.00                        | 2,073.46                            | 39.1%                       |
| Total Benefit Costs                         | <u>23,668.71</u>                | <u>156,547.92</u>              | <u>337,900.00</u>               | <u>181,352.08</u>                   | <u>53.7%</u>                |
| <b><u>Administrative Costs</u></b>          |                                 |                                |                                 |                                     |                             |
| Commissioners Per Diem                      | 700.00                          | 7,246.18                       | 11,100.00                       | 3,853.82                            | 34.7%                       |
| <i>Rents:</i>                               | <i>18,658.28</i>                | <i>143,907.03</i>              | <i>223,700.00</i>               | <i>79,792.97</i>                    | <i>35.7%</i>                |
| Office Rent                                 | 17,211.33                       | 134,957.23                     | 208,000.00                      | 73,042.77                           | 35.1%                       |
| Parking & Transit Benefits                  | 1,446.95                        | 8,949.80                       | 15,700.00                       | 6,750.20                            | 43.0%                       |
| <i>Insurance:</i>                           | <i>410.00</i>                   | <i>3,180.00</i>                | <i>6,100.00</i>                 | <i>2,920.00</i>                     | <i>47.9%</i>                |
| Public Official Bonds                       | 100.00                          | 700.00                         | 2,300.00                        | 1,600.00                            | 69.6%                       |
| Liability and Property                      | 310.00                          | 2,480.00                       | 3,800.00                        | 1,320.00                            | 34.7%                       |
| <i>Travel:</i>                              | <i>2,375.25</i>                 | <i>17,560.37</i>               | <i>27,600.00</i>                | <i>10,039.63</i>                    | <i>36.4%</i>                |
| Conference / Professional Development       | 850.00                          | 9,177.76                       | 17,000.00                       | 7,822.24                            | 46.0%                       |
| Non-Local Travel                            | 218.10                          | 1,395.66                       | 1,900.00                        | 504.34                              | 26.5%                       |
| Local Travel, Meetings and Related Expenses | 1,307.15                        | 6,986.95                       | 8,700.00                        | 1,713.05                            | 19.7%                       |
| <i>Communication:</i>                       | <i>726.45</i>                   | <i>5,879.18</i>                | <i>15,700.00</i>                | <i>9,820.82</i>                     | <i>62.6%</i>                |
| Postage                                     | 99.81                           | 1,129.19                       | 2,500.00                        | 1,370.81                            | 54.8%                       |
| Telephone and Data                          | 626.64                          | 4,749.99                       | 13,200.00                       | 8,450.01                            | 64.0%                       |
| <i>Publications &amp; Supplies</i>          | <i>604.06</i>                   | <i>10,145.80</i>               | <i>11,000.00</i>                | <i>854.20</i>                       | <i>7.8%</i>                 |
| Office Supplies                             | 112.58                          | 2,889.45                       | 2,500.00                        | (389.45)                            | -15.6%                      |
| Duplication and Paper                       | 491.48                          | 6,756.35                       | 8,000.00                        | 1,243.65                            | 15.5%                       |
| Public Information                          | -                               | 500.00                         | 500.00                          | -                                   | 0.0%                        |



**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**February, 2016**

|  | <b><u>Current<br/>Month</u></b> | <b><u>Year<br/>To Date</u></b> | <b><u>Annual<br/>Budget</u></b> | <b><u>Balance<br/>Available</u></b> | <b><u>Balance<br/>%</u></b> |
|--|---------------------------------|--------------------------------|---------------------------------|-------------------------------------|-----------------------------|
| <i>Operations:</i>                       | 405.37                          | 14,886.91                      | 42,700.00                       | 27,813.09                           | 65.1%                       |
| Furniture and Equipment (Capital)        | -                               | 8,935.86                       | 31,300.00                       | 22,364.14                           | 71.5%                       |
| Repairs and Maintenance                  | -                               | 270.73                         | 1,000.00                        | 729.27                              | 72.9%                       |
| Computer Operations                      | 405.37                          | 5,680.32                       | 10,400.00                       | 4,719.68                            | 45.4%                       |
| <i>Other General and Administrative:</i> | 710.72                          | 5,603.35                       | 9,000.00                        | 3,396.65                            | 37.7%                       |
| Subscriptions                            | -                               | -                              | -                               | -                                   | 0.0%                        |
| Memberships                              | 79.67                           | 802.69                         | 1,800.00                        | 997.31                              | 55.4%                       |
| Fees and Miscellaneous                   | 631.05                          | 3,950.66                       | 5,600.00                        | 1,649.34                            | 29.5%                       |
| Advertising (Personnel/Procurement)      | -                               | 850.00                         | 1,600.00                        | 750.00                              | 46.9%                       |
| Total Administrative Costs               | <u>24,590.13</u>                | <u>208,408.82</u>              | <u>346,900.00</u>               | <u>138,491.18</u>                   | <u>39.9%</u>                |
| <u>Contracting Services</u>              |                                 |                                |                                 |                                     |                             |
| Auditing                                 | -                               | 13,500.00                      | 29,000.00                       | 15,500.00                           | 53.4%                       |
| Contract Services and Support            | 13,800.05                       | 34,462.55                      | 155,000.00                      | 120,537.45                          | 77.8%                       |
| Legal                                    | -                               | -                              | 35,000.00                       | -                                   | 0.0%                        |
| Total Contract Services                  | <u>13,800.05</u>                | <u>47,962.55</u>               | <u>219,000.00</u>               | <u>136,037.45</u>                   | <u>62.1%</u>                |
| <br>Total Gross G&A Expenses             | <u><u>\$ 170,455.51</u></u>     | <u><u>\$ 1,127,467.27</u></u>  | <u><u>\$ 2,037,000.00</u></u>   | <u><u>\$ 874,532.73</u></u>         | <u><u>42.9%</u></u>         |

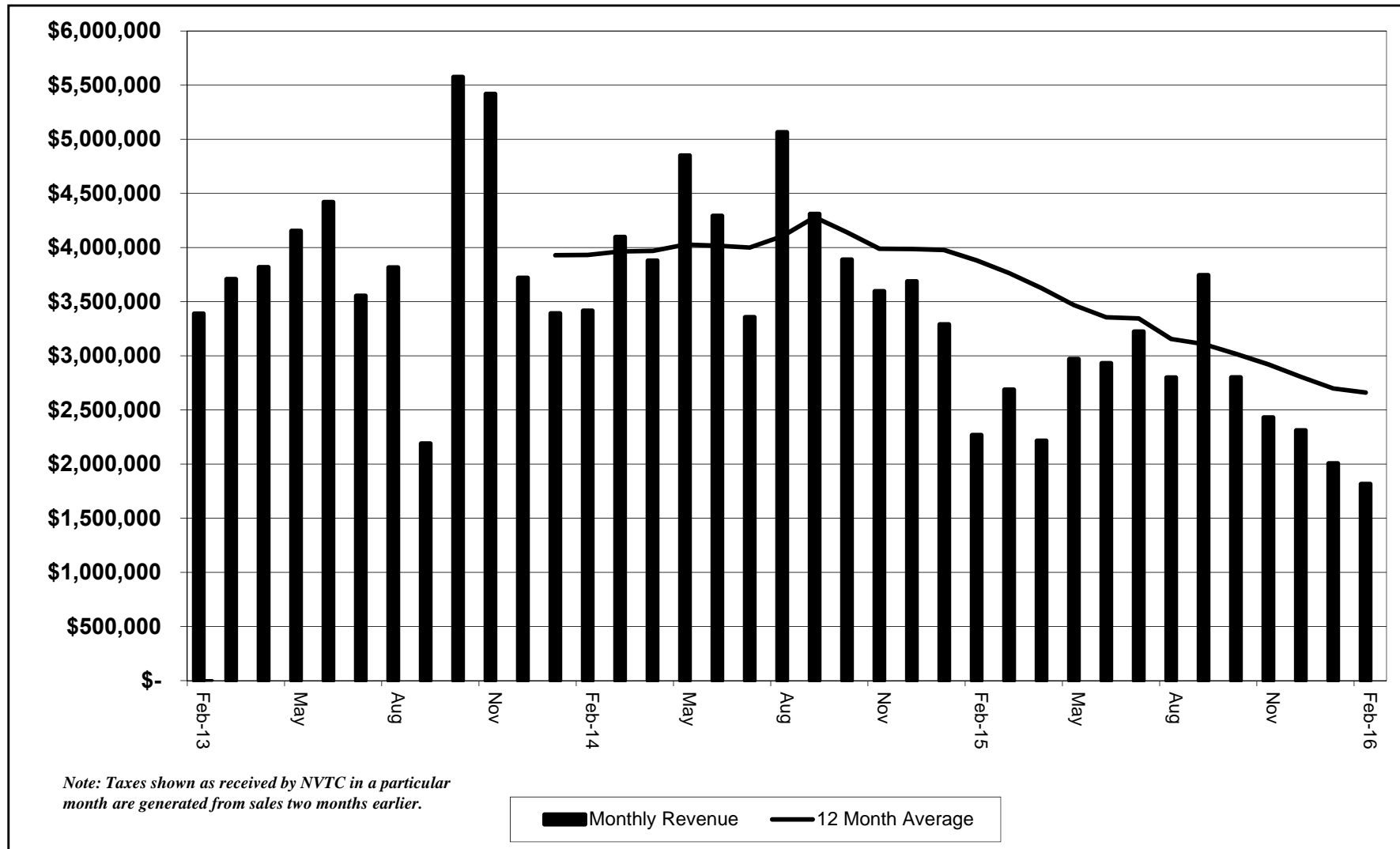
**NVTC**  
**RECEIPTS and DISBURSEMENTS**  
**February, 2016**

| Payer/<br>Payee                   |                 |  | Wells Fargo<br>(Checking) | Wells Fargo<br>(Savings) | VA LGIP         |                  |
|-----------------------------------|-----------------|--|---------------------------|--------------------------|-----------------|------------------|
| Date                              |                 | Purpose                                |                           |                          | G&A / Project   | Trusts           |
| RECEIPTS                          |                 |  |                           |                          |                 |                  |
| 1                                 | DMV             | Motor Vehicle Fuels Sales tax receipts |                           |                          |                 | \$ 2,004,439.10  |
| 1                                 | DRPT            | Capital grant receipt - Falls Church   |                           |                          |                 | 3,796.00         |
| 10                                | FTA             | Grants receipts - City of Alexandria   |                           |                          | 129,599.00      |                  |
| 16                                | DRPT            | Operating assistance - VRE             |                           |                          | 2,300,367.00    |                  |
| 16                                | DRPT            | Operating assistance - WMATA           |                           |                          |                 | 8,315,853.00     |
| 16                                | DRPT            | Operating assistance - Alexandria      |                           |                          |                 | 795,006.00       |
| 16                                | DRPT            | Operating assistance - Fairfax County  |                           |                          |                 | 3,437,230.00     |
| 16                                | DRPT            | Operating assistance - City of Fairfax |                           |                          |                 | 148,868.00       |
| 16                                | DRPT            | Operating assistance - Arlington       |                           |                          |                 | 578,480.00       |
| 17                                | DRPT            | Grant receipt - NEPP                   |                           |                          | 15,000.00       |                  |
| 18                                | DRPT            | Capital grant receipt - Fairfax County |                           |                          |                 | 168,743.00       |
| 18                                | DRPT            | Capital grant receipt - Falls Church   |                           |                          |                 | 10,917.00        |
| 18                                | DRPT            | Capital grants receipts - VRE          |                           |                          | 1,816,291.00    |                  |
| 19                                | NVTA            | Project revenue - Route 7              |                           | 82,325.70                |                 |                  |
| 24                                | Arlington       | G&A contribution                       |                           | 13,891.75                |                 |                  |
| 24                                | Loudoun         | G&A contribution                       |                           | 8,132.50                 |                 |                  |
| 24                                | VRE             | Staff support                          |                           | 7,066.67                 |                 |                  |
| 24                                | City of Fairfax | G&A contribution                       |                           | 2,346.00                 |                 |                  |
| 24                                | Capital Office  | Leasing rebate                         |                           | 500.00                   |                 |                  |
| 29                                | Banks           | Interest earnings                      |                           | 6.84                     | 249.76          | 50,983.22        |
|                                   |                 |  | -                         | 114,269.46               | 4,261,506.76    | 15,514,315.32    |
| DISBURSEMENTS                     |                 |  |                           |                          |                 |                  |
| 1-29                              | Various         | G&A expenses                           | (133,414.28)              |                          |                 |                  |
| 1                                 | Falls Church    | Other capital                          |                           |                          |                 | (3,796.00)       |
| 10                                | Alexandria      | Costs incurred                         |                           |                          | (129,599.00)    |                  |
| 10                                | Loudoun         | Other operating                        |                           |                          |                 | (869,721.50)     |
| 10                                | Loudoun         | Other capital                          |                           |                          |                 | (1,062,864.31)   |
| 12                                | City of Fairfax | Other operating                        |                           |                          |                 | (3,592.91)       |
| 16                                | VRE             | Grant revenue                          |                           |                          | (2,300,367.00)  |                  |
| 18                                | VRE             | Grant revenue                          |                           |                          | (1,816,291.00)  |                  |
| 19                                | Falls Church    | Other capital                          |                           |                          |                 | (10,917.00)      |
| 23                                | Stantec         | Consulting - NTD data collection       | (46,032.46)               |                          |                 |                  |
| 23                                | Parsons         | Consulting - Route 7                   | (82,325.70)               |                          |                 |                  |
| 23                                | Kimley Horn     | Consulting - NEPP                      | (30,000.00)               |                          |                 |                  |
| 29                                | Banks           | Service fees                           | (59.32)                   | (69.12)                  |                 |                  |
|                                   |                 |  | (291,831.76)              | (69.12)                  | (4,246,257.00)  | (1,950,891.72)   |
| TRANSFERS                         |                 |  |                           |                          |                 |                  |
| 8                                 | Transfer        | From LGIP to checking                  | 150,000.00                |                          | (150,000.00)    |                  |
| 23                                | Transfer        | From LGIP to checking                  | 200,000.00                |                          | (200,000.00)    |                  |
| 24                                | Transfer        | From LGIP to LGIP - NTD data           |                           |                          | 46,032.46       | (46,032.46)      |
|                                   |                 |  | 350,000.00                | -                        | (303,967.54)    | (46,032.46)      |
| NET INCREASE (DECREASE) FOR MONTH |                 |  | \$ 58,168.24              | \$ 114,200.34            | \$ (288,717.78) | \$ 13,517,391.14 |

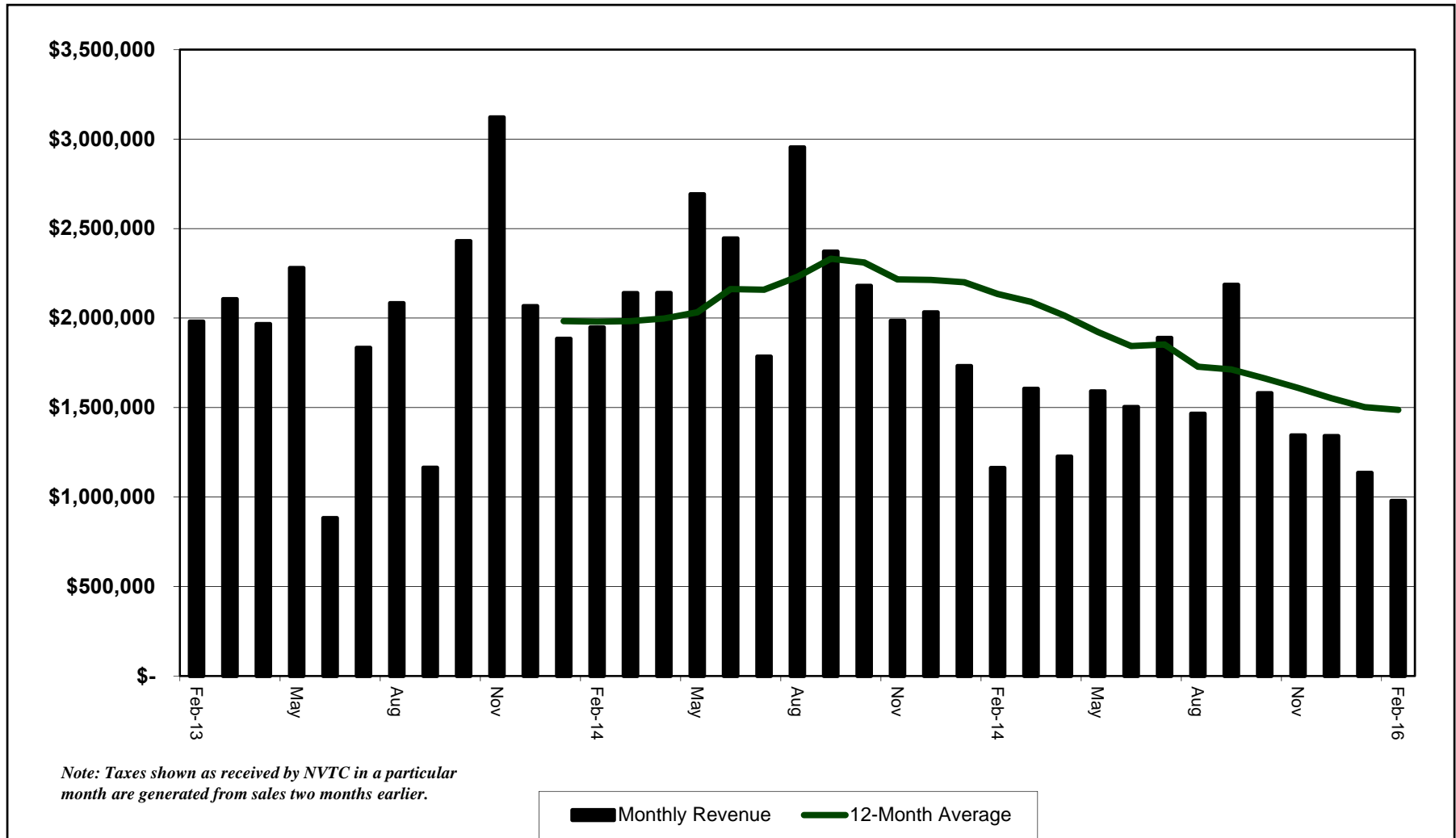
**NVTC  
INVESTMENT REPORT  
February, 2016**

| <b>Type</b>                            | <b>Rate</b> | <b>Balance<br/>1/31/2016</b> | <b>Increase<br/>(Decrease)</b> | <b>Balance<br/>2/28/2016</b> | <b>NVTC<br/>G&amp;A/Project</b> | <b>Jurisdictions<br/>Trust Fund</b> | <b>Loudoun<br/>Trust Fund</b> |
|--|-------------|------------------------------|--------------------------------|------------------------------|---------------------------------|-------------------------------------|-------------------------------|
| <b><u>Cash Deposits</u></b>            |             |                              |                                |                              |                                 |                                     |                               |
| Wells Fargo: NVTC Checking             | N/A         | \$ 24,802.93                 | \$ 58,168.24                   | \$ 82,971.17                 | \$ 82,971.17                    | \$ -                                | \$ -                          |
| Wells Fargo: NVTC Savings              | 0.200%      | 394,162.11                   | 114,200.34                     | 508,362.45                   | 508,362.45                      | -                                   | -                             |
| <b><u>Investments - State Pool</u></b> |             |                              |                                |                              |                                 |                                     |                               |
| Bank of America - LGIP                 | 0.436%      | 140,635,737.29               | 13,228,673.36                  | 153,864,410.65               | 574,940.44                      | 131,910,462.01                      | 21,379,008.20                 |
|  |             | <u>\$ 141,054,702.33</u>     | <u>\$ 13,491,466.17</u>        | <u>\$ 154,455,744.27</u>     | <u>\$ 1,166,274.06</u>          | <u>\$ 131,910,462.01</u>            | <u>\$ 21,379,008.20</u>       |

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

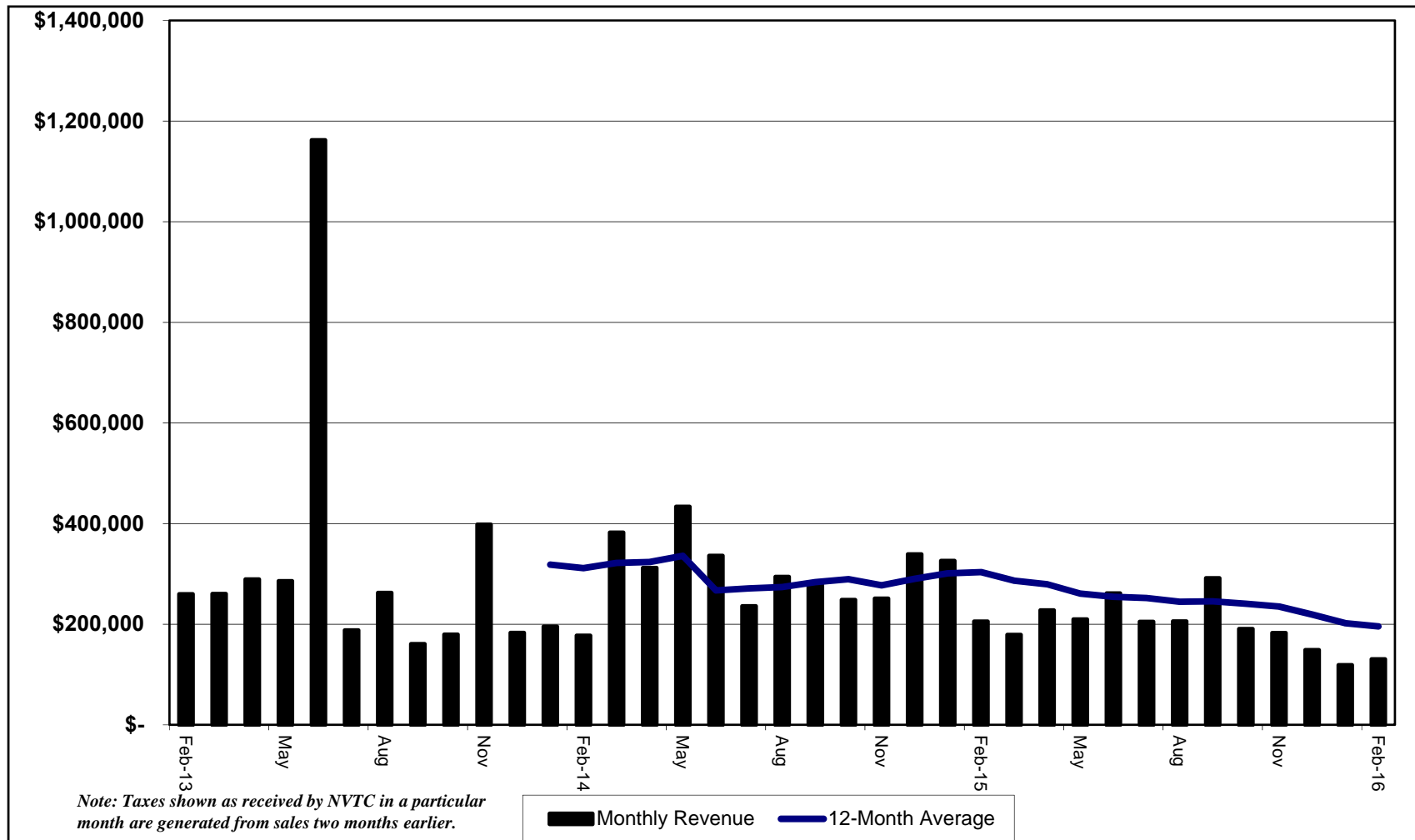


# NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2013-2016

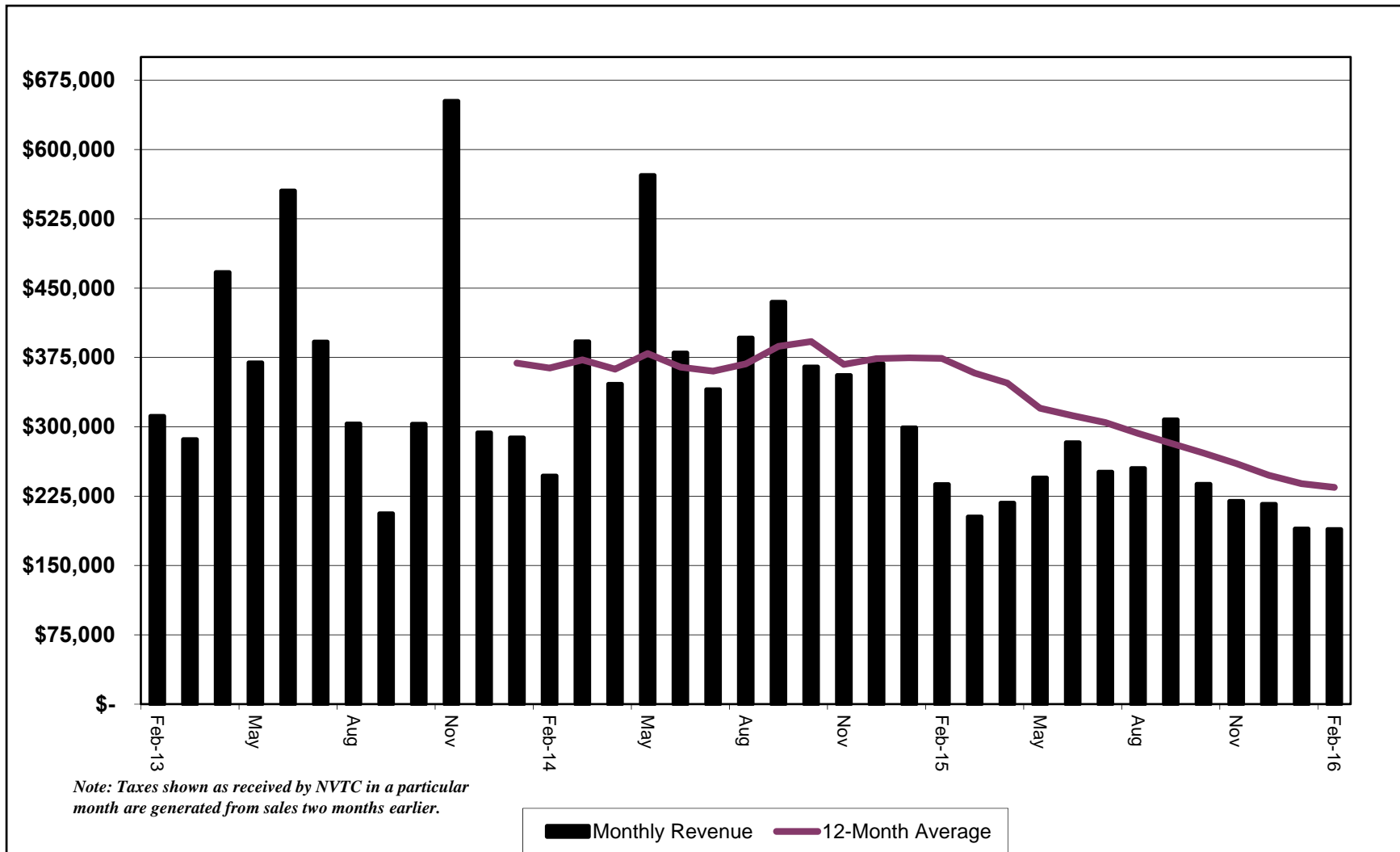




# NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2013-2016



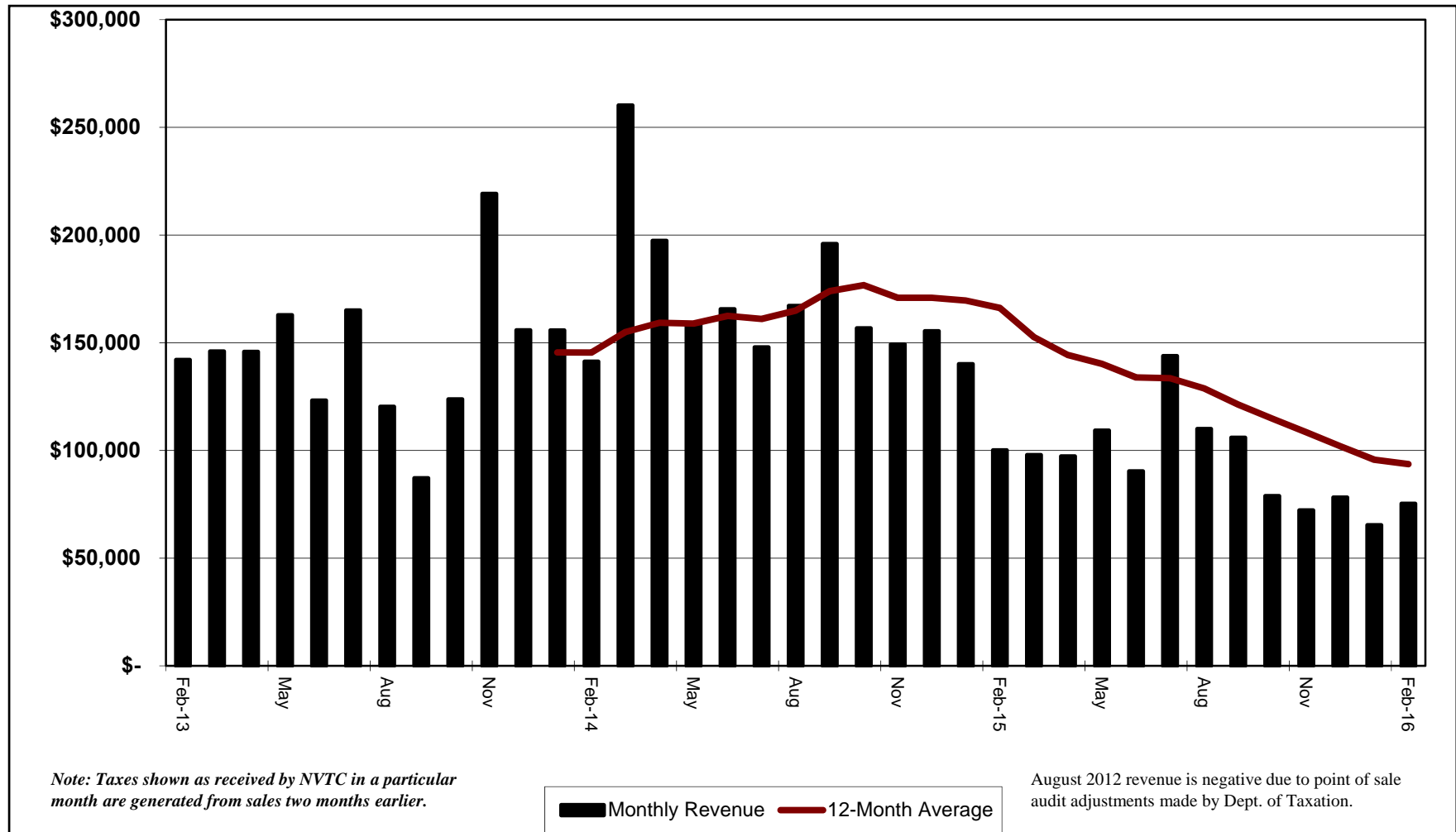
# NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2013-2016



# NVTC MONTHLY GAS TAX REVENUE

## CITY OF FAIRFAX

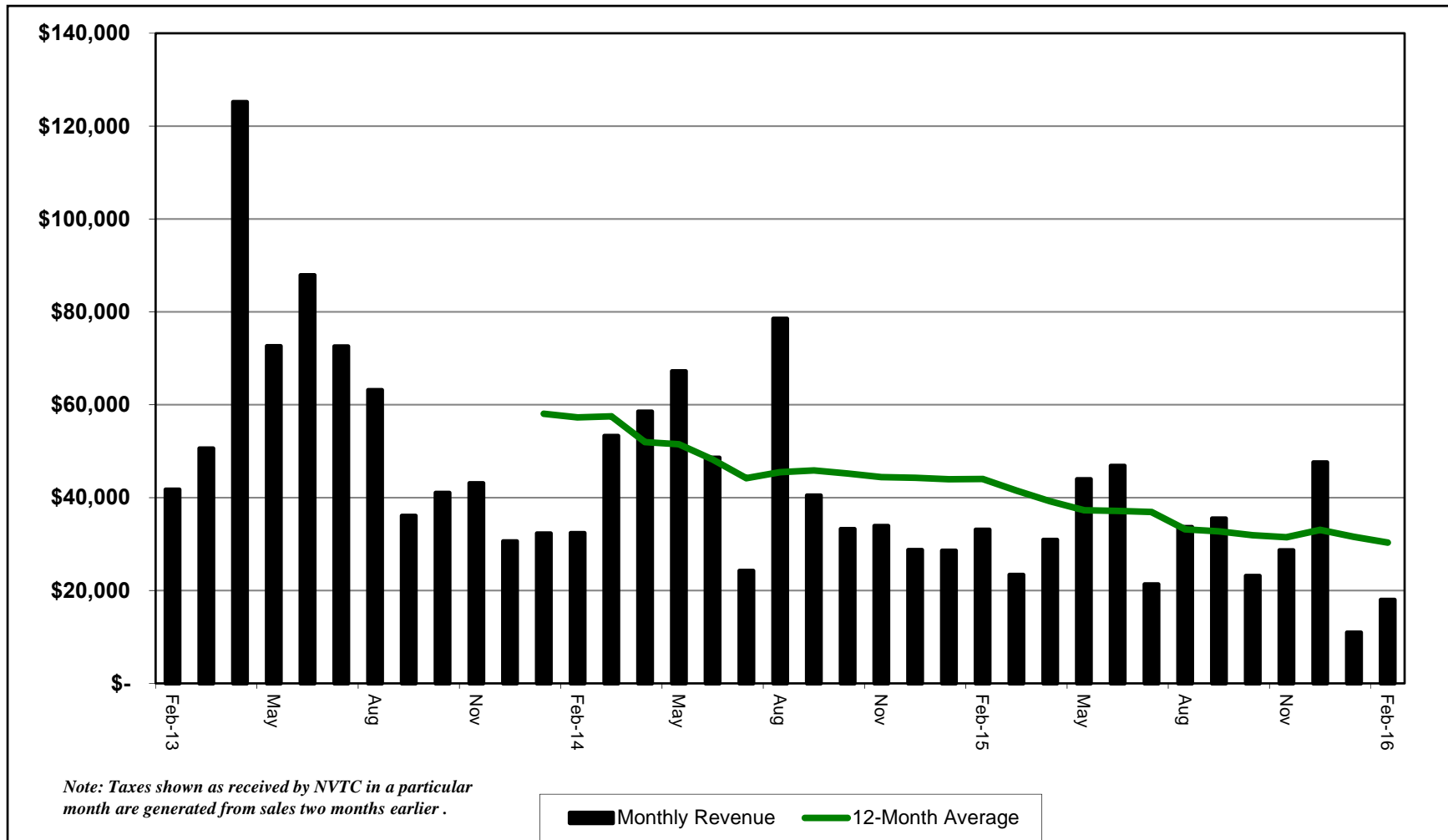
### FISCAL YEARS 2013-2016



# NVTC MONTHLY GAS TAX REVENUE

## CITY OF FALLS CHURCH

### FISCAL YEARS 2013-2016



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

