



MONTHLY COMMISSION MATERIALS

May 2016

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**NVTC COMMISSION MEETING
THURSDAY, MAY 5, 2016
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201**

Start Time: Immediately Following Public Hearing

**PLEASE NOTE CHANGE:
Executive Committee will meet at 6:15 PM in Suite #620
A light dinner will be available at 5:45 PM
for Commissioners and staff upstairs in NVTC's Suite #620**

**Transform 66 Multimodal Project
6:00 P.M. Open House
7:00 P.M. Public Hearing**

AGENDA

1. Opening Remarks
2. Recognition of New and Departing Commissioners
3. ACTION ITEM: Approve the Minutes of the April 7, 2016 NVTC Meeting
4. Executive Director Report
5. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Report of the Virginia Members of the WMATA Board including Budget and Financial Update by Jack Evans, Chair, WMATA Board of Directors
 - B. INFORMATION ITEM: NEPP Update
 - C. INFORMATION ITEM: MWCOG Taskforce
6. INFORMATION ITEM: Legislative and Policy Committee Report

7. INFORMATION ITEM: Transform 66 Multimodal Project

- A. Discussion of the Evaluation of Applications Submitted under the FY 2017 Call for Components
- B. Assessing Debt Capacity and Related Considerations

8. INFORMATION ITEM: Virginia Railway Express (VRE)

- A. VRE CEO Report and Minutes
- B. PRESENTATION: Gainesville-Haymarket Extension

9. INFORMATION ITEM: Department of Rail and Public Transportation (DRPT)

- A. DRPT Report
- B. I-395 Managed Lane Northern Extension Update
- C. High-Speed Rail (DC2RVA) Update

10. INFORMATION ITEM: NVTC Financial Items

- A. Financial Reports
- B. Restatement of NVTC's Target Benefit Pension Plan

Agenda Item #2: Recognition of New and Departing Commissioners



TO: Chairman Fisette and NVTC Commissioners

FROM: Kelley Coyner

DATE: April 28, 2016

SUBJECT: Recognition of New and Departing Commissioners

NVTC received notification that the Virginia Senate Committee on Rules appointed Senator Adam Ebbin to replace Senator Richard Black as a Commissioner on NVTC. Senator Jennifer Wexton remains a NVTC Commissioner.

At the May meeting, Chairman Fisette will administer the oath of office to Senator Ebbin and will recognize Senator Black's service to NVTC.

We also anticipate Supervisor Ron Meyer being appointed by the Loudoun County Board to serve as an Alternate. Chairman Fisette will administer the oath of office to Mr. Meyer, contingent upon Loudoun County's appointment.

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MINUTES
NVTC COMMISSION MEETING – APRIL 7, 2016
NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM
ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Fisette at 7:33 P.M.

Members Present

Katie Cristol
Christian Dorsey
Jay Fisette
John Foust
James LeMunyon
Matt Letourneau
Tim Lovain
Jennifer Mitchell (Alternate, Commonwealth of Virginia)
Paul Smedberg
David F. Snyder
Jennifer Wexton

Members Absent

Richard Black
Sharon Bulova
John Cook
Jim Corcoran
Jeff Greenfield
Catherine Hudgins
David LaRock
Jeff McKay
J. Randall Minchew

NVTC Staff Present

Karen Finucan Clarkson
Kelley Coyner
Jen Deci
Rhonda Gilchrest
Dan Goldfarb
Laurel Hammig
Patricia Happ
Scott Kalkwarf
Jeong Yun Kweun
Kate Mattice
Aimee Perron Siebert
Daito Nobuhiko
Melissa Walker
Steve MacIsaac (Counsel)
Doug Allen (VRE)
Joe Swartz (VRE)

Opening Remarks

Chairman Fisetle announced that based on the results of a Commissioner survey, the start time for Commission meetings has been changed to 7:30 P.M. Next month there will be an Open House starting at 6:00 P.M. and a Public Hearing at 7:00 P.M. for the Transform 66 Multimodal Project, with the Commission meeting immediately following.

Chairman Fisetle suggested beginning with information items while waiting for a quorum. There were no objections.

Ms. Cristol arrived at 7:36 P.M.

Envision Route 7 Project

Ms. Coyner introduced Dan Goldfarb, NVTC's technical lead, and Mike Flood and Sean Libberton from Parsons Brinckerhoff, the consultants for the Envision Route 7 Project. She stated that Mr. Flood will brief the Commission on the analysis that led to the recommended alternative of Bus Rapid Transit (BRT) that runs from Tysons, with a connection to the East Falls Church Metro Station, ending at the Mark Center, and Mr. Libberton will review funding strategies. Mr. Goldfarb gave a brief presentation of the project background and status. NVTC will seek comment on the recommended alternative for new transit service on Route 7 and hold three public meetings on June 6, 8 and 9. The Commission will be asked to accept the preferred alternative at its July meeting.

Mr. Flood explained that this phase of the project focused on which mode is best for the corridor; what is the best terminus in the City of Alexandria and in Tysons Corner; and should service stay on Route 7 or should it make connections to the East Falls Church Metro Station. The recommended alternative is Bus Rapid Transit (BRT) that runs from Tysons Spring Hill Metro Station, with a connection to the East Falls Church Metro station, ending at the Mark Center. The study shows that BRT is the most cost effective and competitive option.

Mr. Flood stated that based on the ridership forecast, there is significant demand (38 percent increase over ridership estimates without the connection) for service to the East Falls Church Metro Station. Connection to the Mark Center supports the City of Alexandria's long-term vision for its transit capital program and allows for connections to the current West End Transitway to provide connectivity through the city.

Mr. Flood stated that the estimated capital costs for BRT as the recommended alternative is \$250–\$270 million in 2015 dollars (\$290-310 million in 2020 dollars) with annual operating and maintenance costs of approximately \$18 million.

Mr. Libberton reviewed potential funding sources at the regional, state and federal levels. The study looked at five perspectives of the alternatives evaluation, including effectiveness, impacts, equity, cost effectiveness, and feasibility. BRT rates higher than other alternatives in FTA Capital Investment Grant (CIG) ratings.

Mr. Libberton reviewed next steps, which include getting input from the public and stakeholders on the recommended alternative; bringing it back to NVTC for acceptance;

programming the project into long-range funding programs; identifying the appropriate time to enter the federal funding process; completing the NEPA and design phases; and securing funding for the project.

Delegate LeMunyon asked to what extent this project fits into the TransAction plan. Mr. Goldfarb stated that it will be included in the current TransAction 2040 update. NVTC staff will meet with the TransAction consultant team to make sure they are coding the project correctly. Ms. Coyner also noted this study was funded with NVTa funding.

Executive Director Report

Ms. Coyner reviewed NVTC staff activity over the last month in which they participated in the Metropolitan Washington Council of Governments/Board of Trade Metro Summit, participated in VTrans Multimodal Transportation Planning Webinar, reviewed the Gainesville-Haymarket Extension Study, attended the APTA Legislative and Policy Conference, conducted analyses to support dedicated funding for the I-395 HOV Lanes Northern Extension Project, and advocated for sustainable funding for regional transit, including WMATA, VRE and bus. Regarding emergency preparedness, this week the working group completed three station emergency preparedness plans in Alexandria. With this, there are new or updated plans in each of the jurisdictions with a Metro station. NVTC staff participated in a full-scale Metrorail evacuation exercise in Alexandria. NVTC continues to work to make sure these plans are integrated into first responder drills and emergency response.

Ms. Coyner reported a new Members Manual is in final production and will be posted on NVTC's website and available to all Commissioners. The manual has been used as part of NVTC's new member orientation.

Ms. Coyner announced that staff is planning to propose technical conformance amendments to NVTC's By-Laws to reflect recent legislation that adds a second voting member from Loudoun County and to update Code citations. Staff anticipates including these proposed changes on the June agenda as an information item and as an action item for the July meeting.

Transform 66 Multimodal Project

Ms. Coyner reported that NVTC received 19 applications for approximately \$43 million in requests for components that will expand transportation capacity in the I-66 corridor inside the Beltway. Applications were received from across the region and 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 station, Capital Bikeshare, and two transportation demand management projects. The technical team assessed the applications and determined they appear to meet the eligibility requirements of the Memorandum of Agreement (MOA). Individual jurisdictions have been briefed on their project scoring and were able to provide additional information if needed. On Friday, April 8th, the Multimodal Working Group will review scoring for all the projects and provide input into the development of a prioritized

list for Commission approval. The Multimodal Working Group includes representatives from NVTC's six jurisdictions, Prince William County, PRTC, VRE, and WMATA.

Ms. Coyner stated NVTC has advertised the list of components for the Open House and Public Hearing starting at 6:00 P.M. on May 5th, prior to the NVTC Commission meeting. The Commission will be asked to approve the list of projects at that meeting. Comments are already coming in and NVTC has had a record number of visits on its website.

Ms. Coyner stated the initial allocation is \$5 million from the Commonwealth. The Commission will be asked to approve a list of prioritized projects that will be in excess of the \$5 million. If a project does not receive approval by the CTB, another project could be substituted. These projects must have their funds obligated by Toll Day One (summer of 2017) and additional priority will be given to those projects that can be implemented by Toll Day One. She also stated NVTC has been coordinating with NVTA staff, especially with respect to those applications that have also sought funding from NVTA, notably Falls Church's application for Capital Bikeshare.

In response to a question from Chairman Fisette, Ms. Coyner stated that staff does not anticipate completion of the final scoring for several weeks. The Multimodal Working Group is expected to meet several times prior to the Commission's consideration of the applications.

In response to a question from Delegate LeMunyon, Ms. Coyner stated there is only one public hearing scheduled for May 5th at NVTC. Delegate LeMunyon expressed his concern about the distance that constituents from the outer jurisdictions will have to travel to attend the hearing. VDOT holds multiple public hearings at different locations. He asked if there was any consideration given for holding a public hearing in the western jurisdictions. Ms. Coyner explained NVTC followed NVTA's public hearing process for its initial program. NVTC has engaged with the public over the course of the last year and has provided a way for active engagement by the public to submit comments through email, phone and website. She also noted that each jurisdiction considered their project applications in a public forum where the public could comment on the specific project.

Delegate LeMunyon also expressed his concern that there will be no opportunity for the public to comment after the public hearing. VDOT continues its public comment period several weeks following a hearing. Ms. Coyner stated that the timeline approved by the Commission includes a 30-day public comment period that began on April 5th. Chairman Fisette stated that some of these issues are due to a compressed time line because the funds need to be obligated or used by Toll Day One. He asked if extending action is feasible, and if not, staff should take it under advisement for the next cycle. Delegate LeMunyon requested staff discuss this with the Commonwealth to see if the vote can be extended. Mr. Letourneau also expressed concern about having the vote immediately following the public hearing. Loudoun County does not vote at the same time as a hearing. Chairman Fisette stated each jurisdiction does it differently. Arlington County usually votes immediately following a public hearing. Mr. Letourneau asked staff to look at the possibility of deferring action to the June meeting.

Mr. Letourneau had several questions about the scoring process. He expressed his concern about the use of activity centers in scoring since it is not the most scientific way of scoring. He asked if there is a way for localities to appeal their scores. Ms. Coyner

stated that an appeals process was not contemplated but there have been opportunities for the localities to review and vet the process. She stated that the criteria were established with the assistance of technical staff from the jurisdictions to address these kinds of concerns upfront. The technical team has met with all the jurisdictions to discuss and address any concerns regarding the scoring of their project. Mr. Goldfarb explained that the scores are based on three scores. The technical team is engaged with the jurisdictions throughout the process.

The Commission further discussed the implications of delaying the vote to the June meeting. Ms. Mitchell stated the Commonwealth Transportation Board is scheduled to vote on the recommended list of projects in June. Ms. Coyner stated that NVTC was asked by the Commonwealth to complete the selection process in time to be submitted for discussion at the May CTB workshop and for action at the June CTB meeting. CTB approval is needed in June so that NVTC can execute the grant agreements in July. Ms. Coyner agreed to review the schedule and work with DRPT staff to contact the CTB about their meeting schedule.

In response to a question from Chairman Fisette, Ms. Coyner also agreed to explore alternative dates and costs associated with holding another public hearing. Mr. Dorsey stated that if a second hearing is not feasible, NVTC could emphasize the multiple ways the public can provide input. He expressed concern that a second hearing may not be well attended by Commissioners.

Mr. Lovain arrived at 8:26 P.M.

In response to a question from Delegate LeMunyon, Ms. Coyner stated that as required by the MOA, all the projects submitted have been deemed to comply with federal and state law.

Minutes of the March 3, 2016 NVTC Meeting

Mr. Snyder moved, with a second by Mr. Smedberg, to approve the minutes. The vote in favor was cast by Commissioners Cristol, Dorsey, Fisette, Foust, Letourneau, Lovain, Mitchell, Smedberg and Snyder. Commissioners LeMunyon and Wexton abstained.

Consent Agenda

Ms. Mitchell asked that Item #3.A.2 "Commonwealth – Atlantic Gateway" be removed from the Consent Agenda for discussion.

Mr. Snyder moved, with a second by Mr. Smedberg, to approve the amended Consent Agenda:

- A. Approve Letter of Endorsement for US DOT FASTLANE Grant Application
 - 1. Fairfax County – Route 7
- 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

Delegate LeMunyon asked that Item #3.B.2 “Fairfax County – Frontier Drive Extension” be removed from the Consent Agenda.

Mr. Snyder withdrew his motion and Commissioners agreed to vote on each item separately.

Letter of Endorsement for a USDOT FASTLANE Grant Application for Fairfax County – Route 7

Mr. Foust moved, with a second by Mr. Snyder, to authorize NVTC’s Chairman to sign and send a letter of endorsement for a USDOT FASTLANE grant application for Fairfax County for the Route 7 Project.

Mr. Lovain noted that FASTLANE grants are primarily for freight rail projects, so this project may not score as well as other freight projects.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Cristol, Dorsey, Fisette, Foust, LeMunyon, Letourneau, Lovain, Mitchell, Smedberg, Snyder and Wexton.

Letter of Endorsement for a USDOT FASTLANE Grant Application for the Commonwealth – Atlantic Gateway

Ms. Mitchell moved, with a second by Mr. Foust, to authorize NVTC’s Chairman to sign and send a letter of endorsement for a USDOT FASTLANE grant application for the Commonwealth Atlantic Gateway Project.

Ms. Mitchell explained that the Atlantic Gateway Project is envisioned to unlock the I-95 corridor to expand, enhance and create additional freight and personal mobility choices in one of the most congested multi-modal corridors. The Commonwealth is pursuing a FASTLANE grant to leverage \$1.4 billion corridor-wide enhancements to improve I-95/I-395 from Fredericksburg to the Pentagon. Ms. Mitchell reviewed the program of projects:

- Highway
 - I-95/I-395 Enhancements (HOT extension north to Pentagon, south to Fredericksburg)
 - I-95/I-395 Capacity Improvements at Duke Street and southbound across Rappahannock
 - Pentagon Access Improvements
- Freight, Intercity, and Commuter Rail Improvements
 - Phase I of Long Bridge (the East Coast rail chokepoint)
 - Construction of 14 miles of additional rail track within existing right-of-way
- Transit
 - Enhanced Bus Service
 - Two additional VRE roundtrips (I-66 & I-95)
 - Additional Park and Ride Options (Stafford County)

- Innovation and Technology
 - Corridor-wide upgrades (TDM, ramp metering, etc.)

The Commission voted on the motion and it passed. The vote in favor was cast by Commissioners Cristol, Dorsey, Fisette, Foust, LeMunyon, Letourneau, Lovain, Mitchell, Smedberg, Snyder and Wexton.

Letter of Endorsement for a USDOT TIGER Grant Application for the City of Alexandria – Potomac Yard Metro Station

Mr. Smedberg moved, with a second by Mr. Dorsey, to authorize NVTC's Chairman to sign and send a letter of endorsement for a USDOT TIGER grant application for the City of Alexandria's Potomac Yard Metro Station Project. The vote in favor was cast by Commissioners Cristol, Dorsey, Fisette, Foust, Letourneau, Lovain, Mitchell, Smedberg, Snyder and Wexton. Delegate LeMunyon abstained.

Letter of Endorsement for a USDOT TIGER Grant Application for Fairfax County – Frontier Drive Extension

Mr. Foust moved, with a second by Mr. Snyder, to authorize NVTC's Chairman to sign and send a letter of endorsement for a USDOT TIGER grant application for Fairfax County's Frontier Drive Extension Project. The vote in favor was cast by Commissioners Cristol, Dorsey, Fisette, Foust, Letourneau, Lovain, Mitchell, Smedberg, Snyder and Wexton. Delegate LeMunyon abstained.

Report of the Legislative and Policy Committee

Chairman Fisette asked Mr. Snyder to give the Legislative and Policy Committee Report. Mr. Snyder expressed his disappointment with the recent General Assembly Session especially with the failure to pass the gas tax floor legislation. NVTC and PRTC are losing significant revenue which translates into a shift in taxing burden to the local governments as well as their businesses and constituents. He stated that for those who argue establishing a floor would be a tax increase, it is his opinion that not establishing a floor is basically a tax increase on the citizens of Northern Virginia. It will have an impact on local government's budgets, as well as NVTC and PRTC budgets. This comes at a time when WMATA needs more funding, which could potentially result in less service and higher fares for people least able to afford them.

Ms. Perron Siebert provided an overview of the 2016 General Assembly Session, beginning with noting that the legislature and the Governor reached a compromise on how to address congestion on I-66. Legislation was passed that increases the procurement limits for engineering contracts, which will benefit VRE. The General Assembly also created an advisory board to review future transit capital revenue options. The budget includes language for a VRE impact analysis where the Commonwealth Transportation Board will look at VRE's long range Strategic Plan and Financial Plan. Ms. Perron Siebert also reviewed the legislation on tolling and spoke briefly on the gas tax floor legislation that was not successful.

Chairman Fisette asked if Senator Wexton and Delegate LeMunyon would like to speak about the Session. Senator Wexton reminded Commissioners that the gas tax legislation passed the Senate but died in the House of Delegates. Delegate LeMunyon noted the legislation probably got mixed up in the I-66 tolling issue and members of the House didn't seem to want to do much more for Northern Virginia. He reported that his bill (HB731) permits reimbursement to NVTC's non-elected WMATA member for expenses and a daily compensation rate of \$50, which is in parity with all other state appointed commissions.

Chairman Fisette stated that Northern Virginia should be making the gas tax floor issue a major focus for the next General Assembly Session. NVTC Commissioners and General Assembly members should work together on this issue. Mr. Snyder stated it is important to explain what it means to the region and how it impacts local budgets, as well as the social equity issue if transit funding is cut. Chairman Fisette stated it would also be helpful to have some discussion with legislators who did not vote for the gas tax floor to identify their concerns. Senator Wexton observed that she suspects many General Assembly members would be hesitant to vote for something that can be construed as a tax increase. She stated that it may be difficult to pass it next Session.

Washington Metropolitan Area Transit Authority (WMATA)

Mr. Dorsey announced that on April 6th the Federal Transit Administration (FTA) launched inspections of the top 10 "segments of concern" of the Metrorail system. The only area in Virginia is on the Orange Line between Rosslyn and Clarendon. The inspections should not impact service unless serious safety issues are discovered. A status report is expected to be released in summer. Mr. Dorsey stated that the Acting Chief Safety Officer resigned last month effective April 22nd. Interviews for a permanent safety officer are underway. Mr. Dorsey stated that following a cable fire in the tunnel outside of McPherson Square Metro Station on March 14th, WMATA shut down the entire system for one-day on March 16th to inspect and replace jumper cables.

Mr. Dorsey announced that last month the WMATA Board approved the FY2017 Operating Budget which includes no fare or subsidy increases and no service reductions. They also approved a one-year extension of the Capital Funding Agreement (CFA). WMATA has launched a Select Pass pilot program.

Mr. Smedberg reported that there is a new fare forgiveness provision where riders have a grace period of 15 minutes from the time of ticket purchase to leave the station without being charged. He also reported that WMATA General Manager Wiedefeld is looking at the organizational structure of WMATA and alignment of different departments. The Governance Committee will look at aligning the committee structure to be consistent with these changes.

In response to a question from Mr. Letourneau about WMATA Chairman Evan's comments at the Metro Summit about shutting down lines for extended periods of time, Mr. Dorsey stated that the comments were not made on behalf of the WMATA Board. He said the main message was that we need to invest in WMATA and support it. Mr. Smedberg stated it is unfortunate that this one remark was focused on by the media because Chairman Evan's presentation was on finance and what it will take to address the issues at WMATA. Ms. Mitchell stated that it seems the point Chairman Evan was

trying to make was that WMATA won't get out of this mess by just doing track work on the weekends. She stated WMATA is going to have to start thinking differently if it ever wants to get ahead in State of Good Repair and other safety issues.

Mr. Smedberg stated he is impressed with Mr. Wiedefeld's straight forwardness in addressing these issues and not sugar coating the status of WMATA. He has also done a good job of communicating these issues to the region's elected officials, the public and WMATA employees.

Mr. Snyder observed that the reason why people are not riding Metro on the weekends is because of the long headways (20-25 minutes). He stated that the region needs to establish expectations and hold management accountable, as well as make the case for additional federal funding and make a commitment to provide regional funding. It is important to hold the federal government accountable since Metro is a critical part of the federal infrastructure.

Delegate LeMunyon asked if the WMATA Board of Directors could report at the May meeting on the timing, framework and main points of the WMATA labor negotiations scheduled for this summer. Mr. Dorsey indicated that they could. Delegate LeMunyon also observed that the parking lot at the West Falls Church Metro station is rarely full. He asked if there is a way to communicate with VDOT to suggest they use the signs over I-66 to advertise that parking spaces are available at Metro stations to encourage drivers to get off the roads and use transit.

Mr. Dorsey stated that at the last meeting, the Commission requested an update on the status of the recommendations NVTC made to WMATA on safety and reliability. He reported that the general recommendations of NVTC are well reflected in General Manager Wiedefeld's vision and work plan for the coming year. In terms of restoring the public's trust, Mr. Dorsey agreed with Mr. Snyder's point that if you don't have a system that actually runs, people won't be interested in using it. WMATA does not have a third track and it hinders its ability to do maintenance and other work during service hours.

Mr. Dorsey stated that over the last 60 days, Mr. Wiedefeld has directed a number of actions and set targets across four of the five areas named in NVTC's recommendations. Mr. Dorsey directed Commissioners' attention to a report that provides a matrix aligning the recommendations with the targets and activities set by Mr. Wiedefeld. Mr. Dorsey noted that there are no targets or actions yet defined for the Commission's recommendation on sustainable funding.

Regional Bus Agenda

Ms. Mattice gave a brief presentation updating the Commission on the Regional Bus Agenda. Back in 2012, NVTC embarked on the development of a strategic effort to identify outcomes and strategies that support the vision of a high capacity, high quality network of transit systems that serve businesses, allowing this diverse region to thrive economically. In October 2015, NVTC approved the Regional Bus Agenda, which is a five-year strategic document that identifies five main objectives and supporting strategies.

Ms. Mattice explained her presentation focuses on two strategic areas. The first strategic area is to implement a regional bus investment strategy that leverages increased, dedicated and diverse regional revenue sources. She reported that this is on track and NVTC is engaging with the regional and state-level transportation plans to see that these plans are supportive of investments in bus transit to serve this region. NVTC has done this through creating regional maps – to understand the opportunities for leveraging the HOV and HOT lanes and dedicated busways for high capacity, high quality transit like BRT. The maps show that there are over 140 miles of current and proposed HOV and HOT lanes in the region, plus 42 miles of current, planned or proposed BRT routes. In response to a question from Mr. Smedberg, Ms. Mattice stated that Arlington County's Crystal City Transitway is included in the maps.

Ms. Mattice stated an additional strategic area is how NVTC can effectively monitor and assess regional connectivity. NVTC has made great strides in working with the jurisdictions to develop performance measures and other analyses to better understand how bus service could better serve the region. NVTC is working with the Management Advisory Committee (MAC) on region-wide and corridor based measures for quality, accessibility, efficiency, safety, and financial performance. Over the next several months NVTC staff, in consultation with the MAC, will develop an approach for reporting on these metrics. In the fall, the Commission will receive a status report on these efforts.

Delegate LeMunyon asked to what extent the Commonwealth Transportation Board has included BRT as part of the I-66 Outside the Beltway Project. Ms. Mitchell responded that a robust commuter bus service is planned. Based on analysis, all-day rapid bus service in a corridor of this length would be very expensive and it was deemed not cost efficient.

I-395 HOT Lanes Northern Extension Project

Chairman Fiset gave a brief update on the action taken at the last Transportation Planning Board meeting where they discussed NVTC's call for an annual payment for transit to be incorporated into TPB's resolution. Mr. Lovain stated the critical issues were having the transit payment amount identified before TPB voted on the CLRP in November, as well as VDOT's concerns about generating an accurate number. Agreement was reached that it would be provided by October 1st.

Virginia Railway Express

Approve Submission of a USDOT TIGER Grant Application for VRE Station Improvements. Mr. Smedberg explained Resolution #2302 would approve the submission of a USDOT TIGER grant application for VRE Station Improvements, including the VRE Alexandria Station Pedestrian Tunnel Project and the Brooke and Leeland Road Platforms.

Mr. Smedberg moved, with a second by Ms. Cristol, to approve Resolution #2302.

In response to a question from Ms. Cristol, Mr. Allen explained that for VRE to add capacity on the Fredericksburg Line corridor, VRE needs to negotiate with CSX Transportation (CSXT) and agree to rail improvements to the corridor. These three projects are part of this agreement with CSXT.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Cristol, Dorsey, Fisette, Foust, LeMunyon, Letourneau, Lovain, Mitchell, Smedberg, Snyder and Wexton. (A copy of the resolution is attached.)

VRE CEO Report. Mr. Allen reported on recent VRE safety and security activities including the kick-off of VRE's annual Roadway Worker Protection safety training for employees and contractor staff who work near tracks. This is especially important in light of the recent Amtrak accident near Philadelphia. Mr. Allen also 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.

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 in the Alexandria Circuit Court, the judge ruled in favor of VRE. The 30-day appeal process has expired so VRE will proceed with the award of the lifecycle maintenance contract to Keolis.

Department of Rail and Public Transportation (DRPT) Report

Ms. Mitchell provided a status update of the Metro Safety Commission (MSC). The Commonwealth is working closely with Maryland and the District of Columbia to establish legislation to create a Metro Safety Commission. She explained that it is a complicated legal issue. Secretary Foxx established a deadline of February 8, 2017 and has stated his intent to withhold federal urbanized funds statewide if the deadline is not met. Although the Commonwealth will not meet this deadline since the General Assembly does not end until April 2017, it is working to make substantial progress.

Ms. Mitchell also reported that the General Assembly established a Transit Capital Revenue Advisory Board to look at long-term transit funding. The Commonwealth is expecting to experience a significant drop in statewide capital funding. With the fiscal cliff coming, and as WMATA looks to renegotiate the Capital Funding Agreement next year, she stated that it is important to remember that NVTC jurisdictions are responsible for capital funding should the state capital funding drop. This issue needs to be addressed by NVTC, WMATA and the Commonwealth. Chairman Fisette asked that this be highlighted at the May meeting including information about the Transit Capital Revenue Advisory Board.

Financial Items for February 2016

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

Closed Session

Chairman Fisette moved, with a second by Mr. Snyder the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (7) of the Code of Virginia), the Northern Virginia Transportation Commission authorizes a Closed Session for the purpose of consultation with legal counsel concerning actual litigation brought under the Fraud Against Taxpayers Act that is now under seal by the court.

The vote in favor was cast by Commissioners Cristol, Dorsey, Fisette, Foust, LeMunyon, Letourneau, Lovain, Mitchell, Smedberg, Snyder and Wexton.

The Commission entered into Closed Session at 9:30 A.M. and returned to Open Session at 9:39 P.M.

Chairman Fisette moved, with a second by Delegate LeMunyon, the following certification:

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

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

The vote in favor was cast by Commissioners Cristol, Dorsey, Fisette, Foust, LeMunyon, Letourneau, Lovain, Mitchell, Smedberg, Snyder and Wexton.

Adjournment

Mr. Smedberg moved, with a second by Mr. Snyder, to adjourn the meeting. Without objection, Chairman Fisette adjourned the meeting at 9:40 P.M.

Approved this 5th day of May 2016.

Jay Fisette
Chairman

Paul Smedberg
Secretary-Treasurer



RESOLUTION #2302

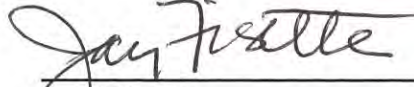
- SUBJECT:** Approval of Submission of a U.S. Department of Transportation (U.S. DOT) TIGER Grant Application for Virginia Railway Express (VRE) Station Improvements
- WHEREAS:** The Second Amendment to the Virginia Railway Express - CSX Transportation - Department of Rail and Public Transportation (VRE-CSXT-DPRT) Corridor Improvement Project Memorandum of Understanding (MOU) outlines a set of infrastructure improvements that must be made in order to allow the Potomac Shores Station to open;
- WHEREAS:** Improvements at the Alexandria, Brooke, Leeland Road Stations are included in this MOU;
- WHEREAS:** The engineering and constructability analysis for the Alexandria Station pedestrian tunnel has identified an additional \$10 million necessary to complete construction of this tunnel, which is critical to improving station safety;
- WHEREAS:** The funding available for design and construction of the Brooke and Leeland Road platform improvements are expected to fall \$10.7 million short of the VRE cost estimate to complete the project;
- WHEREAS:** The U.S. DOT has issued a notice of funding opportunity for the FY2016 TIGER grant program that is a potential source for the necessary funding to complete the Alexandria, Brooke and Leeland Road improvements;
- WHEREAS:** Completing the three platform improvements will allow VRE to fully comply with the terms outlined in the Memorandum of Understanding and allow VRE to expand service to a new station at Potomac Shores; and
- WHEREAS:** These projects will also provide a benefit to the entirety of VRE's Fredericksburg Line by allowing longer trains to more efficiently service stations and support operational flexibility for commuter rail, intercity rail and freight.
- NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission approves the submission of a FY2016 TIGER grant application for station improvements at the Alexandria, Brooke and Leeland Road VRE stations in the amount of \$20.7 million.

BE IT FURTHER RESOLVED that the Northern Virginia Transportation Commission authorize the VRE Chief Executive Officer to make any necessary corrections to project amounts or descriptions, and to execute all grant agreements on behalf of the Commissions.

Approved this 7th day of April, 2016.



Paul C. Smedberg
Secretary-Treasurer



Jay Fisette
Chairman

Executive Director Report



NORTHERN VIRGINIA TRANSPORTATION COMMISSION

MAY 2016

#4



On a Sunday morning in mid-April, Arlington and Alexandria cut the ribbon on the first regional BRT system in the metropolitan area. This could serve as the initial component of a regional BRT and express bus network operating on dedicated and HOT lanes. The Crystal City-Potomac Yard Transitway Project is one of many exciting transit and TDM developments in Northern Virginia that promise more travel choices for riders in the region. Here are a few more....

Transform 66 | 19 applications for new and enhanced transit service and strategies to make carpooling easy show promise for commuters from Loudoun and Prince William to Arlington, and all points between.

Envision Route 7 | Interest is growing in what BRT can offer on Route 7 and how it could both link with Metrorail's Orange and Silver lines and become part of a network of dedicated bus and HOT lanes, providing reliable travel to and from work each day for thousands.

Silver Line | A recent Loudoun TOD workshop highlighted the value that Silver Line Phase II has brought to the Dulles area.

From advances on transit development plans, I-395, VRE's Gainesville-Haymarket Extension study, Braddock Road HOV, next steps on Route 1 BRT and more, there's plenty to celebrate.

Kelley Ayner

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[NVTC's Calendar of Monthly Agenda Items](#)

Transform 66 Multimodal Project

Share Your Thoughts

- [visit our website \(novatransit.org/i66multimodal\)](http://novatransit.org/i66multimodal)
- email i66multimodal@nvtvc.org
- mail to 2300 Wilson Blvd., Suite 620, Arlington, VA 22201
- call 703-NVTC-321 (703-688-2321)

Come to Our Public Hearings

May 5: 6-7 p.m., [2300 Wilson Blvd.](#), Main Floor, Arlington, VA 22201
May 18: 4:30-6 p.m., Reston Station, [1904 Reston Metro Plaza](#), Reston, VA 20190



NORTHERN VIRGINIA TRANSPORTATION COMMISSION

2300 Wilson Blvd., Ste. 620
Arlington, VA 22201
703-524-3322
info@nvtvc.org
www.novatransit.org

Transform 66 May Updates

On April 25, NVTC released [the technical evaluations of the 19 applications](#) submitted for funding under the [FY2017 Call for Components](#). NVTC staff evaluated the applications using the [criteria that the Commission approved](#) at its March meeting to determine how well each meets the Multimodal Project Improvement Goals. Over the course of the last month, NVTC staff and the Multimodal Working Group reviewed the scoring and applications. The Multimodal Working Group includes representatives from Prince William County, PRTC, all NVTC jurisdictions, VRE, WMATA and NVTA.

Improvement Goals

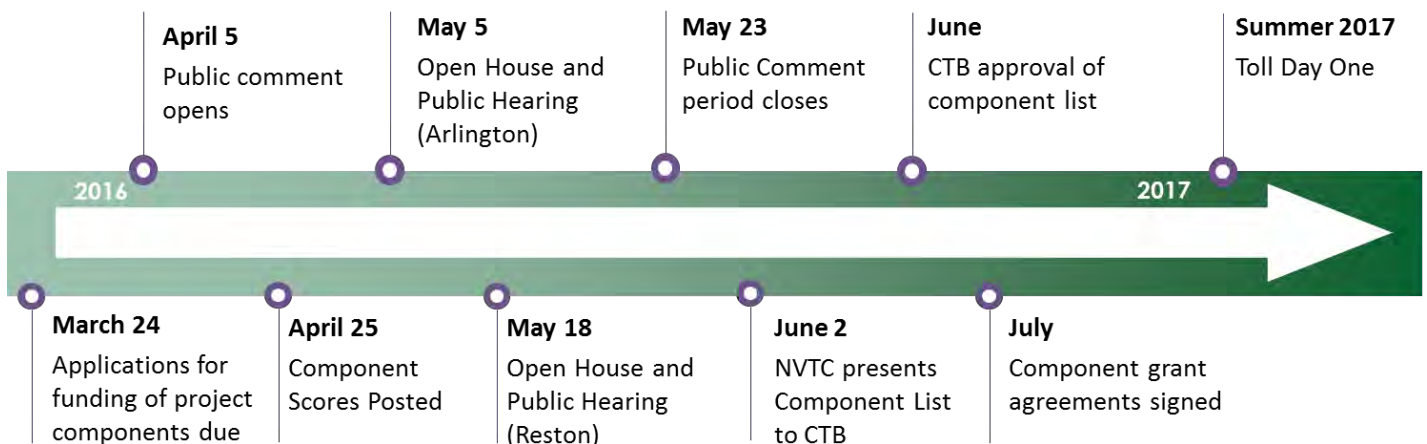
- ✓ Move more people
- ✓ Enhance transportation connectivity
- ✓ Improve transit service
- ✓ Reduce roadway congestion
- ✓ Increase travel options

In reviewing the component scoring, note that the measures align with the MOA's five improvement goals. The measures focus on increasing the number of people who can travel through the corridor, connectivity across modes, travel time reliability and access to jobs. In scoring potential benefit, the greatest weight is given to congestion relief as measured by person throughput.

Transform 66 Multimodal Project Evaluation Criteria and Weights			
Evaluation Category	Evaluation Criteria	Criteria Objective	Max Points
Congestion Relief	Person Throughput	To move more people through the corridor efficiently.	45
	Peak Period Travel Time	To provide consistent travel during congested periods for users of the corridor and improves operational efficiency of the transportation network	15
	Connectivity	To create, complete, or link transportation network elements and/or modes.	15
	Accessibility	To provide people access to opportunities.	15
Diversion Mitigation		To mitigate the impacts of trips diverted from I-66 inside the Beltway as a result of tolling and/or high occupancy vehicle restrictions	10
Total Benefit Score			100
Cost Effectiveness Score			$\frac{\text{Total Benefit Score} \times 1,000,000}{\text{Funding Request}}$
Cost Sharing			Percent of Costs Requested

Transform I-66 Resources

- [FY2017 Component Scores](#)
- [List of FY2017 Submitted Applications](#)
- [Transform 66 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](#)



State Update

General Assembly News

On April 20, at the “veto session,” the General Assembly adopted the Governor’s [HB1069](#) recommendations regarding tolling. The same day, the [Joint Transportation Accountability Committee \(JTAC\)](#), chaired by Delegate Tim Hugo, met to discuss [HB461](#), Use of Handheld Personal Communications Devices While Driving. JTAC plans to meet again in May or June in Northern Virginia.

TSDAC Reconvenes on May 5

The [Transit Service Delivery Advisory Committee \(TSDAC\)](#) will meet on May 5 in Richmond to review the performance based operating assistance formula and capital tiering required by [SB1140](#). Since TSDAC’s inception, NVTC provided significant technical expertise in the development of the system and sought changes in the way ridership was originally calculated for Metrorail and in the inequitable impact of the change in calculating local match to state capital. Kelley Coyner will participate in TSDAC as a Committee member representing NVTC through the Virginia Transit Association.

Commonwealth Transportation Board

The CTB approved [HB2 Recommended Scenario and Modifications](#), repurposing \$43 million from the Northstar Boulevard project to fully fund Route 7 Phase II widening. It also approved a \$47.3 million design-build contract for Richmond’s BRT project.

DOT Commissioner Charles Kilpatrick briefed the CTB on [the Atlantic Gateway project](#) in advance of the Commonwealth’s submissions to the federal [FASTLANE](#) and [TIGER](#) grant programs. The Commission [endorsed both applications in April](#).

CEO Doug Allen [reviewed VRE’s service, System Plan 2040, and financial plan](#) as part of a General Assembly directed assessment VRE’s finances, ability to expand market share, and impact on traffic volumes in the I-66 and I-95/I-395 corridors. A report is expected by November 15, 2016.

Federal Update

FTA News

FTA Senior Advisor [Carolyn Flowers](#) has been named the agency’s Acting Administrator.

On April 18, [FTA detailed findings of its recent safety blitz](#), giving WMATA 10 calendar days to submit a plan to inspect and fix safety equipment in the tunnels and conduct safety briefings for track workers.

FTA is working with WMATA to [investigate the April 24 smoke incident on the Red Line](#).

USDOT Funding

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

TOD PLANNING GRANTS | FTA announced [\\$20.5 million in TOD Planning Grants for BRT, light rail, commuter rail](#). The grants support planning for projects seeking New Starts, Small Starts, and Core Capacity funds. Apply by June 13 at [grants.gov](#).

Other FTA News

[Richmond Wins FTA TOD Tech Support Grant](#)

[FTA Announces \\$22.5 Million in Grants for Clean Buses & Infrastructure](#)

[FTA’s Flowers Testifies on WMATA Safety Oversight](#)

FY 2017 Federal Appropriations

On April 21, [the Senate Appropriations Committee approved the FY2017 transportation and housing funding bill](#), providing a total of \$56.5 billion for transportation and housing programs, including \$525 million for the TIGER program and full PRIIA funding for WMATA (\$150 million).

The House Appropriations Committee has not yet released notice of its transportation-related funding bill markup.

NVTC Programs & Projects

Emergency Preparedness

Station Plans | NVTC continues to develop station-specific plans, critical to ensuring that local transit systems are able to evacuate riders from Virginia's 25 stations during an emergency on the Metrorail system. The Transit Emergency Preparedness Group has reviewed 12 plans to date. It will begin work on several Fairfax County stations in May.

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

Exercises/Training | WMATA and Fairfax County will conduct a full-scale emergency response drill in June. One in a series of live exercises, the drill allows regional first responders to facilitate emergency response training and familiarization. Participation in these exercises is essential to the successful integration of new NVTC transit emergency preparedness plans.

Regional Bus

Since August 2015, NVTC staff has worked with jurisdictions to define performance measures that would help evaluate how bus is performing across different geographies, socio-economic factors and service types in corridors and in the region. With input from the MAC, NVTC staff is building a GIS database and compiling data. Using preliminary data, NVTC staff has mapped current and [proposed BRT systems](#) in the region and identified current and [proposed HOV and HOT lanes](#) that highlight opportunities for future commuter bus services. In the fall quarter, the Commission will be briefed on the initial analysis.

Next Generation Fare Payment

On April 14, WMATA's General Manager announced that the agency is not proceeding with a large-scale fare technology change. NVTC has been investigating alternative near-term fare box solutions for its jurisdictions for several months.

While assessment of these solutions advance, transit providers will maintain their SmarTrip fare collection capabilities. NVTC remains committed to working with WMATA and our regional partners to maintain an operational system that meets everyone's needs.

Multimodal Planning / I-395 Efforts

NVTC participated in the kick off of [DRPT's I-395 Transit and TDM Study](#). This nine-month effort will develop a tiered comprehensive alternative plan that identifies transit and TDM investments to support the conversion of existing I-395 HOV lanes as well as the expansion of the I-95 Express Lanes.

In April, VDOT held two public meetings on the [I-395 Express Lanes Northern Extension](#) project in Arlington and Alexandria.

Key I-395 Milestones

Sept 2016	Environmental Public Hearing
Nov 2016	Regional Long Range Plan Decision
Dec 2016	Transit/TDM Study Released
	Final NEPA Decision
	Design Build Contract Awarded
Jan 2017	Final Agreement
Spring 2017	Begin Construction
Summer 2019	Project Completion

Envision Route 7

NVTC will hold three open houses/public meetings to share the [preferred mode \(BRT\) and alignment \(Spring Hill Metrorail Station in Tysons to Mark Center in Alexandria\)](#) with and garner feedback from the public. All events are from 7-9 p.m.

Monday, June 6

[The Pavilion at the Apartments at Mark Center](#)
5708 Merton Court, Alexandria, VA 22311

Wednesday, June 8

[Glen Forest Elementary School](#)
5829 Glen Forest Drive, Falls Church, VA 22041

Thursday, June 9

[Mary Ellen Henderson Middle School](#)
7130 Leesburg Pike, Falls Church, VA 22043

NVTA/FY2017 Program

This summer, NVTA will adopt its [FY2017 Program](#). The Planning and Programming Committee met in April to review the draft HB599 scores for the [24 transportation candidate projects](#). NVTA Members will review the scores. The Authority will seek public comment on both the HB599 and NVTA quantitative scores in May.

Key FY2017 NVTA Program Milestones:

April 2016: HB 599 and NVTA evaluations completed

May 2016: Authority approval to post candidate project list for public comment

June 2016: Public Hearing and associated Town Hall meetings

July 2016: Authority adopts FY2017 Program

NVTA/TransAction

NVTA is launching a widespread effort this spring to find out what Northern Virginians want in their future transportation network. The [NVTA project team will appear at a wide variety of public places](#).

TransAction Spring Workshops:

May 1: [Queen of Apostles School](#) (In Spanish)

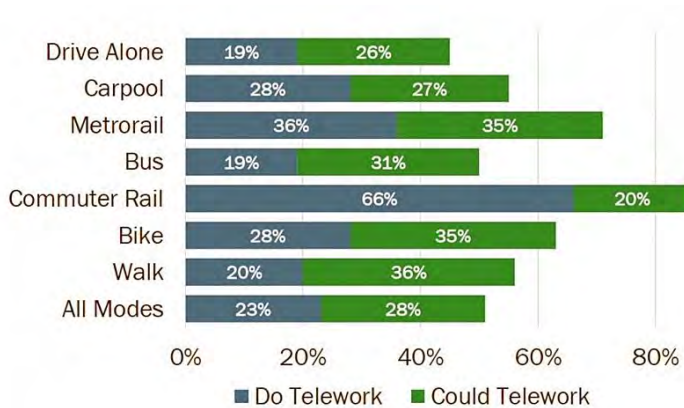
May 21: [Manassas Park Community Center](#)

May 24: [Loudoun County Senior Center at Cascades](#)

June 16: [1776 in Crystal City](#) (Metro Accessible)

June 21: [Providence District Office](#) (Metro Accessible)

TPB/Regional Travel Trends



- 86 percent of commuter rail workers could or do telework.
- 71 percent of Metrorail riders are potential or actual telecommuters.
- Workers who could telework increased from 11 to 27 percent from 2001-2013.

I-66 Widening Hearings in May

The Virginia Department of Transportation (VDOT) will [host public information meetings for the proposed eastbound widening as](#) part of the Transform 66 Inside the Beltway Project.

Monday, May 9, 2016 (6:30-8:30 p.m.)

Washington-Lee High School
[1301 N. Stafford Street](#)
 Arlington, VA 22201

Wednesday, May 11, 2016 (6:30-8:30 p.m.)

Mary Ellen Henderson Middle School
[7130 Leesburg Pike](#)
 Falls Church, VA 22043



Meet the Management



Join VRE managers at their annual station visits on Wednesdays in May and June to meet passengers and learn more about the commuter rail's service. Contact Rhonda@nvtcdc.org for more information.

May 1	L'Enfant	PM Service
May 18	Crystal City	PM Service
May 25	Alexandria	PM Service
June 1	Franconia-Springfield	PM Service
June 8	Spotsylvania	AM Service

Register for VTA Annual Conference May 24-25



Along with policy and operations roundtables and a chance to meet with DRPT and FTA experts, highlights include:

Phil Washington, CEO of Los Angeles County Metro, keynote speaker.

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

NVTC Executive Director Kelley Coyner and leaders from Richmond and Hampton Roads, hosts of the Transit Means Business roundtable.

[Click here to register](#)

Metroway Extends to Pentagon City

Metroway – Metro's premium bus service – now runs between Pentagon City and Braddock Road Metrorail stations.

The newest portion of the dedicated transitway, which opened April 17, stretches from S. Glebe Road to 26th Street. During the peak period, transit lanes move customers quickly between 26th Street and the Crystal City Metrorail station.



NVTC Chairman Jay Fissette, third from left, helps cut the ribbon for the Crystal City-Potomac Yard Transitway Project

Key Dates

May 2	CTB FY2017 SYIP Hearing (VDOT NOVA District Office)
May 5	NVTC Transform 66 Multimodal Open House & Public Hearing
May 5	NVTC Monthly Meeting
May 9	Embark Richmond Highway Project Community Meeting
May 9, 11	VDOT Transform 66 Inside the Beltway Widening Public Meetings
May 18	NVTC Transform 66 Multimodal Public Hearing
May 23-25	VDOT Transform 66 Outside the Beltway HOV-2 to HOV-3 Conversion Public Meeting
May 24-25	VTA Annual Conference
May 27	Hampton Roads Transit Means Business Conference
June 2	NVTC Monthly Meeting
June 6, 8, 9	Envision Route 7 Public Meetings

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 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 2nd 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 2nd 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 and May 18 2016

- Public Hearings on Transform 66 Multimodal Project

MAY 5, 2016

- Transform 66 Multimodal Project Update
 - Evaluation of the Applications Submitted under the FY2017 Call for Components
 - Assessing Debt Capacity and Related Considerations
- Report from the Virginia Board Members of WMATA
- VRE Report
 - Gainesville-Haymarket Extension Study Presentation
- Legislative and Policy Issues
- DRPT Report
- I-395 Transit/TDM Study
- High-Speed Rail (DC2RVA) Update
- NVTC Financial Report
- Committee Meetings: Executive Committee

JUNE 6, 2016, JUNE 8, 2016, June 9, 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
 - List of Components Presented for Approval
 - Authority to Execute Grant Agreements Presented for Approval
- Proposed Changes to By-Laws Presented
- NVTC Annual Transit Performance Update
- NVTC FY2016 3rd Quarter Ridership Report
- Report on Commonwealth's Six-Year Improvement Program (SYIP)
- Report from the Virginia Board Members of WMATA
 - Quarterly WMATA System Performance (Vital Signs) – prepared by NVTC
- VRE Report and Action Items
 - Keolis Operations and Maintenance Contract Renewal
 - Keolis Life-Cycle Maintenance Contract
 - One-Year Extension of the CSX Operating Agreement
- 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
- Title VI Program Approval
- Adoption of Proposed Changes to the By-Laws
- 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 4th Quarter Ridership Report
- 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 1st 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 Update¹

(continued)

DECEMBER 1, 2016

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- Report from the Virginia Board Members of WMATA²
 - 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

TO: Chairman Fiset and NVTC Commissioners

FROM: Kelley Coyner and Laurel Hammig

DATE: April 28, 2016

SUBJECT: Washington Metropolitan Area Transit Authority

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

WMATA Board Chairman Jack Evans will provide a WMATA budget and financial update as part of the [Report of the Virginia Members of the WMATA Board of Directors](#). The written report 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.

B. INFORMATION ITEM: New Electronic Payments Program (NEPP)

On Thursday, April 14th, the WMATA General Manager announced that WMATA is not proceeding with a large-scale fare technology change. NVTC has been investigating alternative near-term farebox solutions for the Northern Virginia transit providers for several months. While these solutions advance, the transit providers will maintain their SmarTrip fare collection capabilities. NVTC will continue to work with WMATA and all of our regional partners to ensure we maintain an operational system that meets the needs for all our partners for years to come.

D. INFORMATION ITEM: MWCOC Taskforce

Metropolitan Washington Council of Governments (MWCOC) and the Greater Washington Board of Trade (BOT) held a forum on March 30th to discuss the future of Metro. As a result of the forum, MWCOC and BOT are looking to convene a task force to address future Metro funding and development. There is a forum planned for June 13th with leaders of top North American transit systems to learn more about other system funding and governance. MWCOC plans additional meetings of the participants of the Metro Summit. NVTC is working with the MWCOC Executive Director and the TPB Director to provide information on the WMATA funding obligation of compact member jurisdictions and the role of NVTC with respect to WMATA.

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Report of the Virginia Members of the WMATA Board of Directors



NORTHERN VIRGINIA TRANSPORTATION COMMISSION

April 28, 2016

Report Highlights

- Patrick Lavin will join WMATA on May 9th as the new Chief Safety Officer.
- On Thursday, April 28th, [the Board will consider approval of the FY2017 Capital Budget and FY2017-2022 Capital Improvement Program](#).
- [The Customer Service, Security and Planning Committee approved adding two secondary names to two Metro stations in the District of Columbia](#): Smithsonian (primary) National Mall (secondary); Foggy Bottom-GWU (primary) Kennedy Center (secondary). This will be considered by the entire Board on April 28th.
- The current collective bargaining agreement with Local 689 Amalgamated Transit Union expires on June 30, 2016. Pension, healthcare and wages are major cost items that will be addressed.
- [WMATA released preliminary findings](#) into the cause of a smoke incident outside Friendship Heights Station on April 23.

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Key WMATA Milestones/Dates

KEY ISSUES	MEETING	DATE
NTSB Final Report on L'Enfant Plaza Incident		5/3
Vital Signs Quarterly Report	Operations and Administration Committee	5/12
FY16 Third Quarter Financial Update Financial Management Oversight Progress Report	Finance Committee	5/12
Update on FTA Safety Management Inspection Response	Safety Committee	5/26

Safety and Security: March Update

- As a result of its March safety blitz, FTA found problems requiring an immediate fix. [An April 18 FTA letter to WMATA GM Paul Wiedefeld](#) identified critical concerns regarding fire/life safety and compliance with roadway worker protection procedures on the WMATA Metrorail system.
- WMATA and the Federal Transit Administration are investigating a smoke incident on April 23 near Friendship Heights station. [WMATA's preliminary findings](#) point to a metal part of a railcar becoming dislodged and making contact with the electrified third rail, causing a loud noise, flash and smoke.

- Patrick Lavin will join WMATA on May 9th as the new Chief Safety Officer. He is currently the second in charge of the Office of System Safety at New York City Transit.

Background on Safety Issues

Safety Oversight

In October 2015, 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.

[An MOU signed by Governor McAuliffe, Governor Hogan and Mayor Bower](#) 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.

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 14th, 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 3rd 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 Capital Budget and FY2017-2022 Capital Improvement Program.
- The Board approved the issuance of short-term bonds in an amount not to exceed \$220M in principal, 3% true interest cost and 5 years final maturity.

The \$950M FY2017 Capital Budget is supported by FTA grant programs, a one-year extension of the current Capital Funding Agreement and reflects management's best estimate of achievable capital investments. The \$6 billion in planned capital investment of six years focuses on safety and state of good repair.

The issuance of short-term bonds will reduce WMATA's reliance on lines of credit by addressing cash flow needs of the capital program.

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 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. The operating budget maintaining current fares and service levels while requiring no increase in overall jurisdictional operating subsidy was approved by the WMATA Board on March 24th.

Capital Funding Agreement (CFA)

In March, 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 prior to June. Negotiations for a multi-year CFA will begin again in the coming months.

Financial Management: March Update

WMATA [posted online a FMO Tracker so the public can monitor WMATA'S performance in meeting the FTA financial requirements](#).

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 17th, 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 2nd 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 | • January FY2015 | • April FY2015 | • July FY2015 |
| • November FY2015 | • February FY2015 | • May FY2015 | • August FY2015 |
| • December FY2015 | • March FY2015 | • June FY2015 | • September FY2015 |

FY 2016

- | | |
|------------------------------------|-----------------------------------|
| • July FY2016 | • October FY2016 |
| • August FY2016 | • November FY2016 |
| • September FY2016 | • December FY2016 |

WMATA Virginia Ridership and Parking Facility Utilization

WMATA Virginia Ridership March 2015 – 2016				
	March 2015	March 2016	Percent Change	
Metrorail				
Total	8,854,060	9,283,957	4.9%	
Weekday Average	318,030	321,883	1.2%	
Metrobus				
Total	1,720,283	1,767,297	2.7%	
Weekday Average	69,946	68,231	-2%	
MetroAccess				
Total	25,821	28,989	12.3%	
WMATA Virginia Parking Facility Usage March 2015 – 2016				
Station/Lot	March 2015	Y-T-D FY15	March 2016	Y-T-D FY16
Huntington	70%	70%	81%	71%
West Falls Church	63%	66%	58%	55%
Dunn Loring	84%	85%	82%	77%
Vienna	85%	88%	84%	79%
Franconia	70%	70%	72%	68%
Van Dorn	103%	107%	111%	107%
East Falls Church	114%	116%	122%	115%
Wiehle-Reston East	86%	76%	94%	88%
Northern Virginia Total	77%	78%	80%	75%

Agenda Item #6: Legislative and Policy Committee Report



TO: Chairman Fiset and NVTC Commissioners

FROM: Kelley Coyner

DATE: April 28, 2016

SUBJECT: Legislative and Policy Committee Report

Legislative and Policy Committee Co-Chairs, Jeff McKay and Jeff Greenfield, will provide an update on legislative and policy issues focusing on the Transit Service Delivery Advisory Committee and the Transit Capital Project Revenue Advisory Board.

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TO: Chairman Fiset and NVTC Commissioners

FROM: Kelley Coyner, Kate Mattice, Scott Kalkwarf, and Stephen MacIsaac

DATE: April 28, 2016

SUBJECT: Transform 66 Multimodal Project

In December 2015, NVTC launched the [Transform 66 Inside the Beltway Multimodal Project](#) to fund projects that benefit those using Interstate 66 inside the Beltway using tolls generated by the facility. These investments could include crucial transit services, technology upgrades, roadway, intersection and park-and-ride lot improvements, carpools and vanpools, and other improvements that will move more people by better connecting transportation systems, improving transit services and travel options, and reducing roadway congestion.

Transform I-66 Multimodal Improvement Goals

- (1) move more people
- (2) enhance transportation connectivity
- (3) improve transit service
- (4) reduce roadway congestion
- (5) increase travel options

NVTC's Transform 66 Multimodal Project – evaluated as three times more effective at relieving congestion and six times more cost-effective than widening alone - will allow more people to move through the corridor, provide more reliable travel times, and offer new and improved travel choices as early as summer 2017 to the commuters that use this important corridor.

In March 2015, NVTC announced a [Call for Components](#) to identify candidate investments that could support “Initial Multimodal Transportation Improvements,” funded through an advanced allocation of \$5 million authorized under [Section II.C. of the MOA between the Commonwealth and NVTC](#). 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.

Under this initial call for components, 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.

On Friday, April 1, NVTC published [the list of the components under consideration](#) for public comment and advertised for a public hearing on May 5. A second public hearing

was added for May 18th at the Wiehle-Reston East Metro Station. In addition to the two hearings, public comment will be accepted until May 23rd online www.novatransit.org/i66multimodal, via telephone (703-NVTC-321), and via email i66multimodal@nvtcdc.org.

On June 2nd, the Commission will be asked to prioritize and approve a list of components for the initial program and provide them to the Commonwealth Transportation Board. Following the approval by the CTB, NVTC will initiate component grant agreements with the awarded jurisdictions to allow components to be operational by toll day one in summer 2017.

A. INFORMATION ITEM: Evaluation of the Applications Submitted under the FY2017 Call for Components

On Monday, April 25th, NVTC published the [results of the technical evaluation of the component applications](#) received under the [FY2017 Call for Components](#) to determine how well each would meet the improvement goals using the [evaluation criteria that the Commission approved](#) at its March meeting.

Transform 66 Multimodal Project Evaluation Criteria and Weights			
Evaluation Category	Evaluation Criteria	Criteria Objective	Max Points
Congestion Relief	Person Throughput	To move more people through the corridor efficiently.	45
	Peak Period Travel Time	To provide consistent travel during congested periods for users of the corridor and improves operational efficiency of the transportation network	15
	Connectivity	To create, complete, or link transportation network elements and/or modes.	15
	Accessibility	To provide people access to opportunities.	15
Diversion Mitigation		To mitigate the impacts of trips diverted from I-66 inside the Beltway as a result of tolling and/or high occupancy vehicle restrictions	10
Total Benefit Score			100
Cost Effectiveness Score			$\frac{\text{Total Benefit Score} \times 1,000,000}{\text{Funding Request}}$
Cost Sharing			Percent of Costs Requested

The evaluation measures focus on increasing the number of people who can travel through the corridor, connectivity across modes, travel time reliability, and access to jobs. In scoring potential benefit, the greatest weight was given to congestion relief as measured by person throughput. A Multimodal Working Group, comprised of representatives of PRTC, VRE, WMATA, the Counties of Loudoun, Fairfax, Prince William, and Arlington, and the Cities of Alexandria, Fairfax, and Falls Church, reviewed the scoring and continues to provide input into the development of a prioritized list for the Commission's approval.

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.

As reported at the April Commission meeting, NVTC entered into 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 offset the costs. The engagement is 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.

Milestone	Timeframe
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

Milestone	Timeframe
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
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

TO: Chairman Fiset and NVTC Commissioners

FROM: Kelley Coyner and Rhonda Gilchrest

DATE: April 28, 2016

SUBJECT: Virginia Railway Express

A. VRE CEO Report and Minutes

Mr. Allen will update the Commission on VRE highlights. The [VRE CEO April 2016 Report](#) and the [Minutes of the April 15th Operations Board Meeting](#) are attached.

B. PRESENTATION: Gainesville-Haymarket Extension Study

VRE staff will update the Commission on the progress being made on the [Gainesville-Haymarket Extension Study](#). In July 2015, VRE initiated an approximately two-year planning and design study for a potential 11-mile extension of the Manassas Line along the Norfolk Southern B-Line from the City of Manassas through Gainesville to the Haymarket area in Prince William County. A first round of meetings with elected officials, local transportation directors, jurisdictional staff, and a public meeting were held in November 2015 to gain general feedback on the extension. A second set of meetings were held in April 2016. Feedback was solicited on initial alternatives that evaluated station sites within the three station areas, various service plans and the resulting ridership, and railroad infrastructure needed to support the extension.

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CEO REPORT

APRIL 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

As part of our on-going efforts to coordinate closely with local law enforcement and first responders, VRE recently hosted two law enforcement K-9 training events. The first was back in January when 70 dog teams from more than 20 different law enforcement agencies participated in training to familiarize the dogs and handlers with the layout of our railcars. We followed that up in March with a joint Manassas Airport and VRE training event. Federal, State and local agencies sent 18 teams of both narcotics and explosive detection dogs for an intense training at our Broad Run facility and at the Manassas Airport. The safety and security of our riders, employees and the general public remains our number one priority and we will continue to find innovative ways like these trainings to enhance our already-extensive safety program.

Also in March, we put five brand-new Nippon Sharyo railcars into service. These new railcars allowed us to transition one of the trains that had consisted of legacy railcars to one completely made up of new, modern gallery-style railcars. Additional new railcars are scheduled for delivery in the next couple of years as we complete our conversion to an entirely modern fleet.

As the weather warms, our capital construction projects will swing into full gear and I look forward to updating you on our progress in upcoming CEO reports.



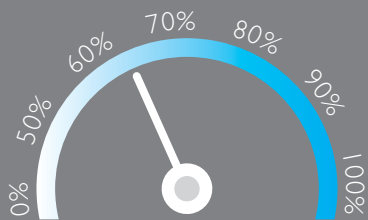
VIRGINIA RAILWAY EXPRESS
A better way. A better life.

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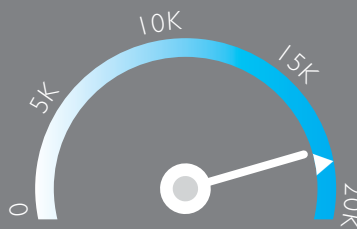
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SUCCESS AT A GLANCE



PARKING UTILIZATION

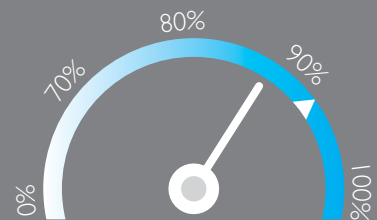
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



AVERAGE DAILY RIDERSHIP

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

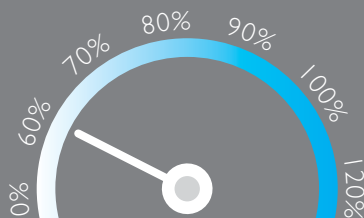
▲ Same month, previous year.



ON-TIME PERFORMANCE

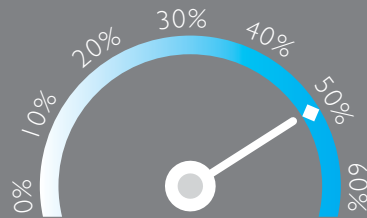
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ 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.

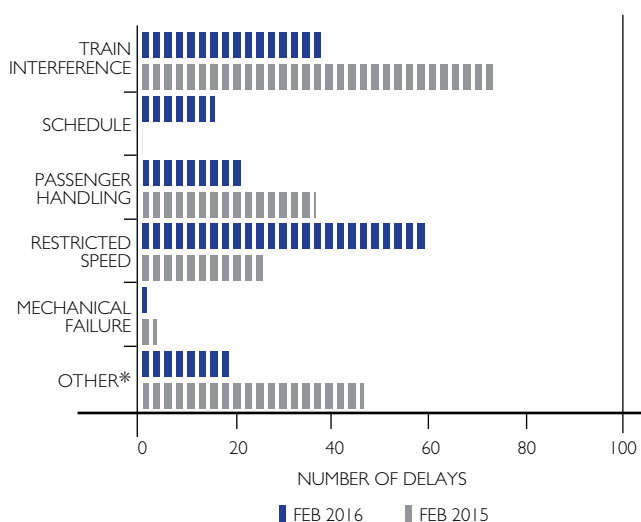
ON-TIME PERFORMANCE

OUR RECORD

	February 2016	January 2016	February 2015
Manassas Line	93%	98%	93%
Fredericksburg Line	85%	92%	90%
System Wide	89%	95%	92%

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

REASONS FOR DELAYS



In February, VRE operated 640 trains with 73 trains arriving more than five minutes late to their final destinations. There were 24 late trains on the Manassas Line and 49 late trains on the Fredericksburg Line. There were a total of 183 delays during the month of February but only 73 late trains. February on-time performance was 89 percent as track improvements continue on the Fredericksburg Line. Train interference was the primary reason for delayed trains during the month. VRE also experienced 36 maintenance-of-way delay instances during February primarily due to work authorities related to the third track project on the Fredericksburg Line. This will continue to cause delays as work is ongoing. VRE works closely with CSX to minimize the disruption. Passenger handling and restricted speed orders from our host railroads were the remaining causes of delayed trains.

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

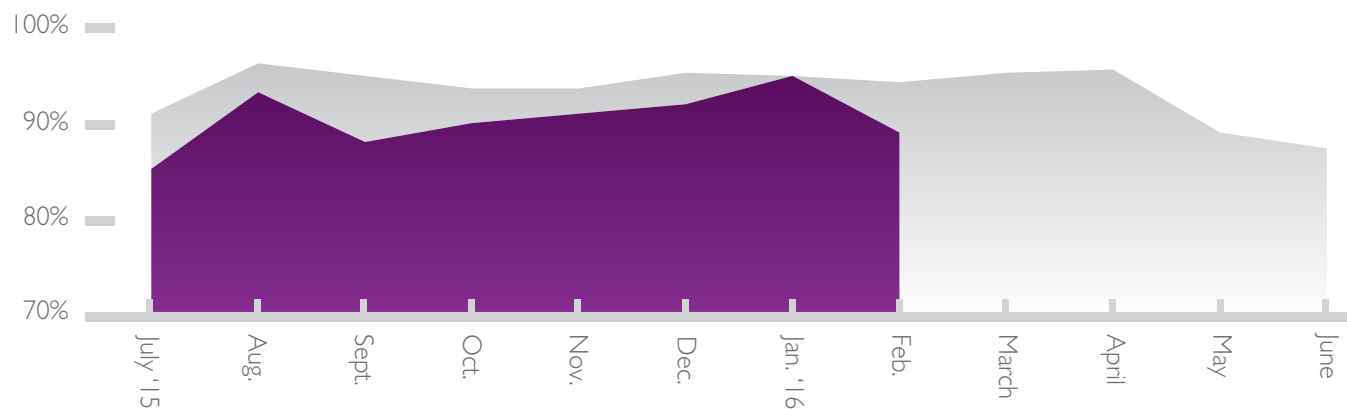
LATE TRAINS

	System Wide			Fredericksburg Line			Manassas Line		
	Dec.	Jan.	Feb.	Dec.	Jan.	Feb.	Dec.	Jan.	Feb.
Total late trains	50	27	73	40	21	49	10	6	24
Average minutes late	13	11	15	13	11	16	11	13	13
Number over 30 minutes	5	0	7	5	0	5	0	0	2
On-time performance	92%	95%	89%	87%	92%	85%	97%	98%	93%
Heat restriction days / total days	0/22	0/17	0/20	—	—	—	—	—	—

ON-TIME PERFORMANCE

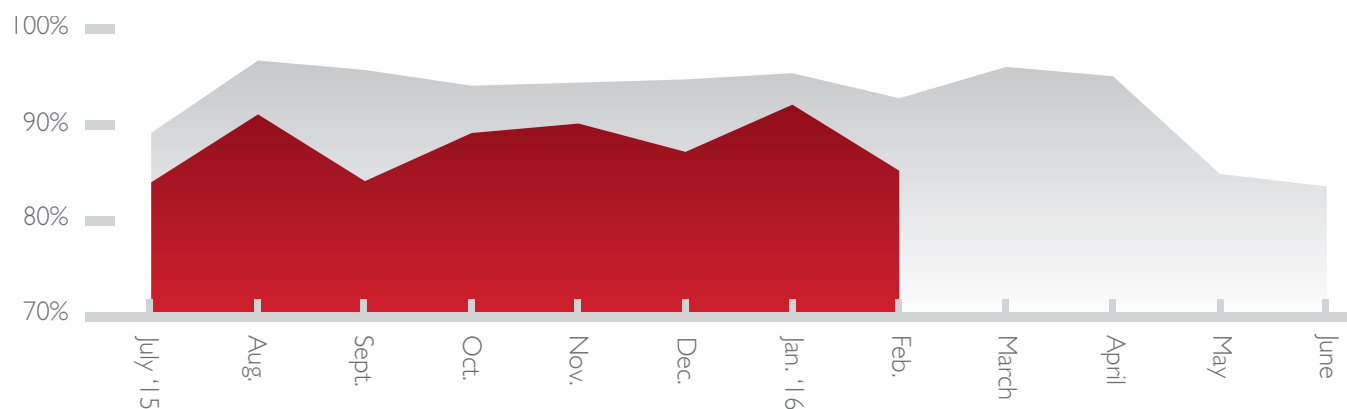
VRE SYSTEM

BOTH LINES ■ Current Stats ■ 3-Year Rolling Average

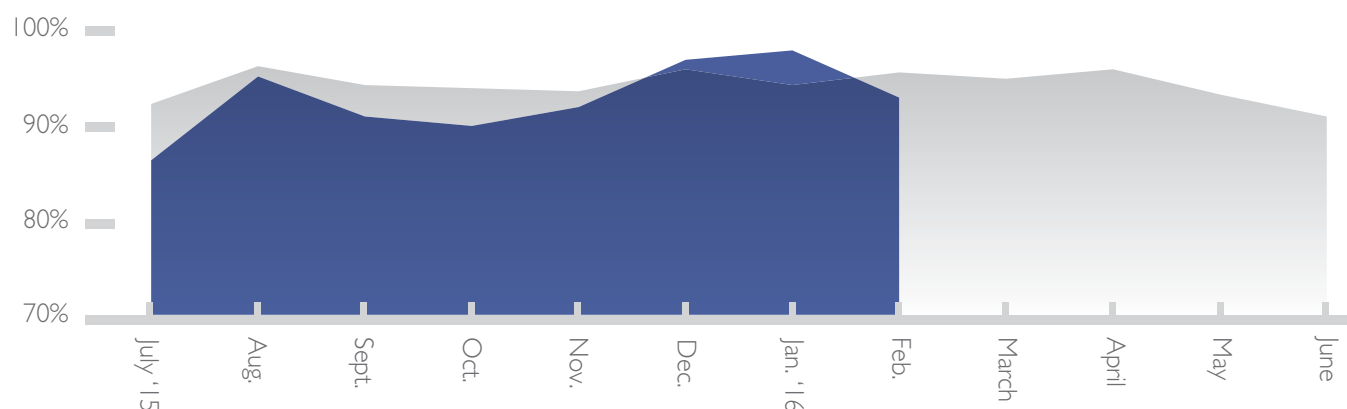


ON-TIME PERFORMANCE BY LINE

FREDERICKSBURG LINE ■ Current Stats ■ 3-Year Rolling Average



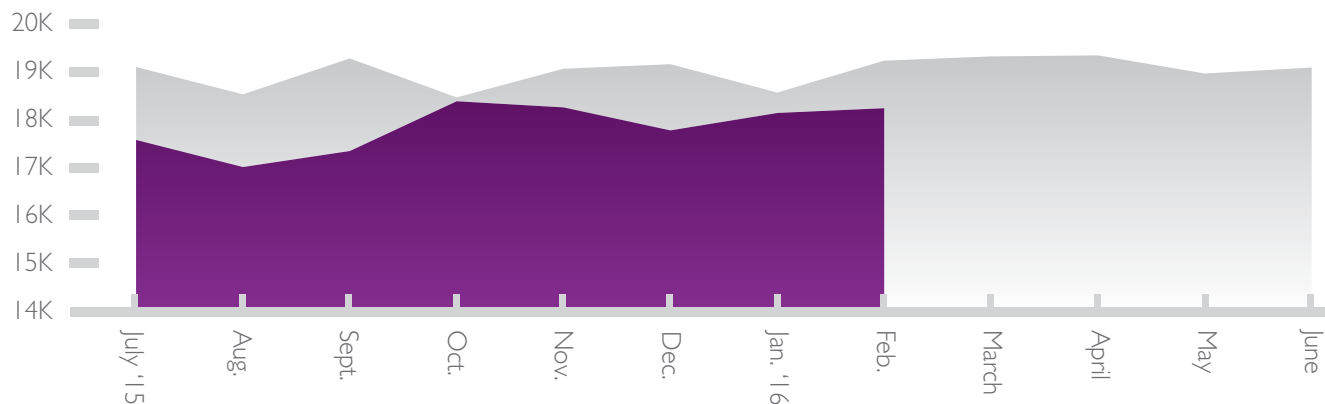
MANASSAS LINE ■ Current Stats ■ 3-Year Rolling Average



AVERAGE DAILY RIDERSHIP

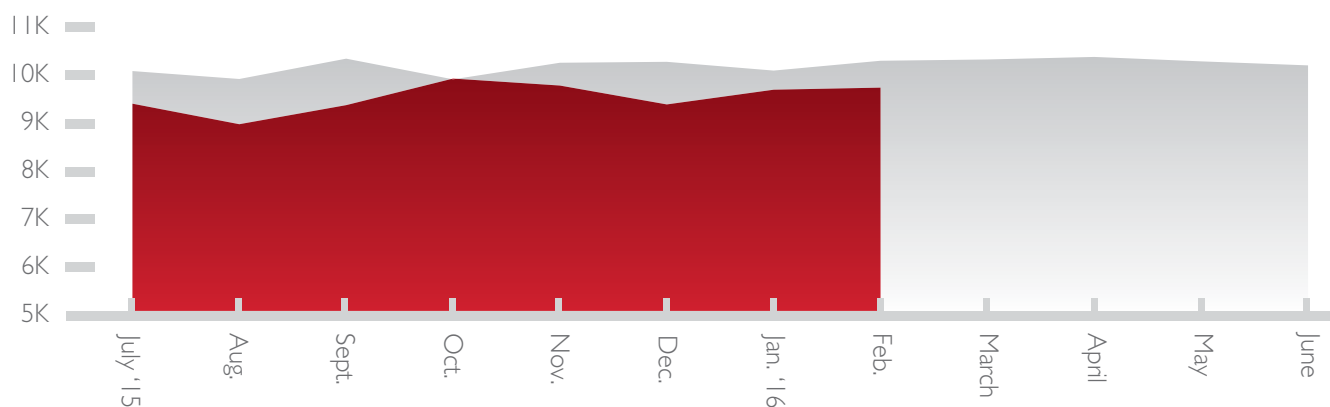
VRE SYSTEM

BOTH LINES ■ Current Stats ■ 3-Year Rolling Average

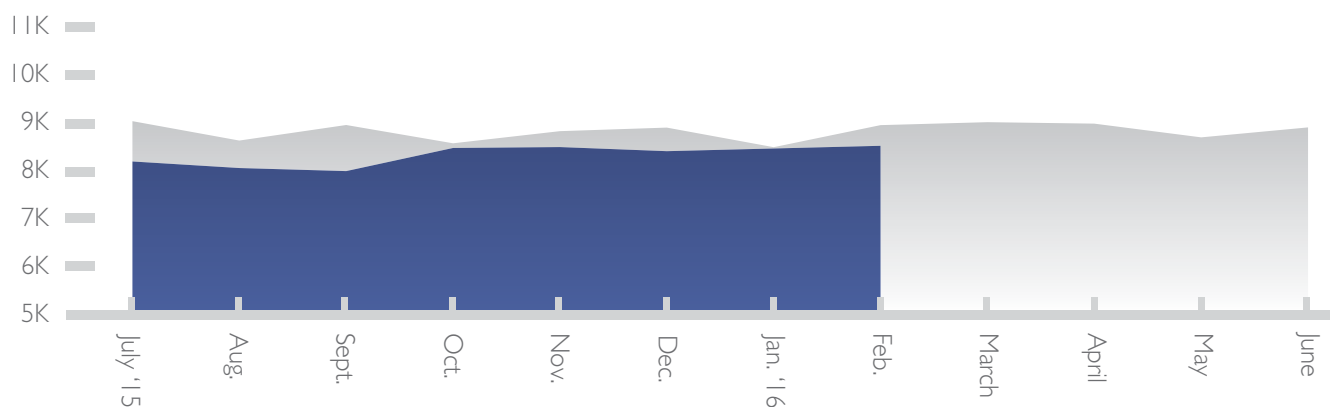


AVERAGE DAILY RIDERSHIP BY LINE

FREDERICKSBURG LINE ■ Current Stats ■ 3-Year Rolling Average



MANASSAS LINE ■ Current Stats ■ 3-Year Rolling Average



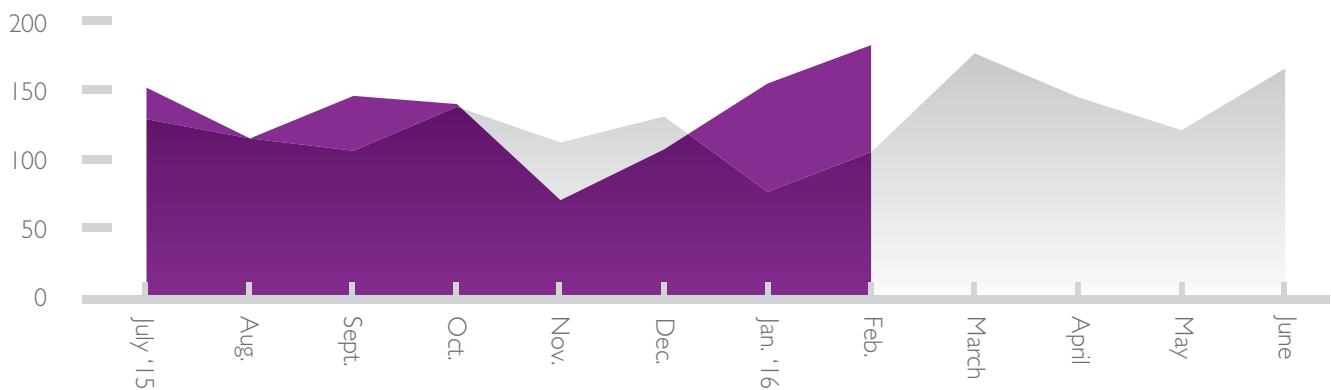
RIDERSHIP UPDATES



	Feb. 2016	Feb. 2015
Monthly Ridership	364,297	332,843
Average Daily Ridership	18,215	18,491
Full Service Days	20	18
"S" Service Days	0	0

SUMMONSES ISSUED

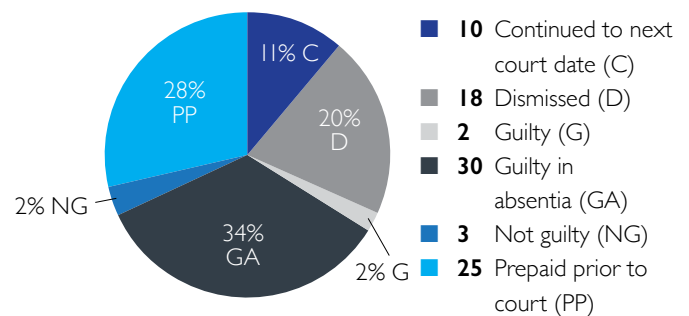
BOTH LINES ■ Current Stats ■ FY 2015



SUMMONSES WAIVED

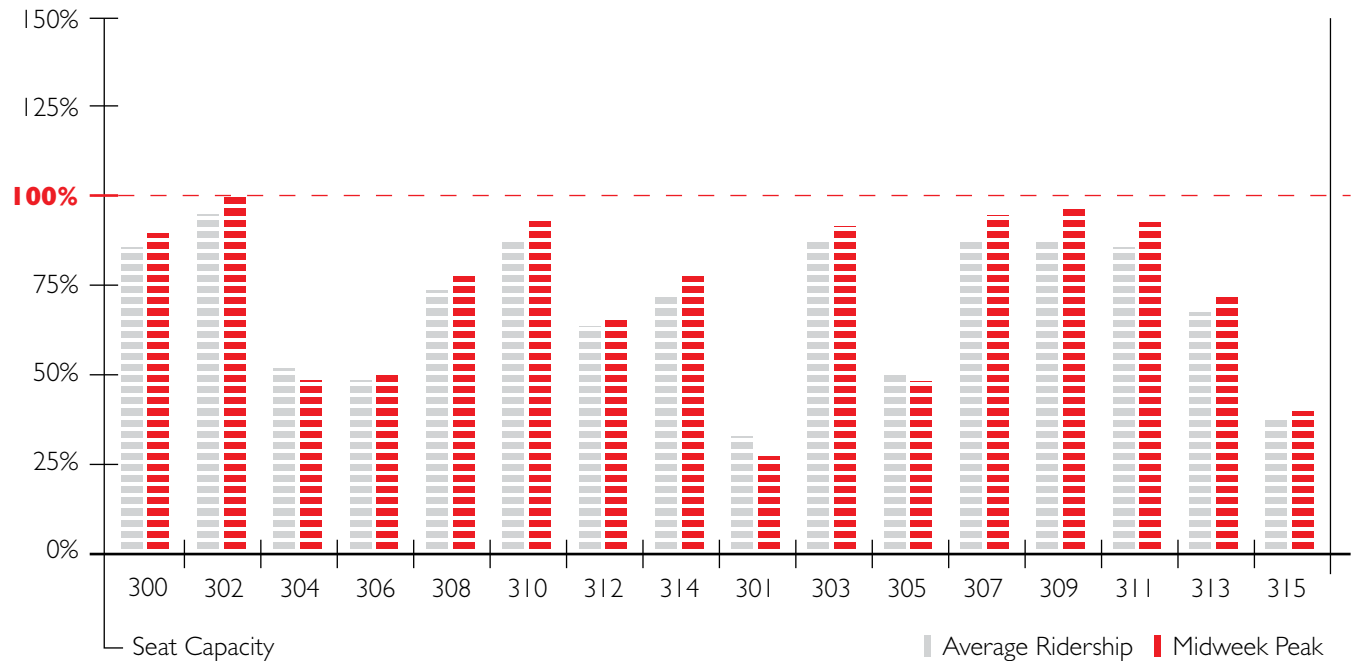
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	52
One-time courtesy	26
Per the request of the conductor	18
TVM error	0
Defective ticket	0
Per Ops Manager	1
Unique circumstances	0
Insufficient processing time	0
Insufficient information	1
Lost and found ticket	0
Other	1
Total Waived	99

MONTHLY SUMMONSES COURT ACTION

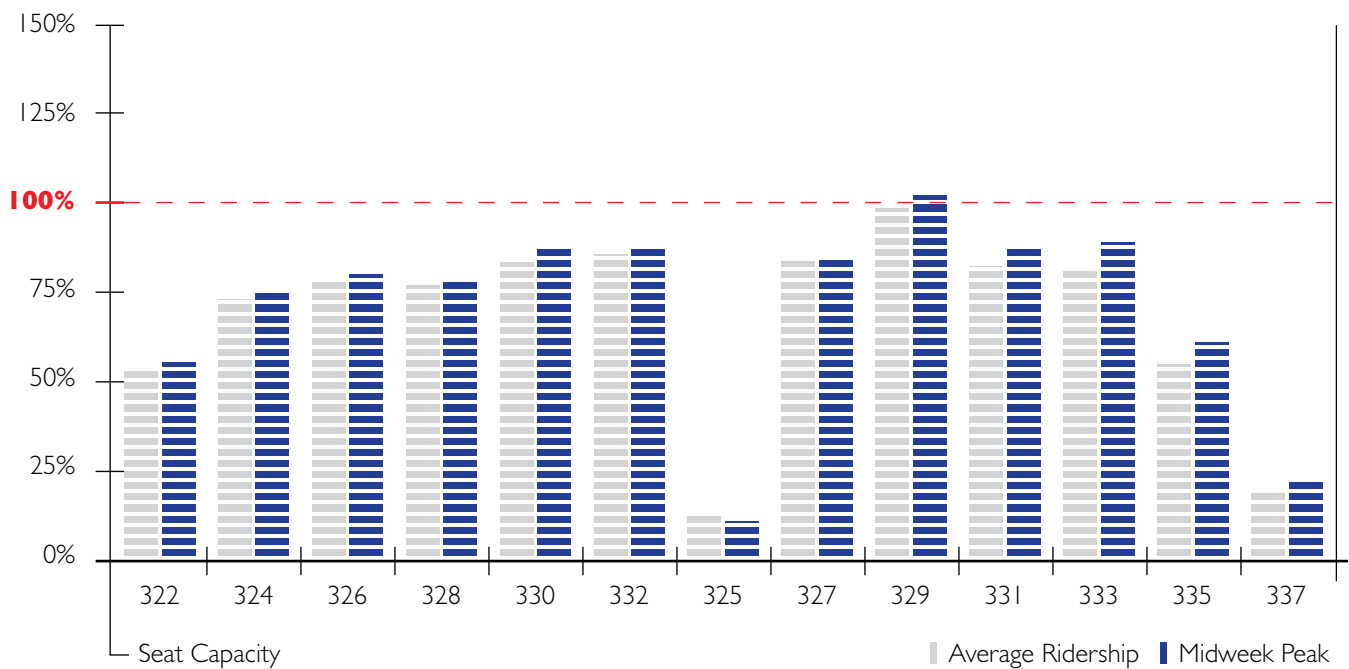


TRAIN UTILIZATION

FREDERICKSBURG LINE

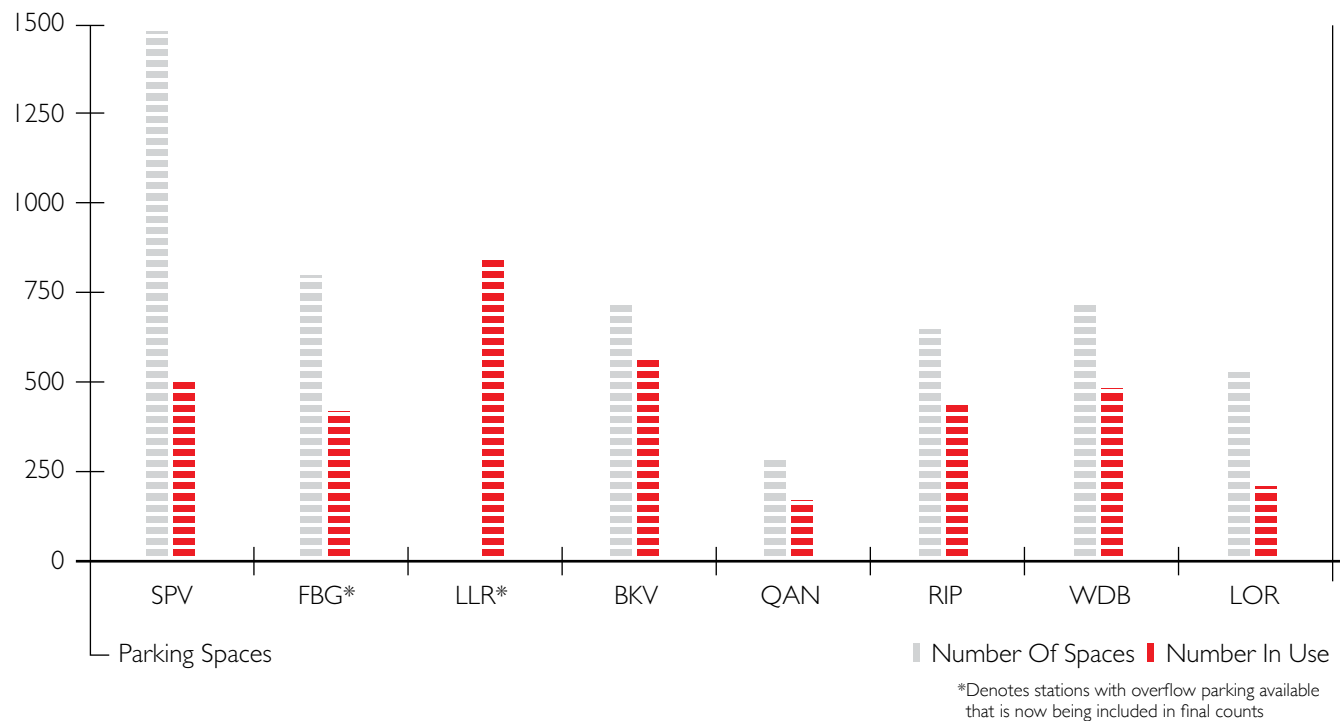


MANASSAS LINE

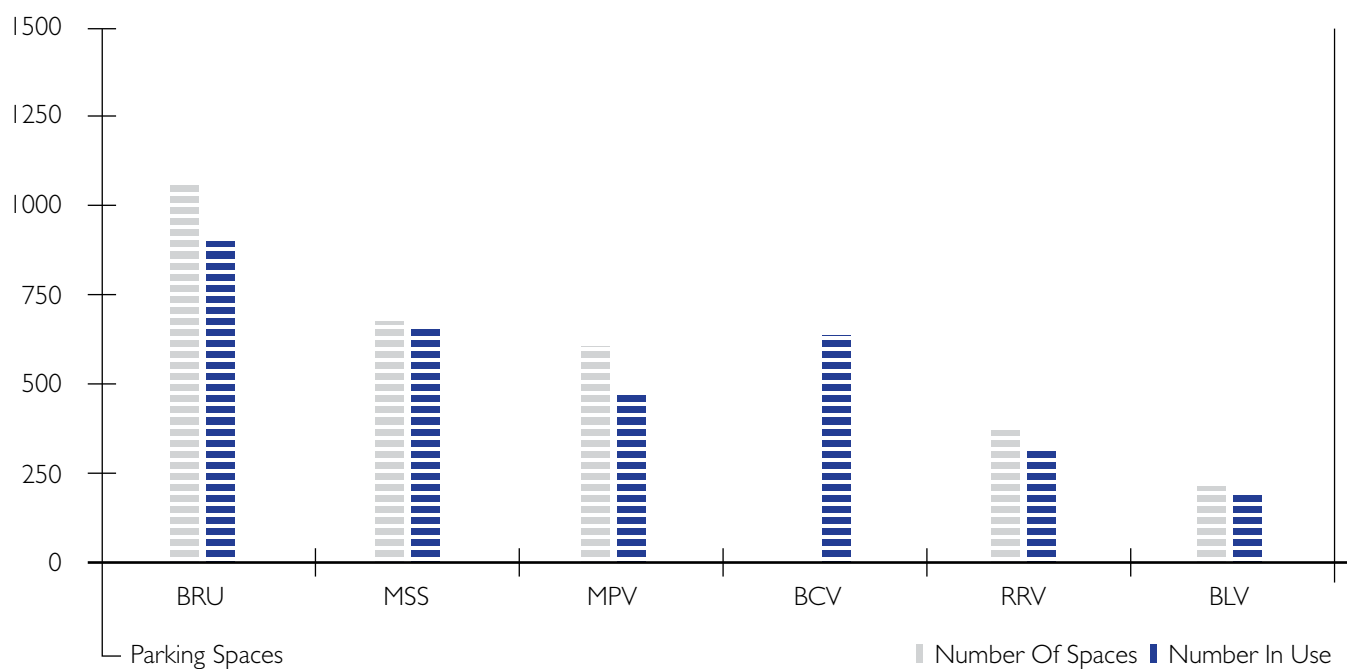


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FINANCIAL REPORT

Fare income for the month was \$110,650 above the amended budget—a favorable variance of 3.69 percent. The cumulative variance for the year is -1.3 percent or \$312,836 below the amended budget. Revenue through the eighth month of FY 2016 is down 0.4 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 FY2016 is 50 percent.

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

Please Note: These figures are preliminary and unaudited.

FY 2016 OPERATING BUDGET REPORT MONTH ENDED FEBRUARY 29, 2015

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY16 BUDGET
OPERATING REVENUE (\$)							
Passenger Ticket Revenue	3,112,237	3,001,587	24,450,259	24,763,095	(312,836)	-1.3%	37,820,000
Other Operating Revenue	1,158	13,095	167,780	108,036	59,744	55.3%	165,000
Subtotal Operating Revenue	3,113,395	3,014,683	24,618,039	24,871,131	(253,092)	-1.0%	37,985,000
Jurisdct. Subsidy (1)	—	—	16,428,800	16,428,800	—	0.0%	13,037,070
Federal/State/Other	1,776,550	1,870,341	15,857,287	16,481,201	(623,914)	-3.8%	29,785,011
Jurisdct. Subsidy Appn. from Res.	—	—	—	—	—	0.0%	740,000
Interest Income	11,506	1,587	49,920	13,095	36,825	281.2%	20,000
Total Operating Revenue	4,901,451	4,886,611	56,954,046	57,794,227	(840,181)	-1.5%	81,567,080
OPERATING EXPENSES (\$)							
Deptml. Operating Expenses	5,536,700	5,499,757	45,198,454	48,825,853	3,627,399	7.4%	74,806,901
Debt Service	457	—	1,547,969	1,544,138	(3,831)	—	6,714,870
Other Non-Deptml. Expenses	40,431	—	45,633	—	(45,633)	—	45,310
Total Operating Expenses	5,577,588	5,499,757	46,792,056	50,369,991	3,577,935	7.1%	81,567,080
NET INC. (LOSS) FROM OPS (\$)	(676,137)	(613,146)	10,161,990	7,424,236	2,737,754	—	—
CALCULATED OPERATING RATIO	—	—	54%	51%	—	Goal	50%

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



CAPITAL PROJECTS UPDATES

Retaining walls, backfill of the retaining walls and the arches over Massaponax Creek, and removal of shoring is all proceeding simultaneously in preparation of the advancing third track.

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.

One bid for the Drop Table was received on March 18. A review is underway to determine if it meets the contract requirements. Both the wheel truing machine and drop table approvals are set to go to the Operations Board for approval by July followed by Commission approval. Progress is being made on a separate contract for purchase of the land adjacent to the existing Crossroads Yard. This property is required to place tracks to relocate storage for the new LOU facility.

ROLLING ROAD STATION

The platform at VRE's Rolling Road Station is presently 400 feet long, which accommodates train consists of up to five cars. However, when VRE operates trains with six or more cars, passengers must walk through cars to reach the platform in order to exit the train. This lengthens 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 extend the platform by 250 feet. Proposals were received for the engineering and environmental services, and an award will be presented for approval at the April Board Meeting. Once approved, an agreement with Norfolk Southern will be executed. Coordination with Norfolk Southern is an integral component to this project and is currently underway. Following execution of an agreement with the railroad, VRE can issue a Notice to Proceed to the consultant to commence work.

SPOTSYLVANIA THIRD TRACK PROJECT

Progress continues on the approximate 2.5 miles of third track on the CSXT right of way from the VRE Crossroads Yard to Hamilton. Present work is focused on the final portion of the new third track. The new Massaponax Creek Arch pre-cast extensions were set last month, and now the retaining walls at each end of the arch extensions are to be finished and connected. To do so, work on backfill, embankment, track-bed and sub-ballast continues at the arch and retaining wall locations. Also, track construction has begun on the south end of the new mile of third track. The overall project completion is scheduled for April with a signal cut-in/in-service date in early May. In an effort to focus on both track schedule and project completion and closeout, bi-weekly Project Meetings continue. Preliminary punch-lists have been made for site, civil and track work, as well as for CSX work.



GW Peoples employees laying ballast for the new mile of third track.



Concrete is being poured for retaining wall piles.



GW Peoples employees setting ties for the new mile of third track.

VRE GHX APRIL 2016 STAKEHOLDER AND PUBLIC MEETINGS

Initial Gainesville-Haymarket Extension (GHX) project alternatives will be presented to the project stakeholder committees and for public review in April 2016. Feedback from the committees and the community will help identify the alternatives to advance for further study, as well as ways to refine alternatives to improve their effectiveness and feasibility. The community meeting will take place on April 27, 2016 from 6 p.m. to 8 p.m. at Gainesville Middle School, 8001 Limestone Drive, Gainesville, VA 20155. Feedback will also be accepted online at www.vre.org/ghx or via email at ghx@vre.org.

The initial alternatives will encompass a combination of station and railroad infrastructure and service scenarios that address:

- Station locations: How many stations will there be? Where will passenger stations be sited?
- Alignment/route: Will the train run exclusively along the Norfolk Southern B-line, or will it divert to serve the proposed town center in Innovation Park? What additional railroad infrastructure will be needed? Will additional right-of-way be required?
- Equipment storage facility: Is a new storage facility necessary, and where could it be located?
- Service plan: When and how frequently will trains operate? What is the estimated ridership associated with various service schedules, including express and shuttle services? Will the Manassas Line continue service to Broad Run?

The project alternatives will be evaluated based on how well they meet the following project goals:

- Add capacity to the I-66 corridor
- Accommodate current and future freight operations (NS must approve use of their line)
- Provide cost-effective and reliable mobility options
- Enhance service on existing line for current and future riders
- Support local and regional economic development and plans

Factors that will be considered include capital and operating costs, VRE operational impacts, ridership potential, environmental impacts and funding approach.

THE PROPOSED MILESTONES AND TIMELINE FOR GHX ALTERNATIVES ANALYSIS ALLOW FOR INPUT FROM STAKEHOLDERS AND COMMUNITY MEMBERS THROUGHOUT THE VARIOUS PHASES OF THE PLANNING PROCESS.



The evaluation process will refine the broad set of initial alternatives that will be presented in April 2016 to a smaller set of options for further study and consideration over the summer. The most viable alternatives will be presented to stakeholder committees and the public in fall 2016 with the goal of identifying the Locally Preferred Alternative (LPA), which will be advanced for environmental documentation and engineering.



Track construction began in March for the new mile of Third Track north of US Route 17.

FACILITIES UPDATE

The following is a status update of VRE facilities projects:

Completed projects:

1. Installation of electric power to electrically-operated derails at Crossroads Yard
2. Replacement of pedestrian grade crossings at L'Enfant and Crystal City Stations, due to CSX track work
3. Repairs to pedestrian grade crossing at Alexandria Station
4. Improvements to vendor spaces at Woodbridge Station
5. Replacement of both benches at Alexandria Station east platform
6. Repairs to fencing at Manassas Park Station and Fredericksburg Lot G
7. Repairs of potholes at various station parking lots
8. Planting of dogwood trees at Spotsylvania Station

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. Correction of canopy drainage problem at Crystal City Station
6. Installation of right-of-way security fencing at Burke Centre Station
7. Cleaning and replacement of carpeting and cleaning of ductwork at Alexandria Headquarters

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. Striping of parking lots at various stations
4. Painting of various stations
5. Replacement of name/address Braille signage at all stations
6. Repairs to pavement drainage facilities at Rippon Station
7. Repairs to stair railings at Rippon Station
8. Installation of pathfinder signs for Spotsylvania Station
9. 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. Renovations at Alexandria Headquarters
3. Installation of utility power status remote monitoring at various stations
4. Development of scope of work for platform concrete rehabilitation IFB for Fredericksburg Station



Repairs to Pedestrian Grade Crossing at Alexandria Station



Improvements in Progress at Woodbridge Station Vendor Space

UPCOMING PROCUREMENTS

- Engineering and Environmental Services for the Penta-Platform Corridor Project
- Delivery of LED Lights
- Federal Legislative Services
- Graphic Design Services
- Engineering and Design Services for VRE Mid-Day Storage Facility
- Planning, Environmental and Design Services for the VRE Manassas Park Station Parking Expansion
- General Planning Consulting Services I – Station Planning
- Repair and Overhaul of Locomotive Rotating Electrical Equipment
- Tactile Strip Replacements
- Passenger Counter System
- Parking Counter System
- Design Guidelines and Standard Specifications
- Purchase of Passenger Elevators
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for The Lifecycle Overhaul and Upgrade Facility
- Information Technology Services
- Crystal City Station Improvements
- Delivery of Lubricating Oil for VRE Locomotives
- Repair and Overhaul of Air Brake Equipment

PROJECTS PROGRESS REPORT

AS OF MARCH 2, 2015

STATIONS AND PARKING LOTS

PROJECT	DESCRIPTION	PHASE					
		CD	PE	ES	RW	FD	CN
Union Station Improvements (Amtrak/VRE Joint Recapitalization Projects)	Station and coach yard improvements of mutual benefit to VRE and Amtrak.	◆	◆	◆	N/A	◆	●
Alexandria Station Improvements	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	—	—
Franconia-Springfield Station Improvements	Extend both platforms for 8-car trains and widen East Platform for future third track.	◆	—	—	N/A	—	—
Lorton Station Improvements	Extend existing platform for 8-car trains.	◆	◆	◆	N/A	◆	■
	New second platform for 8-car trains.	◆	—	—	N/A	—	—
Rippon Station Improvements	Extend existing platform and construct second platform for 8-car trains.	◆	—	—	N/A	—	—
Potomac Shores Station Improvements	New VRE station in Prince William County provided by private developer.	◆	◆	◆	N/A	●	—
Quantico Station Improvements	New island platform, pedestrian bridge, bus facilities, trackwork and extend existing platform.	◆	◆	◆	N/A	●	—
Brooke Station Improvements	Extend existing platform and construct second platform for 8-car trains.	◆	—	—	N/A	—	—
Leeland Road Station Improvements	Extend existing platform and construct second platform for 8-car trains.	◆	—	—	N/A	—	—
Spotsylvania Station Improvements	New VRE station in Spotsylvania County near the Crossroads MSF.	◆	◆	◆	N/A	◆	◆
Rolling Road Station Improvements	Extend existing platform by 250 feet for 8-car trains.	◆	—	—	N/A	—	—
Broad Run Station Improvements	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	1,280,703	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 2020	●	Reviewing proposals that were submitted on March 4.
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
L'Enfant Wayside Storage Track	Conversion of existing siding into a midday train storage track.	◆	◆	◆	N/A	◆	■
Hamilton-to-Crossroads Third Track	2¼-miles of new third track with CSXT design and construction of signal and track tie-ins.	◆	◆	◆	N/A	◆	●

MAINTENANCE AND STORAGE FACILITIES

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

ROLLING STOCK

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

PLANNING, COMMUNICATIONS AND IT

Gainesville-Haymarket Extension	NEPA and PE for an 11-mile extension of VRE service over the NS B-Line to I-66 near Haymarket.	◆	●	●	–	–	–
Mobile Ticketing	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

ESTIMATED COSTS (\$)					COMPLETION		STATUS	
Total	Funded	Unfunded	Authorize	Expended	Percent	Date		
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	21,599,011	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	3,554,598	34%	4th QTR 2016	●	Onboard installations ongoing.
291,724,300	5,823,052	285,988,586	4,815,163	654,235	5%	3rd QTR 2022	●	Planning underway: travel demand analysis/ridership projection, alternatives analysis, public outreach and conceptual engineering.
3,510,307	3,510,307	–	3,510,627	1,415,307	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

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**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

#8A

VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia April 15, 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
Matt Kelly (PRTC)	City of Fredericksburg
Paul Milde (PRTC)*	Stafford County
Gary Skinner (PRTC)	Spotsylvania County
Jonathan Way (PRTC)	City of Manassas

Members Absent	Jurisdiction
John D. Jenkins (PRTC)	Prince William County
Jennifer Mitchell	DRPT
Suhas Naddoni (PRTC)	City of Manassas Park
Martin Nohe (PRTC)	Prince William County
Paul Smedberg (NVTC)	City of Alexandria
Bob Thomas (PRTC)	Stafford County

Alternates Present	Jurisdiction
Todd Horsley	DRPT
Billy Withers (PRTC)	City of Fredericksburg

Alternates Absent	Jurisdiction
Marc Aveni (PRTC)	City of Manassas
Jay Fisette (NVTC)	Arlington County
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

Staff and General Public	
Doug Allen – VRE	Pierre Holloman – City of Alexandria
Alex Buchanan – VRE	Donald Irby – VRE
Kelley Coyner – NVTC Staff	Mike Lake – Fairfax County
Unwanna Dabney – Parsons Brinckerhoff	Lezlie Lamb – VRE
Rich Dalton – VRE	Mike Lambert – HDR
James Davenport – Prince William County	Bob Leibbrandt – Prince William County
John Duque – VRE	Steve MacIsaac – VRE legal counsel
Paul Garnett – Keolis	Eric Marx – PRTC staff
Arnold Gilbo – Keolis	Betsy Massie – PRTC
Rhonda Gilchrest – NVTC Staff	Matthew McDermott – Amec Foster Wheeler
Chris Henry – VRE	Carolyn Peet – VRE
Tom Hickey – VRE	Lynn Rivers – Arlington County
Sarah Higgins – VRE	Joe Swartz – VRE
Gerri Hill – VRE	Cambria Ungaro – VRE
Christine Hoeffner – VRE	Detrius Williams – VRE

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

Chairman Skinner called the meeting to order at 9:04 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, Horsley, Kelly, Skinner and Way.

Approval of the Minutes of the March 18, 2016 Operations Board Meeting – 4

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

[Mr. Milde arrived at 9:06 A.M.]

Chairman's Comments – 5

Chairman Skinner announced that the Commonwealth Transportation Board is holding public hearings across the Commonwealth on the Six-Year Improvement Program (SYIP). Mr. Cook will provide testimony of behalf of VRE at the Northern Virginia hearing on May 2nd. Chairman Skinner stated he will provide VRE's testimony at the hearing in Fredericksburg on May 10th.

Chairman Skinner stated that following email notification to Operations Board members, VRE's TIGER grant application went directly to the Commissions for action. Due to the timing of the program announcement on March 8th and the deadline for submission of April 29, 2016, a formal recommendation from the VRE Operations Board was not possible prior to taking it to the Commissions. Both NVTC and PRTC approved the submission of the application at their April 7th meetings. VRE's application is for the Alexandria, Brooke and Leeland Road Station improvements.

Chairman Skinner stated the third track project in Spotsylvania is close to completion. CSX is expected to take control of the switches on May 5th. He thanked Mr. Dalton and the rest of the VRE staff for a job well done on this project.

Chief Executive Officer's Report –6

Mr. Allen reported on safety and security activities for the month of March, including Passenger Emergency Preparedness Training by the Transportation Security Administration (TSA) for VRE crews. Topics covered included unattended packages, behavior recognition techniques, handling emergency situations, and managing violence on trains. This is the second year VRE has hosted training by the TSA.

Mr. Allen reported overall on-time performance (OTP) for the month of March was 93 percent and Average Daily Ridership for March was 18,160. He gave a briefing on a major

delay during evening service on April 1st caused by a switch malfunction which prevented trains from departing Union Station.

Mr. Allen stated he and Mr. Swartz will attend the Commonwealth Transportation Board (CTB) meeting on April 19th in Lynchburg to meet with the CTB Rail Committee. The General Assembly approved budget language for a VRE impact analysis where the Commonwealth Transportation Board will look at VRE's long range Strategic Plan and Financial Plan. VRE service parallels I-95, I-395 and I-66, which are considered Corridors of Statewide Significance. Chairman Skinner invited Board Members to stay after the meeting to review the draft presentation.

Mr. Allen stated VRE has submitted comments in response to the Surface Transportation Board's (STB) proposed *Policy Statement on Implementing Intercity Passenger Train On Time Performance Preference Provisions*. For purposes of the law, a commuter train is prioritized the same as a freight train. Absolute preference of Amtrak trains over VRE trains would likely result in dramatic and negative impacts to VRE service. The problem comes when there are delays and Amtrak trains get priority. STB's policy statement is a move in the right direction from the perspective of the commuter railroads not operated by Amtrak. VRE will reach out to the Northern Virginia Congressional delegation to seek a change in the definition in the law.

Mr. Allen reported that he, Mr. Dalton and Mr. MacIsaac travelled to Jacksonville, Florida to meet with CSXT representatives to discuss the renewal of the Operating and Access Agreement. CSXT is agreeable to a one-year extension. Also discussed was the intention to reconvene quarterly Corridor Task Force (CSXT, DRPT and VRE) meetings to identify and coordinate specific future projects for the Fredericksburg corridor.

Mr. Allen stated VRE submitted a letter of endorsement for the Commonwealth's FASTLANE grant application for its Atlantic Gateway project, which includes corridor-wide enhancements to improve I-95/I-395 from Fredericksburg to the Pentagon. This program of projects includes VRE related projects such as the Long Bridge project. VRE also submitted a letter of endorsement for Prince William County's FASTLANE grant application for U.S. Route 15 improvements in the Gainesville-Haymarket area. This project will consist of widening of a 0.6 mile-long stretch of Route 15 from two lanes to four lanes and building an overpass over the existing Norfolk Southern tracks.

Mr. Allen gave an update on the Gainesville-Haymarket Extension Study. The Policy Advisory Committee met and discussed potential station locations. He also met with Prince William County Supervisor Pete Candland to discuss a potential yard location in the Rural Crescent area.

Mr. Allen introduced a new employee, Donald Irby, who is VRE's Mechanical Operations Specialist. Mr. Irby is a retired Army National Guard where he worked as a Logistics Manager. Mr. Allen also acknowledged Norine Walker, VRE's Project Manager, who is leading the Alexandria Station Pedestrian Tunnel project and the Lifecycle Overhaul and Upgrade Facility at Crossroads. Before coming to VRE, Ms. Walker did engineering work on the Woodrow Wilson Bridge and PRTC's western facility. She is co-authoring a book featuring civil engineering contributions to the Washington, DC area to commemorate the

American Society of Civil Engineering's 100th anniversary. Most notably, she has recently been named a Fellow of the American Society of Civil Engineering.

In response to a question from Mr. Milde, Mr. Allen provided more information about the Corridor Task Force, which would identify improvements for the corridor. In response to a question from Mr. Way, Mr. Allen stated costs of a one-year extension to the CSXT Operating and Access Agreement would be on the same terms.

VRE Riders' and Public Comment – 7

There were no comments.

Authorization to Execute the Third Option Year for Custodial and seasonal Services Contract – 8A

Mr. Allen asked the Operations Board to authorize him to execute the third option year for the Custodial and Seasonal Services contract with Fresh Air Duct Cleaning, LLC of Capitol Heights, Maryland in the amount of \$2,400,000, for a total contract amount not to exceed \$7,760,000. Resolution #8A-04-2016 would accomplish this.

Mr. Milde moved, with a second by Ms. Bulova, to approve Resolution #8A-04-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Horsley, Kelly, Milde, Skinner and Way.

Authorization to Execute the Third Option Year for Facilities Maintenance Services Contract – 8B

Mr. Allen asked the Operations Board to authorize him to execute the third option year for the Facilities Maintenance Services contract with NV Enterprises of Herndon, Virginia in the amount of \$1,100,000, for a total contract amount not to exceed \$4,400,000. Resolution #8B-04-2016 would accomplish this.

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

In response to a question from Chairman Skinner, Mr. Allen replied that maintenance of the head house is included in this contract.

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

Authorization to Execute a Contract for Diesel Fuel Price Risk Management Consulting Services – 8C

Mr. Allen asked the Operations Board to authorize him to execute a contract with Linwood Capital, LLC of Minneapolis, Minnesota for diesel fuel price risk management consulting services in the annual amount of \$21,600 for a base year and nine one-year option periods for a total amount not to exceed \$216,000 over a ten-year period, with the option years exercised by the CEO, at his discretion. Resolution #8C-04-2016 would accomplish this.

Mr. Milde moved, with a second by Ms. Bulova, to approve Resolution #8C-04-2016.

Ms. Cristol asked for an estimate of how much VRE has saved in fuel costs over the last 10 years using this type of service. Mr. Dalton explained it's more about minimizing price volatility for at least a portion of the fuel purchase. Cost savings are a by-product. Ms. Cristol observed if it is to insulate VRE from volatility, VRE could do that with a contingency fund and she stated if VRE is paying for these services, there should be a way to recoup some of these costs. Mr. Dalton stated staff can provide some historical data. Mr. Way and Mr. Milde stated they would also like to see this data.

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

Authorization to Execute a Contract for Engineering and Environmental Services for the Rolling Road Platform Extension – 8D

Mr. Allen asked the Operations Board to authorize him to execute a contract with Dewberry Consultants LLC of Fairfax, Virginia, to provide engineering and environmental services for the VRE Rolling Road Station platform extension in the amount of 402,636, plus a 10 percent contingency of \$40,264, for a total amount not to exceed \$422,900. Resolution #8D-04-2016 would accomplish this.

Ms. Bulova moved, with a second by Mr. Cook, to approve Resolution #8D-04-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Horsley, Kelly, Milde, Skinner and Way.

Authorization to Execute a Construction Agreement with Harbor Station Communities, LLC for Oversight of the Construction of the Potomac Shores Station – 8E

Mr. Allen asked the Operations Board to authorize him to execute a Construction Agreement with Harbor Station Communities, LLC (Developer) for construction oversight by VRE, and coordinate oversight, Right of Entry (ROE) and flagging services with CSXT, as the Developer constructs the Potomac Shores Station. Resolution #8E-04-2016 would accomplish this.

Ms. Caddigan moved, with a second by Mr. Milde, to approve Resolution #8E-04-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Horsley, Kelly, Milde, Skinner and Way.

Authorization to Execute a Construction Agreement with CSX Transportation for the Potomac Shores Station – 8F

Mr. Allen asked the Operations Board to authorize him to execute a construction agreement with CSX Transportation for construction oversight and flagging services by CSXT and Right-of-Entry (ROE) to CSXT Right-of-Way (ROW) by the developer and their construction contractor for the Potomac Shores Station. CSXT has provided an estimated amount of \$854,818, plus a 10 percent contingency of \$85,482, for a total amount not to exceed \$940,300, with all costs being reimbursed by Harbor Station Communities, LLC, the developer of Potomac Shores. Resolution #8F-04-2016 would accomplish this.

Mr. Way asked if there is a performance bond requirement for the developer. Ms. Caddigan stated it is covered in the proffer agreement. Ms. Cristol stated she assumes this proffer agreement would be grandfathered in and protected from the new anti-proffer legislation passed this last General Assembly Session. She asked if the new legislation will hinder proffers with developers on future projects. Mr. Allen stated proffers are done by the jurisdictions and not VRE. The Board discussed implications of the new legislation. Mr. Cook encouraged VRE staff to become familiar with the new proffer rules and requirements.

Ms. Caddigan moved, with a second by Ms. Cristol, to approve Resolution #8F-04-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Horsley, Kelly, Milde, Skinner and Way.

Ms. Caddigan thanked staff for their work with the developer on this project.

Authorization to Execute a Construction Agreement with CSX Transportation for Quantico Station Improvements and Third Track Retaining Walls – 8G

Mr. Allen asked the Operations Board to authorize him to execute a construction agreement with CSX Transportation for construction review and flagging services by CSXT and Right-of-Entry (ROE) to CSXT Right-of-Way (ROW) by VRE and our construction contractor for construction of Quantico Station Improvements, along with Retaining Wall 13 and Retaining Wall 19 as part of the Arkendale to Powell's Creek Third Track efforts, CSXT has provided an estimated amount of \$523,319, plus a 10 percent contingency of \$52,332, for a total amount not to exceed \$575,651. Resolution #8G-04-2016 would accomplish this.

Ms. Caddigan and Mr. Milde co-moved the approval of Resolution #8G-04-2016. Ms. Cristol seconded the motion. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Horsley, Kelly, Milde, Skinner and Way.

Authorization to Execute an Amendment to the Sole Source Agreement for Electric Service at L'Enfant Storage Track – 8H

Mr. Allen requested the VRE Operations Board authorized him to amend the sole source agreement with Potomac Electric Power Company (Pepco) for the provision of electric services to the new L'Enfant Storage Track increasing the agreement value by \$65,600, plus a 10 percent contingency of \$6,560, for a total amount of \$72,160, resulting in an amended total contract amount not to exceed \$191,939. Resolution #8H-04-2016 would accomplish this.

Ms. Bulova moved, with a second by Mr. Skinner, to approve Resolution #8H-04-2016. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Horsley, Kelly, Milde, Skinner and Way.

TIGER Grant Application for Alexandria, Brooke, and Leeland Road Station Improvements – 9A

Mr. Allen stated this was discussed in his earlier remarks.

Spending Authority Report – 9B

Mr. Allen reported there were no expenditures to report for the month of March 2016.

Closed Session – 10

A Closed Session was not needed.

Operations Board Members Time – 11

There were no comments.

Adjournment

Ms. Cristol moved, with a second by Ms. Bulova, to adjourn. Without objection, Chairman Skinner adjourned the meeting at 9:47 A.M.

Approved this 20th day of May 2016.

Gary F. Skinner
Chairman

Maureen Caddigan
Secretary

CERTIFICATION

This certification hereby acknowledges that the minutes for the April 15, 2016 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Rhonda Gilchrest

**Virginia Railway Express
Operations Board**

**Resolution
8A-04-2016**

**Authorization to Execute the Third Option Year for
Custodial and Seasonal Services Contract**

WHEREAS, VRE facilities require daily custodial and seasonal services including landscaping and snow removal; and,


WHEREAS, a procurement was completed in April 2013 to provide facilities custodial and seasonal services over a period of five years, to include a base year, plus four one-year renewal options; and,

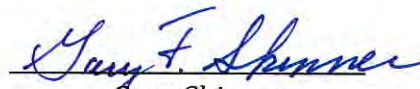
WHEREAS, the Operations Board approved execution of the first option year in April 2014 and execution of the second option year in April 2015; and,

WHEREAS, the current second option year is set to expire on May 19, 2016;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute the third option year for the Custodial and Seasonal Services contract with Fresh Air Duct Cleaning, LLC of Capitol Heights, MD in the amount of \$2,400,000, for a total contract amount not to exceed \$7,760,000.

Approved this 15th day of April 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8B-04-2016**

**Authorization to Execute the Third Option Year for
Facilities Maintenance Services Contract**

WHEREAS, VRE facilities require routine and preventive maintenance; and,

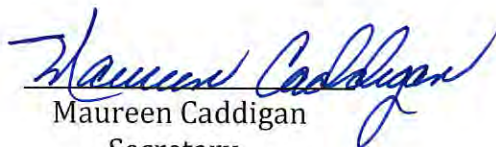
WHEREAS, a procurement was completed in April 2013 to provide facilities maintenance services over a period of five years, to include a base year, plus four one-year renewal options; and,

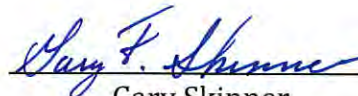
WHEREAS, the Operations Board approved execution of the first option year in April 2014 and execution of the second option year in April 2015; and,

WHEREAS, the current second option year is set to expire on May 19, 2016;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute the third option year for the Facilities Maintenance Services contract with NV Enterprises of Herndon, VA in the amount of \$1,100,000, for a total contract amount not to exceed \$4,400,000.

Approved this 15th day of April 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8C-04-2016**

**Authorization to Execute a Contract for Diesel Fuel
Price Risk Management Consulting Services**

WHEREAS, VRE has a significant risk exposure to the diesel fuel market and can benefit from expert advice on the management of this risk and a reduction in the volatility of fuel costs; and,

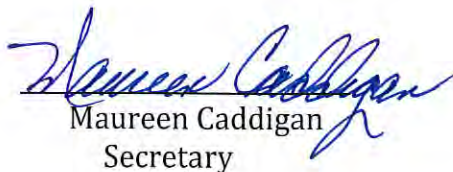
WHEREAS, the current contract for diesel price risk management consulting services expires in May 2016; and,


WHEREAS, on February 12, 2016 VRE issued a Request for Proposals for the provision of diesel fuel price management consulting services for both VRE and the Potomac and Rappahannock Transportation Commission; 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 Linwood Capital, LLC of Minneapolis, Minnesota for diesel price risk management consulting services in the annual amount of \$21,600 for a base year and nine one year option periods, for a total amount not to exceed \$216,000 over a ten year period, with the option years exercised by the CEO, at his discretion.

Approved this 15th day of April, 2016.


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8D-04-2016**

**Authorization to Execute a Contract for Engineering and
Environmental Services for the Rolling Road Platform Extension**

WHEREAS, the VRE System Plan 2040 calls for the extension of all platforms to accommodate eight-car trains in order to enhance operational efficiency and flexibility; and,

WHEREAS, a federal Congestion Management/Air Quality (CMAQ) grant has provided funds for the design of the Rolling Road platform extension; and,

WHEREAS, VRE issued an RFP for engineering and environmental services for the VRE Rolling Road Station platform extension on February 4, 2016; and,


WHEREAS, on March 4, 2016, eight responses were received; and,

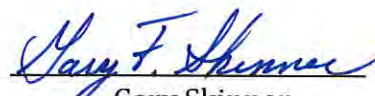
WHEREAS, subsequent to a review by a technical evaluation team, review of the references and financial suitability, VRE staff recommends that the Operations Board award a contract to Dewberry Consultants LLC, LLC; and,

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 Dewberry Consultants LLC of Fairfax, Virginia, to provide engineering and environmental services for the VRE Rolling Road Station platform extension in the amount of \$402,636, plus a ten 10% contingency of \$40,264, for a total amount not to exceed \$442,900.

Approved this 15th day of April, 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8E-04-2016**

**Authorization to Execute a Construction Agreement with Harbor Station
Communities, LLC for Oversight of the Construction of Potomac Shores Station**

WHEREAS, Prince William County accepted a proffer from Harbor Station Communities, LLC on July 15, 2013, for the Potomac Shores Development, which includes provision of a new VRE station on the CSX Transportation (CSXT) RF&P Subdivision; and,

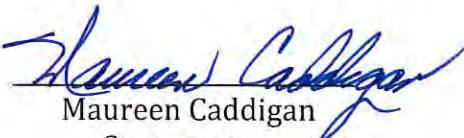
WHEREAS, the Second Amendment to the Memorandum of Understanding pertaining to the Corridor Improvement Project, between VRE, CSXT, the Virginia Department of Rail and Public Transportation, and the Commissions dated July 10, 2014, allows for the addition of a new VRE station at Potomac Shores; and,

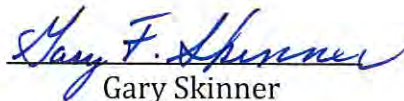
WHEREAS, VRE and CSXT are required to review and approve the design and construction of the improvements; and,

WHEREAS, an agreement between VRE and Harbor Station Communities, LLC is needed for VRE to conduct its construction reviews and to coordinate construction reviews, Right of Entry (ROE), and flagging with CSXT;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Construction Agreement with Harbor Station Communities, LLC for construction reviews by VRE and CSXT, ROE and flagging services by CSXT, in a form approved by legal counsel.

Approved this 15th day of April 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8F-04-2016**

**Authorization to Execute a Construction Agreement with
CSX Transportation for Potomac Shores Station**

WHEREAS, Prince William County accepted a proffer from Harbor Station Communities, LLC (Developer) on July 15, 2013, for the Potomac Shores Development, which includes provision of a new VRE station on the CSX Transportation (CSXT) RF&P Subdivision; and,

WHEREAS, the Second Amendment to the Memorandum of Understanding pertaining to Corridor Improvement Project, between VRE, CSXT, the Virginia Department of Rail and Public Transportation, and the Commissions dated July 10, 2014, allows for the addition of a new VRE station at Potomac Shores; and,

WHEREAS, VRE and CSXT are required to review and approve the design and construction of the improvements; and,


WHEREAS, it is required for CSXT to provide ROE for the construction of Potomac Shores Station; and,

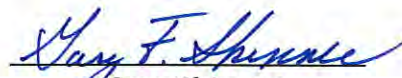
WHEREAS, it is required for CSXT to provide flagging protection for the construction of Potomac Shores Station; and,

WHEREAS, a construction agreement between CSXT and VRE is needed for CSXT to provide ROE, construction reviews, and flagging services;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a construction agreement with CSX Transportation to provide ROE, Construction Reviews, and Flagging Services for Potomac Shores Station for an estimated amount of **\$854,818**, plus a 10% contingency of **\$85,482**, for a total amount not to exceed **\$940,300**, to be reimbursed by the Developer, in a form approved by legal counsel.

Approved this 15th day of April 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

Operations Board

Resolution 8G-04-2016

Authorization to Execute a Construction Agreement with CSX Transportation for Quantico Station Improvements and Third Track Retaining Walls

WHEREAS, CSX Transportation (CSXT), Virginia Department of Rail and Public Transportation (DRPT), and Virginia Railway Express (VRE) are collaborating to construct 11 miles of third track between Arkendale and Powell's Creek in Prince William County; and,

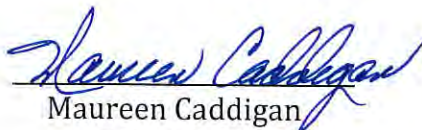
WHEREAS, the scope of the aforementioned project includes improvements to Quantico Station as well Retaining Walls 13 and 19 to be constructed by VRE; and,

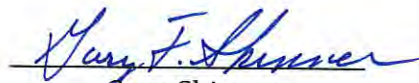
WHEREAS, it is required for CSXT to review construction, provide flagging services, and provide Right-of-Entry for the construction of said improvement; and,

WHEREAS, a construction agreement between CSXT and VRE is needed for CSXT to provide ROE, construction reviews, and flagging services;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a construction agreement with CSX Transportation to provide ROE, Construction Reviews, and Flagging Services for Quantico Station Improvements and Third Track Retaining Walls in an estimated amount of **\$523,319**, plus a 10% contingency of **\$52,332**, for a total amount not to exceed **\$575,651**, in a form approved by legal counsel.

Approved this 15th day of April 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8H-04-2016**

**Authorization to Execute an Amendment to the Sole
Source Agreement for Electric Service at L'Enfant Storage Track**

WHEREAS, midday storage for VRE trains is at a premium in the District of Columbia; and,

WHEREAS, VRE has been working in collaboration with CSXT to modify the L'Enfant Storage Track to accommodate VRE trainsets during the midday or in event of an emergency; and,

WHEREAS, electric service to the L'Enfant Storage Track is needed to provide wayside power to VRE trains during layover; and,


WHEREAS, the Potomac Electric Power Company (Pepco) is the sole provider of commercial electric power in the subject area and requires its own work force to install the conduit and cabling necessary to provide electric service to the L'Enfant Storage Track; and,

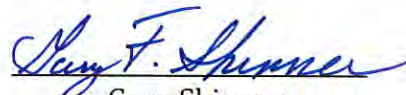
WHEREAS, VRE and Pepco previously entered into a sole source agreement to provide electrical service to L'Enfant Storage Track for a not-to-exceed amount of \$119,779; and,

WHEREAS, the original location for Pepco electrical cabinets was determined to be unsuitable, necessitating relocation for an estimate additional cost of \$65,600;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the sole source agreement with Pepco for the provision of electric service to the L'Enfant Storage Track to increase the agreement value by \$65,600, plus a 10% contingency of \$6,560, for a total amount of \$72,160, resulting in an amended contract amount not to exceed \$191,939.

Approved this 15th day of April 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

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TO: Chairman Fiset and NVTC Commissioners

FROM: Kelley Coyner

DATE: April 28, 2016

SUBJECT: Department of Rail and Public Transportation

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

DRPT Director Jennifer Mitchell will provide an update on DRPT activities. The monthly [Department of Rail and Public Transportation \(DRPT\) Report](#) is attached.

B. I-395 Managed Lane Northern Extension Update

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 jurisdictions, this study seeks to identify and assess transit and TDM improvements to support the I-395 corridor.

C. High-Speed Rail (DC2RVA) Update

The Virginia Department of Rail and Public Transportation (DRPT) and the Federal Railroad Administration (FRA) are working to [improve passenger rail service between Washington, D.C. and Richmond, VA](#), in a corridor shared by passenger, commuter, and freight rail traffic. As part of the process, a Tier II Environmental Impact Statement (EIS), preliminary engineering, and a service development plan are underway that will specify improvements for the 123-mile Washington, DC to Richmond project.

The DC2RVA project team is currently working on the Draft Environmental Impact Statement (DEIS). The DEIS will provide in-depth analysis of feasible alternatives and ultimately recommend a preferred alternative that will be published for public comment in late 2016. In Northern Virginia, the alternatives under consideration are located primarily within the existing CSX right-of-way and involve adding an additional main line track. An eastern bypass alignment is being considered for the Fredericksburg area as an alternative to adding an additional track through the City. A “minor improvements” alternative and a “no build” alternative will also be analyzed for all portions of the project corridor.

Public hearings will be held following the release of the DEIS and will be accompanied by a 45-day public comment period. DRPT will be visiting regional transportation organizations in the fall of 2016 to brief members prior to the release of the DEIS document. A Final Environmental Impact Statement (FEIS) and subsequent Record of Decision (ROD) are expected in early 2017. More details about the DC2RVA project scope, schedule and current activities can be found at www.dc2rvarail.com.



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 Fiset and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: April 26, 2016

SUBJECT: DRPT Update

General Update

The draft Six Year Improvement Program (SYIP) public hearing is scheduled for the Northern Virginia (NOVA) District on May 2. The public hearing will be held at the VDOT NOVA District office at 4975 Alliance Drive in Fairfax and will begin at 6 p.m. The draft SYIP is anticipated to be available at the May 17 CTB workshop.

On April 14, VDOT and DRPT submitted an application to USDOT for a Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies (FASTLANE) grant in the amount of \$200 million dollars for the Atlantic Gateway project, a nearly \$1.5 billion public and private multimodal project including I-95/I-395 and the Southeast High Speed Rail corridor. In addition to significant private investment from both CSX and Transurban, public components of the projects include an extension of the I-395 High Occupancy Toll (HOT) lanes north to the Pentagon, the extension of the I-95 Express Lanes south to Fredericksburg, an additional I-395 general purpose lane between Duke Street and Edsall Road, multimodal improvements at the Pentagon, phase one of the Long Bridge replacement project, a third track between Franconia and Occoquan, enhanced transit service including increased bus service and two additional VRE round trips, and additional park and ride options in Spotsylvania and Stafford Counties. Letters of support were received from the Fredericksburg Area Metropolitan Planning Organization (FAMPO), NVTC, the Potomac & Rappahannock Transportation Commission (PRTC), and the Transportation Planning Board (TPB). Also as part of the Atlantic Gateway, VDOT and DRPT are preparing a Transportation Investment Generating Economic Recovery (TIGER) grant application for \$25 million of \$70 million worth of transportation demand management and safety improvements, commuter parking in Stafford and Spotsylvania Counties, truck parking in Caroline County, and Intelligent Transportation System (ITS) applications including transit and traveler information.

At the direction of the General Assembly (HB1359), DRPT is in the process of organizing the Transit Capital Project Revenue Advisory Board (TCPBAB). The Secretary of Transportation will appoint

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members based on recommendations from the following: DRPT and the Virginia Transit Association (two each), one each from the Community Transit Association of Virginia (CTAV), the Virginia Association of Counties (VACO), and the Virginia Municipal League (VML). The first meeting is anticipated in June. An update will be provided at the May 5 Transit Services Delivery Advisory Committee (TSDAC) meeting May 5 in Richmond. Preliminary recommendations will be developed by December 2016, and final recommendations will be submitted to the General Assembly by July 2017.

I-66 Corridor Improvements

Public information meetings for the Transform 66: Inside the Beltway project will be held on May 9 at Washington-Lee High School in Arlington and May 11 at Mary Ellen Henderson Middle School in Falls Church. Both meetings will be 6:30 to 8:30 PM with a presentation at 7:00. The meetings will provide information on the Environmental Assessment (EA) that VDOT is preparing for the widening of a four mile segment of I-66 from the Dulles Connector Road to Ballston.

Public hearings regarding the procurement of a contractor for the Transform 66: Outside the Beltway project and the future conversion of the facility from HOV-2 to HOV-3 will be held on May 23 at Oakton High School in Vienna, May 24 the VDOT Northern Virginia District Office in Fairfax, and May 25 at Piney Branch Elementary School in Bristow. All meetings will be from 6:30 to 8:30 PM.

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 release of the fourth draft of the RFP is anticipated on April 25. A Commercial Working Group meeting is scheduled in Richmond on April 14. One-on-one meetings with proposers regarding Alternative Technical Concepts (ATCs) will be held April 14-15 and 21.

DRPT staff members have participated in the Transform I-66: Inside the Beltway Multimodal prioritization meetings being led by NVTC for the components to be funded with the initial \$5 million of revenue that will be advanced by the Commonwealth. DRPT, with support from NVTC, anticipates presenting information on the multimodal applications received and the NVTC prioritization process to the CTB at its workshop on May 17. The CTB anticipates adopting the recommended multimodal components into the FY17 SYIP at its June meeting.

I-395 Express Lanes

VDOT and DRPT held public information meetings for the I-395 Express Lanes project at Wakefield High School in Arlington on April 11 and Francis C. Hammond Middle School in Alexandria on April 13. A total of 326 people attended the two meetings. 18 written comments were received at the meetings and several citizens asked questions and provided verbal comments to the representatives of DRPT, VDOT and TransUrban that were at the meetings. Media outlets that attended the meetings were the *Washington Post*, WRC NBC 4, and WTTG FOX 5.

DRPT executed a task order for consultant services for the I-95/I-395 Transit and Transportation Demand Management (TDM) study to KFH Group/Cambridge Systematics on April 4. A kickoff meeting was held at the NVTC offices on April 13 with the Key Stakeholder Group (KSG), which includes staff from Arlington County, the City of Alexandria, the City of Fredericksburg, Fairfax County, NVTC, Prince William County, PRTC, Spotsylvania County, Stafford County, and VRE. The focus of the

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meeting was the consultant work plan, study area definition, public outreach, travel demand forecasting, transit and TDM alternatives, park and ride analysis, and revenue subsidy and investment scenarios. The KSG anticipates meeting every three weeks during the project. A draft plan is expected by November and final plan by December with two to three rounds of public outreach anticipated.

HB2 Implementation

The CTB approved a revised base scenario at its meeting on April 20. There were no changes to transit projects recommended for HB2 funding. In the NOVA District, the Northstar Boulevard project in Loudoun County was removed, and the Route 7 Phase II project was recommended for full funding from the High Priority and District Grant program. Public hearings on the recommended projects to receive HB2 funding have been held in April and will continue in May. The CTB will vote on including the recommended projects in the SYIP at its June meeting.

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TO: Chairman Snyder and NVTC Commissioners

FROM: Kelley Coyner, Scott Kalkwarf and Colethia Quarles

DATE: April 28, 2016

SUBJECT: Financial Items

A. INFORMATON ITEM: Financial Reports

The Financial Reports for March 2016 are provided for your information.

B. INFORMATION ITEM: Restatement of NVTC's Target Benefit Pension Plan

The Trustees of NVTC's Target Benefit Pension Plan were recently informed by the Plan's third party plan administrator, Thomas F. Barrett, Inc., that the NVTC plan is required to be restated by April 30, 2016, effective for the plan year ending June 30, 2016. NVTC's plan was last restated in April 2010, effective with the plan year ending June 30, 2010. The Trustees will meet and sign the restated pension plan documents provided by Barrett.

The Internal Revenue Service mandates that all employers who sponsor qualified retirement plans restate their plans in full every five years or so to formally adopt and conform their plans to new laws and regulations affecting retirement plans. NVTC's restated plan is a pre-approved Volume Submitter plan, and has been issued a favorable Determination Letter by the Internal Revenue Service. This restatement formally adopts the required revisions including those mandated by the Pension Protection Act of 2006 (PPA), the Pension Funding Equity Act (PFEA), the Heroes Earnings Assistance and Tax Relief Act (HEART), the Worker Retiree and Employer Recovery Act (WRERA), and numerous other pieces of ERISA legislation.

Some of the more significant provision under this restatement, as identified by Barrett, include:

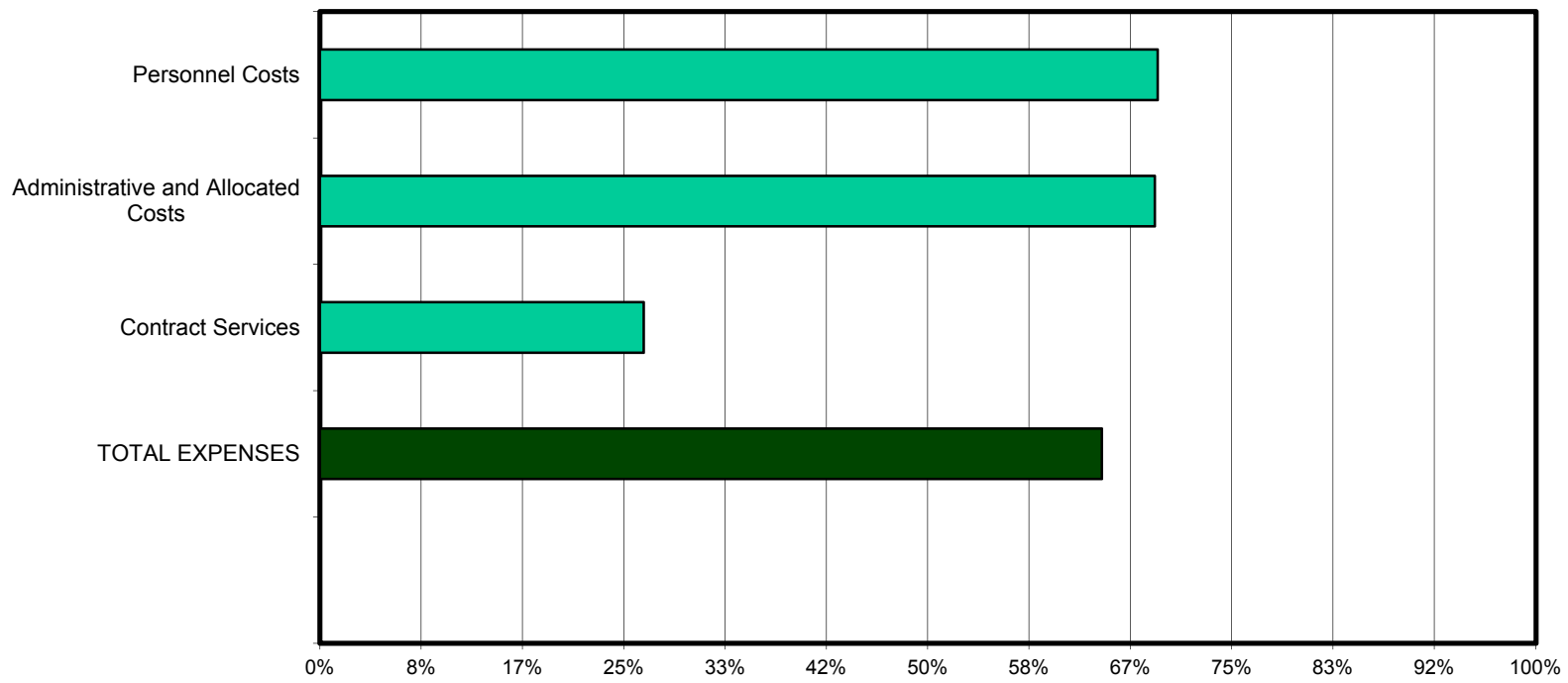
- Creates statutory authority for employers to elect to automatically enroll workers in retirement plans.
- Allows employers to return automatic contributions to employees without tax penalties if the employee opts out of participation within 90 days.
- Expands disclosure that workers must receive about their retirement plan's performance.
- Establishes automatic rollover provisions for former participants.

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Northern Virginia Transportation Commission

Financial Reports
March, 2016

Percentage of FY 2016 NVTC Administrative Budget Used
March 2016
(Target 75% or less)



Note: Refer to pages 2 and 3 for details

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

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<u>Personnel Costs</u>					
Salaries and Contract Wages	\$ 118,766.54	\$ 833,314.52	\$ 1,133,200.00	\$ 299,885.48	26.5%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>118,766.54</u>	<u>833,314.52</u>	<u>1,133,200.00</u>	<u>299,885.48</u>	<u>26.5%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	6,726.58	49,623.86	74,600.00	24,976.14	33.5%
Group Health Insurance	6,688.80	48,161.59	158,500.00	110,338.41	69.6%
Retirement	9,080.00	72,420.00	90,200.00	17,780.00	19.7%
Workmans & Unemployment Compensation	348.08	4,005.77	4,400.00	394.23	9.0%
Life Insurance	304.39	2,258.01	4,900.00	2,641.99	53.9%
Long Term Disability Insurance	439.00	3,665.54	5,300.00	1,634.46	30.8%
Total Benefit Costs	<u>23,586.85</u>	<u>180,134.77</u>	<u>337,900.00</u>	<u>157,765.23</u>	<u>46.7%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,300.00	8,546.18	11,100.00	2,553.82	23.0%
<i>Rents:</i>	<i>19,034.58</i>	<i>162,941.61</i>	<i>223,700.00</i>	<i>60,758.39</i>	<i>27.2%</i>
Office Rent	17,211.33	152,168.56	208,000.00	55,831.44	26.8%
Parking & Transit Benefits	1,823.25	10,773.05	15,700.00	4,926.95	31.4%
<i>Insurance:</i>	<i>100.00</i>	<i>3,280.00</i>	<i>6,100.00</i>	<i>2,820.00</i>	<i>46.2%</i>
Public Official Bonds	100.00	800.00	2,300.00	1,500.00	65.2%
Liability and Property	-	2,480.00	3,800.00	1,320.00	34.7%
<i>Travel:</i>	<i>2,889.68</i>	<i>20,450.05</i>	<i>27,600.00</i>	<i>7,149.95</i>	<i>25.9%</i>
Conference / Professional Development	1,389.00	10,566.76	17,000.00	6,433.24	37.8%
Non-Local Travel	750.80	2,146.46	1,900.00	(246.46)	-13.0%
Local Travel, Meetings and Related Expenses	749.88	7,736.83	8,700.00	963.17	11.1%
<i>Communication:</i>	<i>891.99</i>	<i>6,771.17</i>	<i>15,700.00</i>	<i>8,928.83</i>	<i>56.9%</i>
Postage	265.35	1,394.54	2,500.00	1,105.46	44.2%
Telephone and Data	626.64	5,376.63	13,200.00	7,823.37	59.3%
<i>Publications & Supplies</i>	<i>744.47</i>	<i>10,890.27</i>	<i>11,000.00</i>	<i>109.73</i>	<i>1.0%</i>
Office Supplies	625.96	3,515.41	2,500.00	(1,015.41)	-40.6%
Duplication and Paper	218.51	6,974.86	8,000.00	1,025.14	12.8%
Public Information	(100.00)	400.00	500.00	100.00	20.0%

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

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	4,110.24	18,997.15	42,700.00	23,702.85	55.5%
Furniture and Equipment (Capital)	3,659.10	12,594.96	31,300.00	18,705.04	59.8%
Repairs and Maintenance	-	270.73	1,000.00	729.27	72.9%
Computer Operations	451.14	6,131.46	10,400.00	4,268.54	41.0%
<i>Other General and Administrative:</i>	683.61	6,286.96	9,000.00	2,713.04	30.1%
Subscriptions	-	-	-	-	0.0%
Memberships	79.67	882.36	1,800.00	917.64	51.0%
Fees and Miscellaneous	603.94	4,554.60	5,600.00	1,045.40	18.7%
Advertising (Personnel/Procurement)	-	850.00	1,600.00	750.00	46.9%
Total Administrative Costs	<u>29,754.57</u>	<u>238,163.39</u>	<u>346,900.00</u>	<u>108,736.61</u>	<u>31.3%</u>
<u>Contracting Services</u>					
Auditing	-	13,500.00	29,000.00	15,500.00	53.4%
Contract Services and Support	10,355.50	44,818.05	155,000.00	110,181.95	71.1%
Legal	-	-	35,000.00	-	0.0%
Total Contract Services	<u>10,355.50</u>	<u>58,318.05</u>	<u>219,000.00</u>	<u>125,681.95</u>	<u>57.4%</u>
 Total Gross G&A Expenses	<u><u>\$ 182,463.46</u></u>	<u><u>\$ 1,309,930.73</u></u>	<u><u>\$ 2,037,000.00</u></u>	<u><u>\$ 692,069.27</u></u>	<u><u>34.0%</u></u>

NVTC
RECEIPTS and DISBURSEMENTS
March, 2016

Payer/			Wells Fargo	Wells Fargo	VA LGIP	
Date	Payee	Purpose	(Checking)	(Savings)	G&A / Project	Trusts
RECEIPTS						
3	DMV	Motor Vehicle Fuels Sales tax				\$ 1,814,765.84
3	DRPT	Grant receipt - Alexandria			\$ 750.00	
3	DRPT	Grant receipt - fellows program			9,258.00	
4	DMV	Motor Vehicle Fuels Sales tax				794.00
7	FTA	Grant receipt - Alexandria			8,474.00	
14	DRPT	Operating assistance - WMATA				8,315,853.00
16	PRTC	Expense reimbursement		100.00		
22	DRPT	Capital grants receipts - VRE			386,041.00	
22	DRPT	Grant receipt - NVTC NEPP			8,200.00	
22	DRPT	Grant receipt - Falls Church			3,080.00	
29	DMV	Motor Vehicle Fuels Sales tax				4,697.00
30	FTA	Grant receipt - Falls Church			12,318.00	
30	FTA	Grant receipt - Alexandria			941,659.00	
30	DRPT	Capital grant receipt - VRE			309,894.00	
31	Banks	Interest earnings		8.61	194.26	61,584.39
			-	108.61	1,679,868.26	10,197,694.23
DISBURSEMENTS						
1-31	Various	G&A expenses	(156,087.58)			
3	Stantec	Consulting - NTD collection	(32,402.43)			
3	Baker International	Consulting - regional bus	(7,855.50)			
8	City of Alexandria	Costs incurred			(9,224.00)	
22	VRE	Grant revenue			(386,041.00)	
28	Falls Church	Costs incurred			(3,080.00)	
29	Kimley-Horn	Consulting - NEPP	(16,400.00)			
30	Falls Church	Costs incurred			(12,318.00)	
30	City of Alexandria	Costs incurred			(941,659.00)	
30	VRE	Grant revenue			(309,894.00)	
31	Banks	Service fees	(75.91)	(67.71)		
			(212,821.42)	(67.71)	(1,662,216.00)	-
TRANSFERS						
4	Transfer	From LGIP to checking	150,000.00		(150,000.00)	
11	Transfer	From LGIP to LGIP - NTD data			32,402.43	(32,402.43)
29	Transfer	From LGIP to checking	150,000.00		(150,000.00)	
			300,000.00	-	(267,597.57)	(32,402.43)
NET INCREASE (DECREASE) FOR MONTH			\$ 87,178.58	\$ 40.90	\$ (249,945.31)	\$ 10,165,291.80

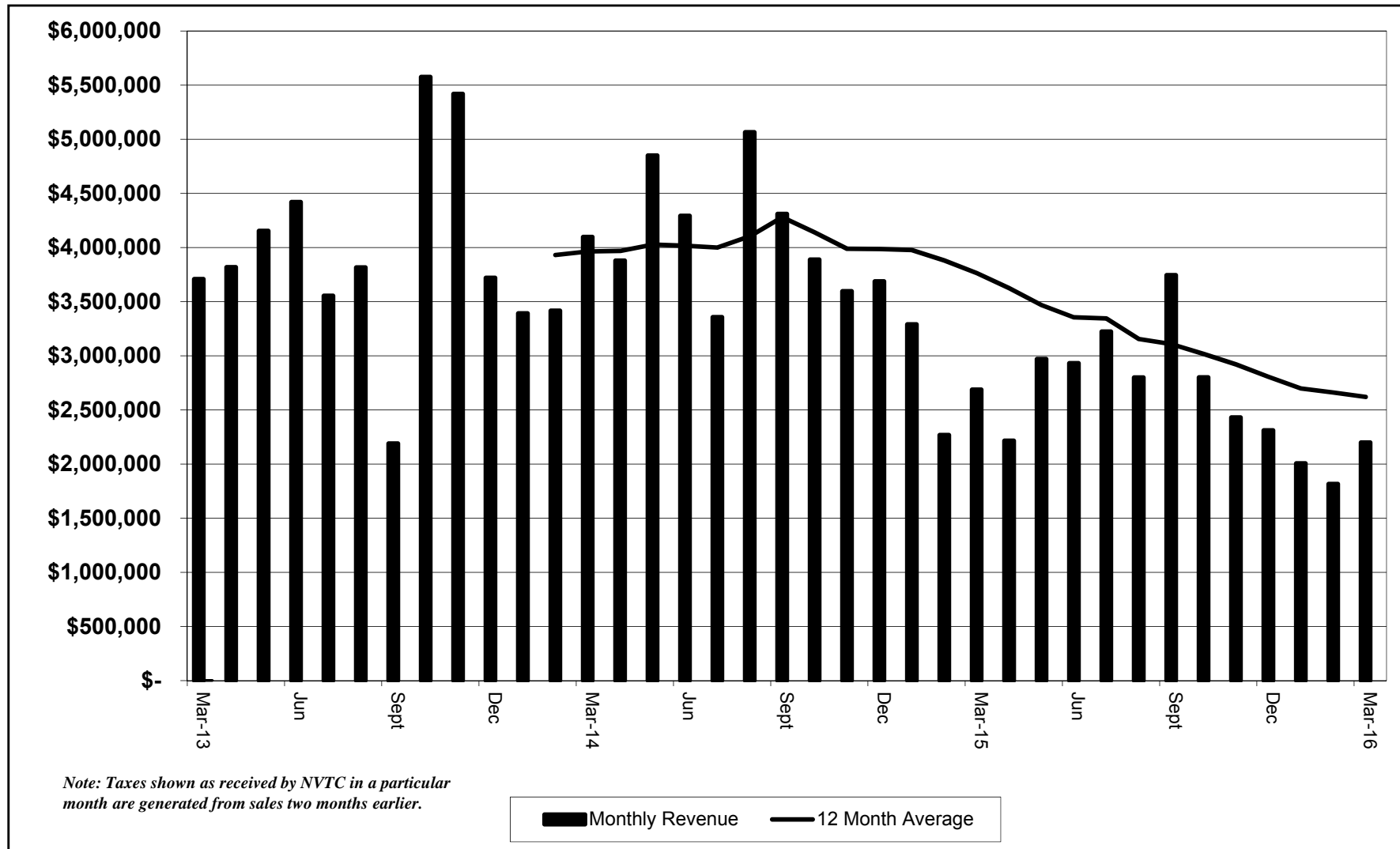
**NVTC
INVESTMENT REPORT
March, 2016**

Type	Rate	Balance 2/28/2016	Increase (Decrease)	Balance 3/31/2016	NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 82,971.17	\$ 87,178.58	\$ 170,149.75	\$ 170,149.75	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	508,362.45	40.90	508,403.35	508,403.35	-	-
<u>Investments - State Pool</u>							
Bank of America - LGIP	0.455%	153,864,410.65	9,915,346.49	163,779,757.14	314,078.13	141,649,813.17	21,815,865.84
		<u>\$ 154,455,744.27</u>	<u>\$ 10,092,990.20</u>	<u>\$ 164,458,310.24</u>	<u>\$ 992,631.23</u>	<u>\$ 141,649,813.17</u>	<u>\$ 21,815,865.84</u>

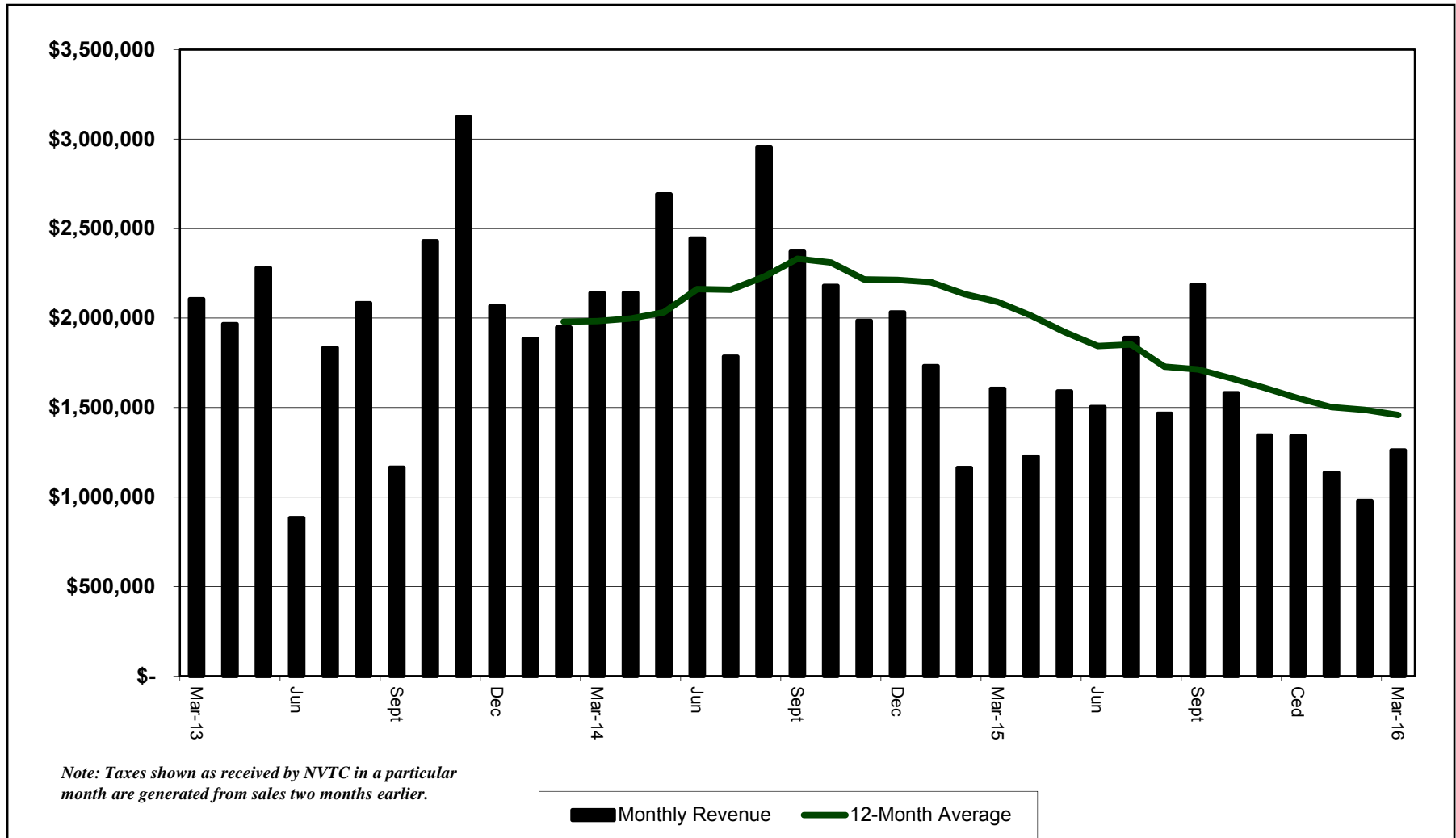
NVTC MONTHLY GAS TAX REVENUE

ALL JURISDICTIONS

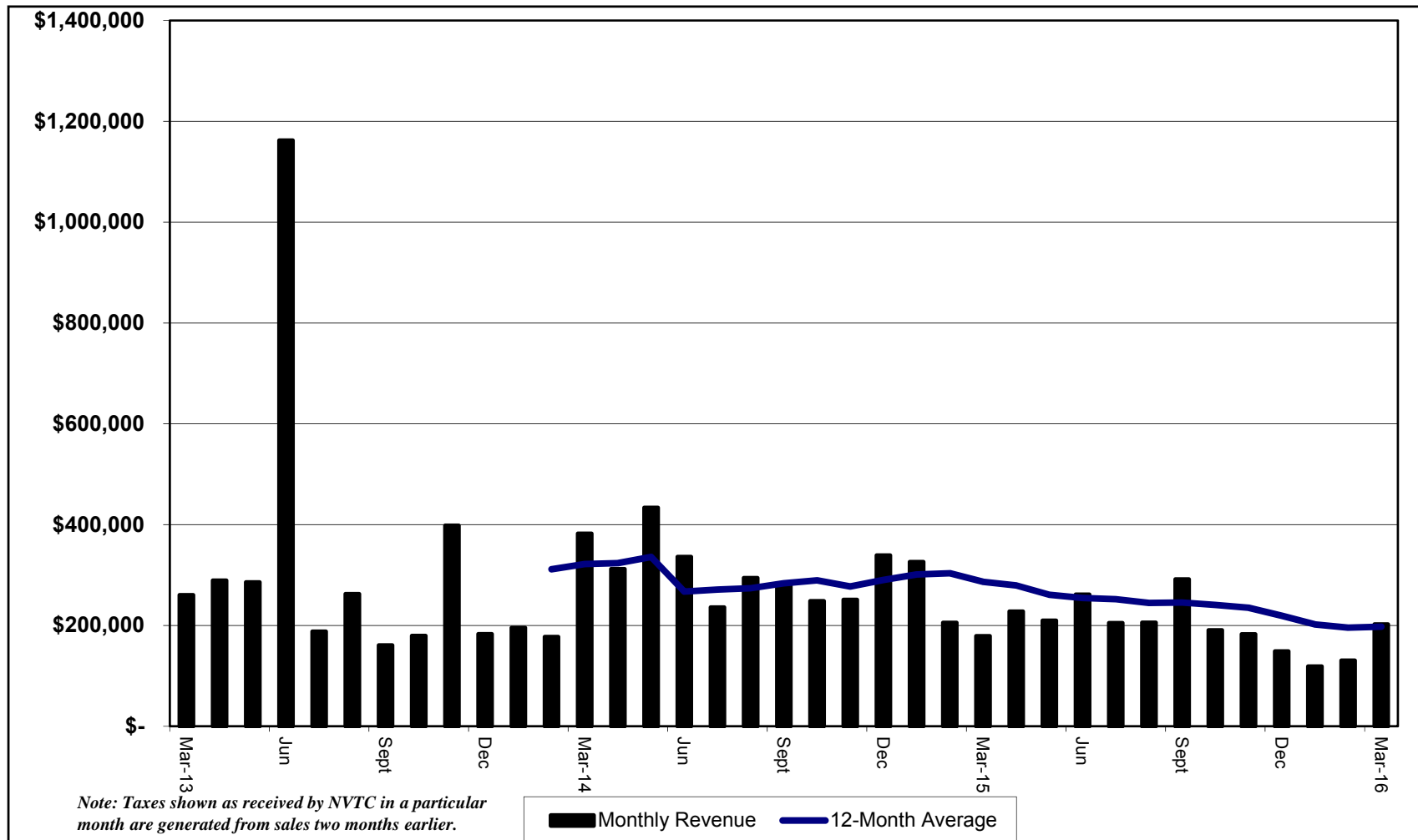
FISCAL YEARS 2013-2016



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



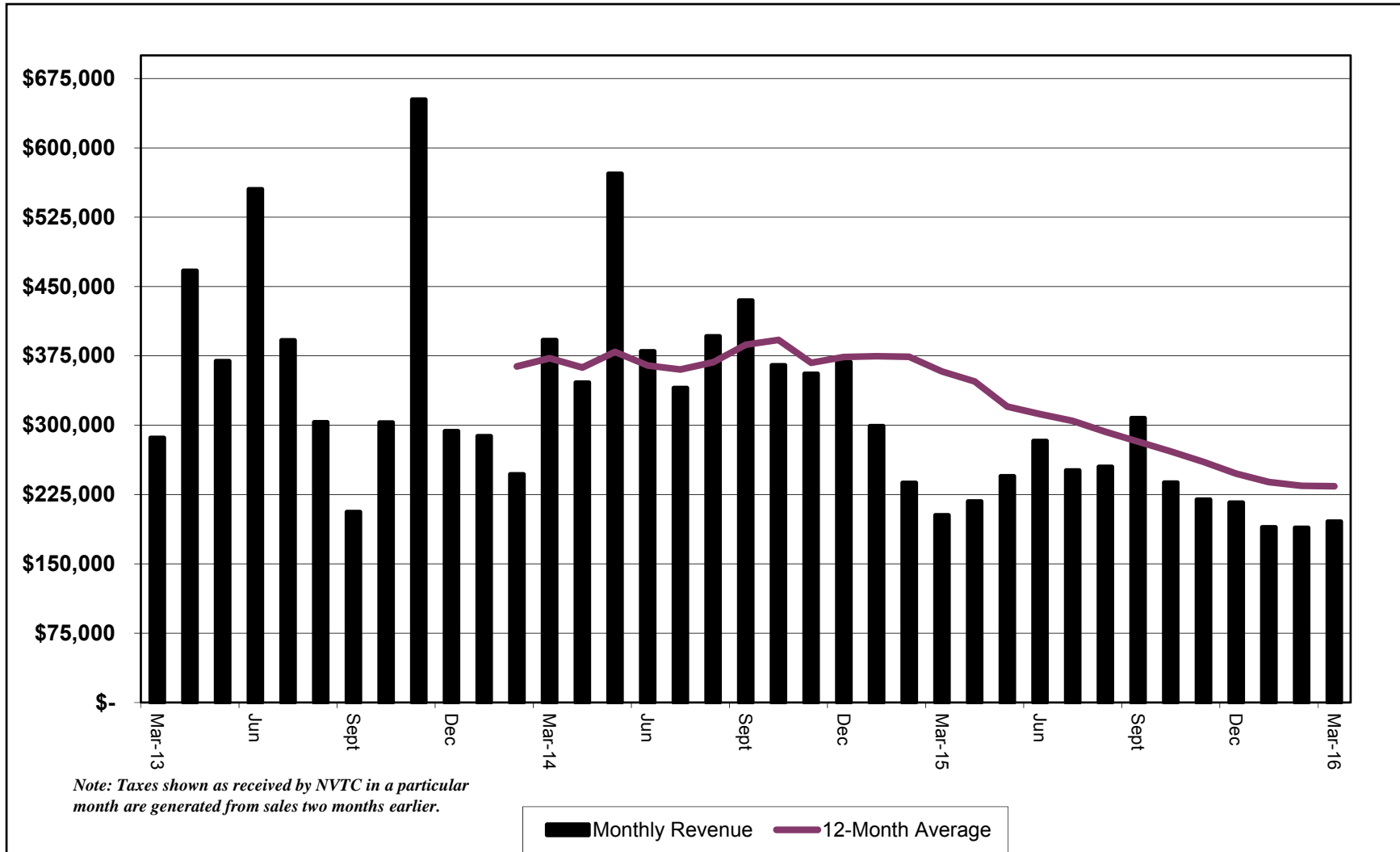
NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2013-2016



NVTC MONTHLY GAS TAX REVENUE

ARLINGTON COUNTY

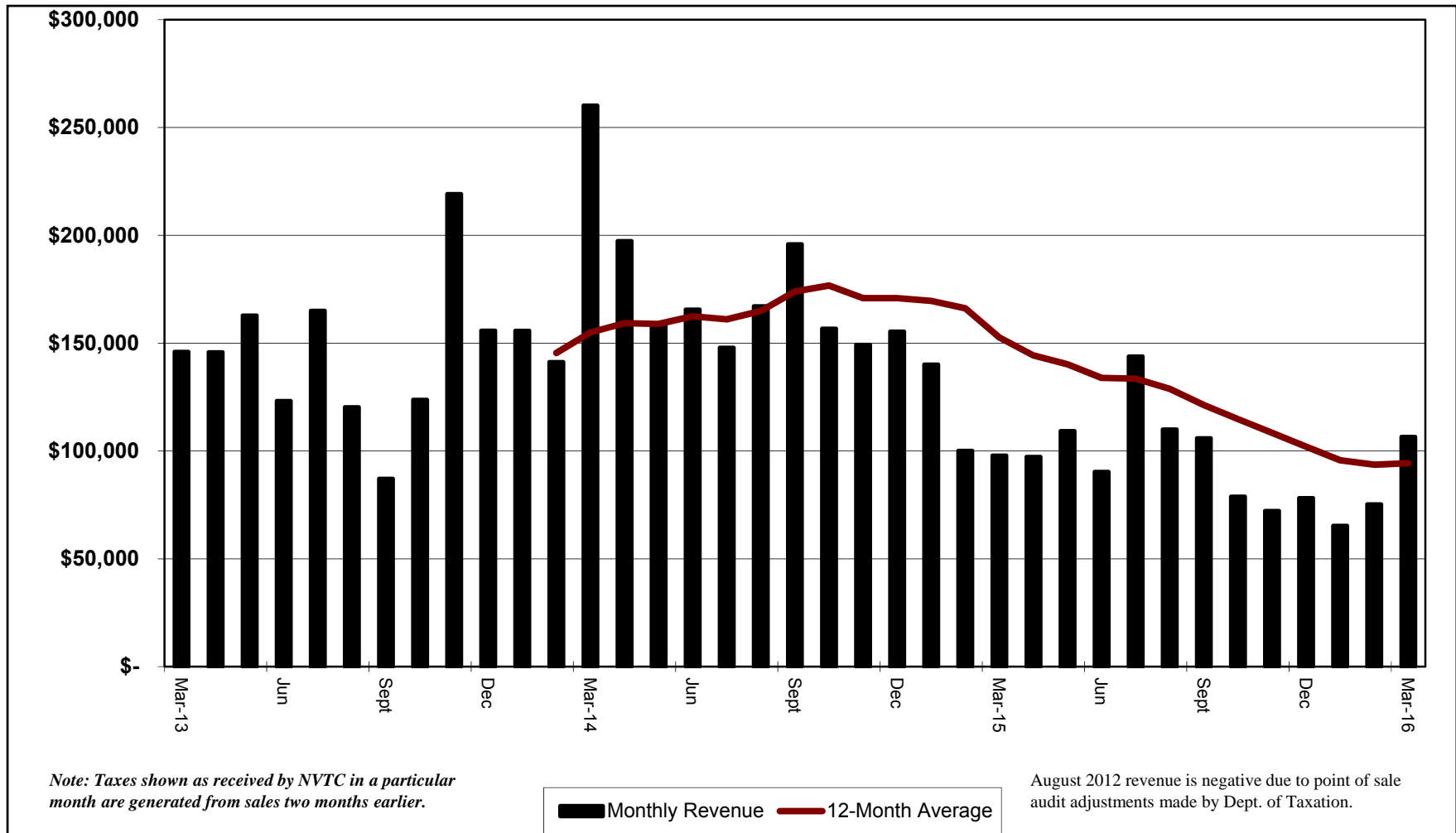
FISCAL YEARS 2013-2016



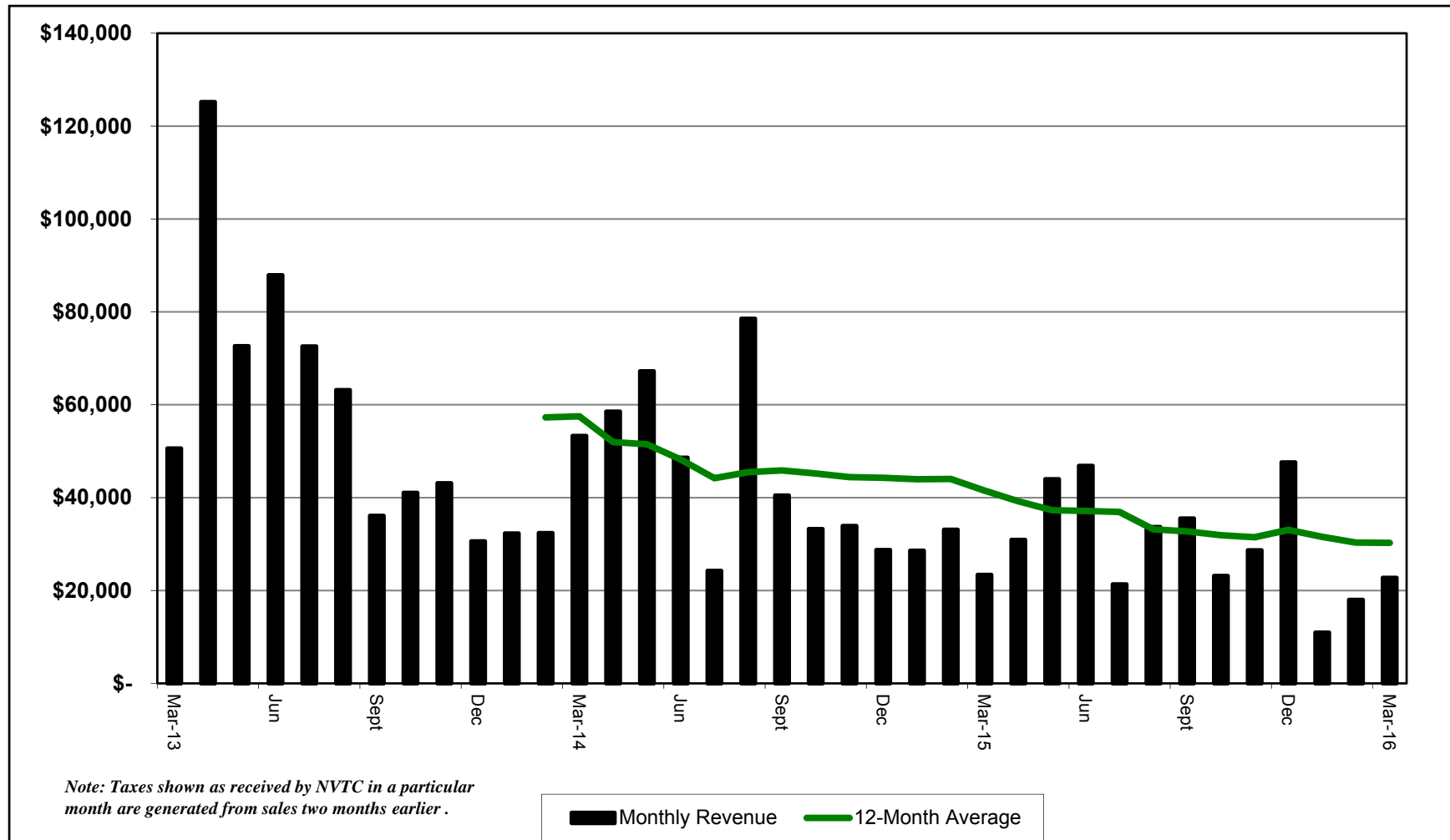
NVTC MONTHLY GAS TAX REVENUE

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

