



## MONTHLY COMMISSION MATERIALS

July 2017

## MEETING OVERVIEW – July 6, 2017

### Action Items Include:

- Minutes of NVTC's June Meeting
- Letter Commenting on the Revenue Advisory Board's Recommendations
- NVTC's Disadvantaged Business Enterprise Goals for FY2018-2020 for Public Comment and FTA Review
- VRE Submission to NVTA for Outside the Beltway Concessionaire Payment Funding

### Other Meeting Highlights:

- Presentation by VDOT on I-66 Inside the Beltway Construction and Tolling Efforts
- Report of the Chair of the Governance and Personnel Committee
- Report from Virginia's WMATA Board Members
- Discussion on Principles on WMATA Governance

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**NVTC COMMISSION MEETING  
THURSDAY, JULY 6, 2017  
MAIN FLOOR CONFERENCE ROOM  
2300 Wilson Blvd.  
Arlington, VA 22201**

**7:30 P.M.**

**6:45 P.M. Executive Committee  
(dinner is available at 6:40 P.M.)**

**AGENDA**

1. Opening Remarks
2. **ACTION ITEM: Approve the Minutes of the June 1, 2017 NVTC Meeting**
3. **ACTION ITEM: Approve the CONSENT AGENDA (subject to approval by the Chairman)**
  - A. Authorize the Co-Chairs of the Legislative and Policy Committee to Submit Comments Regarding the Revenue Advisory Board's Recommendations to the General Assembly on the Transit Fiscal Cliff
  - B. Authorize the Executive Director to Submit NVTC's Proposed Disadvantage Business Enterprise (DBE) Goals for Federal FY 2018-2020 for Public Comment and Federal Transit Administration Review
4. Transform 66 Inside the Beltway Efforts
  - A. I-66 Express Lane Program Updates (Amanda Baxter, VDOT)
  - B. NVTC I-66 Commuter Choice Program Updates
5. Washington Metropolitan Area Transit Authority
  - A. Board of Directors Report
  - B. Committee Reports
  - C. Other WMATA News
  - D. Virginia Ridership and Parking Facility Utilization
  - E. Schedule of Upcoming Board Decisions

6. Report of the Chair of the Governance and Personnel Committee

- A. INFORMATION ITEM: Proposed Resolution Language on NVTC Principles on WMATA Governance Structure

7. Virginia Railway Express

- A. VRE CEO Report and Minutes
- B. **ACTION ITEM: Resolution #2341: Authorize the VRE CEO to Submit a VRE Project to NVTA for Funding Using the Outside the Beltway Concessionaire Payment**
- C. VRE FY2019 Key Budget Issues
- D. Crystal City Station Improvement Project Update
- E. Positive Train Control Update

8. Department of Rail and Public Transportation (DRPT)

- A. DRPT Report
- B. Metro Safety Commission and Metro Reform Efforts

9. Executive Director Report

- A. Executive Director Newsletter
- B. NVTC Financial Items



**MINUTES  
NVTC COMMISSION MEETING – JUNE 1, 2017  
NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM  
ARLINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman McKay at 7:42 P.M.

**Members Present**

Sharon Bulova  
John Cook  
Katie Cristol  
Christian Dorsey  
Adam Ebbin  
John Foust  
Jeff Greenfield  
Catherine Hudgins  
James LeMunyon  
Matt Letourneau  
Tim Lovain  
Jeff McKay  
Ron A. Meyer  
J. Randall Minchew  
Jennifer Mitchell (Alternate, Commonwealth of Virginia)  
Paul Smedberg  
Jennifer Wexton

**Members Absent**

David Albo  
Jim Corcoran  
Libby Garvey  
David LaRock  
David Snyder

**Staff Present**

Karen Finucan Clarkson  
Andrew D'huyvetter  
Nobuhiko Daito  
Rhonda Gilchrest  
Dan Goldfarb  
Patricia Happ  
Scott Kalkwarf  
Kate Mattice  
Zachary McCoy  
Aimee Perron Siebert  
Doug Allen (VRE)  
Paul Dean (VRE)  
Joe Swartz (VRE)

## Opening Remarks

Chairman McKay welcomed WMATA General Manager/CEO Paul Wiedefeld and his staff and thanked him for coming to update the Commission on his proposed action plan of initial WMATA reforms. While NVTC is engaged with the Commonwealth relating to the WMATA Compact and other reforms, the General Manager's action plan documents opportunities to address immediate operational and fiscal challenges without changes to the WMATA Compact. Chairman McKay suggested moving the General Manager's presentation to the beginning of the Agenda and there were no objections.

## Presentation by WMATA General Manager/CEO Paul Wiedefeld

Mr. Wiedefeld thanked the Commission for inviting him to come speak about his action plan. The last time he spoke at NVTC he gave an update on WMATA's top priorities, including safety, service reliability and fiscal management. Since that time WMATA has approved its FY2018 Budget and continued to make progress, such as the SafeTrack program, which is coming to completion.

Mr. Wiedefeld stated that Metro is a \$40 billion asset to the National Capital Region and WMATA has generated returns on regional investments through enhanced mobility, congestion relief, improved air quality, and economic development. WMATA is at a critical juncture as the organization faces structural funding challenges, which put these benefits at risk. There are \$25 billion in unfunded capital needs from years of deferred maintenance and under investment. Local, state and federal budgets are unpredictable year-to-year with only one more year of committed capital funding (PRIIA). WMATA also has an unstable operating budget model in which costs are rising at nearly twice the rate of Metro fares and commercial revenues. Unless resolved, this will lead to more fare increases, subsidy increases, and cuts in service.

Mr. Wiedefeld stated that to respond to these challenges and to provide a safe and reliable system, his proposed action plan calls for investing \$15.5 billion over 10 years for critical capital projects; increasing the average annual investment in Metro's capital program to \$1.5 billion a year; establishing a multi-year, stable revenue sources generating \$500 million per year for a new Capital Trust Fund (dedicated to capital-only investments); increasing jurisdictional capital contributions at three percent annual growth; and securing Congressional reauthorization of the federal capital investment (PRIIA) at least at the current level of \$1.5 billion over 10 years.

Mr. Wiedefeld then reviewed his five-point plan to improve WMATA's operating business model, including:

- Capping current jurisdictional operating subsidies at three percent maximum annual growth;
- Creating a "Rainy Day Fund" accumulating to 10 percent of the operating budget to help manage unexpected events;
- Maintaining WMATA's pension commitment to active employees and retirees, but defined contribution retirement plans going forward for new hires;

- Leaving binding arbitration intact and seek Congressional amendments to the National Capital Area Interest Arbitration Standards Act (Wolfe Act) to require an arbitration process that more meaningfully considers the financial condition of WMATA; and
- Supporting enhanced flexibility at WMATA to reduce costs with innovative approaches including competitive contracting of targeted functions, where permitted.

Mr. Wiedefeld asked for NVTC's continued support. He acknowledged the path ahead will not be easy, but the alternative is unacceptable. On behalf of the Commission, Chairman McKay expressed appreciation of the reforms already happening at WMATA and for all Mr. Wiedefeld's efforts. The Commission will consider a resolution of support later in the Agenda.

Mr. Foust asked a question about the proposed Capital Trust Fund and asked if all sources of capital funding will be put into a "lock box" or will WMATA still have access to the federal formula grants. Mr. Wiedefeld clarified that federal funds can only be used for capital costs and not for operating. The intent is to use the Capital Trust Fund to sell debt. Federal funds will not be co-mingled in the trust fund.

In response to a question from Delegate LeMunyon, Mr. Wiedefeld stated that it is estimated there would be \$1 billion in savings in WMATA's operating budget over a 10-year period if his action plan is completely implemented. Delegate LeMunyon suggested creating a chart showing this. He observed that if operating costs continue to rise faster than ridership, then no matter what kind of dedicated funding sources are contemplated, at some point WMATA will run out of funds to continue operations. He stated that this needs to be part of the discussion of a dedicated funding source.

Mr. Letourneau asked how WMATA can keep the local subsidies at an annual three percent growth without major reforms to the Compact. Mr. Wiedefeld explained currently jurisdictional subsidy increases are at the 6-7 percent level. Capping it at a predictable three percent annually is good for the jurisdictions to keep it in line with what the jurisdictions can afford. Mr. Wiedefeld stated that it is a combination of initiatives that reduce costs, some of which WMATA has already begun to implement, such as right-sizing the organization and addressing absenteeism issues. It will also be important to seek an amendment to the Wolfe Act.

Ms. Bulova stated that she is supportive of Mr. Wiedefeld's strategy and appreciates the initiatives already started. She observed that the region is noticing the improvements. She stated that one of the labor issues she feels needs to be addressed is that overtime is being calculated into retirement. She also observed that Virginia has a bigger picture to focus on as it looks at Metro funding issues as well as state transit funding in light of the fiscal cliff. She hopes each WMATA jurisdiction can put equitable revenue into the "lock box" with the understanding that they should not be bound by a certain revenue source. Each jurisdiction could choose different revenue options.

Chairman McKay explained that the statewide transit capital funding cliff will be on the magnitude of a \$130 million gap per year. The Revenue Advisory Board (RAB) is working

on solutions to present to the General Assembly by August 1<sup>st</sup>. Fixing both problems—WMATA funding and the statewide fiscal cliff—at the same time will be important.

Following a question from Senator Wexton, Mr. Wiedefeld explained some of his cost savings measures and he provided examples of several financial best management practices. Mr. Meyer asked if WMATA is looking at “outside the box” solutions, including what other transit systems are doing. He observed that Tokyo, Japan has a world class transit system that is partly privatized. Mr. Wiedefeld stated he has formed a group to look at what other systems are doing, but it is difficult to make “apples to apples” comparisons because the Metro system is unique. Potential outsourcing is a step in that direction.

Mr. Meyer asked about how to encourage Silver Line riders to come back and use Metro and what the message should be to gain their confidence. Mr. Wiedefeld stated WMATA is working on a message and the region should celebrate recent improvements, such as SafeTrack and new railcars. Delegate LeMunyon stated that as part of the overall picture of what it will take to make Metro a success, there needs to be a reason to believe ridership will go up. He asked what would happen if fares were cut in half to encourage riders to come back. This type of analysis would be helpful. He would also like to see the dollars per passenger mile be broken out by heavy rail, bus and paratransit, instead of combined. Mr. Wiedefeld stated Secretary LaHood’s study is looking at these types of metrics.

Chairman McKay stated that all Commissioners have a role to play in the region to promote ridership and encourage people to come back to Metro. There needs to be a dramatic and robust marketing strategy as WMATA moves forward. He stated looking at parking utilization with long-distance riders should be part of the strategy. Mr. Dorsey cautioned that even if every lost rider returned to Metro, it does not change the order of magnitude of the need.

Delegate LeMunyon suggested that in future discussions on how to spend toll revenues from the I-66 Transform Multimodal Program, NVTC should discuss how revenues could be used to get people to use existing Metro assets as opposed to spending it on new assets.

Mr. Meyer asked about potential express service for the Silver, Orange and Blue lines. If riders could get to work as fast as driving, it would be a compelling incentive to get them to use Metro. Mr. Wiedefeld stated it is important to remember that Metro is two systems in one—an urban system as well as a VRE-like commuter rail service. Chairman McKay noted that there are winners and losers in that type of express service but agreed that it is important to look for ways to expedite people’s commute.

Chairman McKay thanked Mr. Wiedefeld for his comments and for all he is doing for the region. NVTC supports his efforts to make Metro a world-class transit system. He reminded Commissioners that there will be discussion later in the Agenda on a resolution of support for the General Manager’s action plan.

### Minutes of the May 4, 2017 NVTC Commission Meeting

Ms. Bulova moved, with a second by Mr. Smedberg, to approve the minutes. The vote in favor was cast by Commissioners Bulova, Cook, Cristol, Dorsey, Ebbin, Foust, Greenfield, Hudgins, Lovain, McKay, Meyer, Minchew, Mitchell, Smedberg and Wexton. Commissioners LeMunyon and Letourneau abstained.

### Consent Agenda

On a motion by Ms. Bulova and a second by Mr. Smedberg, the Commission unanimously approved the following Consent Agenda Item:

- Approve the Regional Fare Collection Program Memorandum of Agreement (MOA) and Authorize NVTC's Executive Director to Sign the MOA on Behalf of Commission

The vote in favor was cast by Commissioners Bulova, Cook, Cristol, Dorsey, Ebbin, Foust, Greenfield, Hudgins, LeMunyon, Letourneau, McKay, Meyer, Minchew, Mitchell, Smedberg and Wexton.

### Washington Metropolitan Area Transit Authority

Chairman McKay stated that Resolution #2339 would support the initial reform actions proposed by WMATA's General Manager. The resolution articulates the importance of WMATA to Northern Virginia and the Commonwealth, states NVTC's interest in the fiscal and operational health of WMATA, and expresses support for the direction and spirit of the General Manager's proposal. He expressed his opinion that it is important to send a message of support for the General Manager's action plan while other reform discussions continue.

Ms. Hudgins moved, with a second by Mr. Smedberg, to approve Resolution #2339.

Ms. Bulova suggested removing "...and encourages him to immediately begin implementation" so that it reads "Now, therefore, be is resolved that, as a first step in the effort to reform WMATA, NVTC endorses the direction and spirit of Mr. Wiedefeld's proposal." The maker and seconder of the motion agreed to this friendly amendment.

Mr. Foust noted the resolution refers to the General Manager's action plan and suggested the plan be included with the resolution as an attachment. There were no objections.

In response to a question from Mr. Meyer, Chairman McKay stated that by design, the GM's action plan does not tie the hands of the region in terms of a governance solution, a Compact solution, or how to resolve the funding solution. He encouraged Commissioners to attend the next NVTC Governance and Personnel Committee meeting on June 21<sup>st</sup> at 7:30 P.M. in NVTC's Conference Room (Suite #620). The committee will be discussing WMATA governance issues.

Delegate Minchew observed that the use of “as a first step” implies there will be additional steps, so he is comfortable with supporting the resolution. He believes that there will need to be Compact changes as a following step. Mr. Cook observed that the GM’s action plan does not solve all WMATA’s problems, but does address those things that can be done now without Compact changes. He explained that the work of NVTC’s Governance and Personnel Committee will build on the foundation of the work the General Manager is doing. Delegate Minchew stated that he would not like to see the completion of the action plan interpreted that the mission is accomplished.

Mr. Letourneau asked a question about how much can be done under WMATA’s existing collective bargaining agreement. He stated that Loudoun County Executive, Tim Hemstreet, has done some initial analysis on potential concerns to Loudoun County. Mr. Letourneau stated that his staff analysis indicates that changes in the collective bargaining agreement might address some issues that might convince some that Compact changes may not be needed to address labor reforms.

Chairman McKay stated Dave Snyder was unable to attend tonight’s meeting but requested his statement be read into the record:

*“I am out of the country in connection with my work and unfortunately there are no other City Council Members who can attend, so I provide this short statement. If present, I would vote against the resolution. The primary reason is that the current level of Metro subsidy is unsustainable for the City of Falls Church, let alone any future increases.”*

The Commission then voted on the amended resolution and it passed. The vote in favor was cast by Commissioners Bulova, Cook, Cristol, Dorsey, Ebbin, Foust, Greenfield, Hudgins, LeMunyon, Letourneau, McKay, Meyer, Minchew, Mitchell and Smedberg. Senator Wexton abstained. (A copy of the resolution is attached.)

Mr. Foust observed that the parking utilization rates are over 100 percent at the East Falls Church and Van Dorn Street stations. Chairman McKay stated that there is only short-term parking at Van Dorn, so there could be multiple people using the same space in one day. Ms. Mattice agreed to request more information from WMATA staff on how parking utilization is counted.

### Virginia Railway Express

Extension of the Existing Amended and Restated Operating/Access Agreement with CSX Transportation. Ms. Bulova stated the Operations Board recommends Commission approval of Resolution #2340, which would authorize the VRE CEO to execute a one-year extension of the existing Amended and Restated Operating/Access Agreement with CSX Transportation (CSXT) through June 30, 2018.

Ms. Bulova moved, with a second by Ms. Cristol, to approve Resolution #2340 (copy attached). The vote in favor was cast by Commissioners Bulova, Cook, Cristol, Dorsey, Ebbin, Foust, Greenfield, Hudgins, LeMunyon, Letourneau, McKay, Meyer, Minchew, Mitchell, Smedberg and Wexton.

Mr. Greenfield left the meeting at 8:37 P.M. and did not return.

VRE CEO Report. Mr. Allen announced that VRE will be celebrating its 25<sup>th</sup> Anniversary on June 16<sup>th</sup>. The VRE Operations Board will hold its meeting in Fredericksburg in the City Hall Chambers, followed by the anniversary event at the Fredericksburg VRE station. Senator Kaine will be the keynote speaker. Commissioners should have already received an invitation to the luncheon.

Mr. Allen stated that safety is a top priority for VRE. He reported on recent safety and security activities, including a Baseline Security Enhancement (BASE) assessment by the Transportation Security Administration (TSA). VRE scored 100 percent and is the first agency in the nation to receive a perfect score.

Mr. Allen reported ridership remains strong at over 19,000 average daily riders for the month of May. On May 8, 2017, VRE served its 80 millionth rider. Overall on-time performance (OTP) for the month of April was 88 percent.

Mr. Allen gave a brief update on VRE's Meet the Management events throughout the month of May. The next event is scheduled for June 7<sup>th</sup> at the Franconia-Springfield station.

VRE System Plan 2040 Update. Mr. Cook stated that VRE staff briefed the Operations Board at its May 19<sup>th</sup> meeting on current staff efforts to evaluate possible updates to the System Plan 2040. These revisions to the System Plan 2040 could reduce costs and make operations more efficient. VRE staff will continue to develop a revision to the System Plan 2040 and determine its potential impact on financial and capital plans. VRE staff will return to the VRE Operations Board later this year with recommended revised service levels for discussion and approval. Any revision to the System Plan 2040 will be brought to NVTC and PRTC for approval.

#### NVTC's Regional High Capacity Transit Economic Impact Study

Chairman McKay stated that staff has completed the preliminary findings of NVTC's Regional High Capacity Transit Economic Impact Study. The final report will be provided to the Commission in September. Ms. Mattice stated this study is to quantify the value and worth that high capacity transit modes (Metrorail and VRE) operating in Northern Virginia bring to the Commonwealth. This effort focuses on quantifying the contribution of the state income tax and state retail sales and use tax to the state General Fund, as these two sources represent the vast majority of General Funds. NVTC is looking beyond property tax revenues to local governments and focusing on those types of revenue that would be assessed at the state level and impact the Commonwealth's General Fund. NVTC staff is working closely with WMATA and Transportation Planning Board staff.

Ms. Mattice stated that based on preliminary analysis, NVTC has found that the General Fund of the Commonwealth receives at least \$600 million per year in revenue from the households and jobs supported by the high capacity rail network in Northern Virginia.

### Department of Rail and Public Transportation

DRPT Director Mitchell directed Commissioners to her written report. Ms. Mitchell reported that the draft SYIP was presented to the CTB at its May meeting. It is expected that the CTB will be vote on it at its June meeting. She explained that in order to maintain some consistency in operating funding, DRPT has drawn \$5 million from the capital reserve fund to be used as assistance across the Commonwealth. DRPT expects that the funds will be replenished next year.

Ms. Mitchell stated that DRPT has been busy working with the Revenue Advisory Board to look at revenue options to address the heavy drop in transit capital revenues. A gap of \$130 million per year is expected. The report that is being prepared will include a prioritization process, which will be linked to a recommendation for additional funding. Without new revenue, transit funding will not even meet the needs today under the current allocation and would be exacerbated even more with a new prioritization process. The RAB plans to meet in Fredericksburg on June 16<sup>th</sup> and present its report to the CTB at the July CTB meeting in order to meet the August 1<sup>st</sup> deadline to present it to the General Assembly.

Ms. Mitchell stated that DRPT is continuing its benchmarking analysis for Secretary LaHood's efforts. DRPT expects to have some preliminary analysis completed in June, which will be introduced at NVTC's Governance and Personnel Committee meeting in July. The report is due to the General Assembly in November and Governor McAuliffe has asked Secretary LaHood to provide preliminary recommendations in September.

Delegate Minchew asked about the five percent withholding from FTA because the Metro Safety Commission is not mobilized. Ms. Mitchell gave an update on the mobilization process. The MSC legislation was passed in the Senate and is awaiting passage in the House. FTA has been clear that funds will be withheld until the MSC is certified, which means hiring an executive director and staff, appointing commissioners, and being ready to assume oversight duties from FTA. In response to a question from Mr. Letourneau, Ms. Mitchell stated that there have been discussions with the jurisdictions on how far the region can proceed with hiring an executive director and staff without Congressional ratification. Mr. Letourneau suggested at some point NVTC may want to consider sending a letter to FTA if Congress does not act.

### Report of the Chairs of NVTC Committees

Mr. Cook, chair of the Governance and Personnel Committee, gave a brief update on recent committee activities. He stated that the plan is to discuss at the next committee meeting WMATA Board issues (number of members and alternates; meeting frequency, and roles and responsibilities as well as qualifications of the Board members). Chairman McKay noted that the next Governance and Personnel Committee meeting is scheduled for June 21<sup>st</sup> at NVTC at 7:30 P.M.

Ms. Cristol stated the Legislative and Policy Committee met earlier tonight and discussed the Revenue Advisory Board's work. Because the Commonwealth Transportation Board



will receive the RAB presentation prior to NVTC's next meeting, she asked the Commission to discuss some of the key issues and concerns and then empower the Executive Director to make comments at the June 20<sup>th</sup> CTB meeting. The Commission would then approve a formal letter at the July meeting.

Chairman McKay stated Northern Virginia is a winner on state transit funding, so any changes will impact the region. He expressed his concern that the RAB is a state-wide board and there is a big push for a recommended regional funding scenario as well as a state funding scenario. If the recommendation becomes overly regional it will result in significant fiscal strain on Northern Virginia. NVTC needs to recognize that when formulas move to a metric driven scenario to evaluate application for transit funding, this makes funding less predictable. He stated that the June 16<sup>th</sup> RAB meeting will be an important meeting. As a member of the RAB, representing VACO, Chairman McKay stated it would be helpful for NVTC to weigh in on some of these concerns. He also noted that there is public comment period at all the RAB meetings.

Ms. Cristol reviewed some of the topics the Legislative and Policy Committee discussed that are proposed to be included in NVTC's comments. There is a concern about replacing state funding in a state program with regional funding. Northern Virginia already spends a significant amount of local funds on transit (one-fifth compared to other parts of the Commonwealth as little as four percent). There is also a concern about making State of Good Repair (SOG) funding competitive when there is already a prioritization process. This is a particular problem for VRE and the regional bus systems. It is also important to remind the Revenue Advisory Board that the fiscal cliff issue is distinct from new dedicated funding needs for WMATA and VRE.

Ms. Mitchell explained that the RAB is looking at a recommendation to direct funds to SOGR needs before expansion needs. That is different than current process where SOGR needs are not protected. Ms. Cristol stated that the Legislative and Policy Committee has no concerns with the 80/20 split for funding SOGR versus expansion needs. Chairman McKay stated he publicly supports this especially since CTB has latitude to transfer expansion funding to SOGR funding. Ms. Bulova expressed her opinion that NVTC should include supports the 80/20 split in its comments.

Chairman McKay stated that it is important for NVTC to weigh in before the CTB meets in June. The Commission then will have another opportunity to comment by authorizing a letter at the July meeting. Ms. Mattice stated that the draft RAB report will be available prior to the July meeting.

In response to a question about procedure, Ms. Cristol stated no motion is need. The Executive Director will provide comments to CTB at its June meeting based on this discussion and then NVTC will authorize a letter in July. There were no objections.

Ms. Hudgins left the meeting at 9:17 P.M. and did not return.

## Executive Director Report

Ms. Mattice encouraged Commissioners to read the Executive Director Newsletter. She reminded Commissioners about NVTC's 2<sup>nd</sup> WMATA public forum on June 15<sup>th</sup> in Alexandria. At the July 1<sup>st</sup> meeting, NVTC will hear an update from VDOT on toll revenue estimates and next steps for the I-66 Transform Multimodal Project.

Ms. Mattice asked Mr. Kalkwarf to give a brief update on the draft Six-Year Improvement Program (SYIP). Mr. Kalkwarf stated that DRPT presented the draft FY2018 SYIP at the May 17<sup>th</sup> CTB meeting. The final SYIP is scheduled to be approved by the CTB in June. The draft SYIP includes state transit assistance applied for through NVTC totaling \$197.8 million for the NVTC member jurisdictions' share of WMATA capital and operating subsidies, and the capital and operating needs of the WMATA jurisdictions' local systems. This is an increase of \$9.3 million (4.9%) from the FY2017 approved program, made up of a \$13.7 million (24.4%) increase in capital assistance offset in part by a \$4.5 million (3.4%) decrease in operating assistance.

Mr. Kalkwarf stated the draft SYIP also includes the Commonwealth's \$50 million annual commitment to match a third of the federal PRIIA funding for WMATA. This assistance is not applied for through NVTC, and will be contracted directly by DRPT with WMATA.

Mr. Kalkwarf stated that state transit and rail assistance for VRE is also applied for through NVTC. The draft SYIP includes state transit operating and capital assistance for VRE totaling \$36.7 million of FY2018 funds. This is a decrease of \$3.9 million (9.7%) from the FY2017 approved program, made up of a \$3.0 million (9.9%) decrease in capital assistance combined with a \$0.9 million (9%) decrease in operating assistance. Ms. Mitchell noted that the SYIP does not include the \$92 million VRE will receive in Smart Scale funding.

The Financial Report for April 2017 was provided to Commissioners. Delegate LeMunyon observed that as of April one-third of NVTC's budget has yet to be spent. Mr. Kalkwarf explained that this is mostly payroll costs. Ms. Mattice noted that there is staff position currently vacant, but it is hoped to be filled soon. Delegate LeMunyon stated he will be impressed if unused funds can be carried over into next year's budget.

## Adjournment

Mr. Letourneau moved, with a second by Mr. Smedberg, to adjourn the meeting. Without objection, Chairman McKay adjourned the meeting at 9:23 P.M.

Approved this 6<sup>th</sup> day of July 2017.

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Jeffrey C. McKay  
Chairman

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Matthew F. Letourneau  
Secretary-Treasurer



## **RESOLUTION #2339**

**SUBJECT:** Initial Reforms to the Washington Metropolitan Area Transit Authority (WMATA)

**WHEREAS:** The Washington Metropolitan Area Transit Authority (WMATA) is critical to Northern Virginia and the Commonwealth's transportation network and economic growth;

**WHEREAS:** WMATA faces significant operational and fiscal challenges;

**WHEREAS:** The Northern Virginia Transportation Commission (NVTC) was founded in 1964 in part to represent the interests of the Commonwealth during the establishment of WMATA;

**WHEREAS:** NVTC has an ongoing role in managing Northern Virginia's funding of WMATA and appointing Virginia's representatives to the WMATA Board of Directors;

**WHEREAS:** NVTC is involved in strategic decision-making to find solutions to the challenges facing WMATA;

**WHEREAS:** NVTC is engaged with the Commonwealth of Virginia on longer-term reform discussions for purposes of revising the Washington Metropolitan Area Transit Authority Compact of 1966 (WMATA Compact) and implementing other reforms necessary to ensure the near-term and long-term viability of WMATA;

**WHEREAS:** On April 19, 2017 Paul Wiedefeld, WMATA's General Manager and CEO, announced an action plan, attached to this resolution, to significantly reform operations at WMATA without changes to the WMATA Compact;

**WHEREAS:** The General Manager's plan recognizes that WMATA's capital funding agreement and the Federal Passenger Rail Investment and Improvement Act authorization will expire next year and that operating costs are growing at nearly twice the rate of revenue;

**WHEREAS:** The General Manager's plan proposes a change in WMATA's business model to address operating and capital costs; and

**WHEREAS:** His plan provides an excellent foundation for the continued discussion of solutions to WMATA's challenges.

**NOW, THEREFORE, BE IT RESOLVED** that, as a first step in the effort to reform WMATA, NVTC endorses the direction and spirit of Mr. Wiedefeld's proposal.

**BE IT FURTHER RESOLVED** that NVTC supports WMATA's approach to operate both within fiscal parameters and under policies and practices that assure high levels of safety and efficiency.

Approved this 1st day of June 2017.

  
\_\_\_\_\_  
Jeffrey C. McKay  
Chairman

  
\_\_\_\_\_  
Matthew F. Letourneau  
Secretary-Treasurer

## Keeping Metro Safe, Reliable and Affordable

By WMATA GM/CEO Paul J. Wiedefeld, April 19, 2017

### Introduction

Metro represents a \$40 billion asset and enterprise that has generated returns on regional and national investments through mobility, traffic congestion relief, improved air quality, and economic development. Now more than 40 years old, customers are feeling the effects of an aging system that is jeopardized by decades of deferred maintenance. Today, the system has a total of \$25 billion in unfunded capital needs. **With only one more year of committed capital funding, Metro needs \$15.5 billion over the next 10 years to remain safe and reliable.** Significantly, Metro is still one of the only major American transit systems without funding dedicated to preserve its assets, and to invest in safety and reliability.

Metro also has a unique business model for operating bus and rail services that flows from WMATA's charter and governance structure, which has become financially unsustainable with cost growth that far exceeds revenue. While rider fares and commercial sources, such as advertising, fund more than 45 percent of Metro's operating costs – one of the highest cost recovery rates in the country – Metro's operating expense is rising at nearly twice the rate of Metro's (fare and commercial) revenues.

Left unchecked, Metro's public subsidy requirement for day-to-day operations would grow from \$980 million to \$1.6 billion annually in 10 years – driven primarily by wage and benefit costs. Even if Metro were to regain tomorrow the 100,000 average daily riders lost over the last decade, its public subsidy need for day-to-day operations would still grow to \$1.5 billion in 10 years.

**Without a change to this business model, the funding jurisdictions will have to continue to choose every year between substantially reducing service or finding \$12 billion more in public money for Metro's operations over the next 10 years.**

Failure to act, and/or continued reliance on insufficient capital and unchecked operating expense growth, could result in cannibalization of capital funding to the detriment of system safety and reliability, erasing the gains Metro has made through SafeTrack and perpetuating the unreliable service riders have endured for too long. New railcar delivery would slow or end, necessary transfer station safety and passenger flow improvements would linger on the drawing board, the bus fleet would age in place, the nation's largest escalator fleet would fall back into disrepair, and customer satisfaction would remain in the 65-70 percent range or decline. Further, because Metro is a key component of the Capital's national security cordon, providing WMATA with the necessary resources to discharge this duty is imperative.

Not only would Metro safety and service be compromised, but inaction would worsen Metro's financial condition, as it becomes more unsustainable each year.

WMATA's unfunded liabilities would grow, and its deteriorating financial condition would impact the agency's credit rating, increase its debt profile and costs to borrow money, which is necessary to ensure proper cash flow. The \$1.0 billion unfunded pension liability would not be addressed and could grow, and the active employee health care costs and \$1.8 billion retiree and other post-employment benefits (OPEB) liability would continue to climb.

Rather than continue a yearly process of lurching from one funding exercise to another to keep Metro afloat, the region would be better served by establishing a new approach to funding that preserves Metro's value, delivers safe and reliable transit service, supports a world-class transit experience for residents and visitors to the nation's capital, and provides stability for Metro's valued customers and employees.

To that end, WMATA has completed a detailed analysis of the financial challenges it faces and practical requirements necessary to keep Metro safe, reliable and affordable. The analysis is focused on two priorities: dedicated capital funding to provide safe and reliable service, and changes to WMATA's business model to keep service affordable for riders and taxpayers.

This framework for WMATA seeks to inform the public and the urgent discussions underway among stakeholders about how to meet Metro's needs next year and beyond. While respecting that WMATA wages and benefits are established through collective bargaining, this analysis also sets forth certain principles intended to enable Metro to provide fair compensation to its current employees, while identifying management tools and other opportunities to achieve efficiencies.

Several significant requirements are contained here that address both capital and operating expenses, as well as financial management best practices, including:

- Grow Metro's capital program to \$1.5 billion average annual investment to fund safety and reliability with a dedicated revenue stream
- Reauthorize and fund federal capital investment (PRIIA) in safety and reliability at least at current level (\$1.5 billion over 10 years)
- Commit to a regional multi-year, stable revenue source to generate \$500 million per year for a Capital Trust Fund
- Provide a lock box feature to ensure the Fund is dedicated to capital investment
- Maintain the current level of jurisdictional capital funding with three percent annual growth cap
- Preserve pensions for active employees and retirees, but provide 401K-like plans for new hires
- Provide flexibility to reduce costs of day-to-day operations with tools including competitive contracting of targeted functions, where permitted (e.g. new services, operations and facilities, such as Silver Line Phase II)

- Amend the National Capital Area Interest Arbitration Standards Act (aka Wolf Act) to require arbitration process consideration of financial realities
- Create a Rainy Day Fund of to incrementally provide 10% of the operating budget over 10 years
- Cap jurisdictional contributions for operating at three percent annual growth

### **Metro's Capital Requirement**

Capital investment is the lifeblood of transit systems, particularly (capital-intensive) rail properties, and is absolutely vital to maintaining the current system and new Silver Line extension in safe and reliable condition. For Metro, capital is necessary to pay for new and rebuilt railcars and buses, tracks, infrastructure, the power system required for 8-car trains, and much needed safety and passenger flow improvements in transfer and other high ridership stations.

**While Metro has \$25 billion in total unfunded capital needs, WMATA will require \$15.5 billion of this amount over the next ten years for critical capital projects.**

WMATA's Capital Funding Agreement and PRIIA authorization both expire next year, imperiling the current (annually appropriated) stream of capital for safety and reliability projects. WMATA's annual capital program is currently funded by:

- *Federal Formula Grants: \$300M*
- *Federal PRIIA: \$150M*
- *Regional match for PRIIA: \$150M*
- *Jurisdictions' commitment: \$210M*

To supplement the \$810 million in federal and jurisdictional capital funding, the Board and jurisdictions authorized borrowing \$291 million to be repaid by future jurisdictional annual contributions.

**Even if this level of effort continues, the capital funding shortfall for Metro's safety and reliability requirements will be at least \$7 billion over 10 years. To maintain a safe and reliable bus and rail network, WMATA must ramp up to a \$1.5 billion average annual capital investment program.**

To address this substantial need, levels of investment must be committed by both federal and regional stakeholders. To adequately fund Metro safety and reliability requirements, **PRIIA should be reauthorized and funded at least at the current level of effort (\$1.5 billion over 10 years).** And the region needs to establish a **new dedicated revenue stream and Capital Trust Fund to provide \$500 million annually, exclusively for capital projects.** This new revenue source would demonstrate sustained regional support for the Metro system and create a foundation for planning, contracting, and delivering critical safety and reliability projects. This

commitment will differ significantly from the current Capital Funding Agreement that governs jurisdictional capital contributions to WMATA only through FY2018.

The annual nature of year-to-year capital allocations from the funding jurisdictions limits the region's ability to efficiently and effectively leverage those dollars in the capital markets through bonding. The new Capital Trust Fund must be well-defined – it needs to be funded by a multi-year revenue source that contains a specific, dedicated revenue stream for WMATA. For Metro, “dedicated” refers to capital funding that is predictable, multi-year, has no expiration, and is not subject to annual appropriations.

This structure would separate WMATA's Capital Trust Fund for safety and reliability from the annual competition within governments for funding other state and municipal priorities. It also reduces borrowing costs, which benefits both WMATA and its funding partners, and enables the capital markets to provide WMATA with the best available ratings.

Additionally, the new Capital Trust Fund should be shielded from day-to-day operations to ensure this new funding goes to capital investments. Historically, WMATA has offset certain shortfalls in operating funding by shifting federal grant funding to pay for eligible maintenance costs, a practice the WMATA Board of Directors took a step towards reducing this year.

**The new Capital Trust Fund must be permanently and structurally precluded from use as a de facto reserve for day-to-day operations of bus, rail, and paratransit.**

### **Changing the Business Model**

Today, operations are funded by fare-paying riders, commercial revenues, and support from taxpayers who benefit from transit service through traffic mitigation, development, jobs, and economic growth.

Operating expenses are rising at twice the rate of Metro fares and commercial revenues. **Left unchecked, operating cost growth will generate invoices to funding jurisdictions totaling \$1.1 billion next fiscal year.**

Operating costs include materials and energy, but by far the most significant cost drivers are wages and benefits for the people who operate and maintain rail and bus services – comprising more than 70 percent of total operating expenses. To curb operating cost growth, WMATA and its stakeholders need to take action in several areas, including:

#### **Improving Efficiency**

- Continue to eliminate inefficient business practices and outdated functions to drive accountability
- Improve productivity through strengthening management of absenteeism, overtime, and workers' compensation



- Increase ridership by providing more reliable service
- Open to competition those functions that Metro has the ability to outsource where efficiencies can be gained (e.g. new functions, operations and facilities, such as Silver Line Phase II)
- Develop new technologies (e.g. track inspection, fare collection, online customer care) and automation to improve productivity
- Timely right-size service to demand

### **Changing Policy**

- Amend the National Capital Area Interest Arbitration Standards (aka Wolf) Act to mandate that arbitrators who preside over interest arbitrations render awards that are consistent with WMATA's financial condition and do not exceed the ability or willingness of the funding jurisdictions to pay, as Congress originally intended
- Cap annual increases in jurisdictional portion of operating and capital subsidies for the system (after including new bus facilities, Potomac Yard station and Silver Line Phase II) at three percent
- Avoid unfunded service expansion beyond currently approved levels
- Create and contribute to a "Rainy Day Fund" that incrementally provides 10% of the operating budget over 10 years

### **Stabilizing Workforce Costs**

- Continue to fund OPEB Trust through efficiency savings
- Provide all new employees defined contribution (i.e. 401K) benefit plans
- Continue providing defined benefit pension plans to eligible active employees and protect legacy pensions to eligible current retirees
- Reduce reliance on overtime and prevent fatigue by staffing up key operating positions
- Invite WMATA Labor Unions to compete for new work, such as Silver Line Phase II

These tools and policy changes borrow from best practices nationally in capital investment and transit cost controls, including the practice of opening various functions and services to competitive bidding, where permitted. Such a process could invite proposals from both private companies and WMATA Labor Unions when possible. Further, these changes are responsive to the needs of funding jurisdictions to curb annual cost growth, and enable Metro to maintain a policy of fare increases not more frequently than every other year. Metro also needs to generate revenue from increased ridership, advertising, real estate and concessions by an annual average of 1.5 percent.

It is encouraging that the Metropolitan Washington Council of Governments (MWCOC) and others are considering funding and governance changes to WMATA's structure.

Those bodies are in a position to assess practices among funding jurisdictions for lessons learned by municipal and state governments with respect to managing public sector employees to determine if there are other policies that might benefit WMATA.

WMATA has and will continue to reach out to share cost and revenue assumptions in further detail with funding partners, WMATA's Board of Directors, former Department of Transportation Secretary Ray LaHood, MWCOG and the Jurisdiction CAOs/CFOs, and the region's business and community leaders, as well as employees and riders in the National Capital Region, to reach solutions that keep Metro safe, reliable and affordable.



## RESOLUTION #2340

**SUBJECT:** Authorize the VRE CEO to Execute a One-Year Extension of the Existing Amended and Restated Operating/Access Agreement with CSX Transportation

**WHEREAS:** The Commissions currently have an Amended and Restated Operating/Access Agreement with CSX Transportation (CSXT) relating to VRE operations in the Fredericksburg to Washington corridor, with the agreement ending on June 30, 2017;

**WHEREAS:** VRE staff is currently engaged in ongoing discussions with CSXT concerning a new agreement and does not anticipate conclusion of these discussions prior to the expiration of the Amended and Restated Operating/Access Agreement on June 30, 2017;

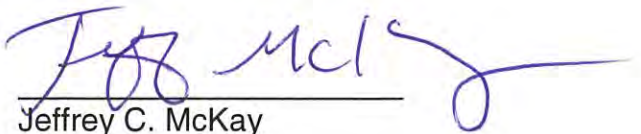
**WHEREAS:** The purpose of this extension is to allow time to identify and negotiate additional capacity improvement projects in the corridor;


**WHEREAS:** Necessary funding has been incorporated into the FY2018 VRE budget to allow VRE to continue its operations over CSXT tracks via this extension; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the VRE Chief Executive Officer to execute a one-year extension of the existing Amended and Restated Operating/Access Agreement with CSX Transportation through June 30, 2018.

Approved this 1<sup>st</sup> day of June 2017.

  
\_\_\_\_\_  
Jeffrey C. McKay  
Chairman

  
\_\_\_\_\_  
Matthew F. Letourneau  
Secretary-Treasurer

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**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** June 29, 2017

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

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### **ACTION ITEM: Approve the Consent Agenda**

#### **A. Authorize the Co-Chairs of the Legislative and Policy Committee to Submit Comments Regarding the Revenue Advisory Board's Recommendations to the General Assembly on the Transit Fiscal Cliff**

The Commission is asked to authorize a [letter providing comments on the Commonwealth's Transit Capital Project Revenue Advisory Board \(RAB\)](#) in advance of the transmittal of its report to the General Assembly by August 1<sup>st</sup>.

At the direction of the Commission at its June 2017 meeting, NVTC staff provided verbal comments at the RAB's June 16<sup>th</sup> meeting and at the June 20<sup>th</sup> meeting of the Commonwealth Transportation Board. Reflecting the priorities articulated at the June Commission meeting, the letter includes three messages:

1. A statewide transit program should be supported exclusively by revenues generated at the state level.
2. State of good repair investments should continue to be prioritized under the current asset-based formula.
3. The capital needs of the Washington Metropolitan Area Transit Authority (WMATA) and Virginia Railway Express (VRE) will require funding beyond what the Revenue Advisory Board's recommendations contemplate.

The [Revenue Advisory Board](#) was established by [HB 1359](#) within the Department of Rail and Public Transportation to examine the effects of the loss of state transit capital funds, identify additional sources of revenue, and develop proposals for prioritizing transit capital funds.

#### **B. Authorize the Executive Director to Submit NVTC's Proposed Disadvantage Business Enterprise (DBE) Goals for Federal FY 2018-2020 for Public Comment and Federal Transit Administration Review**

The Commission is asked to authorize the Executive Director to publish [NVTC's updated Disadvantage Business Enterprise \(DBE\) Goal and Methodology for FY 2018-2020](#) for

public comment and provide it to the Federal Transit Administration (FTA) for concurrence. FTA requires that any organization receiving \$250,000 or more in planning, operating or capital assistance from FTA in a given fiscal year develop a program and goal that supports the use of DBE contractors on work conducted with FTA funding. The DBE goal must be updated and submitted to the FTA every three years. As NVTC administers FTA grants for the City of Alexandria, the proposed goal and methodology was done in conjunction with city staff.





The Honorable Marty Williams  
 Chairman  
 Transit Capital Project Revenue Advisory Board  
 Department of Rail and Public Transportation  
 600 East Main Street, Suite 2102  
 Richmond, VA 23219

**Chairman**  
 Hon. Jeffrey C. McKay

**Vice Chairman**  
 Hon. Paul C. Smedberg

**Secretary/Treasurer**  
 Hon. Matthew F. Letourneau

**City of Alexandria**  
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 Hon. Catherine M. Hudgins  
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**Commonwealth of Virginia**  
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**Virginia General Assembly**  
 Sen. Adam Ebbin  
 Sen. Jennifer Wexton  
 Del. David Albo  
 Del. David LaRock  
 Del. James LeMunyon  
 Del. J. Randall Minchew

**Executive Director**  
 Katherine A. Mattice

Dear Mr. Williams:

Given the critical role that transit plays in our region, the Northern Virginia Transportation Commission (NVTC) has a vested interest in the Transit Capital Project Revenue Advisory Board's legislative recommendations. The Commonwealth's long-term commitment to funding our transit systems has fueled the economies of both the region and the state, providing a significant return on investment. As the Revenue Advisory Board enters the final stage of its legislative mandate – proposing new sources of funding to address the pending loss of more than \$130 million per year in state transit capital revenues and prioritizing their use – we, on behalf of NVTC, ask that the recommendations address three concerns.

**1) A statewide transit program should be supported exclusively by revenues generated at the state level.**

We recognize that the transit capital needs in Northern Virginia are great. Our transit systems move more than 148 million riders each year, providing access to over 700,000 jobs. As a result, we contribute more than \$600 million annually in income and sales tax to the Commonwealth's General Fund.

Northern Virginia also contributes more than \$82 million per year to fund local and regional transit capital needs. We foot 20 percent of the total cost, which is the highest percentage of any district in the state. The needs in Northern Virginia, both for state of good repair and expansion, are high and, as such, require a true funding partnership. The Commonwealth must continue to support transit capital with revenues raised at the state level, as envisioned in proposed funding packages 1 and 2 of the draft report, so that Northern Virginia can tap local and regional sources to provide its share.

**2) State of good repair investments should continue to be prioritized under the current asset-based formula.**

While a new prioritization process, one that mirrors SmartScale, makes sense for major expansion projects, the existing method for prioritizing state of good repair investments, which keep our transit systems operating safely and reliably, should be maintained. The current asset-based process has been in place for three years and yielded positive results in terms of funding allocation, while the administrative process under consideration by the Revenue Advisory Board is

potentially burdensome. Given the Federal Transit Administration's new regulations requiring transit agencies to conduct transit asset management prioritization activities, we believe that these requirements in combination with the existing asset tiers will effectively guide prioritization.

**3) *The capital needs of the Washington Metropolitan Area Transit Authority (WMATA) and Virginia Railway Express (VRE) will require funding beyond what the Revenue Advisory Board's recommendations contemplate.***

It is important that the Revenue Advisory Board make clear to the General Assembly that both WMATA and VRE have significant capital needs requiring additional funding from dedicated and sustainable sources of revenue. State legislators must understand that the Revenue Advisory Board's final recommendations will not provide the funds necessary to meet the needs unique to these two economically vital rail systems.

NVTC recognizes the challenges faced by members of the Transit Capital Project Revenue Advisory Board in helping the Commonwealth avoid the looming funding cliff, which would impair the ability of our transit systems to provide safe and reliable service and ultimately harm the regional and state economies. Your work is critical to ensuring that our transit agencies can continue to serve the 800,000-plus daily bus and rail riders who depend on public transportation to get to jobs, school, medical appointments and entertainment venues.

NVTC appreciates the time and effort expended by members of the Revenue Advisory Board on this difficult but important issue and looks forward to the panel's recommendations. Please do not hesitate to contact Kate Mattice, NVTC's Executive Director, if we can be of further assistance.

Sincerely,

Katie Cristol

Jeff Greenfield

Co-Chair, Legislative and Policy Committee

Co-Chair, Legislative and Policy Committee



**Northern Virginia Transportation Commission**

**DISADVANTAGED BUSINESS  
ENTERPRISE GOAL  
METHODOLOGY**

**Federal Fiscal Years 2018-2020**

**Northern Virginia Transportation Commission**  
**2300 Wilson Boulevard • Suite 620 • Arlington, VA 22201**  
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## SUMMARY

The Northern Virginia Transportation Commission (NVTC) has established requirements for setting an overall goal for Disadvantaged Business Enterprise (DBE) participation in federally funded contracts in accordance with regulations of the United States Department of Transportation (DOT), 49 CFR Part 26. This rule requires recipients of Federal funds to use a methodology based on demonstrable data of relevant market conditions and is designed to reach a goal the recipient would expect DBEs to achieve in the absence of discrimination.

## PROPOSED GOAL FOR FFY 2018 – 2020

Based upon the FTA-prescribed methodology, NVTC proposes an overall goal of 7.0 percent DBE participation for Federal Fiscal Year (FFY) 2018 – 2020 on its U.S. Department of Transportation (DOT) assisted contracts.

## METHODOLOGY

### Step 1: Base Figure Determination

FTA directs that the first step in establishing an overall DBE goal is to measure the actual availability of DBE vendors within the NVTC service area to perform the types of DOT assisted contracts that NVTC (and its subrecipients) intends to let during the federal fiscal year cycle. In FFY 2018, 2019 and 2020 NVTC (and its subrecipients) are expected to initiate contracts in Construction, Engineering, and Specialized Freight.

During this period of time, NVTC (and its subrecipients) are expected to initiate contracts for the following: construction of Alexandria transit service improvements; engineering, construction and specialized freight for the Eisenhower Avenue Bus Loop; construction and specialized freight for King Street access improvements; engineering and construction of the Potomac Yard Transitway; construction of the Eisenhower Avenue South entrance; and construction of the Eisenhower Intermodal Facility North entrance.

### *Local Market Area*

FTA defines the local market area is the area wherein the substantial majority of the contractors and subcontractors are located and the area in which NVTC spends the substantial majority of its contracting dollars. For the purpose of the goal development, NVTC considered the relevant market area to be the cities of Alexandria, Falls Church and Fairfax and the counties of Arlington, Fairfax, Loudoun, Montgomery and Prince George and the District of Columbia.

The total number of all contractors and subcontractors located in the NVTC local market area that would be available for DOT assisted projects were extracted from the 2015 NAICS County Business Patterns compiled by the US Census. Table 1 summarizes the total available firms in each local market jurisdiction by corresponding Industry (NAICS) code.

**TABLE 1 – Total Available Firms (By NAISC Code)**

<i><b>Jurisdiction</b></i>	<b>Construction (23)</b>	<b>Engineering (541330)</b>	<b>Specialized Freight (484220)</b>
<i>Alexandria City</i>	153	56	2
<i>Arlington County</i>	187	161	5
<i>District of Columbia</i>	459	251	4
<i>Fairfax City</i>	103	35	1
<i>Fairfax County</i>	2,321	548	34
<i>Falls Church City</i>	31	6	-
<i>Loudoun County</i>	848	174	23
<i>Montgomery County, MD</i>	2,267	315	28
<i>Prince George's County, MD</i>	1,515	139	65
<b>TOTAL</b>	<b>7,884</b>	<b>1,685</b>	<b>162</b>

*Source: 2015 NAICS Census Business Patterns*

#### *Base Figure Formula*

FTA regulation directs the following formula for determining the base figure percentage of “ready, willing and able” DBE firms for DOT-assisted projects:

Numerator: Ready, Willing and Able DBE Firms (by category) divided by:  
 Denominator: All Ready, Willing and Able Firms (by same numerator category)

The number for the numerator (the number divided) includes firms listed in DBE databases maintained by the Virginia Department of Minority Business Enterprise (DMBE), which includes the Metropolitan Washington Airports Authority (MWAA), and registered Maryland DBEs licensed to do business in Virginia. The DBE firms from the various databases are shown below in Table 2.

**TABLE 2 – Certified DBE Firms**

<b>CERTIFIED DBE FIRMS</b>	
<i>Construction (23)</i>	<i>37</i>
<i>Specialized Freight (484220)</i>	<i>10</i>
<i>Engineering (541330)</i>	<i>32</i>

Source: Virginia Department of Minority Business Enterprise (DMBE)

The numbers for the denominator (the number divided by) were extracted from the NAICS listing for the local market area, as referenced in Table 1.

For the base goal calculation, NVTC developed a base goal using the relative availability of DBE's in the local market area based on the project and work items, as shown in Table 3.

**TABLE 3 – Relative Availability of DBE's**

RELATIVE AVAILABILITY OF DBE FIRMS				
NAICS Code	Project	Work Item	# of DBE Firms	# of All Firms
23 (Construction)	VA-04-0033	Alexandria Transit Service Improvements	37	7,884
	VA-04-0048	Eisenhower Avenue Bus Loop		
	VA-95-082	King Street Access Improvements		
	2049-2017-1	King Street Access Improvements		
	VA-95-X106	Potomac Yard Transitway		
	VA-95-X107	Eisenhower Avenue South Entrance		
	VA-04-0022	Eisenhower Intermodal Facility North Entrance		
541130 (Engineering)	VA-04-0048	Eisenhower Avenue Bus Loop	32	1,685
	VA-95-X106	Potomac Yard Transitway		
484220 (Specialized Freight)	VA-04-0048	Eisenhower Avenue Bus Loop	10	162
	VA-95-X082	King Street Access Improvements		
TOTAL			79	9,731

Therefore, the base goal calculation, using combined totals is as follows:

Base Goal	
0.81%	(37 construction DBE firms + 32 engineering DBE firms + 10 specialized freight DBE firms)
	(7,884 construction firms + 1,685 engineering firms + 162 specialized freight firms)

$$\text{Base Figure} = \frac{79}{9,731} = 0.0081 \text{ or } 0.81\%$$

### *Weighting*

To make certain that the base goal is as accurate as possible, NVTC used weighting to adjust its base figure. In FFY 2018, 2019 and 2020, NVTC (and its subrecipients) are expected to initiate the majority of contracts for construction projects, while considerably less contract dollars will be spent on engineering, and specialized freight. NVTC estimated that approximately 93.6% of contract dollars will be spent on construction, 4.0% on engineering, 2.1% on specialized freight. The calculations which show how we arrived at these percentages are provided in the attached tables and spreadsheets.

### *Weighting Calculations*

The following calculations were performed to determine an appropriately weighted baseline goal:

$$\text{Construction } [0.9363 \times 0.0047] + \text{Engineering } [0.0397 \times 0.0189] + \text{General specialized freight } [0.0240 \times 0.0617] = 0.0066 \text{ or } 0.66\%$$

$$\text{Rounded Weighted Base Figure} = 1\%$$

In order to calculate the weighted goal, NVTC used the number of DBE firms for construction, engineering, and specialized freight as the numerators and divided them by the number of firms in the same fields (denominators) and multiplied them by the weighted percentages. The sum of these numbers multiplied by 100 resulted in the rounded weighted goal of 1%.

### STEP 2: Adjustment to Base Goal

After calculating NVTC's rounded base goal, federal DBE regulations require that the base goal be adjusted using past participation rates of DBE's on USDOT-funded projects.

NVTC contracts for the upcoming years are similar in nature and scope to the work that had been completed in previous years, although construction will be a significantly greater category than in previous years. NVTC will be contracting with firms that perform the following services: construction, engineering and specialized freight.

In order to adjust our goal, we took the percentage of total dollars to DBEs reported as awarded during FFY 2015 through FFY 2017 (to date), and averaged that with the rounded weighted base figure. This calculation is reflected below.

$$\begin{array}{r} 1.0 \% \text{ (NVTC Rounded Weighted Base Figure)} \\ + 12.0 \% \text{ (FY reported percentage of dollars to DBEs)} \\ \hline 13.0\% \end{array}$$

$$13.0\% / 2 = 6.5\% \text{ which rounds to } 7\% \text{ average adjusted three-year goal}$$

**GOAL: 7.0 %****Means of Meeting Overall Goals**

Based on NVTC's past experience, the 7.0% goal would be met through 4.20% race neutral means (60%) and by 2.80% race-conscious means (40%). Race-neutral DBE participation occurs when a DBE wins a contract or subcontract that did not have contract specific goals, or when the DBE status was not considered in making the award. NVTC will meet 40% of its DBE goals by using contract goals, which is considered race-conscious means. A complete explanation of how NVTC will accomplish its DBE goals can be found in the DBE Program, Section 17.

**PROCESS**

NVTC is required to submit its three-year DBE goal to the Federal Transit Administration (FTA) by August 1, 2017. The updated goal will cover the federal fiscal years of 2018, 2019 and 2020. Before establishing the overall DBE goal, NVTC consulted with staff at the Potomac and Rappahannock Transportation Commission (PRTC), Arlington County and Fairfax County to assist in the identification of availability of disadvantaged and non-disadvantaged businesses. Consultation with the groups identified above was not mutually exclusive or exhaustive.

**PUBLIC COMMENTS**

[Include information following solicitation of public comments]

**SUPPORTING DOCUMENTATION OF CALCULATIONS:****Step 1 - Determine the weight of each type of work by NAICS Code:**

\* Enter all the FTA assisted projects below. Project amounts should be assigned relevant NAICS Code(s).

	NAICS Code	Project	Amount of DOT funds on project:	% of total DOT funds (weight)
1)	23	Construction	\$13,644,401	0.9363
2)	484220	Specialized Freight	\$350,000	0.0240
3)	541330	Engineering	\$578,500	0.0397
<b>Total FTA-Assisted Contract Funds</b>			<b>\$14,572,901</b>	<b>1.0000</b>

**Step 2 - Determine the relative availability of DBE's by NAICS Code:**

\* Use DBE Directory, census data and/or bidders lists to enter the number of available DBE firms and the number of available firms.

	NAICS Code	Project	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability
1)	23	Construction	37	7,884	0.0047
2)	484220	Specialized Freight	10	162	0.0617
3)	541330	Engineering	32	1,685	0.0190
<b>Combined Totals</b>			<b>79</b>	<b>9,731</b>	<b>0.0081</b>

**Step 3 - (Weight) x (Availability) = Weighted Base Figure**

	NAICS Code	Project	Weight	X	Availability	Weighted Base Figure
1)	23	Construction	0.9363	X	0.0047	0.0044
2)	484220	Specialized Freight	0.0240	X	0.0617	0.0015
3)	541330	Engineering	0.0397	X	0.0190	0.0008
<b>Total</b>						<b>0.0066</b>
Expressed as a % (*100)						<b>0.66%</b>
Rounded Weighted Base Figure:						<b>1%</b>

## Breakdown by Project by NCAIS Code

FTA Grant Number	FTA Funding (\$) by Contract Type			
	Construction (23)	Specialized Freight (484220)	Engineering (541330)	Amount of DOT Funds on this Project
VA-04-0033	\$1,969,175.00			\$1,969,175.00
VA-04-0048	\$1,500,000.00	\$200,000.00	\$400,000.00	\$2,100,000.00
VA-95-X082	\$3,508,059.00	\$150,000.00		\$3,658,059.00
2049-2017-1	\$1,788,105.00			\$1,788,105.00
VA-95-X106	\$1,596,860.00		\$178,500.00	\$1,775,360.00
VA-95-X107	\$1,840,000.00			\$1,840,000.00
VA-04-0022	\$1,442,202.00			\$1,442,202.00
<b>TOTAL</b>	<b>\$13,644,401.00</b>	<b>\$350,000.00</b>	<b>\$578,500.00</b>	<b>\$14,572,901.00</b>

% of Total Contract Dollars	93.63%	2.40%	3.97%
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Available Firms	7,884	162	1,685
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DBE Firms	37	10	32
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% DBE Firms	0.47%	6.17%	1.90%
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<b>WEIGHTED GOAL</b>	<b>1%</b>
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**SOLICITATION OF PUBLIC COMMENTS:**

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**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** June 29, 2017

**SUBJECT:** Transform 66 Inside the Beltway Efforts

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The Commission will receive an update on the Transform 66 Inside the Beltway project activities, including the Virginia Department of Transportation's I-66 Express Lanes and NVTC's I-66 Commuter Choice programs. This update is in anticipation of the launch of the tolling and multimodal elements of the project later this year.

In January 2016, NVTC and the Commonwealth signed a [40-year agreement allowing NVTC to use toll revenues from I-66 inside the Beltway to fund multimodal projects](#). These projects, designed to benefit toll payers, will ease travel through this congested corridor. Park-and-ride lots, bike share stations, express bus service and high-tech transit information screens are among the types of projects eligible for funding. The first 10 projects, approved by both NVTC and the Commonwealth Transportation Board, totaled \$9.8 million and will be ready to roll when tolling on this interstate segment begins in late 2017.

### **A. I-66 Express Lanes Program Updates**

Amanda Baxter, special projects manager at the Virginia Department of Transportation (VDOT), will provide an update on the I-66 Inside the Beltway construction and tolling efforts.

### **B. NVTC I-66 Commuter Choice Program Updates**

The Commission will be briefed on the next steps for NVTC's I-66 Commuter Choice program (formerly called the Transform 66 Multimodal Program).

### **FY2017 Program Launch Event**

In coordination with VDOT, NVTC is planning an I-66 Commuter Choice kickoff event in Falls Church in mid-September, hopefully to coincide with the Commonwealth Transportation Board's meeting in Northern Virginia. Projects funded under the Commuter Choice program will be featured and staff from the grantee localities and transit agencies will be available to answer questions. Invitations have been extended to officials in Richmond and a save-the-date announcement will be disseminated soon.

This event will highlight the 10 new multimodal projects approved by NVTC and the CTB using \$10 million in advance funding to provide immediate service to those who travel the I-66 corridor inside the Beltway when tolling starts. All projects – including new and enhanced bus service, traveler information, transit incentives and access to transit – will be online and ready for customers on or before tolling starts on I-66 inside the Beltway.

### **Next Steps**

NVTC staff are working with the jurisdictions to scope the next round of project selections. Beginning the process in fall 2017 will allow for a thorough review and evaluation of projects, culminating in Commission consideration and CTB approval in spring 2018.

The FY2018 I-66 Commuter Choice program will follow the selection process prescribed in the MOA, whereby eligible projects are evaluated, prioritized, selected and then submitted by NVTC to the CTB for approval. It is anticipated that NVTC will receive an estimate of available revenues from VDOT in January 2017 from which the FY2018 program will be funded.

### ***FY2018 Call for Projects Proposed Schedule***

Based on jurisdictional feedback, NVTC staff anticipate requesting Commission approval in September 2017 to initiate the call for projects under the FY2018 program. With a September approval, the project milestones for the FY2018 program would be:

- Fall 2017
  - Call for Projects opens
- Winter 2017
  - Call for Projects closes
  - Project evaluation
- Spring 2018
  - Public meetings and comment period
  - Program development
  - NVTC Commission selects FY2018 program (target May 2018)
  - CTB approves FY2018 program (target June 2018)

### ***Multijurisdictional Working Group***

Consistent with the FY2017 Call for Projects, NVTC will convene a working group with the objective of assisting NVTC with the prioritization of projects based on the [MOA](#) and aligned with funding availability. In anticipation of a September 2017 Call for Projects, NVTC has requested participation by each eligible jurisdiction and agency (all jurisdictions and transit agencies serving Planning District 8) to designate a participant for the working group.

Membership of the working group is proposed to include primary designees from the jurisdictions and transit agencies that are eligible to apply for funding. The roles and responsibilities of working group members will include:

- Attending working group meetings
- Serving as a liaison between the jurisdiction or agency and the working group
- Providing specific details regarding projects submitted by the jurisdiction or agency
- Reviewing project evaluation scores
- Developing a prioritization framework for the FY2018 program
- Assisting NVTC with the prioritization of projects
- Serving as a representative of the jurisdiction or agency for purposes of public outreach, including the staffing of meetings or events
- Coordinating submission of the jurisdiction's or agency's project applications

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**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Andrew D'huyvetter

**DATE:** June 29, 2017

**SUBJECT:** Washington Metropolitan Area Transit Authority (WMATA)

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### A. Board of Directors Report

The WMATA Board members will provide highlights of recent WMATA activities:

- *Resolution of Support for Keeping Metro Safe, Reliable and Affordable*

On June 8<sup>th</sup>, the WMATA Board of Directors [voted 14-1 to support a resolution endorsing the framework and principles of the General Manager's "Keeping Metro Safe, Reliable and Affordable" plan](#). This resolution supports WMATA's efforts to aggressively contain costs, minimize unpredictable and unsustainable cost increases, cap jurisdictional operating and capital subsidies, advocate for the reauthorization of the Passenger Rail Investment and Improvement Act (PRIIA), and secure a new dedicated revenue source for a Capital Trust Fund.

Last month, the Commission [passed a resolution endorsing the spirit and direction of the General Manager's plan](#). In response to the WMATA Board resolution, Prince George's County [Executive Rushern L. Baker released a statement saying that the proposals in the General Manager's plan require additional study and consultation and that WMATA must recognize and nurture its greatest asset, its employees](#). On June 14<sup>th</sup>, the Metropolitan Washington Council of Governments also [adopted a resolution supporting the direction and spirit of the General Manager's plan](#).

- *Council of Governments Briefing on Metro Initiative*

On June 22<sup>nd</sup>, the WMATA Board [received a briefing on the Metropolitan Washington Council of Governments \(COG\) initiatives on Metro](#). COG provided an overview of its technical analysis of WMATA's funding gap and several dedicated funding options to fill that gap. The presentation also included an update on the work of the Metro Strategy Group, chaired by Fairfax County Board Chair and NVTC Commissioner Sharon Bulova, and the [adoption of a statement of principles on WMATA](#) by the COG Board.

- *Safety Management System Policy Statement*

On June 22, the WMATA Board [adopted a Safety Management System Policy Statement](#) as one of the first steps in implementing a Safety Management System, which is a comprehensive, collaborative approach that brings management and labor together to

build on the transit industry's existing safety foundation to control risk better, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more carefully.

- *Refinancing of Series 2009 Bonds*

On June 22<sup>nd</sup>, the WMATA Board [approved a staff request to refinance Series 2009A and 2009B bonds](#), which should enable WMATA to lower debt service costs for applicable jurisdictions.

## **B. Committee Reports**

### **1. Audits and Investigations Committee**

On June 22<sup>nd</sup>, the Audits and Investigations Committee [accepted a report from the Office of the Inspector General, titled "Audit of WMATA's Buy America Contract Award and Oversight Process."](#) The report includes recommendations to WMATA's management to improve on oversight of Buy America's purchases which will lessen the risk of potential manufacturer non-compliance with Buy America's domestic content and assembly requirements.

### **2. Customer Service, Operations, and Security Committee**

- *Fair Share Pilot*

On June 8<sup>th</sup>, the Customer Service, Operations, and Security Committee received an update on the [Fair Share pilot and other efforts to reduce fare evasion](#) on Metrorail and Metrobus. The presentation focused on the initial results of the Fair Share pilot underway at Fort Totten and Gallery Place Metrorail Stations. Fare evasion presents a safety concern for employees, an equity issue for paying customers, a reduction in revenue, and inaccurate farebox ridership counts. Over the past year, WMATA has eliminated paper farecards and almost completely eliminated flash passes. This has resulted in nearly all WMATA passengers having cards they can tap to open fare gates or board a bus. These efforts have largely eliminated the need for customers to access the swing gates except in the event of an emergency.

The Fair Share pilot began on May 1, 2017 at Fort Totten and Gallery Place stations. The goal of the pilot is to reduce the amount of fare evasion on the rail system by stopping the use of station swing gates, except in the event of an emergency. Swing gates are the primary way that customers avoid paying fares on Metrorail. Initial results show that the secure devices on swing gates, new signage, employee education, and MTPD support were effective in changing customer behavior and reducing fare evasion. A [news media clip shows a before and after video](#) of the pilot program. WMATA will conduct a formal review of the securing devices at the swing gates to ensure effectiveness and troubleshoot any mechanical issues raised during the trial. Staff will also continue educating customers and employees and begin planning for the expansion of the Fair Share pilot at high fare-evasion stations.



**Figure 1: Swing Gate Pilot Configurations for the Fair Share pilot program.**



Source: WMATA Customer Service, Operations, and Security Committee [presentation on the Fair Share Pilot](#)

- **Rail Operations Control Center Improvements**

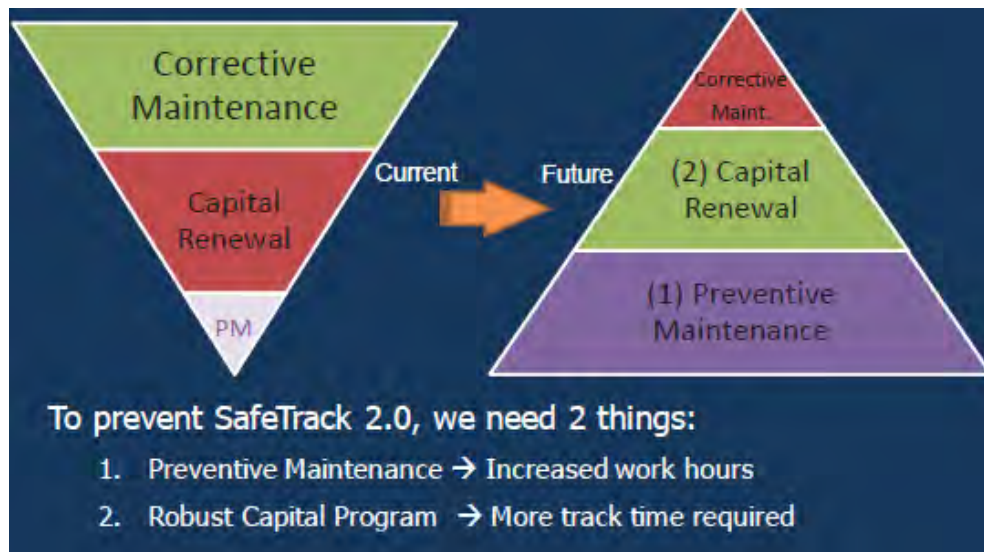
On June 8<sup>th</sup>, the Customer Service, Operations and Security Committee received a [presentation on efforts to improve the Rail Operations Control Center](#) (ROCC). Since the 2009 collision, the rail system has been manually managed, and controllers must essentially mimic the job previously done by computers through Automatic Train Control. The opening of the Silver Line in 2014 and significantly increased corrective and preventative maintenance have also contributed to increased responsibilities amongst ROCC personnel. Compounding these issues, retirements and retention problems have resulted in 45 percent of controllers now having less than three years of service.

To strengthen the ROCC's safety culture, management, and work flow, and to make critical process changes, numerous actions have been completed or are underway at the ROCC. These include expanding supervision on all three shifts, establishing a new train-control console for the Silver Line, designating "situation management" areas away from controllers to allow team huddles during emergencies or service disruptions, and moving half of all track inspections to the night shift to reduce the risk to roadway workers. Plans are currently being developed to move power operations control to an enclosed room to reduce distractions to train operating personnel and quality assurance assessments are underway to ensure compliance with new procedures. WMATA has identified an immediate need for 33 additional positions in the ROCC and is conducting a compensation review at all levels aimed at attracting and retaining staff in these positions. Of the [40 NTSB, FTA, and TOC ROCC corrective actions](#), seven are closed, 13 are under review, and 20 are in development review by the agencies.

▪ *SafeTrack Accomplishments and FY2018 Preventative Maintenance Plan and Major Capital Projects*

On June 8<sup>th</sup>, the Customer Service, Operations and Security Committee received a [presentation on SafeTrack achievements and the FY2018 Preventative Maintenance Plan](#). SafeTrack, the most aggressive track renewal program in WMATA's history, ended on June 25<sup>th</sup> and accelerated three years of work into one year. SafeTrack was developed to expedite critical work needed to replace failed track components. It involved significantly expanded maintenance time during weekends, weeknights, midday hours, and 16 long-duration track outages known as "Safety Surges." The SafeTrack program replaced over 50,000 ties, more than the past three years combined. WMATA executed 3.7 times the normal amount of track work at a cost 2.4 times higher than the typical annual budget. To sustain the gains made under SafeTrack, WMATA staff will engage in more preventative maintenance and a more aggressive capital program.

**Figure 2: WMATA's new focus on Preventive Maintenance**



Source: WMATA Customer Service, Operations, and Security Committee [SafeTrack and FY18 Preventive Maintenance and Major Capital Projects Presentation](#).

Six preventative maintenance programs will be carried out during non-passenger service hours overnight. These include traction power cable meggering (meggering is a testing process that identifies high voltage cables that no longer maintain the ability to adequately insulate electrical current), earth-to-ground stray current testing, switch maintenance, torqueing, track geometry, and trackbed cleaning. With the lessons learned from SafeTrack, WMATA is making changes to procedures and the organization on how it plans, manages work, and allocates track access. WMATA is finalizing the capital plan for FY2018 and has scheduled capital work to avoid high passenger volume times (like the Cherry Blossom Festival), maximize weekend work; coordinate work within the same outage, thereby reducing the number of track outages; limit daytime work done during the week; and plan strategic extended outages where warranted.

Three extended outages have been scheduled to rebuild interlockings:

- August 5-20, 2017: Branch Avenue and Suitland Stations on the Green Line will be closed.
- November 25-December 10, 2017: Takoma Station on the Red Line will be closed.
- May 12-27, 2018: Huntington and Eisenhower Ave Stations on the Yellow Line will be closed.

### **3. Safety Committee and SafeTrack**

#### ▪ Safety Committee

On June 22<sup>nd</sup>, the Safety Committee received a presentation on [updates to the Roadway Worker Protection Program](#). Since the last Board update on the Roadway Protection Program (RWP) in November 2016, WMATA staff have instituted an Advanced Mobile Flagging process and are conducting a Hot Spot review. In order to enhance roadway worker protection and comply with NTSB recommendations, WMATA is taking a low-tech approach with the Advanced Mobile Flagging process while pursuing higher tech solutions through an FTA grant. These solutions include personal alert devices that roadway workers wear on their arms that warn workers of passing trains and alert train operators that workers are ahead.

#### ▪ SafeTrack & Preventative Maintenance

SafeTrack ended on June 25<sup>th</sup>. WMATA recently released a progress report for [Surge 15](#). NVTC hosted its final SafeTrack coordination call on June 6<sup>th</sup>. NVTC will continue to maintain the contact list and host Northern Virginia transit coordination calls on an ad-hoc basis.

WMATA has also scheduled additional [planned Metrorail track work](#) that includes single tracking and weekend shutdowns.

### **C. Other WMATA News**

#### ▪ Hours of Operation, Fare Changes, and Bus and Rail Service Changes Took Effect June 25<sup>th</sup>

[New Metrorail hours of operation, fare changes, and Metrorail and Metrobus service changes](#) took effect on June 25. The new Metrorail hours provide additional time overnight to perform maintenance. Most fares increased by 10 to 25 cents, some bus routes were changed or eliminated, and trains now run every eight minutes on each line during weekday rush periods.

#### ▪ Metro Reform: A Maryland Approach

On June 19<sup>th</sup>, several Montgomery and Prince George's County state legislators released a [Metro Reform Plan](#). While produced in Maryland, this is not a plan from the State of Maryland, the Compact funding partner.

**D. Virginia Ridership and Parking Facility Utilization**

WMATA Virginia Ridership (Unlinked Passenger Trips) May 2016 – 2017			
	May 2016	May 2017	Percent Change
Metrorail			
Total	8,429,675	7,959,340	-5.6%
Weekday Average	302,245	279,439	-7.5%
Metrobus			
Total	1,662,090	1,637,750	-1.5%
Weekday Average	67,814	64,474	-4.9%
MetroAccess			
Total	26,932	28,966	+7.6%

WMATA Virginia Parking Facility Usage May 2016 – 2017				
Station/Lot	May 2016	Y-T-D FY16	May 2017	Y-T-D FY17
Huntington	78%	72%	69%	64%
West Falls Church	55%	55%	50%	49%
Dunn Loring	82%	78%	74%	61%
Vienna	79%	80%	73%	64%
Franconia	69%	68%	55%	53%
Van Dorn	109%	108%	101%	96%
East Falls Church	116%	116%	117%	114%
Wiehle-Reston East	84%	88%	92%	83%
Northern Virginia Total	76%	75%	69%	63%

## E. Schedule of Upcoming Board Decisions

Key Issues	Meeting	Date
Railcar Program Update (I) Request for Public Hearing on FY2018 Metrobus Service Changes (A) Revenue Opportunities: Digital Advertising and Station Naming Rights (A)	Customer Service, Operations and Security Committee	July 13, 2017
Debt Issuance (A)	Finance Committee	July 13, 2017
Approval of College Park Compact Public Hearing Staff Report (A) Parking Revenue Enhancements (A)	Capital Program, Planning, and Real Estate committee	July 13, 2017

<i>Anticipated Information (I) and Action (A) Items</i>	<i>WMATA Board Date Target</i>
<i>Adoption of Bus Fleet Plan (A)</i>	<i>September 2017</i>

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## Agenda Item #6: Report of the Chair of the Governance and Personnel Committee



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** June 29, 2017

**SUBJECT:** Report of the Chair of the Governance and Personnel Committee

---

John Cook, chairman of the Governance and Personnel Committee, will give an overview of the panel's June 21<sup>st</sup> meeting that focused on NVTC's proposed approach to address reforms to the governance structure of WMATA.

The Governance and Personnel Committee will hold its next meeting on Wednesday, July 19<sup>th</sup> at 7:30 P.M. in NVTC's offices. This meeting will focus on reviewing benchmarking data and performance measures related to labor costs and labor relations, pension liability and other post-employment benefits; and data related to financial and operational improvements.

### **A. INFORMATION ITEM: Proposed Resolution Language on NVTC Principles on WMATA Governance Structure**

Attached for the Commission's consideration is proposed language that states NVTC's position on the WMATA governance structure (in a resolution format), approved by the Governance and Personnel Committee on June 21<sup>st</sup>. The proposed language articulates positions on board composition, voting authority, technical expertise, compensation, ethics, and the use of the jurisdictional veto.

The proposed language is intended to be a part of a larger NVTC WMATA reform resolution to be offered to the Commission for approval at the September meeting. It is anticipated that the September resolution would include this initial language plus any additional reforms (see SB1251 below) that would be approved by the Governance and Personnel Committee during the summer.

The timing of this discussion and the proposed action in September reflect the desire of the Commission to provide formal input into the WMATA reform effort led by former U.S Secretary of Transportation Ray LaHood. Governor McAuliffe stated that Secretary LaHood will provide a preliminary report in September and a final report to the General Assembly in November 2017.



## **Background**

The language provided by the Governance and Personnel Committee builds upon NVTC's earlier efforts to affirm its priorities for WMATA reforms. [Resolution #2339: Initial Reforms to the Washington Metropolitan Area Transit Authority \(WMATA\)](#), passed in June 2017, articulated NVTC's support for the spirit and direction of operational reforms proposed by WMATA General Manager Paul Wiedefeld.

NVTC is developing options for reforms of WMATA at the direction of the General Assembly and in coordination with the Commonwealth of Virginia. The Commonwealth, through an effort [led by former U.S Secretary of Transportation Ray LaHood](#), intends to complete draft recommendations by September and report to the General Assembly in November 2017.

The scope of Secretary LaHood's WMATA Reform Study includes:

- Undertaking a strategic assessment of WMATA, reviewing board governance, labor policies, and the transit agency's long-term financial stability;
- Benchmarking conditions at WMATA, relative to comparable transit systems across the country, on key issues over time such as system costs and expenses, governance, funding levels, cost recovery, maintenance costs, and rail safety incidents;
- Developing recommendations for potential WMATA reforms, including mitigating growth in annual operating costs and sustainable funding; and
- Recommending executive and legislation actions.

[SB1251](#), passed in the 2017 General Assembly Session, directs NVTC to coordinate with the Secretary of Transportation, through the Department of Rail and Public Transportation, to *“develop, propose, and seek agreement on reforms related to the following:*

- i. The legal and organizational structure of WMATA;*
- ii. The composition and qualifications of the WMATA Board of Directors and the length of terms of its members;*
- iii. Labor costs and labor relations;*
- iv. Measures necessary to resolve WMATA's unfunded pension liability and other postemployment benefits;*
- v. Measures necessary to better ensure the safety of ridership and employees, including safety in the event of a homeland security emergency in the national capital area; and*
- vi. Financial and operational improvements necessary to ensure that WMATA's performance is at least as efficient as its closest comparable transit systems in the United States.”*





1 **SUBJECT: Principles in WMATA Governance Reform Efforts**

2  
3 **WHEREAS:** The Washington Metropolitan Area Transit Authority (WMATA) is critical to Northern  
4 Virginia and the Commonwealth's transportation network and economic growth;

5  
6 **WHEREAS:** The Northern Virginia Transportation Commission (NVTC) was founded in part to  
7 represent the interests of the Commonwealth during the establishment of WMATA;

8  
9 **WHEREAS:** NVTC has an ongoing role in managing Northern Virginia's funding of WMATA and  
10 appointing Virginia's representatives to the WMATA Board of Directors;

11  
12 **WHEREAS:** Virginia is unique in the WMATA Compact region in that its local governments – the  
13 cities of Alexandria, Falls Church, and Fairfax and the counties of Arlington and  
14 Fairfax – are the Compact funding partners;

15  
16 **WHEREAS:** Loudoun County will be a Compact funding partner as the Silver Line Phase 2  
17 becomes operational;

18  
19 **WHEREAS:** The Commonwealth provides funds to support the NVTC jurisdictions' contributions  
20 to WMATA as well as matching funds under the federal Passenger Rail Investment  
21 and Improvement Act (PRIIA);

22  
23 **WHEREAS:** The Virginia Secretary of Transportation or his/her designee and any NVTC  
24 Commissioner appointed by the Northern Virginia Transportation Commission are  
25 authorized to serve as members of the WMATA Board;

26  
27 **WHEREAS:** As a convening body of the WMATA Compact funding partners in Virginia, NVTC  
28 represents the interests of Northern Virginia on WMATA-related matters;

29  
30 **WHEREAS:** NVTC is engaged with the Commonwealth of Virginia on longer-term reform  
31 discussions for the purpose of revising the WMATA Compact of 1966 and  
32 implementing other reforms necessary to ensure the near- and long-term viability of  
33 WMATA;

34  
35 **WHEREAS:** On June 1, 2017, NVTC endorsed the spirit and direction of the WMATA General  
36 Manager's April 2017 action plan to reform operations at WMATA without changes  
37 to the WMATA Compact; and

38  
39 **WHEREAS:** The veto by a single jurisdiction may inhibit jurisdictional collaboration and impede  
40 regional policy decisions on the WMATA Board.  
41

**NOW, THEREFORE, BE IT RESOLVED** that while the Northern Virginia Transportation Commission takes no position on whether the Compact should be reopened, it does recommend the following changes to WMATA governance, some of which may require a Compact amendment:

- The WMATA Board should be comprised of 12 members, with three members representing each jurisdiction and the federal government;
- That the WMATA Board members from Virginia should include one member appointed by the Commonwealth and two members appointed by NVTC;
- All Virginia members of the WMATA Board should serve on NVTC;
- WMATA should move toward reducing the number of committees and committee meetings; and
- All WMATA Board members should have full voting authority (no alternates).

**BE IT FURTHER RESOLVED** that WMATA Board members should receive financial compensation, to be paid by WMATA.

**BE IT FURTHER RESOLVED** that the WMATA Board should include a mix of elected and nonelected members, each of whom has experience in transit planning, transportation planning, or land use planning; transit or transportation management or other public-sector management; engineering; finance; public safety; homeland security; human resources; or the law; or knowledge of the region's transportation issues derived from working on the resolution of regional transportation issues.

**BE IT FURTHER RESOLVED** that WMATA should establish stronger ethics rules pertaining to fiduciary duties and conflicts of interest.

**BE IT FURTHER RESOLVED** that the jurisdictional veto should be eliminated.

**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Rhonda Gilchrest

**DATE:** June 29, 2017

**SUBJECT:** Virginia Railway Express (VRE)

---

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

At the July meeting, VRE CEO Doug Allen will update the Commission on VRE activities, including VRE's 25<sup>th</sup> Anniversary event that was held in Fredericksburg on June 16<sup>th</sup>. The [VRE CEO Report for June 2017](#) and the [Minutes of the June 16, 2017 Operations Board Meeting](#) are attached.

### **B. ACTION ITEM: [Resolution #2341](#): Authorize the VRE CEO to Submit a VRE Project to NVTA for Funding Using the Outside the Beltway Concessionaire Payment**

The Commission will be asked to authorize the VRE CEO to submit, on behalf of the Commissions, the VRE Manassas Line Capacity Expansion and Enhanced Decision Support Project to the Northern Virginia Transportation Authority (NVTA) for consideration to recommend to the Commonwealth Transportation Board (CTB) regarding the use of the projected \$500 million I-66 Outside the Beltway (OTB) Concessionaire Payment, make any necessary corrections to the project amounts or descriptions in the application, and execute all project funding agreements that may result from consideration of the projects.

The project expands capacity along the Manassas Line by increasing the number of seats and parking spaces that will be available to travelers who may otherwise drive on I-66, and it provides real-time information at key decision points to allow travelers to make the most appropriate choice of mode for their trip.

The project combines several currently unfunded or underfunded projects in the VRE Capital Improvement Program (CIP) and will include necessary station, parking, and storage yard expansions at Broad Run, Manassas, and Manassas Park as well as rolling stock and track work to extend all Manassas Line trains to a minimum of eight cars. The project includes provision of real-time VRE parking availability and train arrival information by installation of parking counters at the VRE parking facilities at the three stations, software upgrades to VRE Mobile, TRIP, and VMS, and coordination with the I-66 Integrated Corridor Management project to display at key decision points along I-66 and adjacent roads.

Inflated to FY2022 dollars, the estimated total cost of the project in year-of-expenditure dollars is \$210,458,015 and the grant request is estimated to be \$187,508,015. The actual grant request will be adjusted to year-of-expenditure dollars, which should be slightly less.

The estimated costs of the project elements:

<b>Project Element</b>	<b>Estimated Total Cost (FY 2017\$)</b>	<b>Estimated Total Cost (FY 2022\$)</b>	<b>Committed Funding (FY 2017\$)</b>	<b>Funding Requested (FY 2022\$)</b>
Broad Run Storage Track Expansion	63,200,000	75,061,775	—	75,061,775
Broad Run Station Parking & Platform	26,400,000	31,354,919	12,100,000	19,254,919
South Manassas Third Track	17,100,000	20,309,436	—	20,309,436
Manassas Station Platform Extension	8,000,000	9,501,491	—	9,501,491
Manassas Park Parking Garage	23,700,000	28,148,166	2,500,000	25,648,166
Additional Railcars for Manassas Line Trains	31,500,000	37,412,119	5,250,000	32,162,119
Real-Time Traveler Information	7,300,000	8,670,110	3,100,000	5,570,110
<b>TOTAL COST</b>	<b>177,200,000</b>	<b>210,458,015</b>	<b>22,950,000</b>	<b>187,508,015</b>

The projects considered for this funding source must be in the I-66 OTB Corridor or demonstrate a clear and compelling nexus to the I-66 OTB Corridor, demonstrating benefits to the users within the corridor. Projects recommended for consideration should have been included in a document that has undergone a public process and must demonstrate the ability to start using the requested funding by Toll Day 1 (expected to be mid-2022).

The Commonwealth's Transform 66 Outside the Beltway project is a multimodal public private partnership between VDOT, DRPT and a private partner, Express Mobility Partners, which when finalized will bring a \$2.3 billion investment in the I-66 corridor. The final agreement is expected to include a \$500 million concessionaire payment for multimodal projects within the I-66 corridor. NVTa issued a call for projects on June 8<sup>th</sup> with a submission deadline by June 28, 2017. Since the deadline is before the Commissions' July 6<sup>th</sup> meetings, if the action is not approved, VRE will pull the application.

### **C. VRE FY2019 Key Budget Issues**

At its June 16<sup>th</sup> meeting, the VRE Operations Board received a staff presentation on key budget issues for the FY2019 VRE Budget and Capital Improvement Program. The [attached VRE memorandum](#) provides more information on each key issue:

- Key Issue #1: State Funding Beyond FY2018
- Key Issue #2: Jurisdictional Subsidy and Fare Increases
- Key Issue #3: Level of Service
- Key Issue #4: Capital Costs at Washington Union Terminal (WUT)
- Key Issue #5: Maintenance and Replacement of VRE Assets
- Key Issue #6: Midday Storage
- Key Issue #7: Resources Needed to Implement the Capital Program

- Key Issue #8: VRE Staff Level
- Key Issue #9: Renewal of CSX Operating Access Agreement

VRE will continue discussions of the FY2019 Budget and CIP with the CAO Budget Task Force. The preliminary budget and CIP will be presented to the Operations Board in September 2017 and to the Commissions in October 2017.

#### **D. Crystal City Station Improvement Project Update**

VRE staff gave an update on the Crystal City Station Improvement Project at the VRE Operations Board meeting on June 16<sup>th</sup>. The Crystal City Station is one of the busiest in the system, which has resulted in the need for additional capacity. The current phase of the project is evaluating the location of the station and its access points, advancing the conceptual design through preliminary engineering, and environmental documents. This work is funded through NVTa and the Commonwealth. The [attached VRE memorandum](#) provides additional information.

#### **E. Positive Train Control Update**

The VRE Operations Board was provided with an update on Positive Train Control (PTC) implementation at its June 16<sup>th</sup> meeting. The [attached VRE memorandum](#) provides more information.

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# CEO REPORT

JUNE 2017



# 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.





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	– VRE Fleet Management Plan	– L'Enfant (South) Storage Track Wayside Power
	– Midday Storage Replacement Facility	– Manassas Park Station Parking Expansion
	– Rolling Road Platform Extension	– Crystal City Station Improvements
	– Crossroads Real Estate Acquisition	– Fredericksburg Station Repairs
	– Long Bridge Expansion Study	15 Facilities Update
	– Southeast High Speed Rail Corridor (DC2RVA)	16 Projects Progress Report
	Coordination	20 Upcoming Procurements
	– Washington Union Station Project EIS	21 Notes

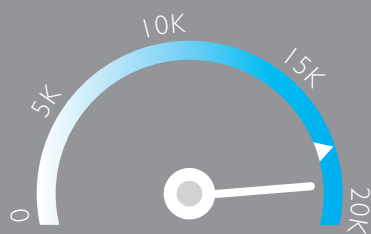


# SUCCESS AT A GLANCE



## PARKING UTILIZATION

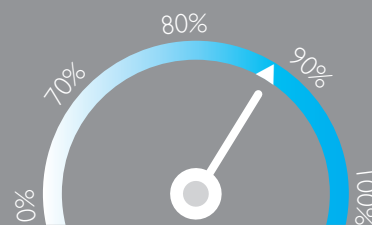
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



## 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

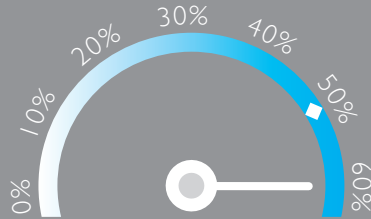
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ 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.

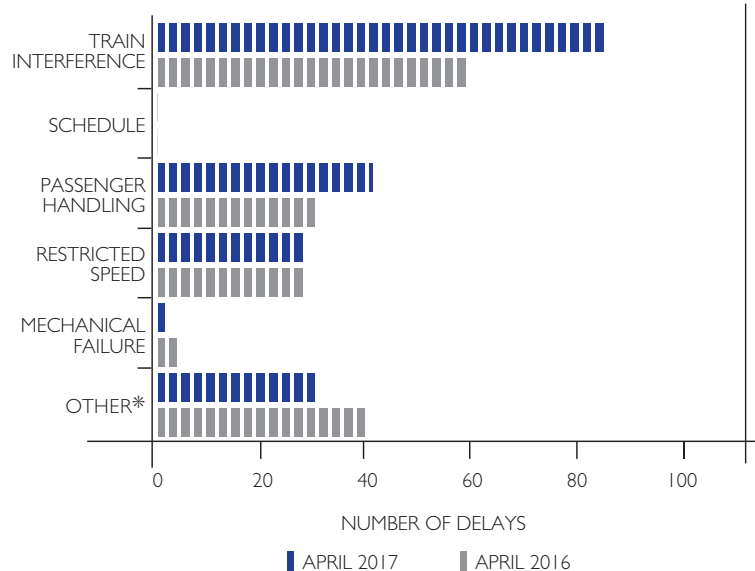
◆ Board-established goal.

# ON-TIME PERFORMANCE

## OUR RECORD

	April 2017	March 2017	April 2016
Manassas Line	91%	93%	90%
Fredericksburg Line	86%	84%	86%
System Wide	88%	89%	88%

## REASONS FOR DELAYS



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

VRE operated 634 trains in April. Our on-time rate for April was 88%. Seventy-three of the 634 trains arrived over five minutes late to their final destinations. There were twenty-seven late trains on the Manassas Line and forty-six late trains on the Fredericksburg Line.

We were just shy of our 90% on-time goal. Rail congestion is an underlying issue as a saturated system will compound the simplest delays and may cascade to later trains. Heavy freight traffic and temporary speed restrictions will likely continue to cause delays in the short-term. However, the infrastructure improvement work will reduce congestion and increase operational flexibility in the long-term.

In addition to the congestion delays, April had a variety of significant disruptions. On April 6th, high winds caused multiple trees to fall on the tracks around Burke Centre, taking a little more than an hour to resolve and affecting four Manassas afternoon trains. On April 13th, VIP movements around the L'Enfant area forced rail traffic to stop for approximately thirty minutes, delaying four trains out of Union Station. Shortly after on April 19th, a disabled freight train near Fredericksburg caused five Fredericksburg morning trains to be delayed, with the most significant delay being one hour and the least being 15 minutes. Finally, on April 24th, a car was stuck on the Norfolk Southern tracks south of Alexandria, delaying four Manassas trains an hour or more.

## LATE TRAINS

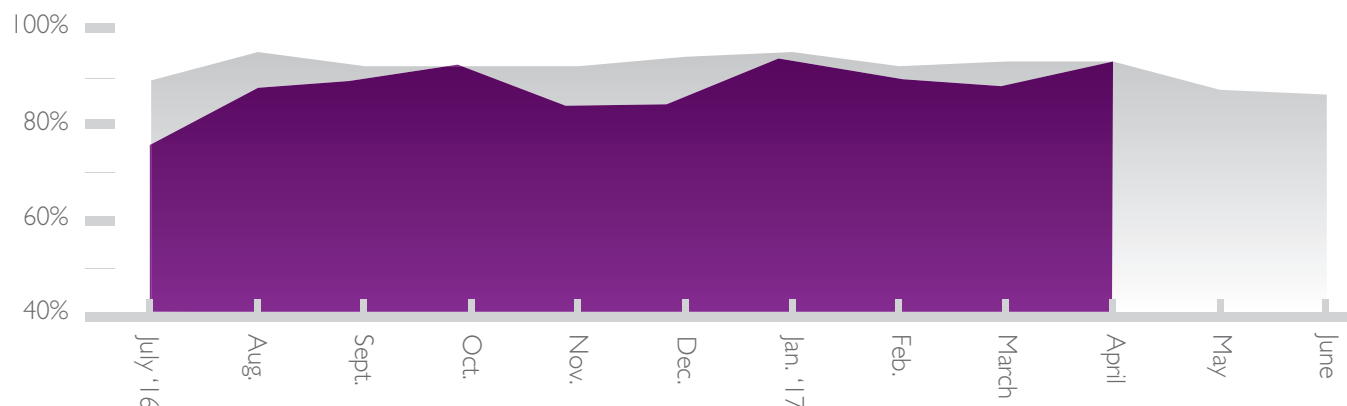
	System Wide			Fredericksburg Line			Manassas Line		
	Feb.	Mar.	Apr.	Feb.	Mar.	Apr.	Feb.	Mar.	Apr.
Total late trains	64	80	73	45	56	46	19	24	27
Average minutes late	12	22	24	14	26	17	7	11	35
Number over 30 minutes	3	11	16	3	11	6	0	0	10
Heat restriction days / total days	0/19	0/23	0/20	—	—	—	—	—	—



# ON-TIME PERFORMANCE

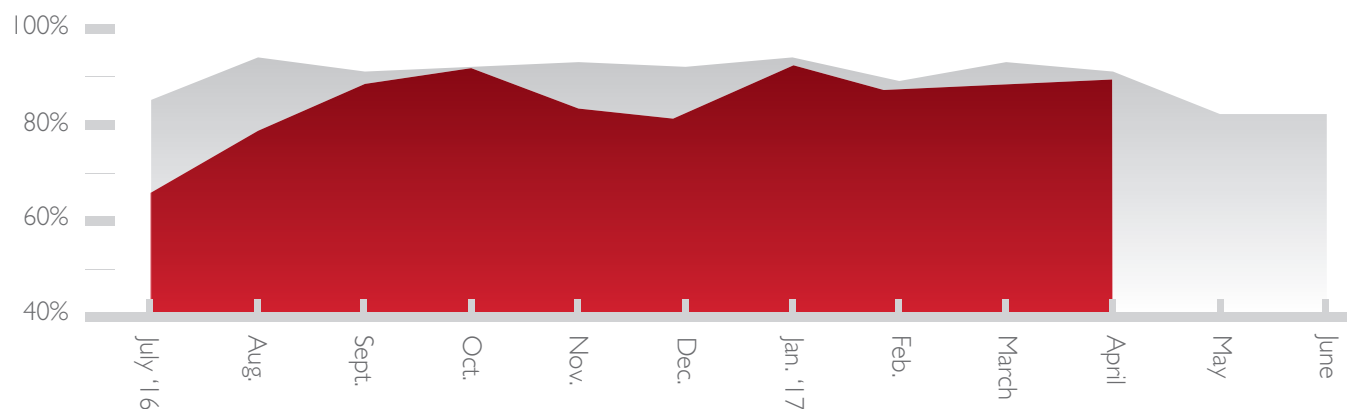
## VRE SYSTEM

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

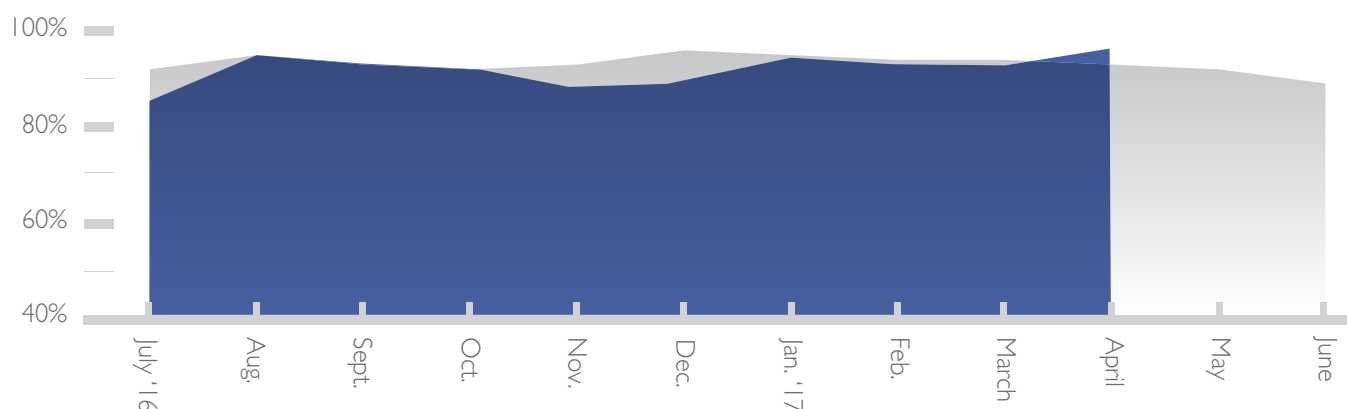


## ON-TIME PERFORMANCE BY LINE

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



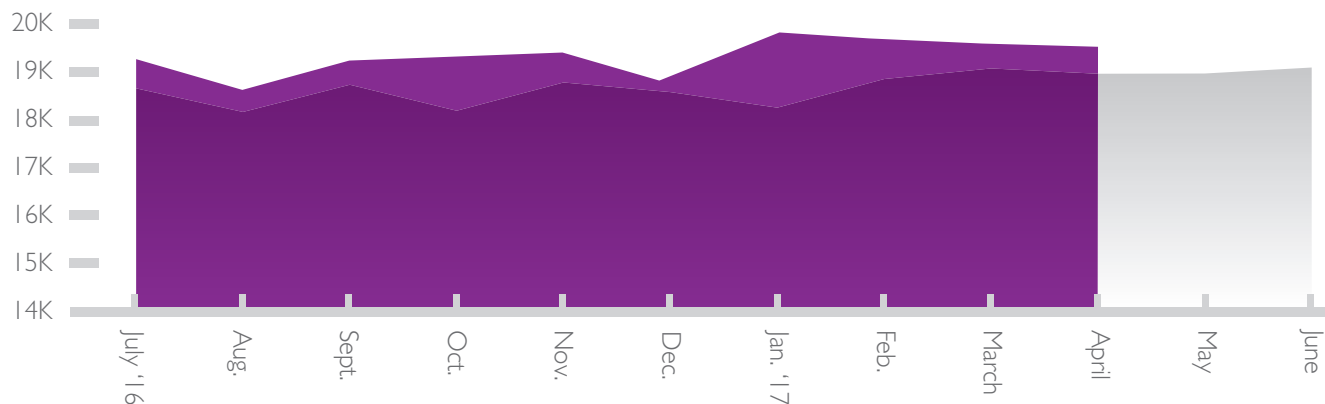
**MANASSAS LINE** ■ Current Stats ■ 3-Year Rolling Average



# AVERAGE DAILY RIDERSHIP

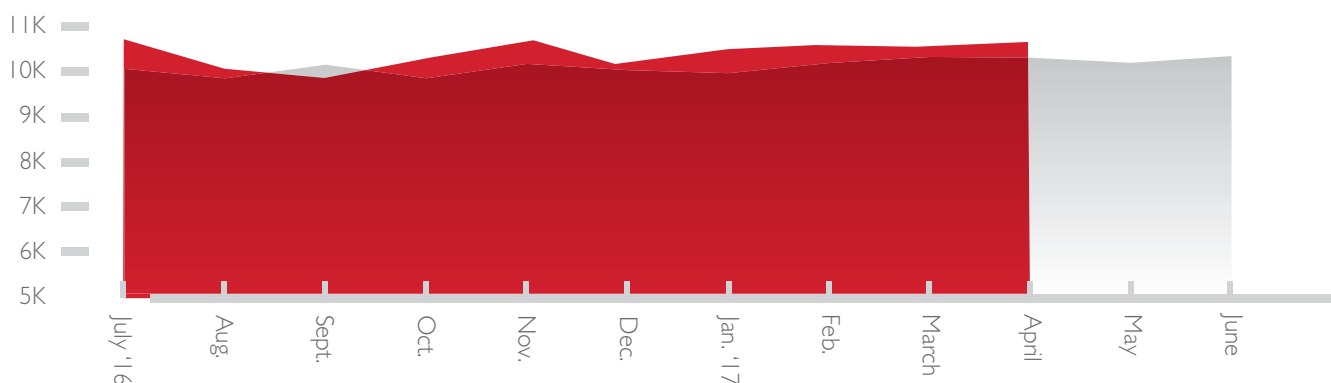
## VRE SYSTEM

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

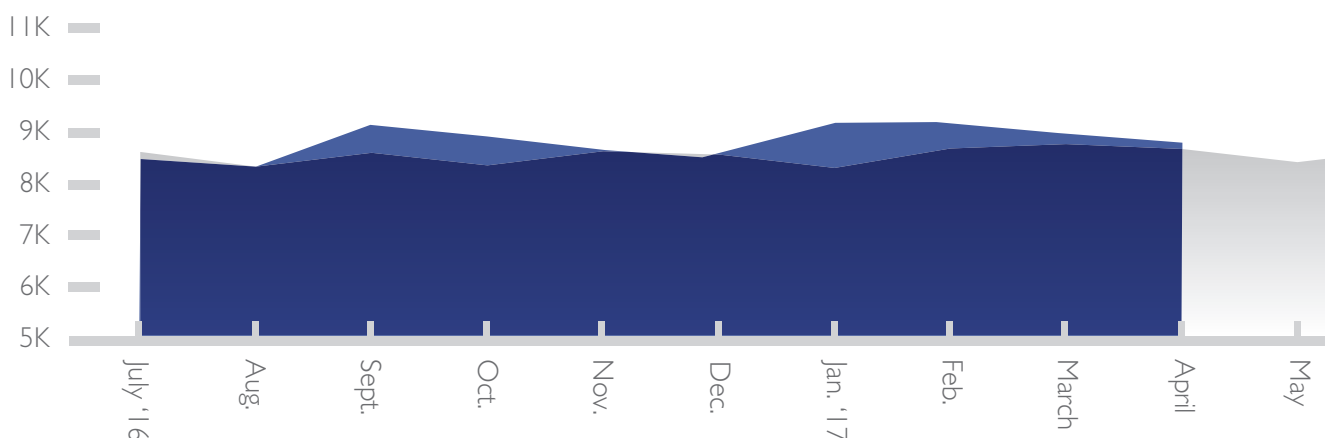


## AVERAGE DAILY RIDERSHIP BY LINE

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



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



## RIDERSHIP UPDATES

Average daily ridership in April was approximately 19,400. This ridership average represents a slight drop from February (20,000) but a significant increase over last April, which was 18,200. Some decline may be attributed to the waning of the WMATA SafeTrack surges affecting the Metro lines parallel to our service.

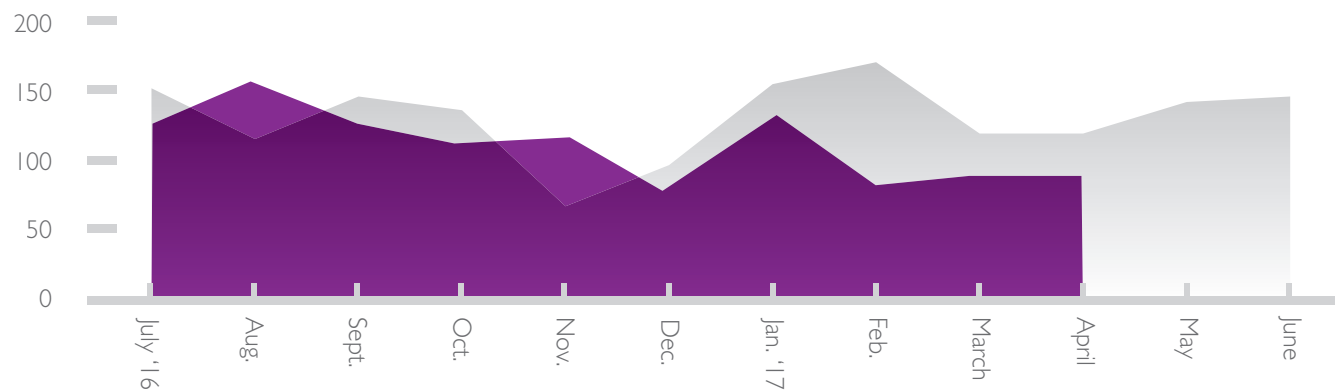
**April 2017**

**April 2016**

Monthly Ridership	387,144	381,877
Average Daily Ridership	19,357	18,185
Full Service Days	20	21
"S" Service Days	0	0

## SUMMONSES ISSUED

**BOTH LINES** ■ Current Stats ■ FY 2016



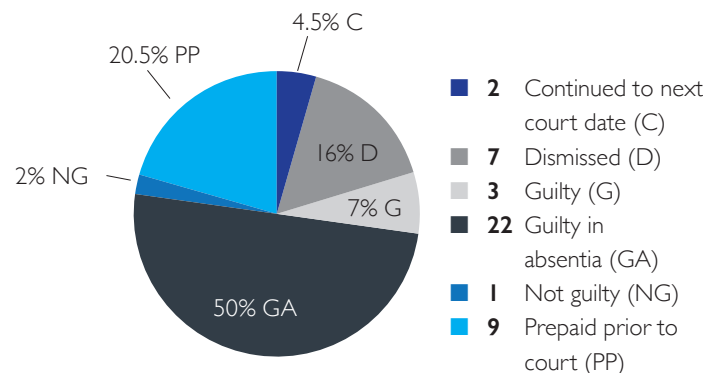
## SUMMONSES WAIVED OUTSIDE OF COURT

**Reason for Dismissal**      **Occurrences**

Passenger showed proof of a monthly ticket	13
One-time courtesy	16
Per the request of the conductor	17
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient processing time	3
Insufficient information	3
Lost and found ticket	0
Other	2

**Total Waived**      **54**

## MONTHLY SUMMONSES COURT ACTION

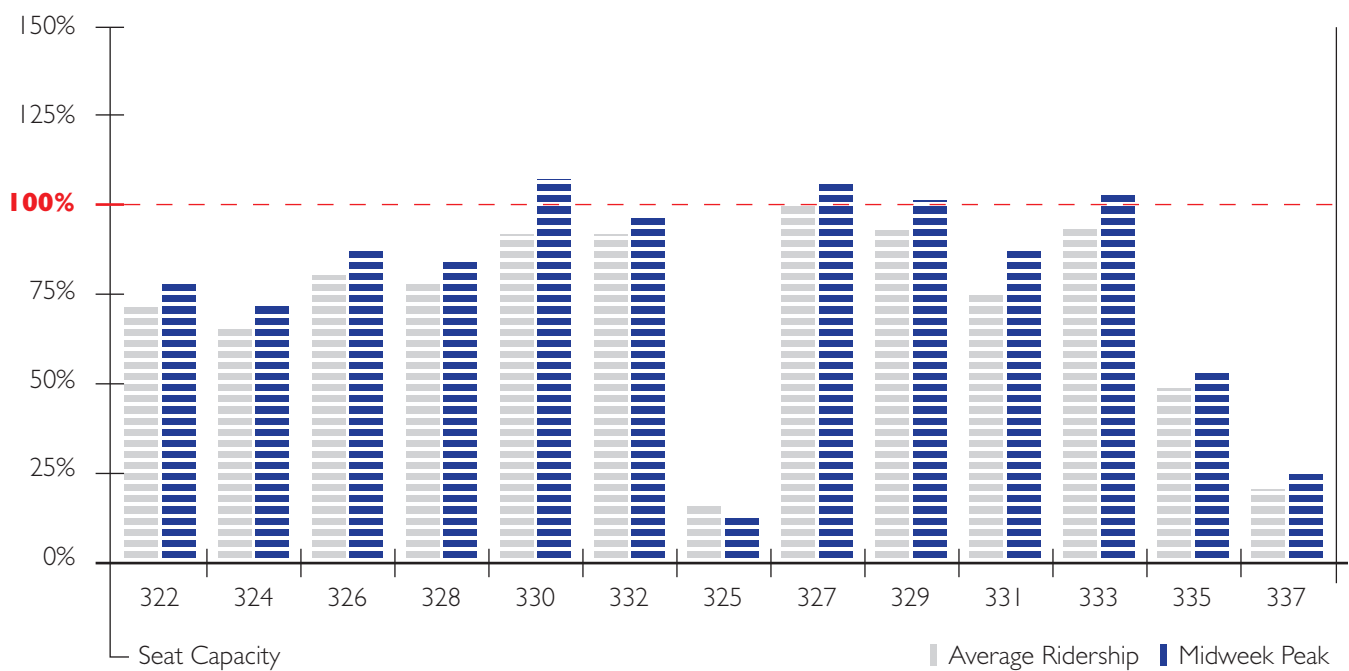


# TRAIN UTILIZATION

## FREDERICKSBURG LINE

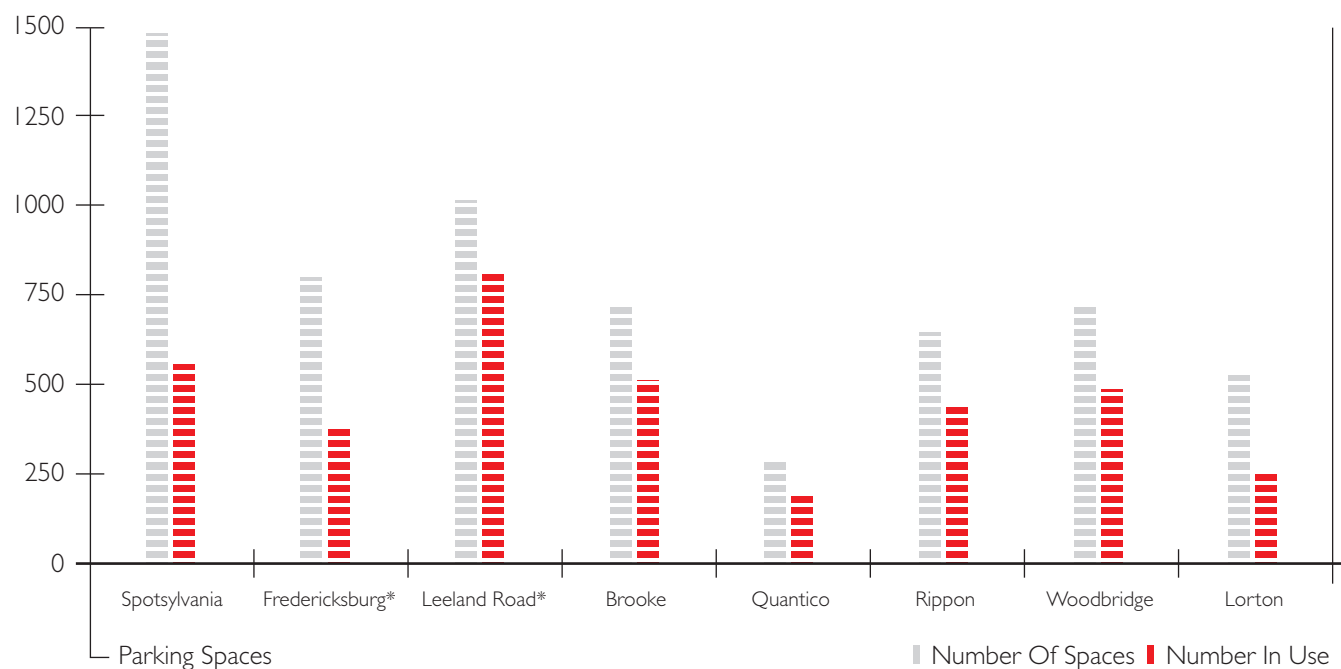


## MANASSAS LINE



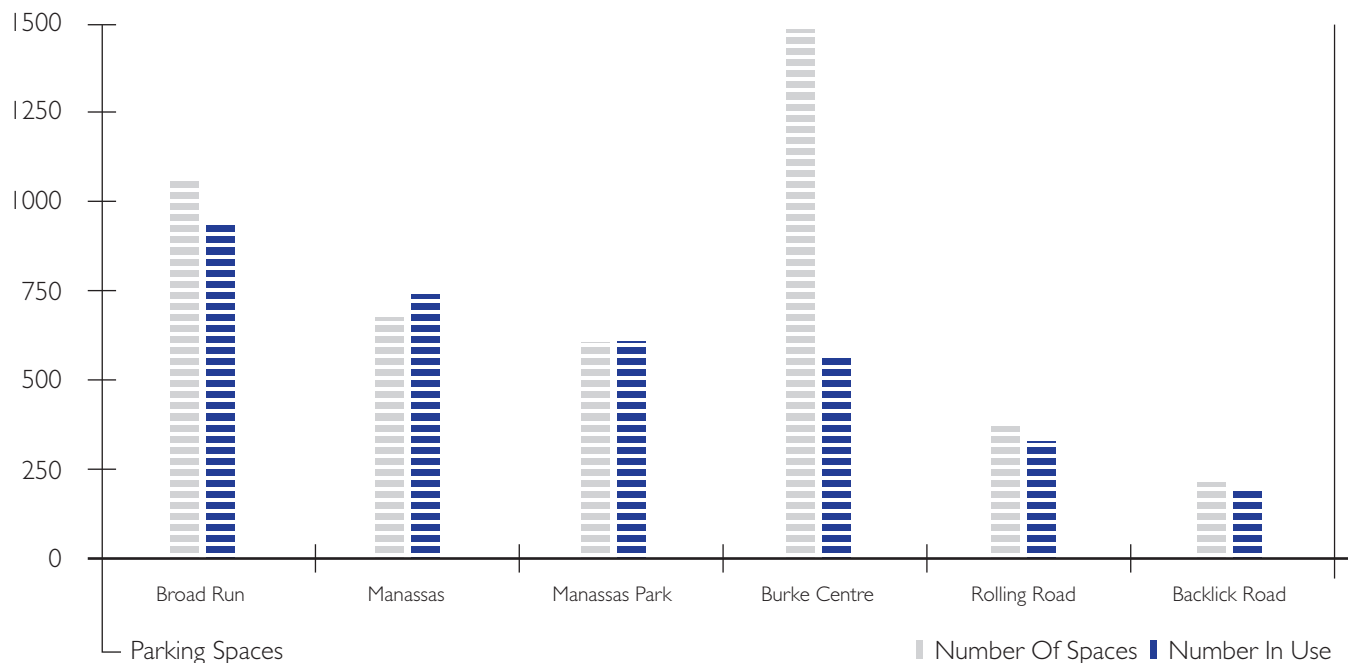
# PARKING UTILIZATION

## FREDERICKSBURG LINE



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

## MANASSAS LINE





# APRIL 2017 FINANCIAL REPORT

The April 2017 Financial Report reflects the first ten months of FY 2017. The summary below of the financial results (unaudited) includes information on the major revenue and expense categories.

Fare income to-date for FY 2017 is \$3,005,008 above the budget – a favorable variance of 9.4%. Revenue is up 13.4% compared to the same period in FY 2016. Our budgeted goal ratio for FY 2017 is 50%, however our current YTD operating ratio is 60%. Revenue for the period was affected by ridership related to WMATA Safe-Track activities, in addition to other factors.

Please Note: These figures are preliminary and unaudited.

ERATING BUDGET REPORT  
MONTH ENDED FEBRUARY 28TH, 2017

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY17 BUDGET
<b>OPERATING REVENUE (\$)</b>							
Passenger Ticket Revenue	3,528,392	3,103,586	35,127,120	32,122,112	3,005,008	9.4%	38,950,000
Other Operating Revenue	41,710	15,936	250,651	164,940	85,711	52.0%	200,000
<b>Subtotal Operating Revenue</b>	<b>3,570,102</b>	<b>3,119,522</b>	<b>35,377,711</b>	<b>32,287,052</b>	<b>3,090,719</b>	<b>9.6%</b>	<b>39,150,000</b>
Jurisdiction Subsidy (1)	-	-	17,250,240	17,250,240	-	0.0%	12,847,417
Federal/State/Other	2,753,159	2,641,818	26,090,345	26,318,442	(228,097)	-0.9%	31,479,730
Jurisdiction Subsidy Appn. from Res.	-	-	-	-	-	0.0%	377,000
Interest Income	38,891	1,992	206,307	20,618	185,689	900.6%	25,000
<b>Total Operating Revenue</b>	<b>6,362,152</b>	<b>5,763,332</b>	<b>78,924,663</b>	<b>75,876,352</b>	<b>3,048,311</b>	<b>4.0%</b>	<b>83,879,147</b>
<b>OPERATING EXPENSES (\$)</b>							
Deptml. Operating Expenses	5,774,353	5,866,549	59,349,171	63,239,426	3,890,255	6.2%	77,152,278
Debt Service	559,881	559,573	5,599,232	5,595,725	(3,507)		6,714,870
Other Non-Deptml. Expenses	-	-	-	-	-		12,000
<b>Total Operating Expenses</b>	<b>6,334,234</b>	<b>6,426,122</b>	<b>64,948,403</b>	<b>68,835,151</b>	<b>3,886,748</b>	<b>5.6%</b>	<b>83,879,147</b>
<b>NET INC. (LOSS) FROM OPS (\$)</b>	<b>27,919</b>	<b>(662,790)</b>	<b>13,976,260</b>	<b>7,041,201</b>	<b>6,935,059</b>	<b>-</b>	<b>-</b>
<b>CALCULATED OPERATING RATIO</b>	<b>-</b>	<b>-</b>	<b>60%</b>	<b>51%</b>	<b>-</b>	<b>Goal</b>	<b>50%</b>

(1) Total jurisdictional subsidy is \$17,250,240. Portion shown is attributed to Operating Fund only.

# CAPITAL PROJECTS UPDATES

*\*AS OF MAY 5, 2017*

## BROAD RUN EXPANSION STUDY (PREVIOUSLY GAINESVILLE-HAYMARKET EXPANSION STUDY)

- Reviewed Technical Memorandum for Phase A analysis
- Updated scope of services for AECOM contract (VRE 015-001) in preparation for a contract amendment
- Preparing draft VRE Operations Board item for the proposed contract amendment

## VRE CORE CAPACITY PROJECT IMPLEMENTATION STRATEGY/PB GEC TO

- Developed a VRE Core Capacity project scope and implementation strategy for a possible Federal Transit Administration Capital Investment Grant
- Met April 28, 2017 with Sean Libberton, PB, to review a possible Core Capacity concept, task order scope and budget

## NATIONAL TRANSIT DATABASE 100% SAMPLE SURVEY

- Conducted the annual 100% sample of VRE train boardings and alightings through May 10, 2017

## QUADRENNIAL CLRP FINANCIAL ANALYSIS

- Prepared VRE revenue and expenditure estimates for input in the TPB and FAMPO CLRP Financial Analysis process
- Met with VRE senior management on April 26, 2017 to review VRE revenue inputs and assumptions
- Submitted revenue forecasts to TPB and FAMPO on April 28, 2017

## VRE FINANCIAL PLAN UPDATE

- Updated VRE Financial Plan model through FY2018 adopted budget
- Webinar with Donna Boxer, Khadra Abdulle, Katie Ficken on April 27, 2017 to review status and discuss data gaps
- Reviewed project costs, schedule and funding for Natural Growth scenario

## VRE MANAGEMENT PLAN

- Reviewed final draft Fleet Management Plan update; circulate for senior management review prior to FTA Triennial Review

## MIDDAY STORAGE REPLACEMENT FACILITY

- Submitted letters of interest to acquire Amtrak and Conrail ROW and easements for Union Market track area
- Processed contract amendment for turntable area; field work will begin week of May 2, 2017; results will provide input to CE based on State of Good Repair (SGR) option

- Continuing to refine and develop SGR design option to accommodate existing midday storage and System Plan 2040 Phase I needs; SGR as currently defined will form the basis of CE
- Initiated contract amendment for FA and design review by Amtrak
- Continued coordination with DDOT's NY Avenue Streetscape project; participated in public meeting on April 25, 2017; one of their design options uses Amtrak ROW which we have identified for the tail track; will communicate to DDOT and Amtrak
- Scheduling briefings for CMs, ANCs in advance of potential public meeting in late June
- Continuing to work with Amtrak RE, Engineering, Operations, Track and Structures and Planning to address concerns related to SGR option; will provide items for review prior to workshop
- Processed contract amendment for Amtrak Force Account and design review; drafted Board item for June 2017
- Drafted agenda for May 12, 2017 design workshop; continuing to work with Amtrak RE, Engineering, Operations, Track and Structures and Planning to address concerns related to SGR option; will provide items for review prior to workshop
- All DDOT permits are received for geotech borings on New York Ave NW to begin week of May 15, 2017

## ROLLING ROAD PLATFORM EXTENSION

- Revise 60% plans based on review comments and budget
- Review update 60% Technical Specifications
- Revise project cost estimate
- Submitted plans to NS for FA estimate

## CROSSROADS REAL ESTATE ACQUISITION

- Virginia Department of Historical Resources concurred on March 28, 2017 that there will not be adverse effect to historic resources
- FTA determined on April 17, 2017 that the project meets the criteria of a Class II listed CE which marks completion of the environmental clearance process
- Owner asked for plats of property; waiting for response from Legal

## LONG BRIDGE EXPANSION STUDY

- Draft Memorandum of Agreement being reviewed by FRA
- Draft Environmental Impact Statement process for Phase III has begun; participated in 106 Coordination meeting on April 25, 2017
- Discussed concept screening and evaluation measures
- Discussed Purpose and Need language for the project; discussed issues related to alternatives/concepts vs. mitigation and/or betterments
- Start project development process for LE to VA work; identify most effective contracting mechanism; identify relationship with Fast Act grant

## SOUTHEAST HIGH SPEED RAIL CORRIDOR (DC2RVA) COORDINATION

- FRA reviewing Draft Environmental Statement; expect public release Summer 2017
- Participate in bi-weekly coordination teleconferences
- Continue to discuss and coordinate alignment, station and service planning issues related to VRE

## WASHINGTON UNION STATION PROJECT EIS

- No new activities to report

## LORTON PLATFORM EXTENSION

- On site and regular communication and coordination with CSX, Fairfax County, Utilities, and other stakeholders (including regularly scheduled project meetings with Hammerhead Construction (prime contractor), Description: Lengthen existing side platform approximately 300-ft for total STV (CM consultant), and VRE)
- Pre-construction refresher week ending April 21, 2017, with CSX, FFX County, Utilities, STV, and VRE
- Construction Access revised and re-designed to the satisfaction of FFX County and PP (Plantation Pipeline)
- Construction mobilization and beginning installation of E&SC measures. Conducted the annual 100% sample of VRE train boardings and alightings through May 10, 2017

## ARKENDALE TO POWELL'S CREEK THIRD PROJECT

- Work at Retaining Wall 14, Bauer Road Bridge: project cleanup and eroded areas continuing as these other scope, contract, and agreement issues are worked out

## QUANTICO STATION

- 60% design for station and 90% design for site, civil, drainage, track, and retaining wall in vicinity of station being reviewed and commented on by stakeholders
- Utility location and potential conflicts coordinated on site through CSX
- IPROC Funding Agreement waiting on legal review and approval, as well as other agreements for Arkendale to Powell's Creek to be finalized

## POTOMAC STATION

- Re-design of station concept waiting on Arkendale to Powell's Creek agreements to be finalized

## SPOTSYLVANIA STATION / FB-TO-XR THIRD TRACK

- Spotsylvania Station and FB to XR Third Track projects finalizing punch list items, contractors received final payment in past quarter, and project closeouts forthcoming

## FRANCONIA-SPRINGFIELD STATION IMPROVEMENTS

- Surveying, environmental fieldwork and subsurface exploration complete
- Continue development of concept / 30% plans and related cost estimate
- Sent monthly project status update to NVT

## LORTON STATION IMPROVEMENTS

- Surveying, environmental fieldwork and subsurface exploration complete
- Continue development of concept / 30% plans and related cost estimate
- Sent monthly project status update to NVTA

## RIPPON STATION

- Surveying, environmental fieldwork and subsurface exploration complete
- Continue development of concept / 30% plans and related cost estimate
- Sent monthly project status update to NVTA

## LEELAND ROAD STATION

- Surveying, environmental fieldwork and subsurface exploration complete
- Continue development of concept / 30% plans and related cost estimate
- Sent monthly project status update to NVTA

## BROOKE STATION

- Surveying, environmental fieldwork and subsurface exploration complete
- Continue development of concept / 30% plans and related cost estimate
- Sent monthly project status update to NVTA

## ALEXANDRIA PEDESTRIAN TUNNEL PROJECT

- Investigated previous study of King Street widening with VDOT and WMATA to see if there are records of that study available. Neither agency has files
- Considering using CM/GC for continuing project through final design and construction

## LOU FACILITY

- On hold pending resolution of property zoning and acquisition

## L'ENFANT (NORTH) STORAGE TRACK WAYSIDE POWER

- AECOM met with DDOT on April 24, 2017, to receive form required for sign-off of power installation
- PEPCO internally directed meter installation. Should be completed by end of May
- PEPCO addressing meter installation; expect to complete by end of May 2017

## L'ENFANT (SOUTH) STORAGE TRACK WAYSIDE POWER

- Plans sent to PEPCO and awaiting review of power source confirmation

## MANASSAS PARK STATION PARKING EXPANSION

- Optional Task 2 kickoff meeting was held at VRE on March 31, 2017
- Site survey was conducted in March
- Preliminary design is ongoing
- A VRE staff work session was held on May 1, 2017 to review the draft design
- A MOA is being drafted to cover VRE and City roles and responsibilities through design and construction, as well as long-term operations and maintenance

## CRYSTAL CITY STATION IMPROVEMENTS

- Initial outreach was conducted in late March-early April including a pop-up event on March 29, 2017 and the first community meeting on March 30, 2017. Feedback was solicited on the three proposed options and the proposed evaluation criteria
- A technical group (VRE and consultants) work session was held on April 24, 2017 to discuss the draft evaluation
- A stakeholder working group meeting was held on April 27, 2017 to debrief the outreach events and discuss feedback received as well as the draft evaluation
- Consultants are working on refining the proposed options and investigating the engineering feasibility of the grade-separated access. The evaluation results will be updated based on this information
- A task order supplement is being processed to expedite conduct of noise and vibration monitoring

## FREDERICKSBURG STATION REPAIRS

- Meet with City and VRE on May 5, 2017 including site visit to discuss anticipated work
- Requested changes to STV Task Order, to be coordinated with Procurement

# FACILITIES UPDATE

**The following is a status update of VRE facilities projects:**

## **Completed projects:**

- Replacement of platform lighting at L'Enfant Station
- Replacement of canopy roof at Leeland Road Station
- Repairs to under-platform fencing at Burke Centre and Manassas Park Stations
- Striping of parking lot at Alexandria Headquarters

## **Projects scheduled to be completed this quarter:**

- Replacement of conduits at Rolling Road, Burke Centre and Manassas Park Stations
- Installation of monitoring wells on two outfall drainage pipes at Broad Run Yard to allow for accurate discharge sampling for VPDES General Permit compliance

## **Projects scheduled to be initiated this quarter:**

- Repairs to platform concrete at various stations
- Painting of east side of Alexandria Station
- Repairs to fascia and soffit at Woodbridge Station east building
- Repairs to pavement and restriping at Woodbridge Station
- Repairs to pavement and restriping at Brooke Station
- Replacement of signage with new standard signage at Brooke Station
- Repairs to pavement and restriping at Leeland Road Station
- Installation of pathfinder signs for Spotsylvania Station
- Repairs to pavement at Crossroads yard access road
- Repairs to steel railings at Manassas Station
- Restriping of Manassas Station parking garage
- Painting of Manassas Station and parking garage
- Painting of Broad Run Station
- Replacement of parking lot signage at Broad Run Station
- Replacement of tactile warning strips at various stations

## **Ongoing projects:**

- Modernization of west elevator at Franconia-Springfield Station (start of work scheduled for mid-June)
- Development of specifications for modernization of Woodbridge Station east elevator
- Development of design of platform concrete rehabilitation and other station improvements at Fredericksburg Station (to be managed by Office of Development)
- Installation of utility power status remote monitoring at various stations



L'Enfant Station Platform Lighting (Before)



L'Enfant Station Platform Lighting (After)

# PROJECTS PROGRESS REPORT

AS OF MAY 5 2017

## PASSENGER FACILITIES

PROJECT	DESCRIPTION	PHASE					
		CD	PD	EC	RW	FD	CN
<b>Union Station Improvements</b> (Amtrak/VRE Joint Recapitalization Projects)	Station and coach yard improvements of mutual benefit to VRE and Amtrak.	◆	◆	◆	N/A	◆	●
<b>Alexandria Station Improvements</b>	Pedestrian tunnel to METRO and eliminate at-grade track crossing.	◆	◆	◆	N/A	●	—
	Modify Slaters Lane Interlocking and East Platform for passenger trains on Track #1.	◆	◆	◆	N/A	●	—
	Extend East Platform and elevate West Platform.	◆	◆	◆	N/A	●	—
<b>Franconia-Springfield Station Improvements</b>	◆ Extend both platforms and widen East Platform for future third track.	◆	●	●	N/A	—	—
<b>Lorton Station Improvements</b>	Extend existing platform.	◆	◆	◆	N/A	◆	●
	◆ Construct new second platform with pedestrian overpass.	◆	●	●	N/A	—	—
<b>Rippon Station Improvements</b>	◆ Extend existing platform, construct new second platform with pedestrian overpass.	◆	●	●	N/A	—	—
<b>Potomac Shores Station Improvements</b>	New VRE station in Prince William County provided by private developer.	◆	◆	◆	N/A	■	—
<b>Quantico Station Improvements</b>	Extend existing platform, construct new second platform with pedestrian overpass.	◆	◆	◆	N/A	■	—
<b>Brooke Station Improvements</b>	◆ Extend existing platform, construct new second platform with pedestrian overpass.	◆	●	●	N/A	—	—
<b>Leeland Road Station Improvements</b>	◆ Extend existing platform, construct new second platform with pedestrian overpass.	◆	●	●	N/A	—	—
<b>Spotsylvania Station Improvements</b>	New VRE station in Spotsylvania County near the Crossroads MSF.	◆	◆	◆	N/A	◆	◆
<b>Manassas Park Parking Expansion</b>	Parking garage to increase parking capacity by 1,100 spaces.	◆	●	●	N/A	—	—
<b>Rolling Road Station Improvements</b>	Extend existing platform.	◆	◆	◆	N/A	●	—
<b>Crystal City Station Improvements</b>	Replace existing side platform with new, longer island platform.	◆	●	●	N/A	—	—
<b>Broad Run Station Improvements</b>	Parking garage to increase parking capacity by 900 spaces.	◆	◆	■	N/A	—	—

PHASE: CD – Conceptual Design PD – Preliminary Design EC – Environment Clearance RW – Right of Way Acquisition

1 Total project cost estimate in adopted FY2017 CIP Budget

2 Does not include minor (< \$50,000) operating expenditures

\* \$2,181,630 authorization divided across five “Penta-Platform” program stations



ESTIMATED COSTS (\$)					COMPLETION		STATUS	
Total	Funded	Unfunded	Authorized	Expended <sup>2</sup>	Percent	Date		
3,201,176	3,201,176	–	1,451,176	602,542	75%	4th QTR 2017	●	Work resumed in April 2016 and is anticipated to be completed September 2017.
10,021,865	10,021,865	–	1,814,559	1,504,443	51%	3rd QTR 2020	●	60% Comments under review.
7,000,000	7,000,000	–	467,500	57,475	30%	4th QTR 2017	●	Design work has begun and anticipated for completion in January 2017.
2,400,000	400,000	2,000,000	–	–	5%	3rd QTR 2020	●	Design work on East Platform only. West Platform elevation funded.
13,000,000	13,000,000	–	–	170,989	20%	2nd QTR 2020	●	Preliminary engineering is anticipated to be complete in May 2017.
2,500,000	2,500,000	–	1,846,675	450,351	60%	3rd QTR 2018	●	Fiber Optic relocation completed week of October 14, 2016. Proceeding with Pre-construction.
16,150,000	16,150,000	–	*	132,244	20%	2nd QTR 2020	●	Preliminary engineering is anticipated to be complete in May 2017.
16,632,716	16,632,716	–	*	110,032	20%	4th QTR 2021	●	Preliminary engineering is anticipated to be completed by August 2018.
No costs for VRE. Station being developed by private developer					10%	4th QTR 2017	■	On hold pending resolution of Arkendale to Powell's Creek Third Track Project issues.
9,500,000	9,500,000	574,706	–	–	30%	4th QTR 2019	■	On hold pending resolution of Arkendale to Powell's Creek Third Track Project issues.
21,334,506	21,334,506	–	*	114,545	20%	4th QTR 2021	●	Preliminary engineering is anticipated to be completed by August 2018.
14,336,156	14,336,156	–	*	106,989	20%	4th QTR 2021	●	Preliminary engineering is anticipated to be completed by August 2018.
3,422,500	3,422,500	–	3,901,886	3,620,313	100%	1st QTR 2017	●	Project complete. Proceeding with close-out.
19,600,000	2,500,000	17,100,000	182,142	139,619	10%	2nd QTR 2018	●	NTP issued in July 2016. Alternatives Analysis report is being finalized.
2,000,000	2,000,000	–	442,900	27,551	8%	3rd QTR 2020	●	60% design plans under review. Force account agreement pending.
21,160,000	400,000	20,760,000	278,767		5%	2nd QTR 2023	●	NTP or Alternatives Analysis and conceptual design issued December 2016.
24,420,000	3,420,000	21,000,000	2,031,263	393,120	30%	TBD	■	NEPA documents submitted to FTA for review.

FD – Final Design

CN – Construction

STATUS:



Completed



Underway



On Hold

Part of the "Penta-Platform" program

## TRACK AND INFRASTRUCTURE

PROJECT	DESCRIPTION	PHASE					
		CD	PD	EC	RW	FD	CN
<b>Hamilton-to-Crossroads Third Track</b>	2¼ miles of new third track with CSXT design and construction of signal and track tie-ins.	◆	◆	◆	N/A	◆	◆

## MAINTENANCE AND STORAGE FACILITIES

<b>Broad Run Yard Train Wash</b>	New train wash facility to be added to the Broad Run MSF.	◆	◆	◆	N/A	■	
<b>L'Enfant North Storage Track and Wayside Power</b>	Conversion of existing siding into a midday train storage track.	◆	◆	◆	N/A	◆	●
<b>L'Enfant South Storage Track and Wayside Power</b>	Conversion of CSXT Temporary Track to VRE Storage Track (1,350 feet) and Associated Signal Work and Wayside	◆	◆	◆	N/A	●	●
<b>Lifecycle Overhaul and Upgrade Facility</b>	New LOU facility to be added to the Crossroads MSF.	◆	◆	◆	N/A	◆	■
<b>Crossroads Maintenance and Storage Facility Land Acquisition</b>	Acquisition of 16.5 acres of land, construction of two storage tracks and stormwater retention and new access road.	◆	N/A	N/A	■	N/A	N/A
<b>Midday Storage</b>	New York Avenue Storage Facility: Planning, environmental and preliminary engineering.	◆	●	●	●		

## ROLLING STOCK

<b>Passenger Railcar Procurement</b>	Acquisition of 29 new railcars (15 received • 14 being built).	◆	N/A	N/A	N/A	◆	●
<b>Positive Train Control</b>	Implement Positive Train Control for all VRE locomotives and control cars.	◆	N/A	N/A	N/A	◆	●

## PLANNING, COMMUNICATIONS AND IT

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

PHASE: CD – Conceptual Design PD – Preliminary Design EC – Environment Clearance RW – Right of Way Acquisition

1 Total project cost estimate in adopted FY2017 CIP Budget

2 Does not include minor (< \$50,000) operating expenditures

ESTIMATED COSTS (\$)					COMPLETION		STATUS	
Total	Funded	Unfunded	Authorize	Expended <sup>2</sup>	Percent	Date		
32,500,000	32,500,000	—	32,823,227	30,433,089	100%	4th QTR 2016	●	Project complete. Close-out pending.
2,494,711	307,513	2,187,198	307,513	174,875	55%	TBD	■	Design 90% complete; on hold pending FTA review.
4,283,618	4,283,618	—	4,207,057	2,411,742	80%	2nd QTR 2017	●	Power construction 90% complete. CSXT track and signal installation underway.
3,965,000	3,965,000	—	2,937,000	1,579,989	40%	3rd QTR 2017	●	Power design under review by CSXT & Pepco. CSXT track and signal installation underway.
35,196,323	35,196,323	—	3,176,039	2,071,698	60%	1st QTR 2018	■	Design 100% complete. On hold pending county zoning action.
2,950,000	2,950,000	—	2,950,000	76,767	75%	2nd QTR 2017	■	Completed cultural resources report. Submission of CE to FTA and county zoning action pending.
88,800,000	88,800,000	—	2,883,272	536,335	20%	4th QTR 2017	●	Developing design options and PE. Identifying real estate requirements and acquisition strategy.
75,264,693	75,264,693	—	69,457,809	36,994,353	49%	4th QTR 2018	●	8 cars were received in FY 2015, 7 cars have been received in FY 2016 and 5 cars scheduled to be received in FY
10,553,000	10,553,000	—	10,294,079	7,368,521	80%	4th QTR 2018	●	Onboard installations ongoing.
617,791,163	5,885,163	611,906,000	4,865,112	2,703,986	15%	3rd QTR 2022	●	Phase I selected expansion of Broad Run facilities as preferred alternative. preparing to Phase 2 work program.
3,510,307	3,510,307	—	3,510,627	1,575,307	87%	2nd QTR 2017	●	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

# UPCOMING PROCUREMENTS

## Scope of Work Pending

- Replacement of Tactile Warning Strips at Station Platforms
- Automated Passenger Count System
- 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
- Program Management Services
- Graphic Design Services
- Canopy Roof Replacement at the Backlick and Rolling Road Stations
- Passenger Railcar Truck Overhaul Services
- Modernization of VRE Woodbridge Station East Elevator
- Electronic Fuel Injector Assemblies



## VIRGINIA RAILWAY EXPRESS

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

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## Virginia Railway Express

Paul Smedberg  
Chairman

Maureen Caddigan  
Vice-Chairman

Katie Cristol  
Secretary

Paul Milde  
Treasurer

Sharon Bulova  
John C. Cook  
John D. Jenkins  
Matt Kelly  
Jennifer Mitchell  
Suhas Naddoni  
Martin Nohe  
Pamela Sebesky  
Gary Skinner  
Bob Thomas

### Alternates

Ruth Anderson  
Pete Burrus  
Hector Cendejas  
Libby Garvey  
Jeanine Lawson  
Tim Lovain  
Jeff McKay  
Wendy Maurer  
Paul Trampe  
Billy Withers  
Mark Wolfe

Doug Allen  
Chief Executive Officer

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

# MINUTES

## VRE Operations Board Meeting City Hall Council Chambers – Fredericksburg, Virginia June 16, 2017

Members Present	Jurisdiction
Sharon Bulova (NVTC)*	Fairfax County
Maureen Caddigan (PRTC)	Prince William County
John C. Cook (NVTC)	Fairfax County
Katie Cristol (NVTC)	Arlington County
John D. Jenkins (PRTC)	Prince William County
Matt Kelly (PRTC)	City of Fredericksburg
Suhas Naddoni (PRTC)*	City of Manassas Park
Martin Nohe (PRTC)*	Prince William County
Pamela Sebesky (PRTC)*	City of Manassas
Paul Smedberg (NVTC)	City of Alexandria
Gary Skinner (PRTC)*	Spotsylvania County
Bob Thomas (PRTC)	Stafford County

Members Absent	Jurisdiction
Paul Milde (PRTC)	Stafford County
Jennifer Mitchell	DRPT

Alternates Present	Jurisdiction
Ruth Anderson (PRTC)	Prince William County
Pete Burrus	DRPT
Jeanine Lawson (PRTC)	Prince William County
Billy Withers (PRTC)	City of Fredericksburg

Alternates Absent	Jurisdiction
Hector Cendejas (PRTC)	City of Manassas Park
Libby Garvey (NVTC)	Arlington County
Tim Lovain (NVTC)	City of Alexandria
Jeff McKay (NVTC)	Fairfax County
Wendy Maurer (PRTC)	Stafford County
Paul Trampe (PRTC)	Spotsylvania County
Mark Wolfe (PRTC)	City of Manassas

Staff and General Public	
Khadra Abdulle – VRE	Naquana Jenkins – VRE
Doug Allen – VRE	Todd Johnson – First Transit
Gina Altis – PRTC	Scott Kalkwarf – NVTC
Nydia Blake – Prince William County	John Kerins – Keolis
Donna Boxer – VRE	Uriah Kiser – Potomac Local Media
Alex Buchanan – VRE	Mike Lake – Fairfax County DOT
Rick Canasales –	Lezlie Lamb – VRE
Rich Dalton – VRE	Bob Leibbrandt – Prince William County
James Davenport – Prince William DOT	Steve MacIsaac – VRE Legal Counsel
Greg Deibler – VRE	Brenda Martin – City of Fredericksburg
John Duque – VRE	Betsy Massie – PRTC
Anna Gotthardt – VRE	Dallas Richards – VRE
Chris Henry – VRE	Lynn Rivers – Arlington County
Tom Hickey – VRE	Bob Schneider – PRTC
Christine Hoeffner – VRE	Sonali Soneji – VRE
Pierre Holloman – City of Alexandria	Joe Swartz – VRE
Robert Hostelka – VRE	Ciara Williams – DRPT
Ernestine Jenkins – Citizen	Dale Zehner – Former VRE CEO

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



Chairman Smedberg called the meeting to order at 9:20 A.M. Following the Pledge of Allegiance, Roll Call was taken.

### Approval of the Agenda – 3

Chairman Smedberg noted the action items will be followed by a Closed Session. Several Board Members will be late since they are at the Revenue Advisory Board meeting.

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

### Approval of the Minutes of the May 19, 2017 Operations Board Meeting – 4

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

### Chairman's Comments –5

Chairman Smedberg welcomed everyone to Fredericksburg for the Operations Board meeting followed by VRE's 25<sup>th</sup> Anniversary celebration, which will be held at the Fredericksburg Station where Senator Kaine will be the keynote speaker. Other speakers include Fredericksburg Mayor Greenlaw, DRPT Director Mitchell and VRE CEO Doug Allen. PRTC buses will be available to shuttle people.

Chairman Smedberg thanked the City of Fredericksburg for hosting VRE's meeting. He gave a special thanks to Tim Baroody and Brenda Martin for their help.

### Chief Executive Officer's Report –6

Mr. Allen reported on recent safety and security activities, including training canine units from the CIA, U.S. Customs Border Control, DEA, and U.S. Capitol Police at the Broad Run Station. He also reported ridership remains strong at 19,000 average daily riders for the month of May with overall on-time performance (OTP) at 93 percent.

Mr. Allen congratulated Mr. Skinner for being selected by the Virginia Transit Association (VTA) as its 2017 recipient of the Award for an Outstanding Contribution by an Individual. Mr. Skinner was recognized for spearheading the effort to bring VRE to Spotsylvania County and his work on the new Spotsylvania station.

Mr. Allen stated VRE has concluded its Meet the Management events for this year, but will host theme-based "Pop-Up" events at some of the stations. VRE will be at the Manassas Park Station on June 20<sup>th</sup> to discuss the parking garage project; the Quantico Station on June 21<sup>st</sup> to discuss stations improvements; the Rolling Road Station on June 28<sup>th</sup> to discuss the platform extension; and Broad Run Station on July 12<sup>th</sup> to discuss parking lot safety.

[Ms. Bulova, Mr. Naddoni, and Mr. Nohe arrived at 9:26 A.M.]



Mr. Allen announced this is Donna Boxer's last Operations Board meeting; she is retiring as VRE's Chief Financial Officer at the end of the month. He thanked Ms. Boxer for all her work at VRE to strengthen and improve VRE's financial processes. He provided highlights of her accomplishments at VRE. She was instrumental in arranging debt financing for the 71 new railcars and served a critical role in improving VRE's procurement procedures. During Ms. Boxer's tenure, the VRE Capital Committee was established. She also had a lead role in developing VRE's Financial Plan. The Operations Board expressed their appreciation with a round of applause. Ms. Boxer stated she is grateful for the opportunity to serve VRE and work with a wonderful staff at VRE and with the jurisdictions. She wishes VRE all the best.

Mr. Allen announced the new CFO, Mark Schofield, will join VRE on July 5<sup>th</sup>. Mr. Allen acknowledged Betsy Massie (PRTC), Scott Kalkwarf (NVTC), and Mike Longhi (NVTA) for their assistance in the interview process.

Mr. Allen also acknowledged Naquana Jenkins, VRE's Senior Communications Specialist, who recently completed her Masters in Transportation Policy, Operations and Logistics from George Mason University.

Mr. Allen gave a quick update on the Long Bridge project. He also reported VRE has accepted five new railcars. The last of the Legacy railcars will be taken out of revenue service today and replaced with the new cars.

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

There were no comments.

#### FY 2019 Key Budget Issues – 8A

Mr. Allen asked the VRE Operations Board to provide feedback and direction for the development of the FY 2019 Budget and Capital Improvement Program (CIP). Resolution #8A-06-2017 would direct VRE staff to develop the FY 2019 Budget and CIP in accordance with the Operations Board's direction.

Ms. Boxer gave a brief presentation on the development of the budget and provided more information on each key budget issue:

- Key Issue #1: State Funding Beyond FY 2018
- Key Issue #2: Jurisdictional Subsidy and Fare Increases
- Key Issue #3: Level of Service
- Key Issue #4: Capital Costs at Washington Union Terminal (WUT)
- Key Issue #5: Maintenance and Replacement of VRE Assets
- Key Issue #6: Midday Storage
- Key Issue #7: Resources Needed to Implement the Capital Program
- Key Issue #8: VRE Staff Level
- Key Issue #9: Renewal of CSX Operating Access Agreement

Ms. Boxer stated the key issue is state funding. The Transit Capital Revenue Advisory Board (RAB) is meeting today to finalize their recommendations to the Commonwealth Transportation Board. They are recommending additional funding sources. If there is going to be a prioritization scoring system, it is an issue for VRE because it's assets are in good shape and will not score as well, even for State of Good Repair. VRE staff is monitoring this.

Ms. Boxer spoke to the issues of a proposed three percent increase in jurisdictional subsidy, the Washington Union Terminal, mid-day storage, and replacement of the rolling stock. VRE will continue discussions of the FY 2019 Budget and CIP with the CAO Budget Task Force. The preliminary budget and CIP will be presented to the Operations Board in September 2017 and the final presented in December 2017.

Ms. Bulova moved, with a second by Ms. Cristol, to approve Resolution #82-06-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Smedberg and Thomas.

[Mr. Skinner arrived at 9:47 A.M.]

Authorization to Issue a GEC VII Task Order for Final Design Services for Franconia-Springfield Station Improvements – 8B

Mr. Allen asked the Operations Board to authorize him to issue a GEC VII Task Order to STV Incorporated for final design services for the Franconia-Springfield Station Improvement Project in the amount of \$840,224, plus a 10 percent contingency of \$84,022, for a total not to exceed \$924,246. Resolution #8B-06-2017 would accomplish this.

Mr. Allen stated VRE is designing platform improvements at five Fredericksburg Line stations (Franconia-Springfield, Lorton, Rippon, Brooke and Leeland Road) to enhance safety, expedite train operations, and provide increased flexibility for railroad operations as proposed under the System Plan 2040. All of these station improvements are closely connected with DRPT's parallel project to construct a new third track as part of the Atlantic Gateway project. (The next action item pertains to the Lorton Station and VRE acted on the Rippon, Brooke and Leeland Road Stations at the May meeting.)

In response to a question from Ms. Cristol, Mr. Burrus gave an update on the Atlantic Gateway project. He stated CSX has been undergoing some significant management changes, which put the project on hold, but CSX has now given a green light to move forward. DRPT is working collaboratively with CSX to begin discussions on a design agreement. It is anticipated this can be concluded by the early fall and move to actual design for Segment A, which is an 8-mile segment from Occoquan River to just south of Alexandria to connect into the existing third track. The next segment to be designed and built will be the fourth track from Alexandria to the Potomac River. Mr. Burrus explained design should be completed by the summer/fall of 2018 and then would move into construction. Chairman Smedberg asked Mr. Burrus to provide another update in the fall.

Ms. Bulova moved, with a second by Mr. Kelly, to approve Resolution #8B-06-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Skinner, Smedberg and Thomas.

Authorization to Issue a GEC VII Task Order for Final Design Services for the Lorton Station Second Platform Project – 8C

Mr. Allen asked the Operations Board to authorize him to issue a GEC VII Task Order to STV, Incorporated for final design services for the Lorton Station Second Platform Project in the amount of \$956,554, plus a 10 percent contingency of \$95,655, for a total not to exceed \$1,052,209. Resolution #8C-06-2017 would accomplish this.

Ms. Bulova moved, with a second by Mr. Skinner, to approve Resolution #8C-06-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Skinner, Smedberg and Thomas.

Authorization to Issue a GEC VII Task Order for Final Design Services for the Fredericksburg Station Rehabilitation Project – 8D

Mr. Allen asked the Operations Board to authorize him to issue a GEC VII Task Order to STV Incorporated (STV) for Final Design Services for the Fredericksburg Station Rehabilitation Project in the amount of \$391,836, plus a 10 percent contingency of \$39,184, for a total not to exceed \$431,020. Resolution #8D-06-2017 would accomplish this.

Mr. Kelly thanked staff for moving this project forward. He asked if there is any new information on the state's High-Speed Rail proposal. Mr. Kelly asked staff stay in contact with city staff regarding the improvements, including the bridge.

Mr. Kelly moved, with a second by Mr. Skinner, to approve Resolution #8D-06-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Skinner, Smedberg and Thomas.

Authorization to Issue a Task Order for Woodbridge Station Painting Services – 8E

Mr. Allen asked the VRE Operations Board to authorize him to issue a Task Order to Fresh Air Duct Cleaning, LLC for Woodbridge Station Painting Services in the amount of \$240,630, plus a 10 percent contingency of \$24,063, for a total not to exceed \$264,693. Resolution #8E-06-2017 would accomplish this.

Ms. Caddigan moved, with a second by Mr. Naddoni, to approve Resolution #8E-06-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Skinner, Smedberg and Thomas.

Authorization to Issue a Supplemental Task Order for Electrical Repair Services – 8F

Mr. Allen asked the Operations Board to authorize him to issue Supplemental Task Order 1E under the Facilities Maintenance Contract to NV Enterprises for electrical repair services in the amount of \$90,000, plus a five percent contingency of \$4,500, for a total of \$94,500. This brings the total not to exceed amount for Task Order 1 (plus Supplemental Task Orders 1A, 1B, 1C, 1D and 1E) to \$529,500. Resolution #8F-06-2017 would accomplish this.

Mr. Kelly moved, with a second by Mr. Naddoni, to approve Resolution #8F-06-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Skinner, Smedberg and Thomas.

Authorization to Execute a Contract Amendment for Planning and Engineering Consultant Services for the Broad Run Expansion – 8G

Mr. Allen asked the Operations Board to authorize him to execute an amendment to VRE Contract 015-001 with AECOM Technical Services, Inc., for planning, environmental and preliminary engineering services related to the Broad Run complex expansion in the amount not of \$508,455, plus a contingency of \$110,153, for a total of \$618,607, increasing the contract amount from \$3,972,085 to a total not to exceed \$4,480,540. Resolution #8G-06-2017 would accomplish this.

Mr. Jenkins moved, with a second by Ms. Caddigan, to approve Resolution #8G-06-2017. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Skinner, Smedberg and Thomas.

Recommend Authorization to Submit a VRE Project to the Northern Virginia Transportation Authority for Funding Using the Outside the Beltway Concessionaire Payment – 8H

Mr. Allen asked the Operations Board to recommend the Commissions authorize him to submit, on behalf of the Commissions, the VRE Manassas Line Capacity Expansion and Real-Time Traveler Information Project to the Northern Virginia Transportation Authority (NVTa) for consideration to recommend to the Commonwealth Transportation Board (CTB) regarding the use of the projected \$500 million I-66 Outside the Beltway Concessionaire Payment, make any necessary corrections to the project amounts or descriptions in the application, and execute all project funding agreements resulting from consideration of the projects. Resolution #8H-06-2017 would accomplish this.

[Ms. Sebesky arrived at 10:03 A.M.]

Mr. Allen reported the Commonwealth of Virginia's Transform I-66 Outside the Beltway (OTB) project is a multimodal public private partnership between DRPT, VDOT and a private partner, Express Mobility Partners, which when finalized, will bring a \$2.3 billion investment in the I-66 corridor, to move more people while providing reliable trips and new multimodal travel options. The Commonwealth anticipates finalizing the I-66 OTB concession agreement with Express Mobility Partners in July 2017. The final agreement is anticipated to include a \$500 million concessionaire payment for multimodal projects within the I-66 OTB corridor. NVTa has been requested by Secretary Layne to coordinate with DRPT and VDOT to solicit eligible projects and make project recommendations to the CTB. The CTB will make a final decision on which projects to fund.

Mr. Allen stated NVTa issued a call for projects on June 8, 2017 and the deadline for submission is June 28, 2017. VRE has identified the VRE Manassas Line Capacity Expansion and Enhanced Decision Support Project. The project expands capacity by increasing the number of seats available to travelers who may otherwise drive on I-66, and it provides real-time information at key decision points to allow travelers to make the

most appropriate choice of mode for their trip. The project combines several currently unfunded or underfunded projects in the VRE CIP and will include necessary station, parking, and storage yard expansions at Broad Run, Manassas, and Manassas Park as well as rolling stock and track work to extend all Manassas Line trains to a minimum of eight cars. The project includes provision of real-time VRE parking availability and train arrival information by installation of parking counters at the VRE parking facilities at the three stations, software upgrades to VRE Mobile, TRIP, and VMS, and coordination with the I-66 Integrated Corridor Management project to display at key decision points along I-66 and adjacent roads.

Mr. Allen stated at inflated FY 2022 dollars, the estimated total cost of the project in year-of-expenditure dollars is \$210,458,015 and the grant request is estimated to be \$187,508,015. The actual grant request will be adjusted to year-of-expenditure dollars, which should be slightly less.

In response to a question from Chairman Smedberg, Mr. Allen stated the submission of the project application has no fiscal impact to VRE. If selected for funding, the funds would allow the VRE projects to be completed on an accelerated schedule. Elements of this project are included in VRE's Capital Improvement Program.

Ms. Bulova asked if VRE is prioritizing the projects. Mr. Allen stated VRE is submitting a package of projects in no specific order. Ms. Cristol observed this is an unusual opportunity for VRE to seek funding.

Mr. Nohe stated the CTB will have final approval on which projects are funded at the August CTB meeting. NVTa will make a recommendation in consultation with Secretary Layne's office. Mr. Nohe observed this is a rare opportunity for VRE and its submission should be viewed favorably.

Mr. Naddoni moved, with a second by Ms. Caddigan, to approve Resolution #8H-06-2017. The vote in favor was cast by Board Members Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Skinner, Smedberg and Thomas. Ms. Bulova and Mr. Nohe abstained since they are members of NVTa.

#### VRE Positive Train Control (PTC) Implementation Plan Update – 9A

Mr. Allen gave an update on progress being made in the implementation of Positive Train Control (PTC). The Rail Safety Improvement Act of 2008, as amended, mandates implementation by December 31, 2018. VRE continues to coordinate with the host railroads and submits quarterly and annual project implementation updates to the Federal Railroad Administration.

Mr. Allen stated several weeks ago the Federal Railroad Administration (FRA) called a meeting of commuter rail systems to discuss PTC. VRE is on track for meeting the December 2018 deadline and will not need to request an extension.

Mr. Cook asked if VRE staff is confident the host railroads will meet the PTC deadline. Mr. Dalton stated the host railroads are on track to meet the PTC deadline in VRE's service area. VRE staff is in constant contact with the host railroads on this issue.

### Crystal City Station Improvement Project Update – 9B

Mr. Allen explained the Crystal City Station is important to the Atlantic Gateway project. Ms. Soneji gave an update on the Crystal City Station Improvement Project. This station is one of the busiest in the system and with ridership growing significantly, the current platform does not efficiently serve longer trains and only allows service from one track. The project calls for a longer platform in an island configuration to serve two tracks. Additional key project goals include improved intermodal transfers to Metrorail, Metroway, local bus and DOD shuttles, enhanced bicycle and pedestrian connectivity, and minimizing community impacts. The improved station would also provide opportunities to better align VRE service with Crystal City's vision for growth.

Ms. Soneji stated the current phase of the project is evaluating the location of the station and its access points, advancing the conceptual design through the preliminary engineering, and environmental documentation. This work is being funded by funds from NVTa and the Commonwealth. At the June 7<sup>th</sup> public meeting, all three platform location options were presented, including the existing location and two other options further south in Crystal City. Comments are being sought from stakeholders, developers, the National Park Service, and the public.

Ms. Cristol expressed her gratitude for VRE's extensive public involvement in this project. The Arlington County Board will have a work session on June 28<sup>th</sup> and will likely take action of support for one of the options in September.

Mr. Cook observed one of the options would require cooperation with the building owner to provide access. He stated it is not always user friendly to have access through a building.

### Spending Authority Report – 10

Mr. Allen stated there are no expenditures to report this month.

### Operations Board Member Time – 12

Mr. Skinner asked about rezoning at the Crossroads Yard. Mr. Dalton stated he would provide information to the county staff.

Mr. Thomas informed the Board Mr. Milde was unable to attend today's meeting because he was involved in a serious car accident last Saturday. Mr. Thomas asked Board Members to keep Mr. Milde in their thoughts and prayers as he recovers.

### Closed Session – 11

Chairman Smedberg moved, with a second by Ms. Caddigan, the following motion:

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

The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Skinner, Smedberg and Thomas.

The Board entered into Closed Session at 10:39 A.M. and returned to Open Session at 10:59 A.M.

Chairman Smedberg moved, with a second by Mr. Thomas, the following certification:

The VRE Operations Board certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session:

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

The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Naddoni, Nohe, Skinner, Smedberg and Thomas.

#### Adjournment

Without objection, Chairman Smedberg adjourned the meeting at 11:00 A.M.

Approved this 21<sup>st</sup> day of July 2017.

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Paul C. Smedberg  
Chairman

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Katie Cristol  
Secretary

#### **CERTIFICATION**

This certification hereby acknowledges the minutes for the June 16, 2017 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



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Rhonda Gilchrest

**Virginia Railway Express  
Operations Board**

**Resolution  
8A-06-2017**

**FY 2019 Key Budget Issues**

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

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

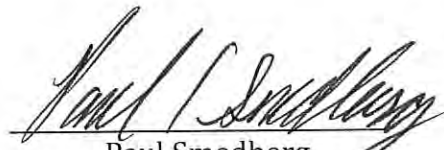
**WHEREAS**, budget issues and assumptions for the development of the FY 2019 operating and capital budget were reviewed by the CAO Budget Taskforce prior to their presentation to the Operations Board; and,

**WHEREAS**, the Key Issues related to the CIP were reviewed by the Capital Committee prior to their presentation to the Operations Board;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board directs VRE staff to develop the FY 2019 Budget and CIP in accordance with the Board's direction.

Approved this 16<sup>th</sup> day of June 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman



**Virginia Railway Express  
Operations Board**

**Resolution  
8B-06-2017**

**Authorization to Issue a GEC VII Task Order for Final Design Services for  
Franconia-Springfield Station Improvements**

**WHEREAS**, VRE has undertaken a program of Fredericksburg Line station improvements to enhance safety, expedite train operations, and provide increased flexibility for railroad operations; and,

**WHEREAS**, the preliminary Engineering and early Environmental documentation efforts are substantially complete for the Franconia-Springfield station improvements; and,

**WHEREAS**, the Franconia-Springfield station improvements are closely interrelated to and must be implemented in advance of third track construction through the station under the Virginia Department of Rail and Public Transportation (DRPT) Atlantic Gateway program; and,

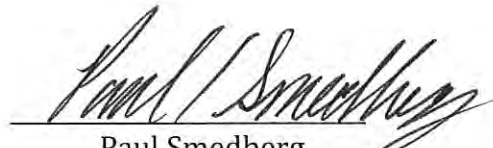
**WHEREAS**, this authorization for Final Design Services under the GEC VII contract will advance the project to 100% complete plans and readiness for construction; and,

**WHEREAS**, STV, Incorporated is the prime consultant for Task Area C (Design Services: Passenger Facilities) and has presented an acceptable proposal to perform said services;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a GEC VII Task Order to STV Incorporated for Final Design Services for the Franconia-Springfield Station Improvement Project in the amount of \$840,224, plus a 10% contingency of \$84,022, for a total not to exceed \$924,246.

Approved this 16<sup>th</sup> day of June 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8C-06-2017**

**Authorization to Issue a GEC VII Task Order for Final Design  
Services for the Lorton Station Second Platform Project**

**WHEREAS**, VRE has undertaken a program of Fredericksburg Line station improvements to enhance safety, expedite train operations, and provide increased flexibility for railroad operations; and,

**WHEREAS**, the preliminary Engineering and early Environmental documentation efforts are substantially complete for the Lorton Station second platform; and,

**WHEREAS**, the Lorton second platform project, in addition to the platform extension project currently under construction, is closely interrelated to and must be implemented in advance of third track construction through the station under the Virginia Department of Rail and Public Transportation (DRPT) Atlantic Gateway program; and,

**WHEREAS**, VRE has specifically committed through the *Second Amendment to the Corridor Improvement Project Memorandum of Understanding* with CSX Transportation (CSXT) and the Virginia Department of Rail and Public Transportation (DRPT) to add a second platform at Lorton Station; and,

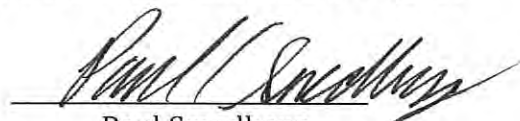
**WHEREAS**, this authorization for Final Design Services under the GEC VII contract will advance the project to 100% complete plans and readiness for construction; and,

**WHEREAS**, STV Incorporated is the prime consultant for Task Area C (Design Services: Passenger Facilities) and has presented an acceptable proposal to perform said services;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a GEC VII Task Order to STV Incorporated for Final Design Services for the Lorton Station Second Platform Project in the amount of \$956,554, plus a 10% contingency of \$95,655, for a total not to exceed \$1,052,209.

Approved this 16<sup>th</sup> day of June 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8D-06-2017**

**Authorization to Issue a GEC VII Task Order for Final Design  
Services for the Fredericksburg Station Rehabilitation Project**

**WHEREAS**, in 2011, concrete modifications and repairs were performed on both platforms at the Fredericksburg station; and,

**WHEREAS**, south of these 400-foot platforms are the original platforms, which are rarely used due to their uneven surfaces, cracking and delamination; and,

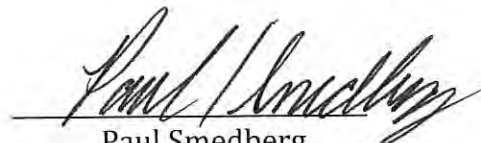
**WHEREAS**, the scope of services for this task order include final design services as required to advance 100% complete plans, technical specifications, pre-construction documents, and updated cost estimates; and,

**WHEREAS**, STV Incorporated is the prime consultant for Task Area C (Design Services: Passenger Facilities) and has presented an acceptable proposal to perform said services;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a GEC VII Task Order to STV Incorporated for Final Design Services for the Fredericksburg Station Rehabilitation Project in the amount of \$391,836, plus a 10% contingency of \$39,184, for a total not to exceed \$431,020.

Approved this 16<sup>th</sup> day of June 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8E-06-2017**

**Authorization to Issue a Task Order for  
Woodbridge Station Painting Services**

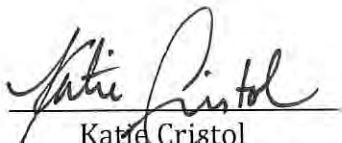
**WHEREAS**, a recent assessment of VRE stations identified the Woodbridge station as being in need of painting; and,

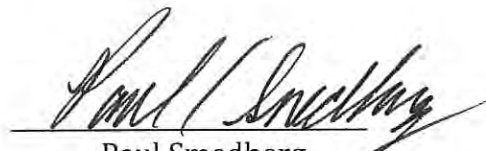
**WHEREAS**, the Scope of Services for this task order includes painting of the Woodbridge station building, walkway canopies, parking garage, pedestrian bridge, west elevator and stair tower and east and west platform canopies; and,

**WHEREAS**, this task order covers the estimated costs of the above referenced Woodbridge station painting services;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order to Fresh Air Duct Cleaning, LLC for Woodbridge Station Painting Services in the amount of \$240,630, plus a 10% contingency of \$24,063, for a total not to exceed \$264,693.

Approved this 16<sup>th</sup> day of June 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8F-06-2017**

**Authorization to Issue a Supplemental  
Task Order for Electrical Repair Services**

**WHEREAS**, in April of 2013, the Operations Board approved a five-year contract with one base year and four one-year options for the Facilities Maintenance Services Contract with NV Enterprises; and,

**WHEREAS**, the Operations Board approved the first option year in April of 2014, the second option year in April of 2015, the third option year in April of 2016 and the fourth option year in April of 2017; and,

**WHEREAS**, routine electrical repairs, including lighting and conduit repairs, electrical circuit and component troubleshooting, and power restoration services at stations, parking lots, rail storage yards, and office spaces are necessary for safe operations; and,

**WHEREAS**, the Operations Board previously approved Task Order 1 for \$75,000, Supplemental Task Order 1A for \$90,000, Supplemental Task Order 1B for \$90,000, Supplemental Task Order 1C for \$90,000 and Supplemental Task Order 1D for \$90,000; and,

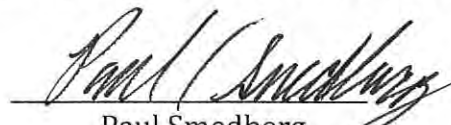
**WHEREAS**, the amount expended for Task Order 1 and Supplemental Task Orders 1A, 1B, 1C and 1D, Electrical Repair Services, has approached the approved Task Order total; and,

**WHEREAS**, this Supplemental Task Order 1E will allow NV Enterprises to continue performing electrical repair services through the end of the fourth option year;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 1E under the Facilities Maintenance Contract to NV Enterprises for electrical repair services in an amount of \$94,500 (\$90,000, plus a 5% contingency of \$4,500), for a total amount (Task Order 1 plus Supplemental Task Orders 1A, 1B, 1C, 1D and 1E) not to exceed \$529,500.

Approved this 16<sup>th</sup> day of June 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8G-06-2017**

**Authorization to Execute a Contract Amendment for Planning and  
Engineering Consultant Services for the Broad Run Expansion**

**WHEREAS**, VRE executed a contract with AECOM Technical Services, Inc. (AECOM) to provide planning and engineering consultant services for the Gainesville-Haymarket Extension; and,

**WHEREAS**, the Phase A Planning under that contract resulted in the analysis of two concepts for expanding VRE Manassas Line service and facilities: implementation of a VRE extension along the Norfolk Southern Railway (NS) B Line and expansion of the existing Broad Run Station and Maintenance and Storage Facility (MSF); and,

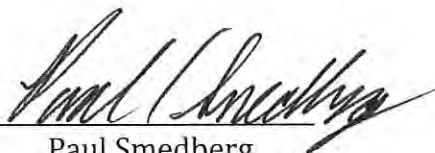
**WHEREAS**, the VRE Operations Board recommended advancing the Broad Run Expansion alternative to Phase B NEPA evaluation and PE design at its March 17, 2017 meeting; and,

**WHEREAS**, AECOM's current contract budget is not sufficient to complete the Phase B analyses due to the more detailed technical evaluations and stakeholder outreach conducted in Phase A and the change in the preferred alternative to the VRE Broad Run complex;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute an amendment to VRE contract 015-001 with AECOM Technical Services, Inc. (AECOM), for planning, environmental and preliminary engineering services related to the Broad Run complex expansion in the amount of ***\$508,455, plus a contingency of \$110,153, for a total of \$618,607, increasing the contract amount from \$3,972,085 to a total not to exceed \$4,480,540.***

Approved this 16<sup>th</sup> day of June 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman



**Virginia Railway Express  
Operations Board**

**Resolution  
8H-06-2017**

**Authorization to Submit a VRE Project to the  
Northern Virginia Transportation Authority for Funding  
Using the Outside the Beltway Concessionaire Payment**

**WHEREAS**, the Northern Virginia Transportation Authority has been requested by Secretary Layne to coordinate with the Department of Rail and Public Transportation and Virginia Department of Transportation to solicit eligible projects and make project recommendations to the Commonwealth Transportation Board; and,

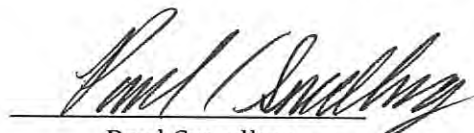
**WHEREAS**, the Northern Virginia Transportation Authority issued a call for projects on June 8, 2017 and candidate projects must be submitted by June 28, 2017; and,

**WHEREAS**, candidate projects must be in the I-66 Outside the Beltway Corridor or demonstrate a clear and compelling nexus to the I-66 Outside the Beltway Corridor;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions authorize the VRE Chief Executive Officer to submit, on behalf of the Commissions, the VRE Manassas Line Capacity Expansion and Real-Time Traveler Information Project to the Northern Virginia Transportation Authority for consideration to recommend to the Commonwealth Transportation Board regarding the use of the projected \$500 million I-66 Outside the Beltway Concessionaire Payment, make any necessary corrections to the project amounts or descriptions in the application, and execute all project funding agreements that may result from consideration of the projects.

Approved this 16<sup>th</sup> day of June 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

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## **RESOLUTION #2341**

**SUBJECT:** Authorize the VRE CEO to Submit a VRE Project to NVTA for Funding Using the Outside the Beltway Concessionaire Payment

**WHEREAS:** The Northern Virginia Transportation Authority has been requested by Secretary of Transportation Aubrey Layne to coordinate with the Department of Rail and Public Transportation and Virginia Department of Transportation to solicit eligible projects and make project recommendations to the Commonwealth Transportation Board;

**WHEREAS:** The Northern Virginia Transportation Authority issued a call for projects on June 8, 2017 and candidate projects must be submitted by June 28, 2017;

**WHEREAS:** Candidate projects must be in the I-66 Outside the Beltway Corridor or demonstrate a clear and compelling nexus to the I-66 Outside the Beltway Corridor; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission authorizes the VRE Chief Executive Officer to submit, on behalf of the Commissions, the VRE Manassas Line Capacity Expansion and Real-Time Traveler Information Project to the Northern Virginia Transportation Authority for consideration to recommend to the Commonwealth Transportation Board regarding the use of the projected \$500 million I-66 Outside the Beltway Concessionaire Payment, make any necessary corrections to the project amounts or descriptions in the application, and execute all project funding agreements that may result from consideration of the projects.

Approved this 6<sup>th</sup> day of July 2017.

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Jeffrey C. McKay  
Chairman

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Matthew F. Letourneau  
Secretary-Treasurer

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## VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD

### **Agenda Item 8-A** **Action Item**

**To: Chairman Smedberg and the VRE Operations Board**

**From: Doug Allen**

**Date: June 16, 2017**

**Re: FY 2019 Key Budget Issues**

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#### **Recommendation:**

The VRE Operations Board is being asked to provide feedback and direction for the development of the FY 2019 Budget and Capital Improvement Program (CIP).

#### **Background:**

VRE has adopted a financial planning process that provides for early consideration of key budget issues and assumptions. During the budget cycle, VRE staff meets monthly with the member jurisdictions' Chief Administrative Officers (CAO) Budget Taskforce to develop the annual proposed budget and an independent CAO recommendation is provided to the Operations Board and Commissions in conjunction with the final budget submission at the December Operations Board meeting. In addition, the Capital Committee reviews major capital needs and issues for referral to the full Operations Board as required. The Committee met in May to review the Key Issues related to the capital program.

In accordance with the VRE Master Agreement, a consolidated financial projection over a six-year time frame is provided each year as a component of the annual budget. In 2016, a Financial Plan was developed to forecast the cost of current operations and various growth scenarios through FY 2040, the period covered by the VRE System Plan. The Financial Plan established that even to maintain the current level of service, VRE requires substantial operating and capital funding that cannot be met with currently identified funding sources, ranging from a gap of \$40M to \$65M depending on if VRE were to maintain service, enhance the system capacity to meet the future growth in the region, or implement the full System Plan. (The Financial Plan projections are currently being updated to include revised ridership and funding projections and to incorporate a modified System Plan service profile, which may alter the estimated unfunded need.)

These funding gaps over a long - term horizon will also be apparent in the FY 2019 operating and capital budget and the FY 2019 – FY 2024 six-year forecast and CIP.



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VRE's *Financial and Debt Principles* addresses the prioritization of projects within the Capital Improvement Program and states:

***Projects included in VRE's Capital Improvement Program will be prioritized with emphasis on regulatory requirements, the maintenance of equipment and facilities to support current service levels, and provisions for passenger safety.***

Included in these priorities is the required replacement of the Ivy City midday storage facility, a prerequisite for continuing to provide the current level of service, as further described below. In addition to these first level priorities, the CIP decision-making emphasizes the commitment to ensure the development of the railroad infrastructure in the CSXT territory; project readiness; funding availability; and the identification of funding to complete projects with some but not total funding.

### **Proposed FY 2019 Key Issues**

***Key Issue #1: State funding beyond FY 2018: Changes to the level of and allocation method for state transit funds will exacerbate VRE's capital and operating funding challenges.***

The FY 2018 to FY 2023 CIP and Six-Year Financial Forecast illustrated the funding challenges VRE faces, since currently identified funding falls short of the system's operating and capital needs. One major factor is the uncertainty of available levels of future state funding for capital needs, which is expected to drop off sharply in FY 2019 and FY 2020 when bond funding supporting the state contribution to capital projects is no longer available. VRE's FY 2018 Budget was based on \$10.6M of state transit capital funds used as match for federal formula funds and an additional \$5.7M to support track access fees, based on a "tiered" percentage funding system that has been in place since FY 2014.

The Transit Capital Revenue Advisory Board (RAB) was created to identify possible sources of replacement revenue and to develop a methodology for project prioritization, with technical support provided by the Transit Service Delivery Advisory Committee (TSDAC). *The current proposals to develop a statewide prioritization process for the allocation of state capital funds for state of good repair projects will mean VRE cannot depend on consistent state support for our highest priority projects and could well have significant difficulties in meeting federal grant match requirements.*

In the draft Rail and Public Transportation Improvement Program to be presented to the Commonwealth Transportation Board (CTB) in June 2017, the total level of operating assistance is projected to hold steady through FY 2021 and increase slightly beginning in FY 2022. However, the expansion of WMATA's Silver Line (Phase II scheduled to open in 2020) will materially impact the amount received by VRE and other transit providers in future years.

***Key Issue #2: Jurisdictional subsidy and fare increases: The VRE service currently must be supported within the confines of jurisdictional budget constraints and a competitive and equitable fare structure. Although additional ongoing dedicated funding sources to support***

*both the operating and capital needs of the commuter rail service are needed, fare and subsidy levels must also be routinely increased to at least partially accommodate ongoing contractual increases.*

The FY 2018 six-year financial forecast projected a subsidy increase of 3% for FY 2019. The jurisdictional subsidy amount was last increased by 5% in FY 2017 to approximately the total subsidy amount paid in FY 2009. With the decreased gasoline costs over the last two years, several of the jurisdictions who were exclusively relying on the fuel tax to pay the VRE subsidy are no longer able to do so.

VRE has had four fare increases in the last six fiscal years (FY 2013, FY 2014, FY 2016 and FY 2018) in order to maintain the current level of service at a reasonable cost to the rider. The FY 2018 six-year financial forecast projected no fare increase in FY 2019.

***Key Issue #3: Level of service:*** *Some trains are currently at or over 100% capacity. Planned service improvements include the lengthening of peak trains as additional rail cars are received.*

Five rail cars were ordered in FY 2015 and placed in service in FY 2017. An additional nine rail cars ordered in FY 2016 are expected to be received in FY 2018. These additional rail cars along with infrastructure improvements to stations and storage yards will allow for the lengthening of existing peak trains. The Smart Scale grant provided funding for additional rail cars in the latter year of the FY 2019 to FY 2024 CIP to further lengthen existing peak trains.

***Key Issue #4: Capital costs at Washington Union Terminal (WUT):*** *VRE's future required contribution to capital investments at WUT is dependent on the cost sharing mechanism being developed by the Northeast Corridor Commission.*

The FY 2018 to FY 2023 CIP included \$45M to fund track, signal, platform and passenger facility upgrades and re-alignments at Washington Union Terminal (WUT). Some of these funds will be used for interim improvements at the terminal, as agreed to between Amtrak and VRE. The more significant costs will be the result of the allocation of infrastructure improvements to all users of the terminal based on a formula that is currently being developed by the Northeast Corridor (NEC) Commission. At this time, we do not know whether the amount programmed is higher or lower than the amount that will be required. More specific information should be available over the next several months so this potential cost can be better quantified.

The NEC Commission was created under a provision of the Passenger Rail Investment and Improvement Act of 2008 (PRIIA) in order to develop consistent methodologies for the equitable sharing of operating costs and infrastructure investments within the Northeast Corridor for commuter and intercity rail services. The Commission is comprised of members from each of the NEC states, Amtrak and the U.S. DOT with non-voting representatives from freight railroads and states, such as Virginia, which connect to the

NEC. The Commission approved a cost allocation policy for operating costs in September 2015; for VRE this policy now determines the cost of our access to WUT. The Northeast Corridor Capital Investment Plan for Fiscal Years to 2018 to 2022 outlines \$38B of backlog or improvement projects needed to support the Corridor. The Commission is currently working on a method for allocating these capital costs to the users of NEC assets.

***Key Issue #5: Maintenance and Replacement of VRE Assets:*** *The maintenance of rolling stock equipment and facilities to support current service levels is a priority in the VRE capital program. Federal formula funds devoted to maintaining transit assets in a “State of Good Repair” are expected to provide for these costs over the life-cycle of VRE’s assets. However, replacement of the fleet at the end of the expected useful life of the equipment will require additional funding mechanisms.*

The federal priority of maintaining transit systems in a “State of Good Repair” has been continued in the Fixing America’s Surface Transportation (or FAST) Act, the current federal transportation authorization, and the funds to adequately maintain equipment and facilities will be available from this source. VRE’s ongoing transit asset management initiatives will be used to refine the costs that were included in the prior year budget and CIP for related projects.

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

***Key Issue #6: Midday Storage:*** *The construction of alternate midday storage facilities will require a significant funding commitment over the next several years.*

The current agreement with Amtrak includes provisions for Amtrak to reclaim VRE’s midday storage space at the Ivy City yard for their own use during the next several years. As a result, VRE must proceed expeditiously to replace the storage yard now used at Ivy City. Work done on the project thus far indicates it will require a substantial portion of available federal formula funds over the term of the FY 2019 to FY 2024 CIP and may require the identification of other funding sources or short-term bridge financing until additional federal funds are available.

In addition to the replacement of the current storage tracks, VRE needs to increase midday train storage beyond what is currently available in order to provide for storage of all existing trains. This will be accomplished with the completion of storage tracks north and south of the L’Enfant station during FY 2018.

The new storage yard is expected to have the capacity to accommodate future growth as well as replace the current storage slots.

***Key Issue #7: Resources needed to implement the capital program:*** Capital improvements needed to support the current level of VRE service, to increase railroad infrastructure capacity in the VRE service territory or to grow the system to meet future expected demand require the identification and commitment of funds beyond those currently available to VRE.

Each of the existing sources of capital funding VRE relies on has inherent limitations. Federal funding has increased considerably over the last several years, but the limitations on the use of our major source of federal funds, the 5337 or State of Good Repair program, will further complicate our capital funding picture. NVTa regional funding continues to be available on a discretionary basis for certain VRE capital projects, but only for those located within the NVTa jurisdictions, which has created an imbalance of funding sources within VRE. Local sources of funding are limited and must compete with other jurisdictional funding priorities. The limitations of state funding are noted above.

VRE was recently approved for Smart Scale funding for \$92M in FY 2022 dollars. While this funding fills a crucial funding gap for numerous VRE projects at the construction phase, it creates a funding lag as these projects are scheduled to start earlier than when the funds will be available in FY 2022

***Key Issue #8: VRE staff level:*** VRE needs the staff resources necessary to operate and administer the commuter rail system safely, efficiently and in compliance with all federal and state requirements and to advance the capital program in accordance with system needs and funding commitments.

Since inception, the administration and oversight of the commuter rail system has been accomplished by a relatively small permanent staff, supplemented at times with assistance on a contract or temporary basis. For a number of years, as the system itself grew and developed, along with a continuing increase in internal and external requirements, the staff level did not keep pace. However, three new permanent positions and the replacement of three contract positions with VRE staff positions was funded in FY 2016 and an additional four new full time positions were funded in FY 2017. VRE management is currently reviewing existing staffing resources and potential needs for FY 2018, particularly in regard to resources needed to advance the capital program.

***Key Issue #9: Renewal of CSX operating access agreement:*** The VRE five-year operating access agreement with CSX Transportation expired on June 30, 2016. In May 2016, the VRE Operations Board approved a one-year extension of this agreement through June 30, 2017 and a second one-year extension was approved in May 2017, through June 30, 2018.

Throughout this second one-year extension period, VRE, CSXT and DRPT will meet to determine capacity enhancement projects, prioritize these projects, establish methodologies to identify how the capacity enhancements will result in additional service for VRE and to identify potential funding sources. VRE staff anticipates these elements will

be integrated into the new Amended and Restated Agreement. The potential fiscal impact will be monitored throughout the FY 2019 budget process and reflected as appropriate.

**Next Steps:**

- Continuation of discussion of FY 2019 budget and CIP with the CAO Budget Task Force.
- Provision of preliminary budget and CIP to the Operations Board in September 2017 and to the Commissions in October 2017.

**Fiscal Impact:**

The fiscal impact of the FY 2019 budget and capital program will be addressed at the September Operations Board meeting.



**Virginia Railway Express  
Operations Board**

**Resolution  
8A-06-2017**

**FY 2019 Key Budget Issues**

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

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

**WHEREAS**, budget issues and assumptions for the development of the FY 2019 operating and capital budget were reviewed by the CAO Budget Taskforce prior to their presentation to the Operations Board; and,

**WHEREAS**, the Key Issues related to the CIP were reviewed by the Capital Committee prior to their presentation to the Operations Board;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board directs VRE staff to develop the FY 2019 Budget and CIP in accordance with the Board's direction.

Approved this 16<sup>th</sup> day of June 2017

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Paul Smedberg  
Chairman

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Katie Cristol  
Secretary

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VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

**Agenda Item 9-B**  
**Information Item**

**To: Chairman Smedberg and the VRE Operations Board**

**From: Doug Allen**

**Date: June 16, 2017**

**Re: Crystal City Station Improvement Project Update**

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The Virginia Railway Express (VRE) Crystal City Station, one of the busiest in the system, was designed at the beginning of the VRE service. Ridership has grown significantly since that time, requiring longer and a greater number of VRE trains. The current platform is too short to efficiently serve our longer trains and only allows service from one track. These inefficiencies can cause an operational bottleneck in the middle of the most heavily-trafficked segment of the CSX Transportation RF&P Subdivision.

To help mitigate these inefficiencies, there is a need for a longer platform to accommodate full-length VRE trains that should be configured as an island platform serving two tracks. Additional key project goals include improved intermodal transfers to Metrorail, Metroway, local bus, and DOD Shuttles, enhanced bicycle and pedestrian connectivity, and minimizing community impacts. The improved station would also provide opportunities to better align VRE service with Crystal City's vision for growth.

There is an immediate need to progress this project. The Atlantic Gateway Fourth Track project, which is sponsored by the Commonwealth, has been funded through a recent Federal Fastlane grant and the design and engineering for the improved Crystal City Station project needs to be incorporated into the Fourth Track project.

The current phase of the VRE Crystal City Station Improvement Project is evaluating the location of the station and its access points, advancing the conceptual design through preliminary engineering, and environmental documentation. This work is funded through the Northern Virginia Transportation Authority and the Commonwealth of Virginia.

The current phase of the VRE Crystal City Station Improvement Project was initiated in December 2016. Three platform location options were identified, including the existing location and two other locations further south in Crystal City. An initial public meeting was held in March 2016 to introduce the options under consideration and the evaluation



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criteria that will be used for selecting the station location. Another round of public outreach is scheduled in June 2017, including another set of public meetings on June 7, focused on evaluating the proposed options.

Major factors used to evaluate the three station locations included connections to local and regional transportation networks, community and environmental impacts, and elements with significant cost impacts. The detailed evaluation and the summary rankings were shared with stakeholder organizations and the public for feedback.

Next steps involve collecting and incorporating input received into the evaluation, and selecting a single station location to advance into preliminary engineering and environmental documentation. Staff anticipates returning to the VRE Operations in July for endorsement of a preferred option for more detailed development and design.



## VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD

### Agenda Item 9-A Information Item

**To: Chairman Smedberg and the VRE Operations Board**

**From: Doug Allen**

**Date: June 16, 2017**

**Re: VRE Positive Train Control (PTC) Implementation Plan Update**

---

The Rail Safety Improvement Act of 2008, as amended, mandates the implementation of Positive Train Control (PTC) by December 31, 2018. VRE has been working to implement the tenant railroad PTC requirements prior to the deadline. This work has been done in close coordination with our host railroads, which continue to work on implementing their required systems. To date, the following major project implementation milestones have been completed:

1. Submittal of a revised PTC Implementation Plan as required by the Fixing America's Surface Transportation (FAST) Act
2. Installation of the WRE I-ETMS® on-board equipment on all VRE locomotives and cab control cars
3. Procurement of a 3<sup>rd</sup> party provider for a Hosted Back Office Service
4. Development of training programs for operations and maintenance staff
5. Survey for wayside Wi-Fi hotspots for software updates and crew initializations

The following project implementation milestones are targeted to start, or be completed, during the first half of CY 2017:

1. Project kick-off for the Hosted Back Office Service
2. Procurement and installation of Wi-Fi hotspots
3. Training of operations and maintenance staff
4. Field qualification testing with VRE host railroads (CSX Transportation and Norfolk Southern Railway – currently targeted for the 2<sup>nd</sup> half of CY 2017)

VRE continues to submit quarterly and annual project implementation updates to the Federal Railroad Administration (FRA), as required by regulation, and coordinate project activities with our host railroads.



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Transportation Commission  
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Transportation Commission  
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Woodbridge, VA 22192  
703.580.6121

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## Agenda Item #8: Department of Rail and Public Transportation



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** June 29, 2017

**SUBJECT:** Department of Rail and Public Transportation (DRPT)

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### **A. DRPT Report**

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

### **B. Metro Safety Commission and Metro Reform Efforts**

Director Mitchell will provide an update on the implementation of the Metro Safety Commission and the Commonwealth's Metro reform efforts at the July meeting.

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## COMMONWEALTH of VIRGINIA

Jennifer L. Mitchell  
Director

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

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

TO: Chairman McKay and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: June 26, 2017

SUBJECT: Virginia Department of Rail and Public Transportation (DRPT) Update

### **General Update**

The FY18 DRPT Six Year Improvement Program (SYIP) was approved by the Commonwealth Transportation Board (CTB) at its meeting on June 20. It is available for viewing on DRPT's website at <http://www.drpt.virginia.gov/media/2146/fy18-final-syip-june-with-page.pdf>. The approved SYIP totals \$3.4 billion over FY 18-23 with \$2.6 billion for public transit and \$823 million for rail programs. For FY 18, total transit allocations for Northern Virginia (NOVA) District are \$306.2 million. Detail by transit operator and/or local jurisdiction is available in the SYIP document.

Total state operating assistance to the Washington Metropolitan Area Transit Authority (WMATA) in FY 18 is \$105.4 million and total FY 18 state capital to WMATA is \$92.7 million, which includes the \$50 million Virginia match for federal Passenger Rail Investment and Improvement Act (PRIIA) funding. PRIIA match is funded at that level through FY 20 in the approved SYIP. Detail of WMATA funding by each NVTC jurisdiction is available on page 31 in the Northern Virginia District section of the SYIP.

DRPT's FY 18 budget was also approved by the CTB on June 20. The FY 18 agency budget totals \$689 million, with \$669 million in SYIP allocations. The agency operating budget is \$13.9 million, 2.0% of the proposed total budget. The FY 18 agency budget includes funding for four new positions, primarily for management of the Atlantic Gateway project, increasing total agency headcount from 60 to 64 positions. The approved budget is available on DRPT's website at <http://www.drpt.virginia.gov/media/2147/fy18-ctb-annual-budget-final-2017-06-20.pdf>.

### **Metro Safety Commission (MSC)**

DRPT's approved FY 18 budget includes \$600,000 for the establishment of the MSC. Virginia and Maryland approved the MSC in their 2017 legislative sessions. The Federal Transit Administration (FTA) has asked the District of Columbia City Council to approve minor technical corrections to the

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final version of the legislation it passed in late 2016 for Mayor Bowser's signature. The Virginia Attorney General's Office has advised that the changes are non-substantive and do not affect the legal authority of the MSC. The U.S. Senate has approved the required legislation for the establishment of the MSC. The U.S. House of Representatives still needs to approve companion legislation.

#### **Washington Metropolitan Area Transit Authority (WMATA) Independent Review**

Former U.S. Secretary of Transportation Ray LaHood continues to meet with stakeholders throughout the Washington, DC region. WSP is nearing completion of the benchmarking analysis and is expected to present draft results to the NVTC Governance and Personnel Committee in July.

The legislation that directs the Virginia Secretary of Transportation to conduct an Independent Review of WMATA, in coordination with NVTC, requires quarterly reports to the Chairs of the Virginia House and Senate Transportation Committees beginning June 30, 2017. An interim report is due to the General Assembly on November 15, 2017 and final report is due by June 30, 2018.

#### **Transit Capital Project Revenue Advisory Board**

The final meeting of the Revenue Advisory Board (RAB) was held on June 16. The draft report is available on the DRPT website at <http://www.drpt.virginia.gov/media/2142/draft-rab-report-update-june-12.pdf>. The RAB also met on May 26. Materials for that meeting are available at <http://www.drpt.virginia.gov/transit/major-initiatives/transit-capital-project-revenue-advisory-board-hb-1359/meetings-and-agendas-2016/>.

A briefing on the final report was presented to the CTB on June 20 and is available at [http://www.ctb.virginia.gov/resources/2017/june/pres/presentation\\_hb1359\\_transit\\_capital\\_project.pdf](http://www.ctb.virginia.gov/resources/2017/june/pres/presentation_hb1359_transit_capital_project.pdf). DRPT anticipates seeking a CTB resolution endorsing the final recommendations in July. DRPT also anticipates future CTB engagement in the development and implementation of a policy on transit capital prioritization.

An interim report for the RAB was submitted to the General Assembly on January 1, 2017 and is available at <http://www.drpt.virginia.gov/media/1994/2017-rab-report.pdf>. The final report is due by August 1, 2017 for consideration during the 2018 legislative session. The RAB's charge expires on July 1, 2018.

#### **Transit Service Delivery Advisory Committee (TSDAC)**

The TSDAC met on May 31, 2017. No future TSDAC meetings are scheduled at this time. Materials for the May 31 meeting, including the policy principles/recommendations and revenue estimate/transit resource allocation planning presentation, are available for viewing at <http://www.drpt.virginia.gov/transit/major-transit-initiatives/transit-service-delivery-advisory-committee/meetings-and-agendas-2017/>.

#### **I-66 Corridor Improvements**

A total of 521 people attended Public Information Meetings (PIMs) on the Transform 66 project on June 12, 14, and 15 and 38 gave verbal comments. The majority of comments were on toll rates and the proposed bike path. Media outlets that attended the PIMs include Inside Nova, WHAG

(Channel 25 Hagerstown, MD), and WTOP (103.5 FM). Financial close is anticipated in late July or early August 2017. The design public hearing is tentatively scheduled for September 2017.

The FHWA issued a Finding of No Significant Impact (FONSI) for the Transform 66: Inside the Beltway Eastbound Widening project on April 3. The FONSI and revised EA are located on the project website at [http://inside.transform66.org/learn\\_more/documents.asp](http://inside.transform66.org/learn_more/documents.asp).

### **I-95/395 Express Lanes**

A kickoff meeting for the I-395 Transportation Management Plan (TMP) meeting was held at the Virginia Department of Transportation (VDOT) NOVA District Office on June 15. The meeting was attended by staff from the City of Alexandria, DRPT, Fairfax County, the George Washington Regional Commission (GWRC), NVTC, Prince William County, the Potomac and Rappahannock Transportation Commission (PRTC), the United States Department of Defense (DoD), VDOT, the Virginia Railway Express (VRE), and WMATA. Staff from Arlington County, the City of Alexandria, DASH, MWCOCG, and PRTC also participated by teleconference. The budget for the TMP is approximately \$2 million and the program is anticipated to be finalized by August 2017 for implementation soon thereafter.

The FONSI and revised Final Environmental Impact Statement (FEIS) for the I-395 Express Lanes Northern Extension are at [http://www.virginiadot.org/projects/northernvirginia/395\\_express.asp](http://www.virginiadot.org/projects/northernvirginia/395_express.asp). Commercial close for the project has been achieved and financial close is anticipated on July 11. Construction is expected to begin in July 2017 and last three years. Express Lane tolling is scheduled to begin in fall 2019.

A 2.2 mile reversible extension of both the southbound and northbound ramps at the southern terminus of the existing I-95 Express Lanes is scheduled to open in early 2018. A ten mile extension of the I-95 Express Lanes to Fredericksburg (Fred Ex), funded by the Atlantic Gateway FAST LANE grant, is anticipated to open in 2022.

### **Smart Scale**

Funding for Round 2 Smart Scale projects was included in the VDOT SYIP which was approved by the CTB on June 20. Projects can be located in the final VDOT FY 18 SYIP by searching “#smart18” in the keyword field at <http://syip.virginiadot.org/Pages/allProjects.aspx>. On June 21, the CTB held a retreat on improving the Smart Scale application and evaluation process for Round 3. The CTB is considering moving the application period to earlier in the year, lengthening the evaluation period, and limiting the number of applications by agency or jurisdiction. The full presentation is located at [http://www.ctb.virginia.gov/resources/2017/june/ctb\\_retreat\\_recommendations\\_for\\_improving\\_smart\\_scale2.pdf](http://www.ctb.virginia.gov/resources/2017/june/ctb_retreat_recommendations_for_improving_smart_scale2.pdf).

Round 2 scores are at [http://smartscale.org/documents/2018\\_smart\\_scale\\_project\\_scores.pdf](http://smartscale.org/documents/2018_smart_scale_project_scores.pdf).

### **DC2RVA**

DRPT is anticipating the Draft Environmental Impact Statement (DEIS) will be released in August 2017. DRPT is planning to present on the DEIS at the Transportation Planning Board (TPB) Technical Committee on July 7 and at the NVTC and PRTC board meetings in September. A high level summary of the recommendations is available for viewing at <http://dc2rvairail.com/about/recommendations/>.

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**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** June 29, 2017

**SUBJECT:** Executive Director Report

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### **A. Executive Director Newsletter**

NVTC's [Executive Director Newsletter](#) provides updates on specific NVTC projects and programs and highlights items of interest at the federal and state levels and among partners such as the Transportation Planning Board and the Northern Virginia Transportation Authority.

This month's newsletter includes a look at new projects coming online to support the future tolling of I-66 inside the Beltway, progress on regional fare collection technology, and the importance of investment to get our regional transit systems to a state of good repair.

### **B. NVTC Financial Items**

The [Financial Report for May 2017](#) is provided for your information.

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The importance of state of good repair is receiving increased attention – not only here in the Washington, D.C. region but across the country. U.S. DOT reports that an estimated 40 percent of buses and 23 percent of rail transit assets are in marginal or poor condition, with a backlog of \$90 billion in deferred maintenance and replacement. Closer to home, WMATA, VRE and our local bus systems have combined state of good repair needs that could reach \$20 billion over the next 10 years.

The equation for state of good repair includes both adequate funding and large enough blocks of time to perform required maintenance. Finding both may be challenging, but it is essential if our transit systems are to provide safe and reliable service. That puts a premium on plugging Virginia's transit capital funding gap. Recommendations from the Transit Capital Project Revenue Advisory Board, due by August 1, will pave the way for action by the General Assembly early next year. Without a legislative fix, transit operators throughout the Commonwealth will no longer have the funding needed to maintain, let alone expand, their systems. NVTC's letter to the [Revenue Advisory Board regarding its draft recommendations](#) identifies the best path forward to ensure the availability of adequate funds for state of good repair for the bus and rail systems serving Northern Virginia.

Among NVTC's suggestions to the Revenue Advisory Board is that it incorporate the Federal Transit Administration's [transit asset management \(TAM\) requirements](#) into any prioritization process for state of good repair funding. The requirements, which took effect last July, stipulate that transit agencies maintain, and document their adherence to, certain standards.

While SafeTrack is behind us, there is still much to be done to bring Metrorail fully into a state of good repair. NVTC's support of the WMATA general manager's shared-sacrifice approach will, through last Sunday's change in operating hours, provide the extra time needed for repairs and maintenance. And, as service and reliability improve, there should be opportunities to increase ridership. NVTC is committed to working with WMATA to help bring riders back to Metrorail.

As our experiences of late with Metrorail demonstrate, it is impossible to overstate the importance of state of good repair for transit agencies. NVTC must remain vigilant and look for every opportunity to support the needs of our transit operators in maintaining their bus and rail systems. Safety is paramount.



**Executive Director**

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Northern Virginia Transportation Commission  
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[www.novatransit.org](http://www.novatransit.org)



## Key Dates

July 6	<a href="#">NVTC Monthly Meeting</a>
July 13	<a href="#">NVTA Monthly Meeting</a>
July 13	<a href="#">WMATA Board Committees</a>
July 18-19	<a href="#">CTB Monthly Meeting</a>
July 19	<a href="#">Transportation Planning Board</a>
July 19	<a href="#">NVTC Governance/Personnel Committee Meeting</a>
July 21	<a href="#">VRE Operations Board</a>
July 27	<a href="#">WMATA Board</a>
Sept. 7	<a href="#">NVTC Monthly Meeting</a>
Mid-Sept.	I-66 Commuter Choice Kickoff



## I-66 Commuter Choice Projects Come On Line

Early summer brings the start of two bus projects funded through NVTC's I-66 Commuter Choice program, formerly called Transform 66 Multimodal. Metrobus 2A service began running at 10-minute intervals, instead of 15, during A.M. and P.M. rush on June 25. This project will serve 150 new weekday riders, increasing daily ridership to 2,700. I-66 Commuter Choice is covering the total cost, \$1 million, of two years of enhanced service.

Loudoun County will begin commuter bus service from its recently completed Stone Ridge park-and-ride lot into Washington, D.C. on July 10. The project included construction of the 300-space lot and two years of bus operations. The estimated cost of the project was just over \$2.6 million, 75 percent of which came from I-66 Commuter Choice. The county plans a ribbon-cutting ceremony in the near future.

This brings to three the number of projects funded through I-66 Commuter Choice that are operational. PRTC inaugurated its Gainesville to Pentagon commuter bus service in December. The remaining projects are slated to come on line when tolling begins on I-66 inside the Beltway.



## Revenue Advisory Board Considers Transit Capital Funding Options

The [Transit Capital Project Revenue Advisory Board's draft report](#) to the General Assembly includes four distinct funding packages, each of which would address the pending \$130 million annual shortfall in transit capital. Two of the packages rely on a mix of statewide and regional sources. In [her comments to the board](#) on June 16, NVTC Executive Director Kate Mattice reiterated the Commission's stance that a statewide program should be supported exclusively by revenues generated at the state level. She also reminded board members that WMATA and VRE have capital needs that will require funding above and beyond what the Revenue Advisory Board is contemplating. NVTC's Aimee Perron Seibert offered similar comments to the Commonwealth Transportation Board (CTB) last week when [it was briefed on the Revenue Advisory Board's recommendations](#), which are due to the General Assembly by August 1. The CTB will be asked to adopt a resolution endorsing the final legislative recommendations in July. The Commission, meanwhile, will consider a draft letter to the Revenue Advisory Board at its July meeting.

### Prospective Transit Capital Funding Packages

- ⇒ **Package 1 — Adjust Existing Statewide Sources**
  - Deed and Mortgage Recordation Tax
  - Priority Transportation Fund
  - Real Estate Transfer Tax
- ⇒ **Package 2 — Adjust Single Statewide Funding Source**
  - Package 2a: Statewide Retail Sales and Use Tax
  - Package 2b: Statewide Fuel Sales Tax
- ⇒ **Package 3 — Adjust Existing State and Regional Revenues**
  - Statewide
    - ◇ Deed and Mortgage Recordation Tax
    - ◇ Priority Transportation Fund
    - ◇ Real Estate Transfer Tax
  - Northern Virginia and Hampton Roads
    - ◇ Fuel Sales Tax Floor
- ⇒ **Package 4 — Adjust State and Regional Revenues with a Floor on the Fuel Sales Tax in Northern Virginia and Hampton Roads**
  - Deed and Mortgage Recordation Tax
  - Priority Transportation Fund
  - Real Estate Transfer Tax



## WMATA Board, MWCOG Join NVTC in Signaling Support for GM's Reforms


Two days after NVTC adopted a resolution endorsing the spirit and direction of WMATA General Manager Paul Wiedefeld's action plan — [Keeping Metro Safe, Reliable and Affordable](#) — the WMATA Board of Directors and the Metropolitan Washington Council of Governments followed suit. The [WMATA Board's resolution](#), adopted by a 14-1 vote was intended to show support for:

- Dedicated capital funding
- Minimization of unpredictable and unsustainable increases in costs
- Aggressive cost containment
- Caps on jurisdictional operating and capital subsidies
- Reauthorization of federal PRIIA funding
- Congressional amendments to the Wolf Act

Nearly two weeks later, the MWCOG Board of Directors adopted [a set of principles](#) to guide its efforts to help restore Metro to world-class status, including securing regional funds to meet the transit system's capital needs. Fairfax County Board of Supervisors Chairman Sharon Bulova, who is leading MWCOG's

Metro Strategy Group of elected officials, called adoption of the principles "progress," as officials work together on the funding issue. She noted that the MWCOG Board agreed that any additional revenue source must be predictable and bondable, and "must pass muster with the rating agencies."





# BE READY FOR METRO CHANGES

ESTÉ LISTO PARA LOS CAMBIO DE METRO

### New Fares & Fees

*Nuevas tarifas y costos*

**RAIL Tren**

**Peak fares increase**

- \$2.25 minimum; \$6 maximum

Aumento de tarifas durante las horas pico: \$2.25 mínimo; \$6 máximo.

10¢

**Off-peak fares increase**

- \$2 minimum; \$3.85 maximum
- New one-day, unlimited rail/bus pass

Aumento de tarifas fuera de las horas pico: \$2 mínimo; \$3.85 máximo. Nuevo pase de 1 día, para viajar de manera ilimitada en tren y autobús.

25¢

**BUS Autobús**

**All fares increase**

- Regular \$2
- Express \$4.25
- Save with 7-day regional bus pass

Aumento en todas las tarifas: Tarifa regular \$2. Tarifa express \$4.25. Ahorre dinero con un pase regional de autobuses de 7 días.

25¢

**Airport Express**

- 5A and B30 \$7.50

Autobús Rápido al Aeropuerto (5A, B30) \$7.50.

50¢

**PARKING Estacionamientos**

- Fee changes at all Metro-operated facilities

Cambios en costo a través de todas las instalaciones operadas por Metro.

### New Hours

*Nuevas horas*

	OPEN apertura	CLOSE cierre
<b>Mon-Thurs</b> <i>lunes a jueves</i>	5:00 AM	11:30 PM
<b>Fri</b> <i>viernes</i>	5:00 AM	1:00 AM
<b>Sat</b> <i>sábado</i>	7:00 AM	1:00 AM
<b>Sun</b> <i>domingo</i>	8:00 AM	11:00 PM

Last train times vary by station  
El horario de los últimos trenes varían entre las estaciones.

### Bus Service Changes

*Cambios en el servicio de autobús*

New timetables and selected route changes will take effect

Habrán nuevos cambios en los horarios y rutas seleccionados



**metrobus**

### Rail Service Changes

*Cambios en el servicio de tren*

- Trains will arrive slightly less frequently during weekday rush hour
  - Every 8 minutes from end points
  - Every 3-4 minutes downtown

Los trenes llegarán menos frecuente de lunes a viernes durante las horas pico: Cada 8 minutos en las últimas estaciones de cada línea. Cada 3-4 minutos en el centro de DC.

• Rush+ will be eliminated

El servicio de Rush+ será eliminado.



For more information, visit [wmata.com/changes](http://wmata.com/changes).

Para obtener más información, visite [wmata.com/changes](http://wmata.com/changes)



## U.S. House Panel Marks Up Metro Safety Commission Resolution



The U.S. House Judiciary Committee in mid-June approved [legislation giving congressional consent to the establishment of a Metro Safety Commission](#) (MSC) by D.C., Maryland and Virginia. Approval by the full House is still needed to formally set up the new safety oversight body. The Federal Transit Administration is

withholding certain funds from transit agencies in the three jurisdictions until it certifies the MSC as operational. "We can hasten the day by which Metrorail safety will be improved and funds obligated for other impacted transit systems in the compact jurisdictions can be made available for release," [said the committee's chairman](#), Rep. Bob Goodlatte of Virginia.

## Virginia's WMATA Board Members Meet with Riders in Alexandria

With SafeTrack nearing a close, how does Metro plan to regain riders? That was the theme of several questions put to Virginia's WMATA board members at NVTC's "[Getting Metro Back on Track](#)" forum June 15 in Alexandria. Dedicated funding was another recurrent topic of discussion, as attendees asked how they could help ensure dedicated funds are secured in Virginia. Some 50 people attended this second Metro forum. The first took place in January in Reston.



## NVTC Coordinates Bus Farebox Technology Testing

In coordination with WMATA, NVTC is assisting local jurisdictions with the purchase and testing of new farebox/driver control units to prolong the life of existing bus fareboxes. WMATA has announced it will begin testing on October 1. Loudoun County Transit and Fairfax Connector will participate in the testing starting in mid-October. Due to the long lead time, regional entities are beginning to purchase Cubic's Tri-Reader contactless card reader, which is needed for the upgrade, so that a full roll-out can begin in early 2018.

Recognizing that these upgrades are only an intermediary measure, NVTC continues to monitor regional activity related to the off-board fare collection and next generation fare collection components of the program. NVTC is working to schedule a Fare Collection Technology Workshop with the Northern Virginia entities later this year. The workshop will include a discussion of emerging fare collection technologies and long-term fare collection strategy.

## VRE Cancels Firecracker Trains

The Virginia Railway Express announced last week that it will not run its Firecracker Trains, which take passengers to and home from the fireworks display on the National Mall. Last year's poor ridership – only 25 percent of available tickets were sold – informed the cancellation. With Independence Day falling on a Tuesday this year, VRE officials were concerned about lower ticket sales. "We will look to operate Firecracker Trains again when July 4th falls on a Friday, Saturday or Sunday," the railroad said in a message to passengers.





## Capital Bikeshare Pays Off

A [new report by Motivate](#) — which owns Capital Bikeshare, Citi Bike in New York, and Divvy in Chicago, among others — sheds light on bike share usage. “All told, riders on Motivate systems took nearly 24 million trips in 2016, averaging 65,753 trips per day and racking up well over 50 million miles. For comparison, Amtrak’s Northeast Corridor saw about half as many trips in fiscal year 2016,” notes the company’s website.

Among the findings specific to Capital Bikeshare:

- \$631 was the average annual savings on personal travel costs for a Capital Bikeshare member
- 65 percent of members reported that this was their primary way to get to work
- 71 percent of members said that they used Capital Bikeshare “at least occasionally” to access Metrobus, Metrorail, or commuter rail
- 18 percent of members used the service six or more times per month to access transit

According to the [National Association of City Transportation Officials](#) there were over 28 million U.S. bike share trips taken in 2016, a 25 percent increase over the prior year. Four of Motivate’s systems were responsible for nearly 80 percent of those.



## Around Town: Headlines from/about NVTC Jurisdictions and Partners



[Alexandria Awarded More than \\$34 Million for Transportation Projects](#)

[Safety improvements for pedestrians and bicyclists coming to Arlington](#)



[iRide Discount on ART Extended to Elementary School Students](#)

[GMU “blueprint” study suggests avenues for expanding reach of Arlington’s transportation options](#)



[F.C. Council Threatens to Cut Metro Funding](#)



[Closing in on 10 “bundles” of initiatives to recommend for further analysis](#)

[Enhanced Mobility grantees share the secrets to their success](#)



[Metro Ends Moratorium on Early Openings and Late Closings After SafeTrack](#)

[VRE seeks \\$187 million for projects](#)

[NVTA funds \\$2.5 million for Manassas Park VRE garage study](#)

[VRE helps keep our region rolling](#)



## Coming the Week of Sept. 18

# NVTC’s I-66 Commuter Choice Kickoff

*Check your inbox in July for a specific date and details*

## Northern Virginia Transportation Authority



NVTA is looking for [input on its Draft TransAction Plan](#). This long-range transportation plan for Northern Virginia identifies more than 350 projects. Aimed at significantly improving the regional transportation network, the plan identifies more than \$44 billion in unmet transportation needs. The candidate projects are multimodal in nature and vary in scope from expanded infrastructure to new capacity across modes. NVTA will host an [open house and public hearing](#) on the plan at its office on July 13. [Public comment](#) will be accepted through midnight July 23.

### Benefits of the Draft TransAction Plan

The Draft Plan will save the average Northern Virginian more than **27 minutes** each day.



**+14.1%**  
Transit Ridership



**-64.4%**  
Transit Crowding



**+9.0%**  
Transit Mode Share



**-0.4%**  
Miles of Travel



**-23.5%**  
Hours of Travel

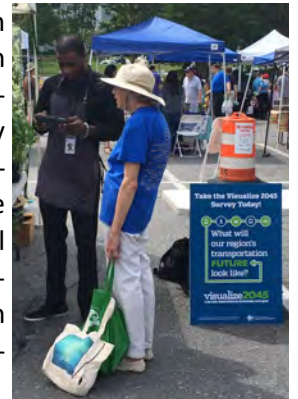


**-43.8%**  
Hours of Delay

## Transportation Planning Board



TPB has released [Visualize 2045](#), a new long-range transportation plan for metropolitan Washington, and is [accepting public comment](#) through July 31. The input will help elected leaders better understand public attitudes and opinion as they make decisions about the region's transportation future. Visualize 2045 is a new kind of long-range transportation plan for the National Capital Region. It includes projects and improvements for which funding is expected to be available between now and 2045, as well as those for which funding has not yet been identified. This will help decision makers grasp the universe of potential projects and how they would affect the region's transportation future if built. Visualize 2045 highlights 1,000+ regional road and transit projects, hundreds of bicycle and pedestrian projects, and land-use issues facing the region.



## Virginia Railway Express



U.S. Sen. Tim Kaine was on hand to celebrate VRE's 25th anniversary on June 16 in Fredericksburg. The ceremony followed a VRE Operations Board meeting at City Hall during which members authorized CEO Doug Allen to obtain design services for a 125-foot addition to the southern end of the Fredericksburg station platform and a staircase so that passengers needn't walk across Princess Anne Street. Work could begin as early as spring 2018.



## WMATA



Metro is on track [to permanently remove from passenger service all 1000- and 4000-series railcars](#) by July 1, months ahead of projection. "By retiring the last of our oldest and least reliable railcars, we will be in a much better position to deliver more reliable service for our customers," said Metro General Manager Paul J. Wiedefeld. "We have already seen the positive results of this effort in the form of fewer railcar-related delays and fewer offloads." Metro currently has 43 new trains in passenger service (344 7000-series cars) and is receiving new cars at a rate of up to 20 per month. The transit system has purchased 748 new railcars in total. [New 7000-series cars are up to six times more reliable](#) than the cars they are replacing.

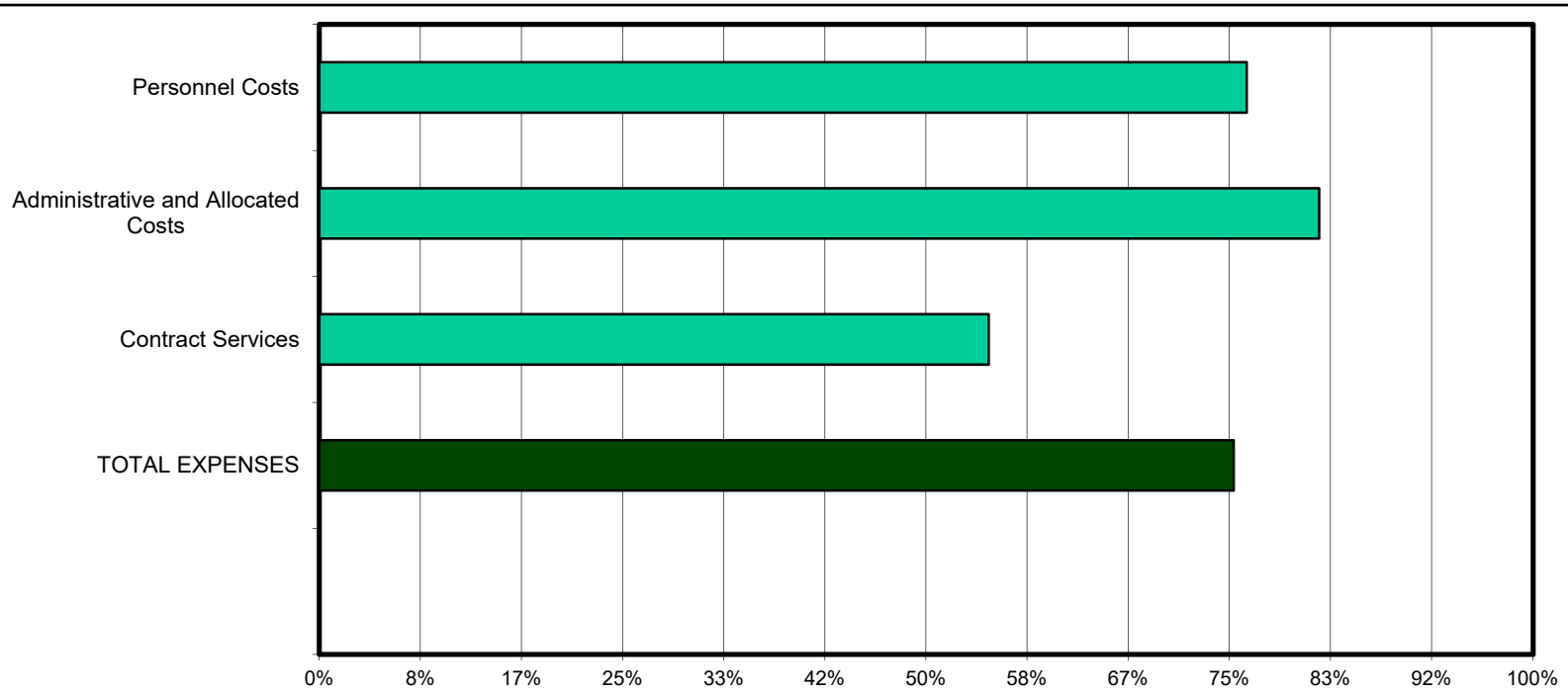


# Northern Virginia Transportation Commission

Financial Reports

May, 2017

Percentage of FY 2017 NVTC Administrative Budget Used  
May 2017  
(Target 91.7% or less)



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

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**May, 2017**

	<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	\$ 98,973.83	\$ 1,075,804.99	\$ 1,352,000.00	\$ 276,195.01	20.4%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>98,973.83</u>	<u>1,075,804.99</u>	<u>1,352,000.00</u>	<u>276,195.01</u>	<u>20.4%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	6,106.03	71,926.73	90,300.00	18,373.27	20.3%
Group Health Insurance	6,536.82	72,964.76	139,500.00	66,535.24	47.7%
Retirement	10,759.00	100,874.15	145,000.00	44,125.85	30.4%
Workmans & Unemployment Compensation	72.73	1,983.71	4,900.00	2,916.29	59.5%
Life Insurance	330.84	3,532.87	5,300.00	1,767.13	33.3%
Long Term Disability Insurance	-	4,959.90	6,400.00	1,440.10	22.5%
Total Benefit Costs	<u>23,805.42</u>	<u>256,242.12</u>	<u>391,400.00</u>	<u>135,157.88</u>	<u>34.5%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,500.00	12,400.00	9,800.00	(2,600.00)	-26.5%
<i>Rents:</i>	<i>19,751.27</i>	<i>209,055.20</i>	<i>239,600.00</i>	<i>30,544.80</i>	<i>12.7%</i>
Office Rent	18,339.82	196,615.94	223,400.00	26,784.06	12.0%
Parking & Transit Benefits	1,411.45	12,439.26	16,200.00	3,760.74	23.2%
<i>Insurance:</i>	<i>677.00</i>	<i>6,350.50</i>	<i>5,800.00</i>	<i>(550.50)</i>	<i>-9.5%</i>
Public Official Bonds	300.00	2,200.00	2,000.00	(200.00)	-10.0%
Liability and Property	377.00	4,150.50	3,800.00	(350.50)	-9.2%
<i>Travel:</i>	<i>2,335.04</i>	<i>23,396.63</i>	<i>29,300.00</i>	<i>5,903.37</i>	<i>20.1%</i>
Conference / Professional Development	1,386.23	11,398.57	17,000.00	5,601.43	32.9%
Non-Local Travel	426.51	4,408.27	2,300.00	(2,108.27)	-91.7%
Local Travel, Meetings and Related Expenses	522.30	7,589.79	10,000.00	2,410.21	24.1%
<i>Communication:</i>	<i>819.43</i>	<i>9,434.51</i>	<i>15,700.00</i>	<i>6,265.49</i>	<i>39.9%</i>
Postage	-	973.18	2,000.00	1,026.82	51.3%
Telephone and Data	819.43	8,461.33	13,700.00	5,238.67	38.2%
<i>Publications &amp; Supplies</i>	<i>969.27</i>	<i>9,979.08</i>	<i>11,600.00</i>	<i>1,620.92</i>	<i>14.0%</i>
Office Supplies	124.59	1,853.44	2,500.00	646.56	25.9%
Duplication and Paper	844.68	7,378.84	8,600.00	1,221.16	14.2%
Public Information	-	746.80	500.00	(246.80)	-49.4%

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**May, 2017**

	<b><u>Current Month</u></b>	<b><u>Year To Date</u></b>	<b><u>Annual Budget</u></b>	<b><u>Balance Available</u></b>	<b><u>Balance %</u></b>
<i>Operations:</i>	982.37	5,992.68	22,900.00	16,907.32	73.8%
Furniture and Equipment (Capital)	-	40.00	11,500.00	11,460.00	99.7%
Repairs and Maintenance	-	66.00	1,000.00	934.00	93.4%
Computer Operations	982.37	5,886.68	10,400.00	4,513.32	43.4%
<i>Other General and Administrative:</i>	816.79	6,533.21	9,000.00	2,579.79	28.7%
Subscriptions	-	113.00	-	-	0.0%
Memberships	-	796.70	1,800.00	1,003.30	55.7%
Fees and Miscellaneous	566.79	5,373.51	5,600.00	226.49	4.0%
Advertising (Personnel/Procurement)	250.00	250.00	1,600.00	1,350.00	84.4%
Total Administrative Costs	<u>27,851.17</u>	<u>283,141.81</u>	<u>343,700.00</u>	<u>60,671.19</u>	<u>17.7%</u>
<u>Contracting Services</u>					
Auditing	-	21,525.00	22,000.00	475.00	2.2%
Contract Services and Support	3,000.00	63,316.10	155,000.00	91,683.90	59.2%
Legal	2,916.67	32,083.37	35,000.00	2,916.63	0.0%
Total Contract Services	<u>5,916.67</u>	<u>116,924.47</u>	<u>212,000.00</u>	<u>95,075.53</u>	<u>44.8%</u>
 Total Gross G&A Expenses	<u><u>\$ 156,547.09</u></u>	<u><u>\$ 1,732,113.39</u></u>	<u><u>\$ 2,299,100.00</u></u>	<u><u>\$ 567,099.61</u></u>	<u><u>24.7%</u></u>



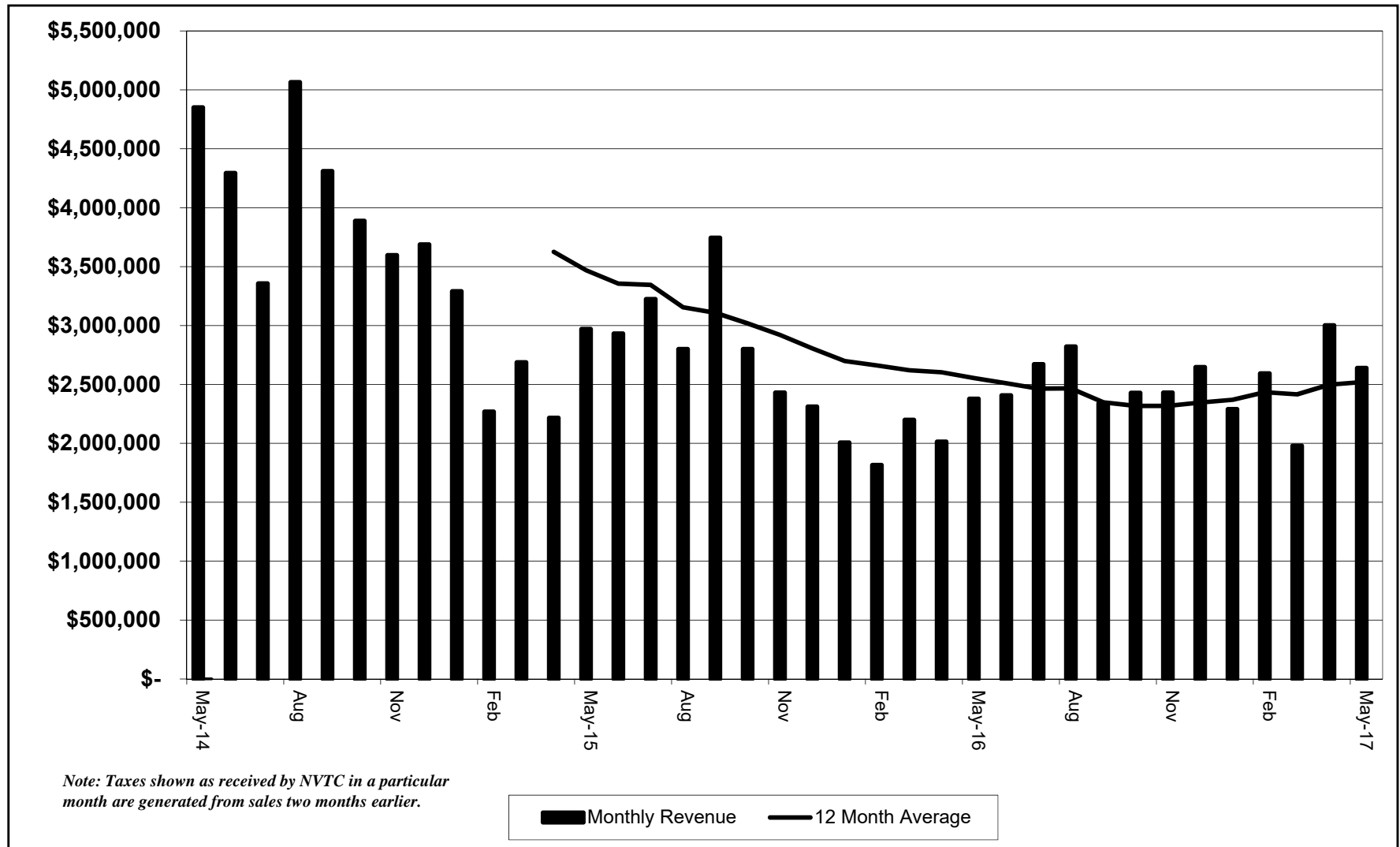
**NVTC**  
**RECEIPTS and DISBURSEMENTS**  
**May, 2017**

			Wells Fargo	Wells Fargo	Virginia LGIP	
Date	Payer / Payee	Purpose	Checking	Savings	G&A / Project	Trusts
RECEIPTS						
1	DMV	Motor Vehicle Fuels Sales tax receipt				\$ 2,994,682.09
3	DRPT	Capital grant receipt - Arlington				368.00
3	DRPT	Capital grants receipts - Fairfax				329,025.00
8	VRE	Staff support		7,118.67		
15	DRPT	Operating assistance - WMATA				9,053,095.00
15	DRPT	Operating assistance - Fairfax				4,086,806.00
15	DRPT	Operating assistance - Arlington				694,558.00
15	DRPT	Operating assistance - City of Fairfax				195,218.00
15	DRPT	Operating assistance - Alexandria				964,479.00
15	DRPT	Capital grant receipt				462,330.00
15	DRPT	Operating assistance - VRE			2,637,669.00	
17	DRPT	Capital grant receipt - Falls Church				2,654.00
18	NVTA	Route 7 funding receipt		41,733.24		
23	DRPT	Technical assistance - New Fare Collection			3,800.00	
25	DRPT	Capital grant receipt			159,000.00	
25	DRPT	Capital grant receipt - Alexandria				1,815,494.00
31	DMV	Motor Vehicle Fuels Sales tax receipt				2,638,936.40
31	DRPT	Capital grants receipts - WMATA				487,903.00
31	Banks	Investment earnings		14.24	8,653.71	133,304.51
			-	48,866.15	2,809,122.71	23,858,853.00
DISBURSEMENTS						
1-31	Various	G&A expenses	(165,427.46)			
1	Alexandria	Costs incurred			(399,928.00)	
1	Falls Church	Other capital				(2,654.00)
15	VRE	Grant revenue			(2,637,669.00)	
23	Stantec	Consulting - Bus Data project	(28,445.75)			
23	Kimley-Horn	Consulting - New Fare Collection project	(7,600.00)			
25	City of Fairfax	Other operating				(103,044.31)
31	Banks	Service fees	(72.27)	(30.34)		
			(201,545.48)	(30.34)	(3,037,597.00)	(105,698.31)
TRANSFERS						
23	Transfer	From LGIP to LGIP (Bus Data Collection)			28,445.75	(28,445.75)
25	Transfer	From LGIP to checking	150,000.00		(150,000.00)	
			150,000.00	-	(121,554.25)	(28,445.75)
NET INCREASE (DECREASE) FOR MONTH			\$ (51,545.48)	\$ 48,835.81	\$ (350,028.54)	\$ 23,724,708.94

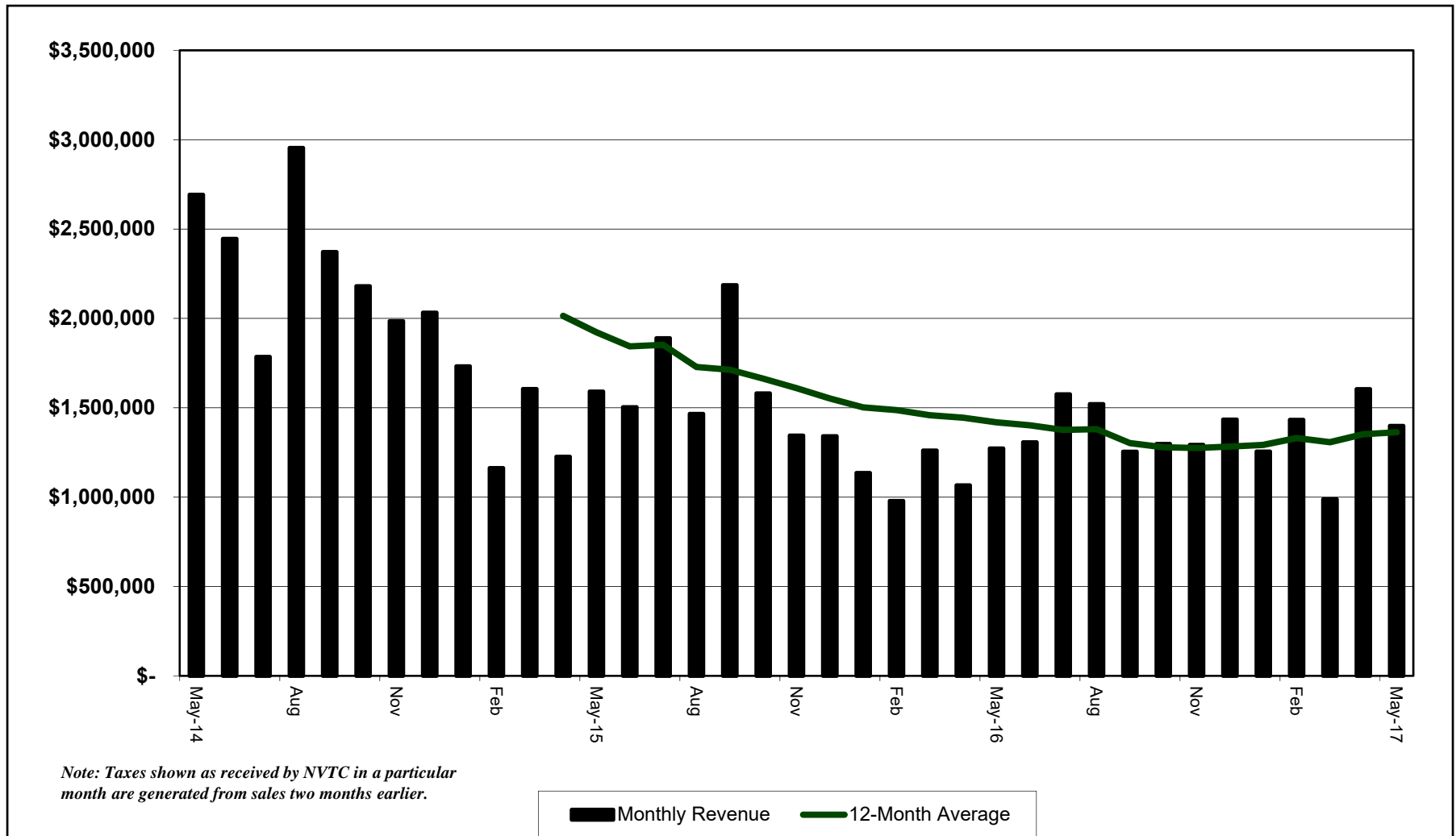
**NVTC  
INVESTMENT REPORT  
May, 2017**

Type	Rate	Balance 4/30/2017	Increase (Decrease)	Balance 5/31/2017	Balance		
					NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<b><u>Cash Deposits</u></b>							
Wells Fargo: NVTC Checking	N/A	\$ 147,001.37	\$ (51,545.48)	\$ 95,455.89	\$ 95,455.89	\$ -	\$ -
Wells Fargo: NVTC Savings	0.100%	143,545.99	48,835.81	192,381.80	192,381.80	-	-
<b><u>Investments</u></b>							
Bank of America: Virginia Local Government Investment Pool (LGIP)	0.991%	157,692,697.15	23,374,680.40	181,067,377.55	10,250,300.16	152,500,051.29	18,317,026.10
		<u>\$ 157,983,244.51</u>	<u>\$ 23,462,394.96</u>	<u>\$ 181,355,215.24</u>	<u>\$ 10,538,137.85</u>	<u>\$ 152,500,051.29</u>	<u>\$ 18,317,026.10</u>

# NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2014-2017



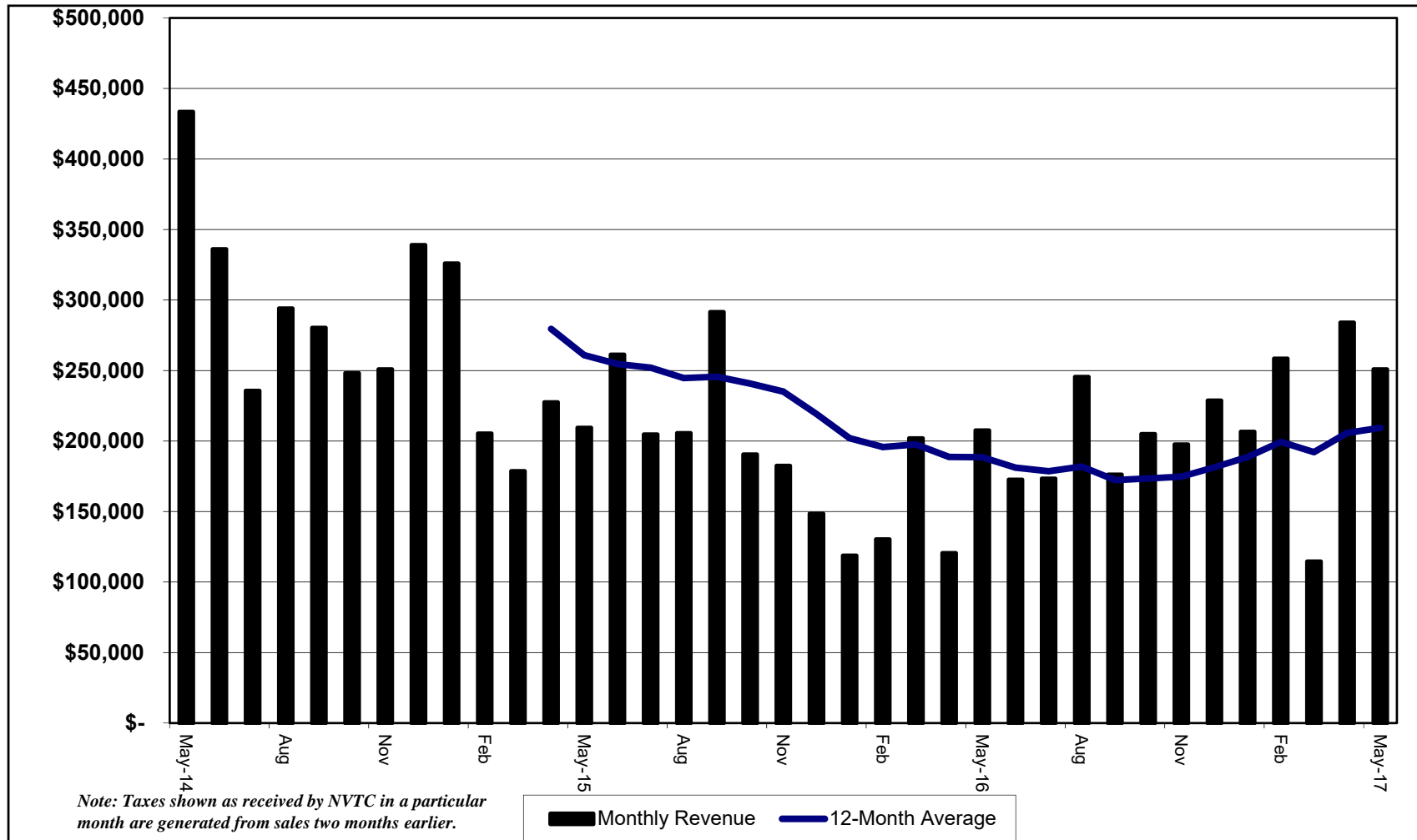
# NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2014-2017



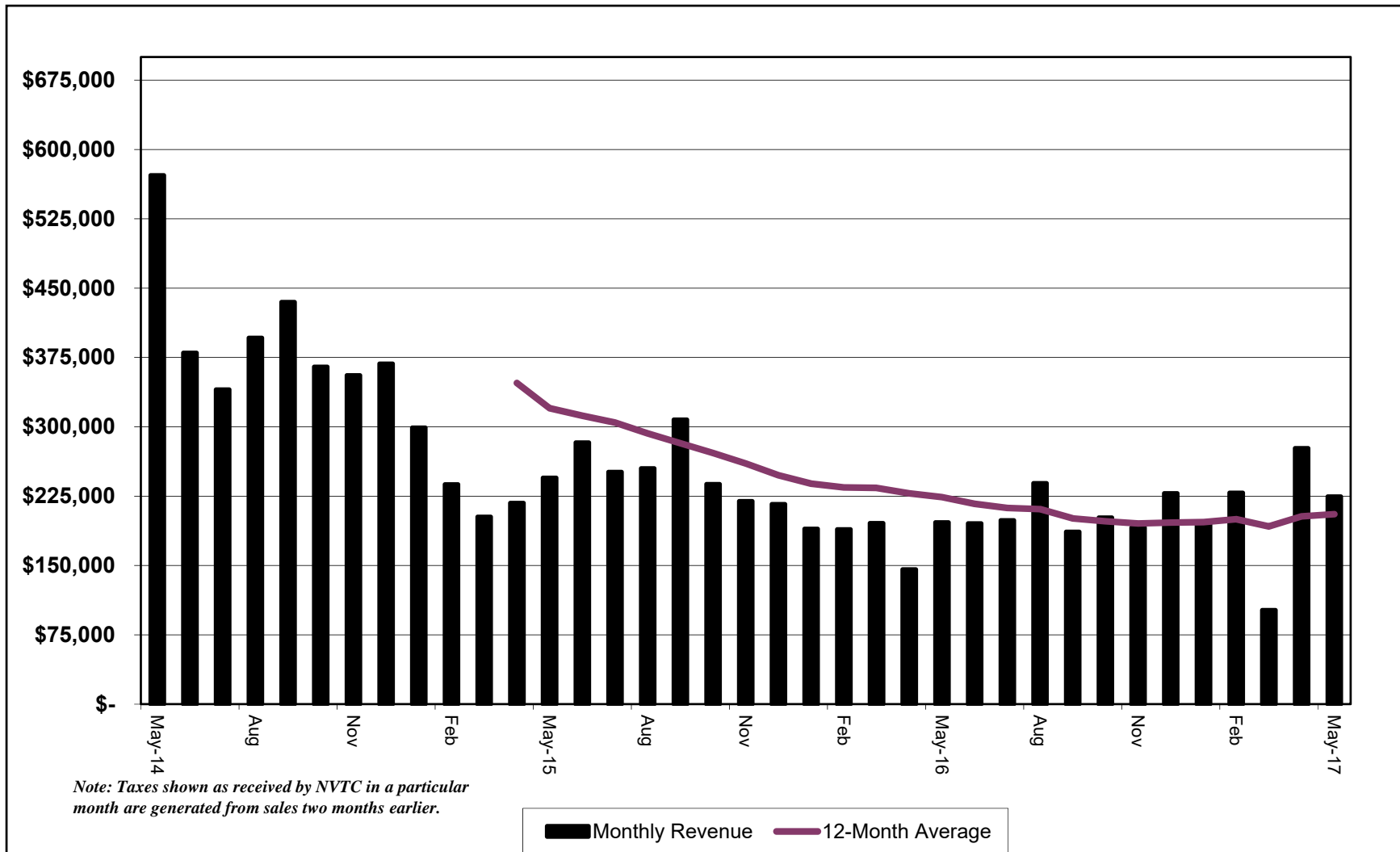
# NVTC MONTHLY GAS TAX REVENUE

## CITY OF ALEXANDRIA

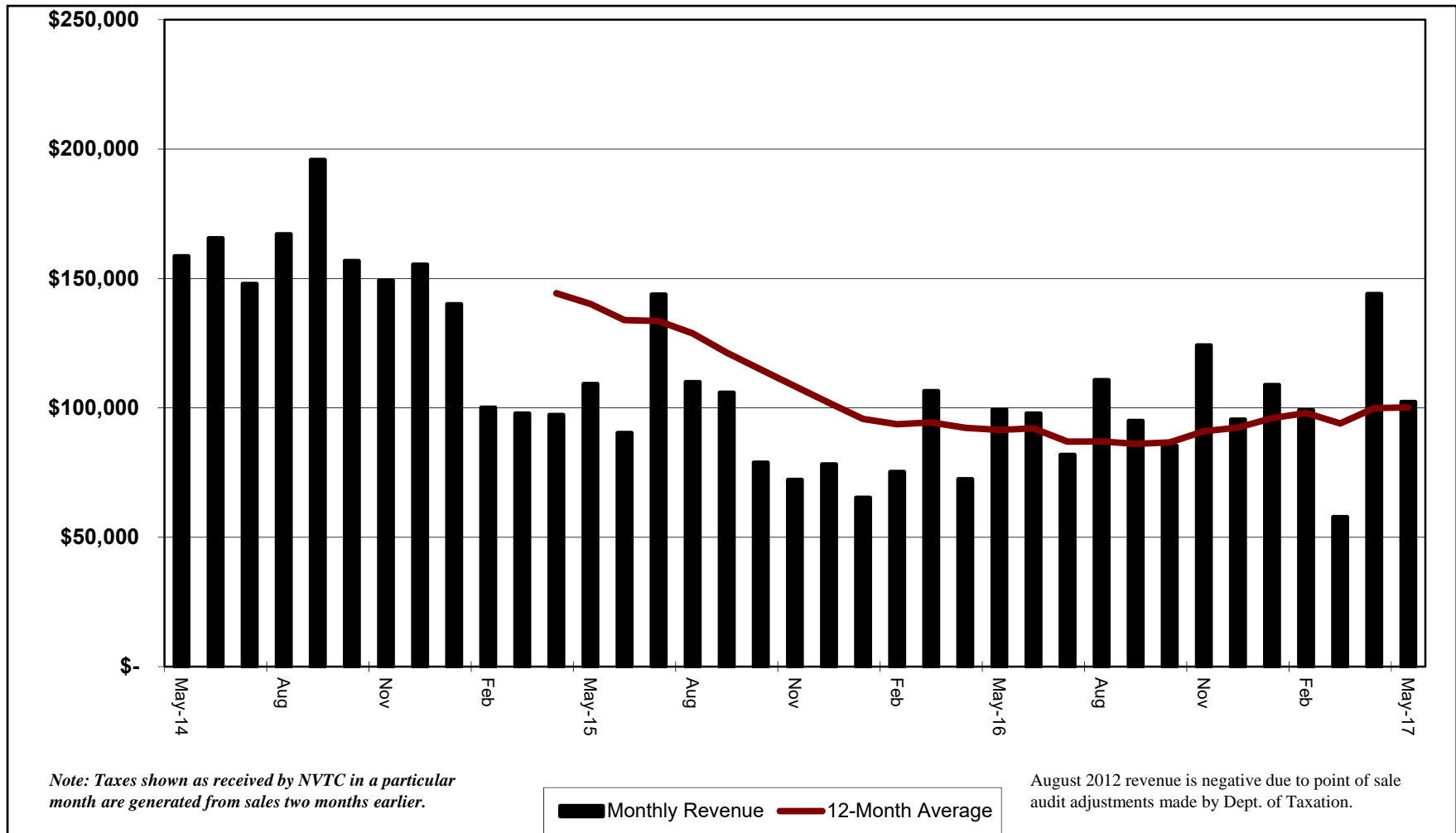
### FISCAL YEARS 2014-2017



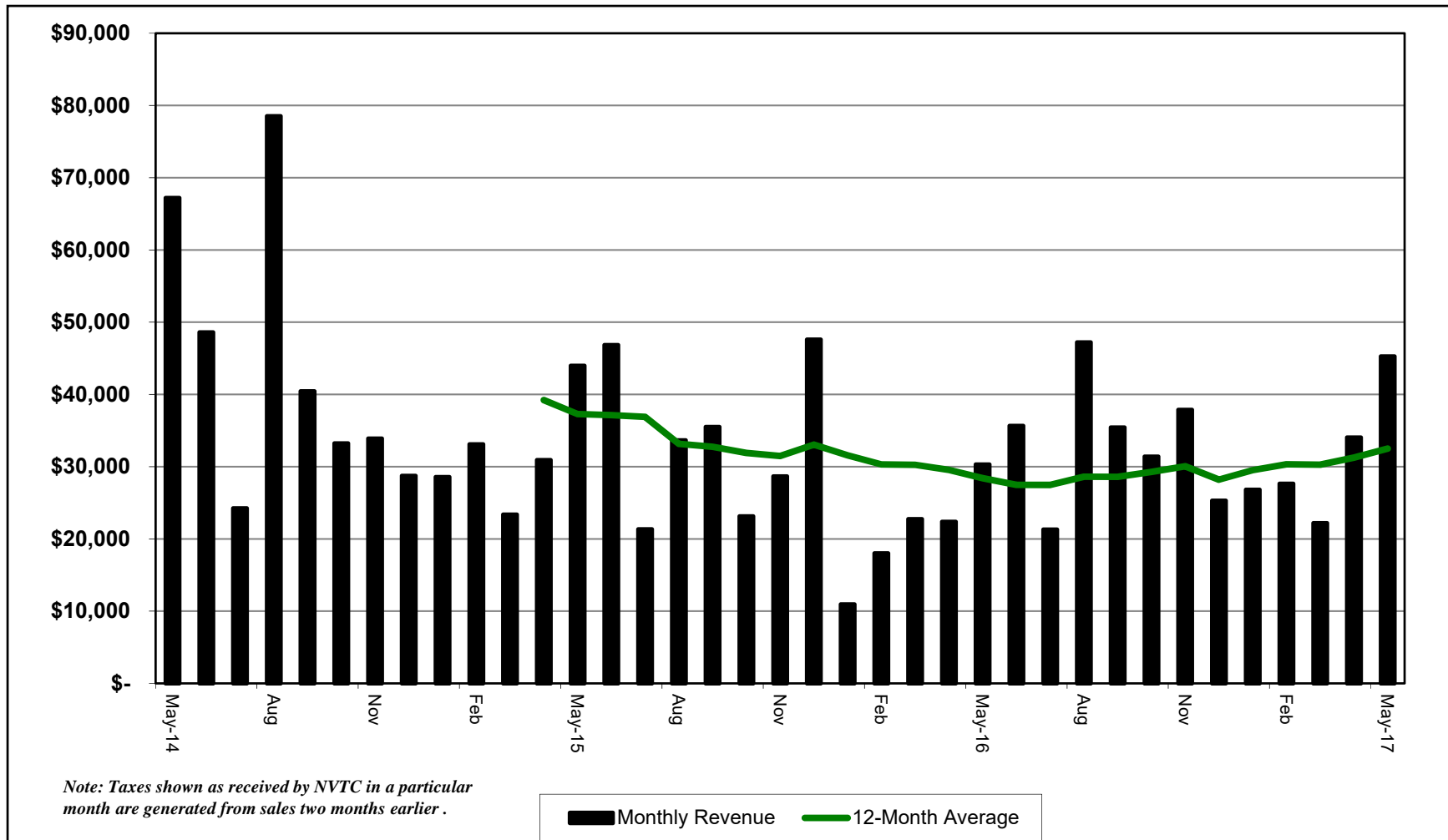
# NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2014-2017



# NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2014-2017



# NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2014-2017





# NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2014-2017

