



## MONTHLY COMMISSION MATERIALS

May 2017

## MEETING OVERVIEW – May 4, 2017

### Meeting Location: Northern Virginia Chamber of Commerce – Tysons

#### Action Items Include:

- Approve Minutes of NVTC's April Meeting
- Authorize the Executive Director to Apply for FTA Funds on behalf of the City of Alexandria
- Authorize the VRE CEO to Execute the Third Year of the Second Option Period of the Contract for Operating Services for Commuter Rail
- Authorize the VRE CEO to Execute the Second Year of the Contract for Maintenance Services for Commuter Rail

#### Other Meeting Highlights:

- Presentation by Former US Secretary of Transportation Ray LaHood on the Independent Review of WMATA
- Presentation on the MWCOG Technical Panel Final Report on Metro
- Report of the Governance and Personnel Committee

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**NVTC COMMISSION MEETING  
THURSDAY, MAY 4, 2017**

**Note Different Location:**  
**NORTHERN VIRGINIA CHAMBER OF COMMERCE**  
**7900 Westpark Drive Suite A550**  
**Tysons, Virginia 22102**

**7:30 P.M.**

**Dinner will be available at 6:45 P.M.**

**AGENDA**

1. Opening Remarks
2. Presentation by Former U.S. Secretary of Transportation Ray LaHood on the Independent Review of WMATA
3. Presentation on the Metropolitan Washington Council of Governments Technical Panel Final Report on Metro
4. **ACTION ITEM: Approve the Minutes of the April 6, 2017 NVTC Meeting**
5. **ACTION ITEM: Resolution #2336: Authorize the Executive Director to Apply for a Federal Grant on Behalf of the City of Alexandria**
6. Virginia Railway Express
  - A. VRE CEO Report and Minutes
  - B. **ACTION ITEM: Resolution #2337:** Authorize the VRE CEO to Execute an Amendment for the Third Year of the First Option Period of the Contract for Operating Services for Commuter Rail
  - C. **ACTION ITEM: Resolution #2338:** Authorize the VRE CEO to Execute the Second Year of the Contract for Maintenance Services for Commuter Rail
  - D. Meet the Management Events

7. Washington Metropolitan Area Transit Authority

- A. Board of Directors Report
- B. Committee Reports
- C. Other News
- D. Virginia Ridership and Parking Facility Utilization
- E. Schedule of Upcoming Board Decisions

8. Department of Rail and Public Transportation (DRPT)

9. Report of the Governance and Personnel Committee

10. NVTC FY2017 3<sup>rd</sup> Quarter Ridership Report

11. Executive Director Report

- A. Executive Director Newsletter
  - Update on Route 7 BRT
- B. NVTC Financial Items

## Agenda Item #2: Presentation on the Independent Review of WMATA



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** April 27, 2017

**SUBJECT:** Presentation by Former U.S. Secretary of Transportation Ray LaHood on the Independent Review of WMATA

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Former U.S. Secretary of Transportation Ray LaHood will brief the Commission on the efforts he is leading to review the Metro system. Last month Governor McAuliffe announced a [top-to-bottom review of the Metro system](#), which will be funded by the Commonwealth, and named Mr. LaHood to spearhead the initiative. NVTC is a key contributor to this effort and will actively be engaging with the Commonwealth and Secretary LaHood's team over the coming months.

The independent review of WMATA will:

- Undertake a strategic assessment of WMATA reviewing Board governance, labor policies, and its long-term financial stability;
- Benchmark WMATA organization conditions 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;
- Develop recommendations for potential WMATA reforms, including mitigating growth in annual operating costs and sustainable funding; and
- Identify recommended executive and legislation actions.

This effort supports language included in the recently-passed Metro Safety Commission legislation, [SB1251](#), which called upon the Commonwealth's Secretary of Transportation to coordinate with NVTC on a developing and recommending series of reforms related to WMATA.

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## Agenda Item #3: Presentation on MWCOG Technical Panel Final Report on Metro



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** April 27, 2017

**SUBJECT:** Presentation on Metropolitan Washington Council of Governments Technical Panel Final Report on Metro

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Metropolitan Washington Council of Governments (MWCOG) Executive Director Chuck Bean will present the [Chief Administrative Officers Technical Panel Final Report on Metro](#).

This Final Report includes information on Metro's ten year operating and capital funding gaps, the economic value of Metro, suggested metrics and benchmarks for Metro, and assessment of options for a future dedicated source of funding. The MWCOG Board of Directors accepted this report at their April 26<sup>th</sup> Board meeting and has requested recommendations from its Metro Strategy Group for regional action at MWCOG's June 2017 meeting.

The [Chief Administrative Officers Technical Panel Interim Report on Metro](#) was presented to the Commission at its December 2016 meeting. At that time, NVTC was provided an overview of the economic value of Metro, proposed performance metrics, and a current projection of WMATA funding needs.

Convened in June 2016, the Technical Panel was charged by the Board of the Metropolitan Washington Council of Governments to:

1. Document current funding projections for:
  - Operating the current Metrorail system in a safe and reliable manner.
  - Fully implementing the Metrorail system's replacement/rehabilitation program.
2. Explore potential sources for any additional revenue the region may need to meet the above safety and reliability funding needs of the Metrorail system.
3. Coordinate with WMATA on the development of operating benchmarks and performance metrics for the Metrorail system.

The Technical Panel consists of Chief Administrative Officers from the WMATA jurisdictions, the District's Chief Financial Officer, and WMATA leadership.

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**MINUTES**  
**NVTC COMMISSION MEETING – APRIL 6, 2017**  
**NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM**  
**ARLINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Vice-Chairman Smedberg at 7:35 P.M.

**Members Present**

Katie Cristol  
Christian Dorsey  
Libby Garvey  
Jeff Greenfield  
David LaRock  
James LeMunyon  
Tim Lovain  
Ron A. Meyer  
Jennifer Mitchell (Alternate, Commonwealth of Virginia)  
Paul Smedberg  
David Snyder

**Members Absent**

David Albo  
Sharon Bulova  
John Cook  
Jim Corcoran  
Adam Ebbin  
John Foust  
Catherine Hudgins  
Matt Letourneau  
Jeff McKay  
J. Randall Minchew  
Jennifer Wexton

**Staff Present**

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

### Opening Remarks

Vice-Chairman Smedberg stated that Chairman McKay and the other Fairfax County members cannot attend tonight's meeting due to a county budget hearing. He reminded Commissioners that the May 4<sup>th</sup> meeting will be held at the Northern Virginia Chamber of Commerce in Tysons.

### Minutes of the March 2, 2017 NVTC Commission Meeting

Delegate LeMunyon moved, with a second by Ms. Cristol, to approve the minutes. The vote in favor was cast by Commissioners Cristol, Dorsey, Garvey, Greenfield, LaRock, LeMunyon, Lovain, Meyer, Mitchell, Smedberg and Snyder.

### NVTC's Comments on the Six-Year Improvement Program

Ms. Mattice reminded Commissioners that at the March meeting, Delegate LeMunyon asked that the final version of NVTC's comments be brought back at the April meeting. She explained that since the draft Six-Year Improvement Program (SYIP) has yet to be released for comment and will unlikely not be released until after the May 3<sup>rd</sup> public meeting, NVTC's comments to the Commonwealth Transportation Board (CTB) focus on articulating priorities for dedicated and sustainable transit funding, opportunities to improve Metrorail, using toll revenues to expand travel choices, supporting ongoing rail investments in VRE, and what transit means for the business of Northern Virginia and the Commonwealth.

Mr. Snyder moved, with a second by Ms. Garvey, to approve NVTC's comments to the Commonwealth Transportation Board.

Mr. Meyer suggested referencing those significant transit projects in Northern Virginia that ranked highest under the Smart Scale program.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Cristol, Dorsey, Garvey, Greenfield, LaRock, Lovain, Meyer, Mitchell, Smedberg and Snyder. Delegate LeMunyon abstained.

### Washington Metropolitan Area Transit Authority

Mr. Dorsey reported the WMATA Board approved the FY2018 Operating Budget, FY2018-2023 Capital Improvement Program (CIP), and a one-year extension of the Capital Funding Agreement. Key features of the budget include fare increases, service cuts, management cuts, and subsidy increases. Some of the proposed bus route cuts were restored.

Mr. Smedberg announced the WMATA Board approved the Alexandria King Street Station improvements and construction should begin soon. This is currently Alexandria's busiest and largest station. He also reported that WMATA has appointed Geoffrey

Cherrington as Inspector General effective April 17, 2017. He stated that the WMATA Board will be holding an all-day retreat on April 13<sup>th</sup>.

Mr. Dorsey encouraged Commissioners to read the Vital Signs Report. On-time performance for bus, customer satisfaction, and safety and security are below target, but WMATA is meeting its target goals for elevator and escalator reliability. Fleet reliability is scoring higher than its target.

Delegate LeMunyon asked for an update on the 7000 series railcars. Mr. Dorsey stated that WMATA has procured approximately 350 railcars, which is about half of the full order to be completed by the end of FY2019. Not all of the railcars received are in service yet as some are still undergoing testing. WMATA is replacing the 1000 series cars and the 4000 series cars, which are the most unreliable.

In response to a question from Ms. Garvey, Mr. Dorsey stated WMATA is planning to hold a post-SafeTrack era celebration when the work is completed to invite riders back to the system. WMATA is also looking at other ways to incentivize customers to return. In response to a question from Delegate LeMunyon, Mr. Dorsey stated that SafeTrack is scheduled to be completed by June.

#### Department of Rail and Public Transportation

DRPT Director Mitchell encouraged Commissioners to read the written DRPT Report. She gave a brief update on the Metro Safety Commission. The MSC legislation was passed and signed by all three jurisdictions (Virginia, Maryland, and the District of Columbia). Congress will also need to ratify it. It will go before the Senate Judiciary Committee in the next few weeks. The three jurisdictions are working closely together on mobilization efforts. The target is for the MSC to be certified by the Federal Transit Administration by the end of 2017.

Regarding Metro reform efforts, Ms. Mitchell stated that Governor McAuliffe recently announced a top-to-bottom review of the Metro system, which will be led by former U.S. Secretary of Transportation Ray LaHood. Maryland and the District of Columbia have been invited to participate. DRPT has also established a consulting team to conduct the analytical work. She hopes Mr. LaHood can come to a future NVTC meeting to address the Commission.

Delegate LeMunyon expressed his hope that the region does not take a “wait-and-see” approach and stop the work already being done, including the work of NVTC’s Governance and Personnel Committee. There needs to be a parallel approach.

In response to a question from Mr. Meyer, Ms. Mitchell explained that the Federal Transit Administration is temporarily withholding five percent of 5307 funds until the Metro Safety Commission is certified. The Commonwealth’s budget includes up to \$6.2 million for VDOT to provide loans to those affected Virginia transit agencies until the funding is restored.

Ms. Mitchell gave a brief update on the I-395 project. DRPT is in the process of completing the final report and will work with NVTC and PRTC on an agreement on how to structure and allocate the toll revenues to be used for transit projects. It is envisioned to be a coordinated effort between NVTC and PRTC.

### Report from the Chairs of NVTC Committees

Ms. Cristol, Co-Chair of the Legislative and Policy Committee, gave a brief overview of the Legislative and Policy Committee meeting held prior to this meeting. The committee is sketching out a legislative strategy for next year's General Assembly Session. Over the course of the year, the committee will be preparing the 2018 NVTC Legislative and Policy Agenda for both the state and federal level. The focus will be on seeking sustainable federal, state and regional funding for WMATA, VRE and local transit agencies, the successful implementation of the Metro Safety Commission, and on legislative actions that support reforms identified through NVTC's Governance and Personnel Committee.

Mr. Greenfield, Co-Chair of the Legislative and Policy Committee, stated it is important to not lose sight of federal issues, especially in light of President Trump's proposed budget. He stated the Legislative and Policy Committee will meet again on June 1<sup>st</sup> at 6:00 P.M.

Ms. Mattice stated the Governance and Personnel Committee held its first meeting on March 7<sup>th</sup> to initiate scoping of its support to the Commonwealth on reforms to WMATA. The next meeting is scheduled for April 26<sup>th</sup> at 7:30 P.M. in NVTC's conference room.

Mr. Greenfield left the meeting at 8:04 P.M. and did not return.

Vice-Chairman Smedberg suggested shifting the VRE item to later in the agenda when Mr. Allen arrives. There were no objections.

### Regional Fare Collection Program Update

Ms. Mattice stated that with the cancellation of WMATA's proposed New Electronic Payments Program (NEPP) regional transit providers quickly moved to scope and procure new fare collection solutions to address obsolete and unsupported technologies. NVTC is leading the regional implementation of replacement fare collection technologies for the local bus systems. She asked Patricia Happ, Project Manager of the Regional Fare Collection Program, to give a brief update on NVTC activities related to this program.

Ms. Happ noted that the regional fare payment system is rapidly approaching the end of its useful life. Following the cancellation of NEPP in April 2016, WMATA entered into a contract with CUBIC in December 2016 for hardware and software design, testing and equipment procurement to maintain an operational fare payment system for bus operators in the region. NVTC has coordinated this with the regional partners to ensure that the upgrades address the unique requirements of each entity. NVTC's efforts consist of three main activities, including farebox/DCU upgrade support, off-board fare collection, and next generation regional fare collection.

Ms. Happ stated that at the June 1<sup>st</sup> meeting, the Commission will be asked to take action on a new Memorandum of Agreement (MOA) for coordination of technical analysis, test, funding, procurement support and administration for the Regional Fare Collection Program. A new MOA is necessary as the scope of the previous MOA between NVTC and the jurisdictions was focused on NEPP.

Vice-Chairman Smedberg observed that NVTC has a history of providing these kinds of services to its regional partners and this is a great example.

Mr. Meyer observed he recently heard a presentation by Panasonic about their work in Denver, Colorado on modern farebox technology as well as digitalized bus stops and kiosk that interact with smart phones (payments, route information, real-time data). He asked if public-private partnerships are being considered for the future. Lynn Rivers of Arlington County staff, stated that the county and VDOT are working with WMATA in partnership with the Federal City Council to look at public-private partnerships for off-vehicle fare collection.

Ms. Garvey asked if monthly passes are being considered. In her opinion, there is an appeal to a low-tech approach. Ms. Happ stated that these types of passes are under consideration as part of a larger fare media discussion with transit systems across the metropolitan region.

### Regional Bus Performance Analysis

Vice-Chairman Smedberg stated that back in 2014, NVTC embarked on a region-wide effort to identify opportunities and gaps to improve the connectivity, accessibility and operational effectiveness of bus service. Ms. Mattice explained that the final analyses and recommendations for next steps will be presented to the Commission at its July meeting. She asked Dan Goldfarb to give a presentation on the results of the third set of performance metrics.

Mr. Goldfarb explained that the analyses focuses on four major performance metrics of transit service:

- 1) Bus Trip Characteristics – how much time, distance, and speed is the average bus trip in Northern Virginia?
- 2) Bus Service Coverage – what geographic areas of Northern Virginia are best covered by existing bus routes?
- 3) Job Accessibility by Bus Transit – how accessible by bus (time and distance) are jobs in Northern Virginia?
- 4) Bus Accessibility by Income Level – how are different income groups served by bus transit in Northern Virginia?

Mr. Goldfarb stated that metrics on quality of service looked at the average trip distance and the corresponding average speeds, and the average trip in vehicle travel time. The average in-vehicle travel time across the different types of bus service does not vary greatly. Local service, with frequent stops has an average trip travel time of 27 minutes.

Commuter bus service, which is typically on motor coaches and covers long distances at higher speeds, has an average trip travel time of 28 minutes. Express bus service which is like local bus service except for skip stop operations as well as closed door segments on freeways, has an average travel time of 31 minutes. The standard deviation between the types of service is less than two minutes. The small variance in the travel time is because commuters have a travel time budget and natural thresholds on how long they will commute. Although travel time is consistent between the types of service, the distance is not similar.

Mr. Goldfarb stated that the travel distance varies between type of service. Local service, with frequent stops has the shortest average trip travel distance equal to approximately six miles. Express service has an average trip travel distance equal to approximately 10 miles. Commuter bus service has an average trip travel distance of 13 miles. The average speed of express bus service is 18 mph, which is similar to typical light rail transit (LRT) or bus rapid transit (BRT) operating speeds. Commuter bus has an average operating speed of approximately 30 mph, which is typical of national trends for commuter rail speeds.

Mr. Goldfarb explained that most of the NVTC region has very good bus coverage. Bus coverage is determined by the number of people within a half mile of transit. Arlington County and the City of Alexandria have close to 100 percent coverage and have a similar percent of coverage as the District of Columbia. The outer jurisdictions of Fairfax County, City of Falls Church, City of Fairfax, Loudoun County, and for comparison purposes Prince William County have a lower number of people with access to bus service, as bus service coverage is a function of land use densities. Fairfax County, City of Falls Church, City of Fairfax have approximately 60 percent of the population within a half mile of bus service, while Loudoun and Prince William have under 20 percent. Although Fairfax County, City of Falls Church, City of Fairfax have only 60 percent of the population within a half mile of bus service, the number of people who have access to bus service is comparable to the population of the entire District of Columbia (approximately 700,000 people).

Mr. Goldfarb stated that bus provides access to many jobs in Northern Virginia. Approximately 90 percent of the jobs accessible by bus are within a 30 to 60-minute commute. In Northern Virginia, only three percent of the jobs accessible by bus are accessible within 15 minutes; ten percent of the jobs can be accessed by bus within 15 to 30 minutes. Close to 30 percent of the jobs are within 30 to 45 minutes. Arlington and Fairfax County have the highest number of jobs accessible by bus.

Mr. Goldfarb stated that next steps include coordinating with the Management Advisory Committee (MAC), developing recommendations, and reporting back to the Commission in the summer.

In response to a question by Ms. Garvey, Mr. Goldfarb stated that staff is looking at cross jurisdictional service and will work with the jurisdictions to identify those types of opportunities. Mr. Snyder stated that the real success or failure of this project will be measured by the extent to which cooperation can be achieved on closing the service gaps. He would like to see a list of gaps that can be closed. It is important then to take a step back and look at the region as one big system, with all the local bus systems and

Metro combined, to see where it is functioning well and where improvements are needed. He stated that this should be the goal of this project. Mr. Snyder asked if Commissioners had any objections and there were none.

### Virginia Railway Express

Vice-Chairman Smedberg stated that there are no action items and asked Mr. Allen to give his presentation on VRE and the Role of the Commissions, as well as VRE's long-range plans as it relates to DRPT's Report on VRE 2040 System Plan Review.

Mr. Allen explained that the VRE Management Audit in 2015 recommended an annual presentation to the Commissions on the roles and responsibilities of the Commissions as they relate to VRE. NVTC and PRTC are co-owners of VRE. VRE serves Washington, D.C. and Virginia and provides commuter rail service on two lines (90-miles) carrying 19,000 daily trips. VRE is known for its safe operations, high customer satisfaction, quality service, reliable service, and strong partnerships with the host railroads.

Mr. Allen provided demographic information about its riders. VRE provides a significant value to the region during the rush hour. VRE carries 11 percent of the peak hour commuters crossing the Potomac into the District.

Mr. Allen reviewed how VRE is organized and governed. The Master Agreement established an Operations Board to coordinate development and operation of the service. The Commissions have delegated some authority to the Operations Board and consists of members from each of the jurisdictions that support VRE plus a designee of the CTB Chair. He reviewed the authority retained by the Commissions, as well as the authority delegated to the Operations Board. VRE is managed by a Chief Executive Officer, who is employed by both Commissions. There are currently 49 VRE staff members, who are technically employees of PRTC.

Mr. Allen reviewed the three phases of the VRE System Plan 2040. Phase I includes lengthening trains for additional capacity. Phase 2 and 3 include more trains, along with third/fourth tracks on CSXT, Long Bridge expansion, more parking and train storage. VRE's total five-year Capital Improvement Program includes \$2.1 billion for capital reserve, rolling stock, asset management and state-of-good-repair projects.

Mr. Allen stated that VRE's costs are growing faster than revenues and the transit capital fiscal cliff exacerbates the issue. Cost increases cannot be covered solely by fare increases and jurisdictional subsidy increases. No additional revenue will result in service cuts, which will impact loss of capacity in the I-95/395 and I-66 Corridors of Statewide Significance. The cost to replace this capacity with highway lanes would be astronomical.

Mr. Allen stated that HB30 in 2015 directed the CTB Rail Committee to review VRE's System Plan 2040 and other financial analysis. The review findings show that:

- VRE's methodology is consistent with industry standards and regional growth expectations;

- VRE's system is poised to see significant gains in ridership by 2040 proportional to the investments made per the plan;
- VRE operating expense levels fall within industry norms;
- VRE's Concerns regarding the long-term financial challenges are founded;
- VRE provides appropriately costed, efficient services that would attract increasing levels of ridership; and
- VRE has a significant positive effect on I-95/395 and I-66 traffic.

Mr. Allen stated that VRE plans to seek a legislative solution for additional funding during the General Assembly 2018 Session.

Delegate LeMunyon asked how VRE can reduce costs. Mr. Allen stated that VRE is always looking for ways to reduce costs, but many of the costs are tied to agreements (i.e. railroad access agreements). VRE is focused on maintenance so long-term costs can be reduced over the life-cycle of the equipment.

Mr. Meyer asked if combining the operating and maintenance contracts would result in a lower bid. Mr. Allen explained that VRE used to combine these two contracts. He does not think there would be significant savings since it would reduce competition.

In response to a question from Mr. Meyer, Mr. Allen reviewed VRE funding sources. Mr. Meyer observed that it seems that additional funding is needed by many transit agencies. Ms. Mitchell stated that the Legislative and Policy Committee discussed this at its meeting and there is a recognition that there are a lot of these issues occurring at the same time. Statewide transit funding cliff affects all statewide transit projects. WMATA needs additional funding. VRE needs additional funding for its long-term sustainability. It is important to look at it holistically. Ms. Cristol agreed that it is important to work collectively and not pit agencies against each other. Mr. Snyder agreed that it is important to work together and not be competitive. He observed that VRE carries 20,000 daily passengers while WMATA carries a combined 300,000 daily passengers by rail and bus. If each transit agency starts competing against each other, Northern Virginia has no nope.

Ms. Garvey asked about VRE service connections to MARC service. Mr. Allen stated that there have been preliminary discussions, but the Long Bridge Project needs to be completed first before any additional capacity is added. Ms. Mitchell stated that the Long Bridge connects the Southeast and Northeast corridors. Capacity is tapped out. In her opinion, the Long Bridge is a project of national significance.

Delegate LeMunyon asked if the Long Bridge project is a candidate for a public-private partnership. Ms. Mitchell agreed that this project will need to have a creative funding solution, which could be a public-private partnership. The NEPA study will be completed by 2019, which is looking at a number of alternatives.

Vice-Chairman Smedberg suggested staff schedule a more detailed presentation on the Long Bridge project at a meeting in the fall, since this is such a significant project.

Mr. Meyer observed that the Long Bridge may be a good project for the TPB Task Force to consider. Ms. Mitchell stated that it was also submitted for a federal infrastructure grant.



## Executive Director Report

Ms. Mattice announced Dr. Nobuhito Daito is a new NVTC staff member. He received his doctorate in Public Policy from George Mason University had been a fellow at NVTC for the past year. As a program analyst, he is part of NVTC's analysis and planning group to support the regional bus, ridership, and economic impact analyses.

Ms. Mattice reviewed several upcoming events:

- Governance and Personnel Committee Meeting - Wednesday, April 26<sup>th</sup> at NVTC
- May 4<sup>th</sup> NVTC meeting at the Northern Virginia Chamber of Commerce
- Second Virginia WMATA Board Public Meeting – June 15<sup>th</sup> at the Durant Center in Alexandria
- Transform 66 Launch Event - in September/October in Falls Church

Vice-Chairman Smedberg noted that the Financial Report for February 2017 was provided to Commissioners. There were no comments.

Mr. Snyder asked for a report on the Route 7 Bus Rapid Transit at the next meeting.

## Adjournment

Mr. Meyer moved, with a second by Ms. Cristol, to adjourn the meeting. Without objection, Vice-Chairman Smedberg adjourned the meeting at 9:02 P.M.

Approved this 4<sup>th</sup> day of May 2017.

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Jeffrey C. McKay  
Chairman

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Matthew F. Letourneau  
Secretary-Treasurer

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## Agenda Item #5: Application for a Federal Grant on Behalf of the City of Alexandria



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Scott Kalkwarf

**DATE:** April 27, 2017

**SUBJECT:** Application for a Federal Grant on Behalf of the City of Alexandria

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**ACTION ITEM: Resolution #2336: Authorize the Executive Director to Apply for a Federal Grant on Behalf of the City of Alexandria**

The Commission is asked to approve Resolution #2336 to authorize NVTC's Executive Director to apply for a \$2,235,131 grant (including non-federal match) on behalf of the City of Alexandria to fund access facilities related to the King Street-Old Town Metrorail station.

NVTC is a designated recipient for FTA funds. As a service to its jurisdictions, NVTC staff applies for and manages federal grants when requested. Alexandria has asked NVTC to apply for a \$2,235,131 grant (including non-federal match) from the FTA, made up of flexed Federal Highway Administration Surface Transportation Program (STP) funds, to provide funds for rebuilding access facilities adjacent to the King Street–Old Town Metrorail station.

The resolution authorizes NVTC staff to apply for the FTA grant upon receipt of a signed standard sub-recipient agreement from the City of Alexandria. The resolution also includes protection for NVTC in the unlikely event of any labor protection claims pursuant to 49 U.S.C. Section 5333(b), formerly referred to as "13(c) provisions."



## RESOLUTION #2336

**SUBJECT:** Authorize the Executive Director to Apply for a Federal Grant on Behalf of the City of Alexandria

**WHEREAS:** The Northern Virginia Transportation Commission is eligible to apply for, receive and manage federal transit grants;

**WHEREAS:** NVTC, as a service to its member jurisdictions, can also apply for, receive and manage federal transit grants on behalf of those members;

**WHEREAS:** The Federal Transit Administration (FTA) requires grant recipients to comply with all grant requirements, including a certification from the Department of Labor regarding labor protection (49 U.S.C. Section 5333(b)); and

**WHEREAS:** Staff of Alexandria has asked NVTC to apply for federal transit funds on their behalf and indicated that Alexandria is willing to protect NVTC against any and all federal labor protection claims and related expenses using state transit assistance funds held in trust by NVTC.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission authorizes its executive director to apply to FTA for transit funding and complete all required certifications on behalf of Alexandria for \$2,235,131 of flexed Surface Transportation Program (STP) funds (including non-federal match) for rebuilding access facilities adjacent to the King Street - Old Town Metrorail Station.

**BE IT FURTHER RESOLVED** that NVTC authorizes its executive director as trustee of state transit assistance received by Alexandria at NVTC, to use funds from Alexandria's accounts at NVTC and/or from future receipts of such funds, to pay any and all expenses arising from federal labor protection claims and related costs (including legal fees) associated with these federal grants, after first informing Alexandria and providing appropriate documentation of the expenses.

**BE IT FURTHER RESOLVED** that NVTC requires its executive director to obtain from Alexandria a signed standard sub-recipient agreement before execution of this FTA grant.

Approved this 4<sup>th</sup> day of May 2017.

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Jeffrey C. McKay  
Chairman

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Matthew F. Letourneau  
Secretary-Treasurer

**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Rhonda Gilchrest

**DATE:** April 27, 2017

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

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

At the March meeting, VRE staff will update the Commission on VRE activities. The [VRE CEO April 2017 Report](#) and the [Minutes of the April 21, 2017 Operations Board Meeting](#) are attached.

### **B. ACTION ITEM: [Resolution #2337](#): Authorize the VRE CEO to Execute an Amendment for the Third Year of the First Option Period of the Contract for Operating Services for Commuter Rail**

The VRE Operations Board recommends the Commission authorize the VRE CEO to execute an amendment to the Contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC by approving up to \$15,416,000 for the third year of the first option period, for a total contract value not to exceed \$147,406,557 through June 30, 2018. The [attached VRE memorandum provides more information](#).

### **C. ACTION ITEM: [Resolution #2338](#): Authorize the VRE CEO to Execute an Amendment for the Second Year of the Contract for Maintenance Services for Commuter Rail**

The Operations Board recommends the Commission authorize the VRE CEO to execute an amendment to the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total contract authorization by \$7,092,267, for a total amount not to exceed \$14,344,638 through June 30, 2018. The work performed under this contract includes daily and periodic servicing, inspection and repairs of locomotives and passenger cars. Life Cycle maintenance and extensive rolling stock repair work are included in this contract through a task order process. The [attached VRE memorandum provides more information](#).

#### **D. Meet the Management Events**

Each spring VRE management visits a different station every week to show appreciation to its riders by providing refreshments, as well as provide an opportunity to talk with passengers and answer questions, as well as respond to any complaints or comments. VRE staff will be available to discuss mid-day storage, transportation benefits, the Alexandria pedestrian tunnel, VRE's communication channels, Wi-Fi, station platform extensions and other station improvements, VRE mobile tickets, and safety among other things. VRE's 25<sup>th</sup> anniversary will also be highlighted.

The Meet the Management events will be in the afternoons on the following dates:

May 10, 2017 – Union Station

May 17, 2017 – L'Enfant

May 24, 2017 – Crystal City

May 31, 2017 – Alexandria

June 7, 2017 – Franconia/Springfield



# CEO REPORT

APRIL 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.



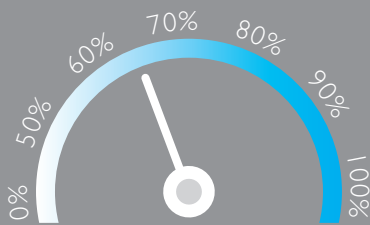


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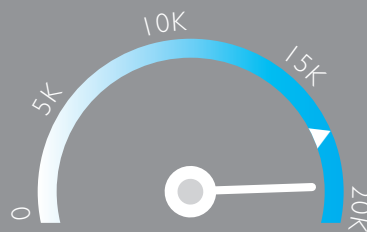
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# SUCCESS AT A GLANCE



## PARKING UTILIZATION

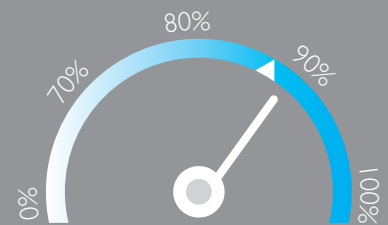
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



## AVERAGE DAILY RIDERSHIP

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

▲ Same month, previous year:



## ON-TIME PERFORMANCE

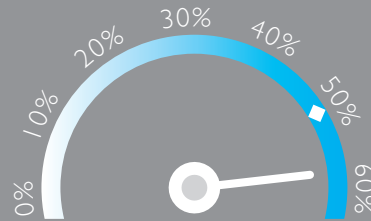
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ Same month, previous year:



## SYSTEM CAPACITY

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



## OPERATING RATIO

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

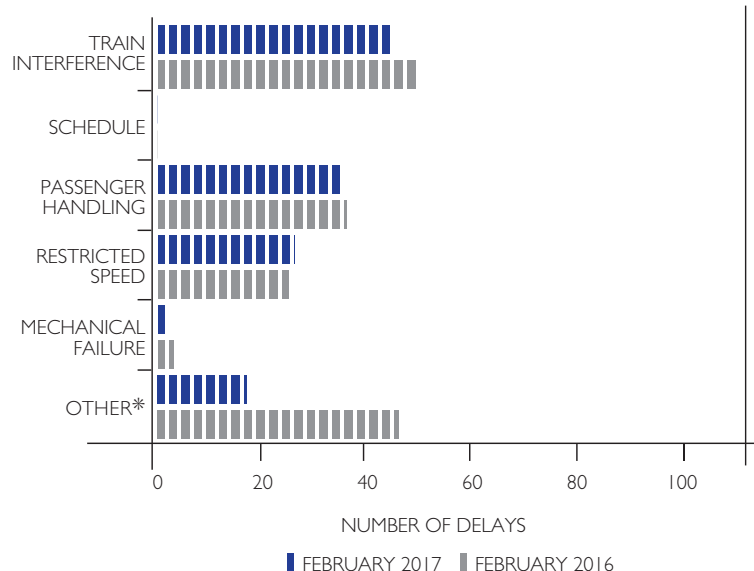
◆ Board-established goal.

# ON-TIME PERFORMANCE

## OUR RECORD

	February 2017	January 2016	February 2016
Manassas Line	94%	98%	93%
Fredericksburg Line	85%	92%	85%
System Wide	89%	95%	89%

## REASONS FOR DELAYS



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

VRE operated 608 trains in February. Our on-time rate for February was 89% – just shy of our 90% on-time goal. Sixty-four of the 608 trains arrived over five minutes late to their final destinations. The Manassas Line accounted for nineteen late trains, and the Fredericksburg Line accounted for forty-five.

Ongoing Fredericksburg Line rail improvements contribute to congestion on the heavily used line. This track work is a major contributor of delays, as any one incident along the line can impact several trains later in the schedule. Heavy freight traffic and temporary speed restrictions will likely continue to cause delays in the short-term. However, the work will reduce congestion and increase operational flexibility in the long-term.

On March 6, we implemented a system-wide schedule change. The schedule change reduces dwell times along the Manassas Line as well as accounts for the extra time it takes to travel between the Fredericksburg and Spotsylvania stations. The Fredericksburg Line change should help improve OTP with three additional minutes between Spotsylvania and Fredericksburg.

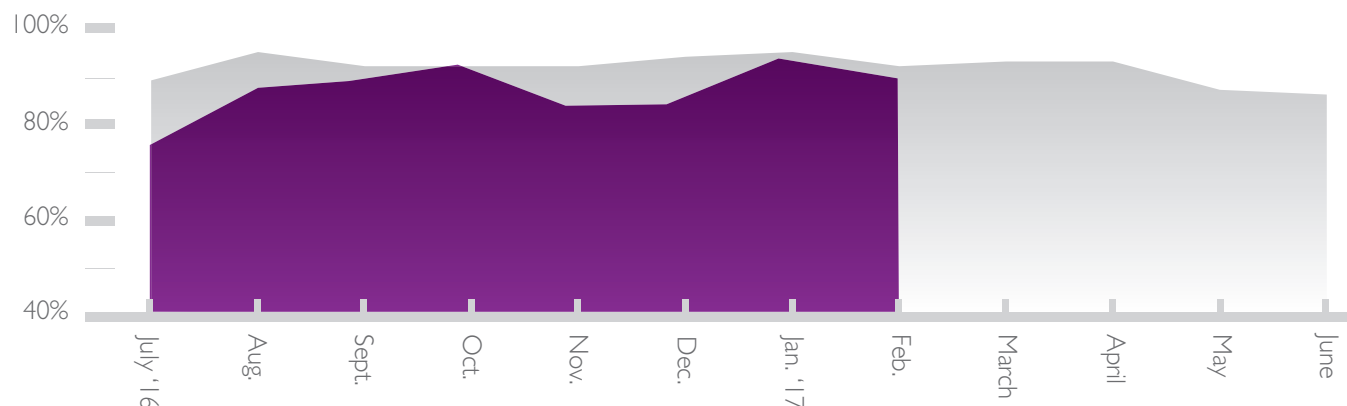
## LATE TRAINS

	System Wide			Fredericksburg Line			Manassas Line		
	Dec.	Jan.	Feb.	Dec.	Jan.	Feb.	Dec.	Jan.	Feb.
Total late trains	87	35	64	52	20	45	35	15	19
Average minutes late	24	22	12	29	15	14	17	31	7
Number over 30 minutes	21	6	3	15	12	3	6	4	0
Heat restriction days / total days	0/21	0/20	0/19	–	–	–	–	–	–

# ON-TIME PERFORMANCE

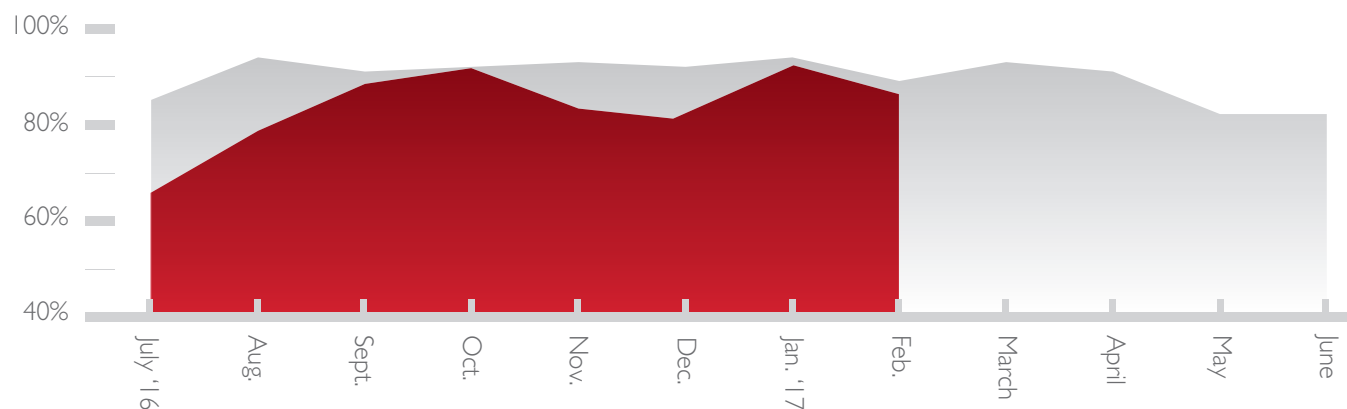
## VRE SYSTEM

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

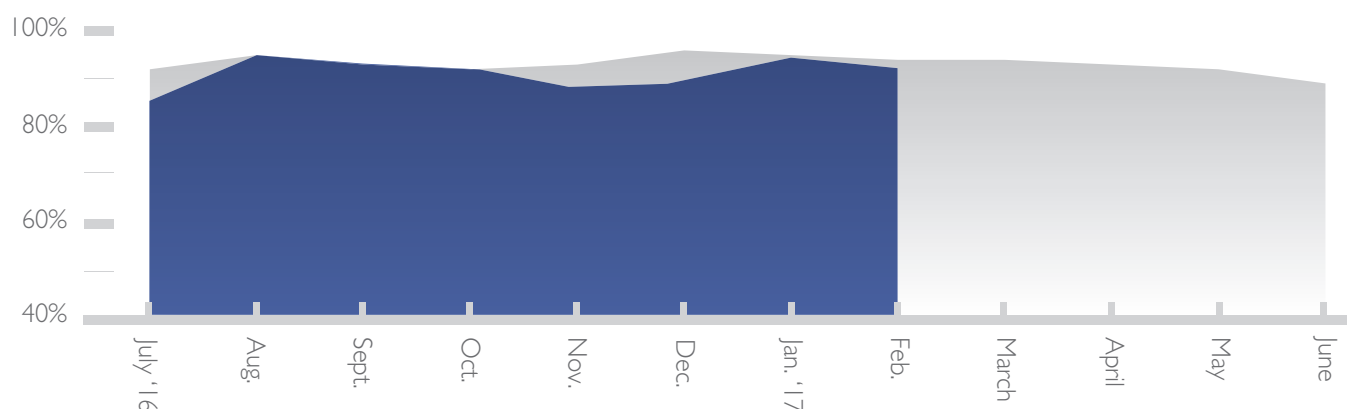


## ON-TIME PERFORMANCE BY LINE

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



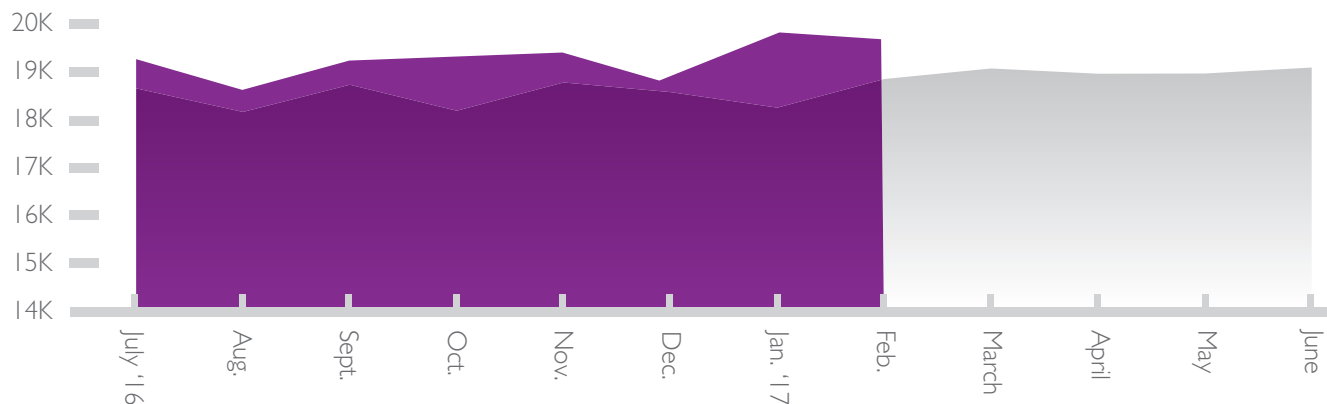
**MANASSAS LINE** ■ Current Stats ■ 3-Year Rolling Average



# AVERAGE DAILY RIDERSHIP

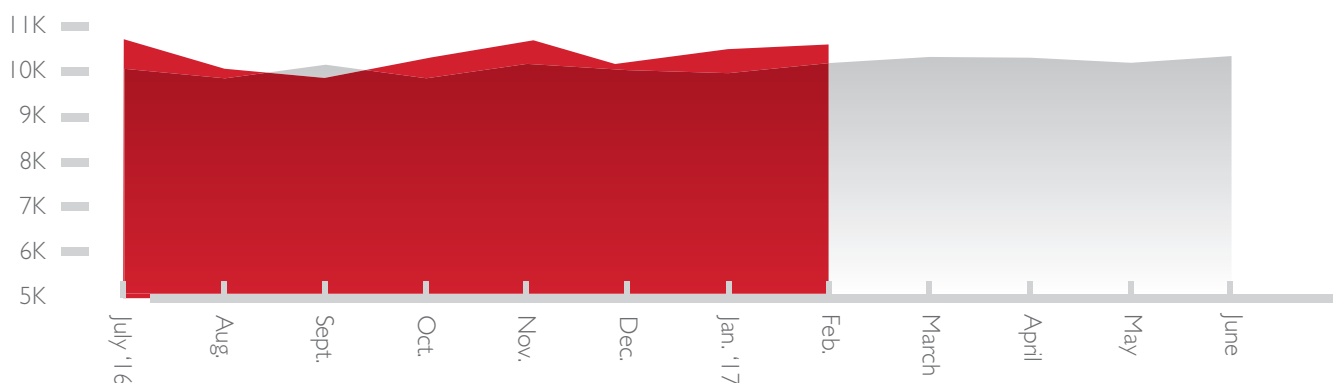
## VRE SYSTEM

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

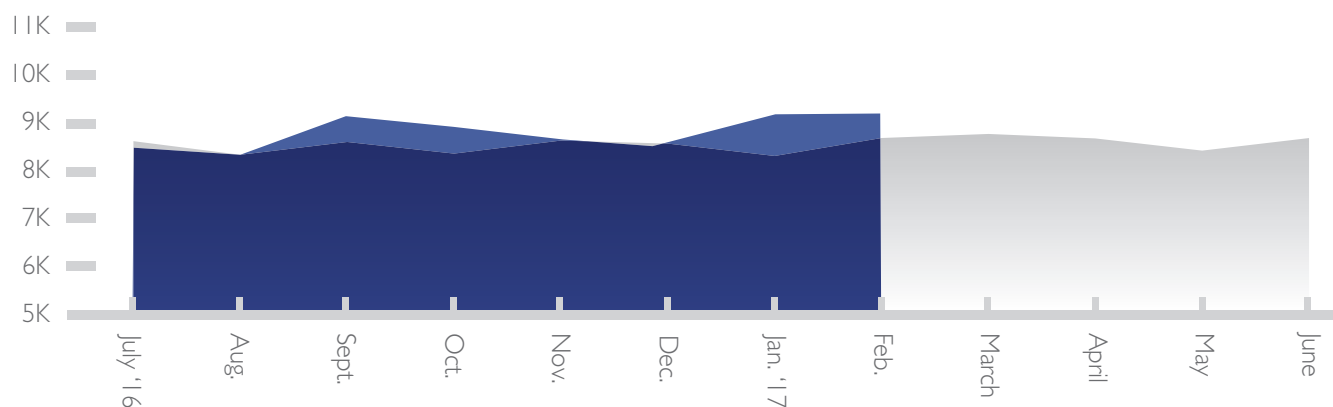


## AVERAGE DAILY RIDERSHIP BY LINE

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



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





## RIDERSHIP UPDATES

Average daily ridership in February reached 20,000. This record ridership represents a significant increase over last February, which was 18,200. The ridership trends continue to correspond with SafeTrack surges. The February and March surges affected WMATA's Blue, Yellow and Orange lines – which are in proximity to many of our stations.

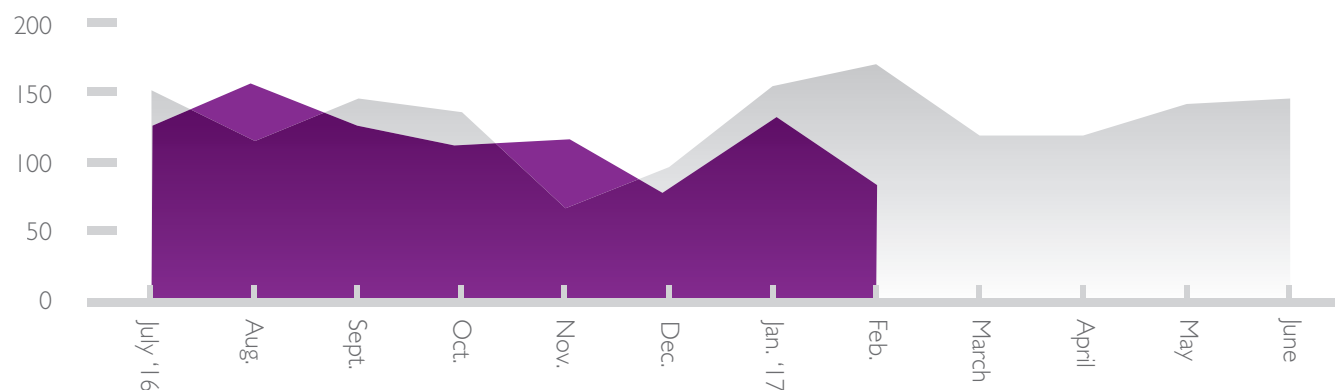
We normally see an increase in ridership from the beginning of the year until spring, when commuters resume taking vacations. The additional train service and Spotsylvania station represent other major growth factors.

**February 2017    February 2016**

Monthly Ridership	379,260	364,297
Average Daily Ridership	19,961	18,215
Full Service Days	19	20
"S" Service Days	0	0

## SUMMONSES ISSUED

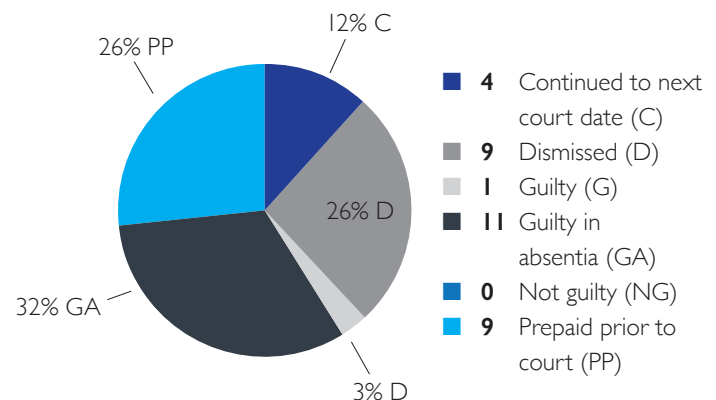
**BOTH LINES** ■ Current Stats ■ FY 2016



## SUMMONSES WAIVED

Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	24
One-time courtesy	14
Per the request of the conductor	2
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient processing time	0
Insufficient information	3
Lost and found ticket	0
Other	1
<b>Total Waived</b>	<b>44</b>

## MONTHLY SUMMONSES COURT ACTION

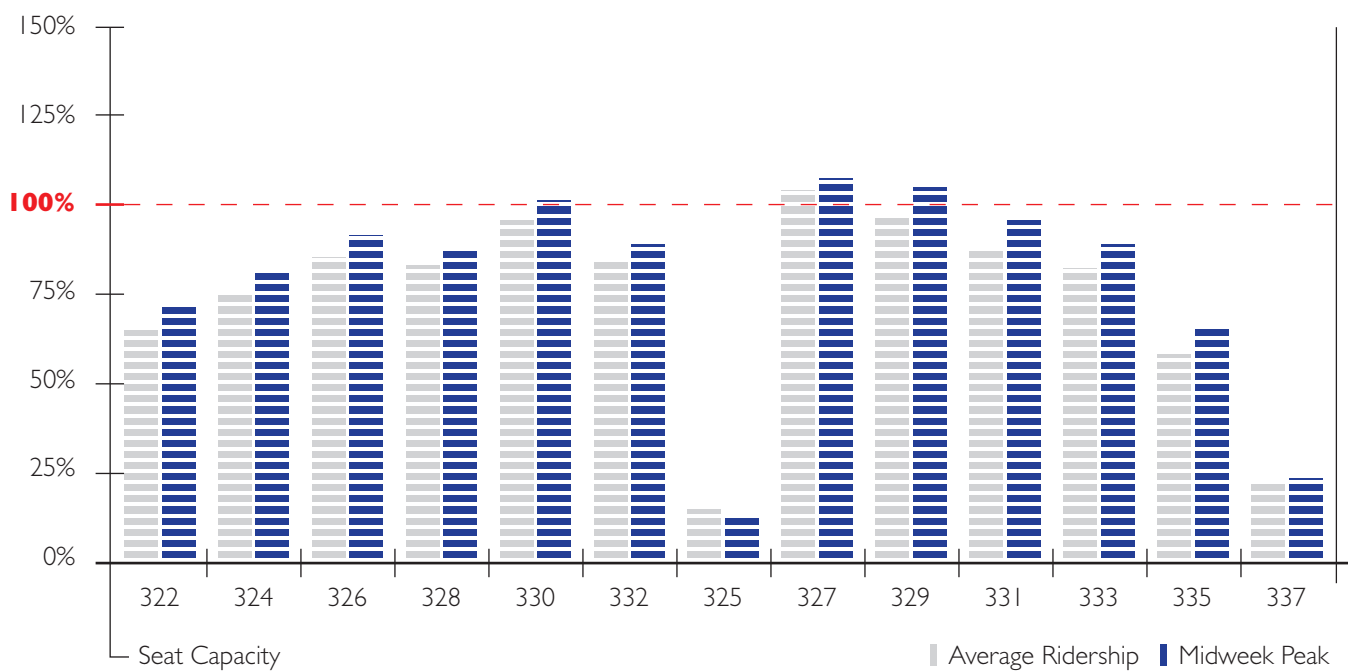


# TRAIN UTILIZATION

## FREDERICKSBURG LINE

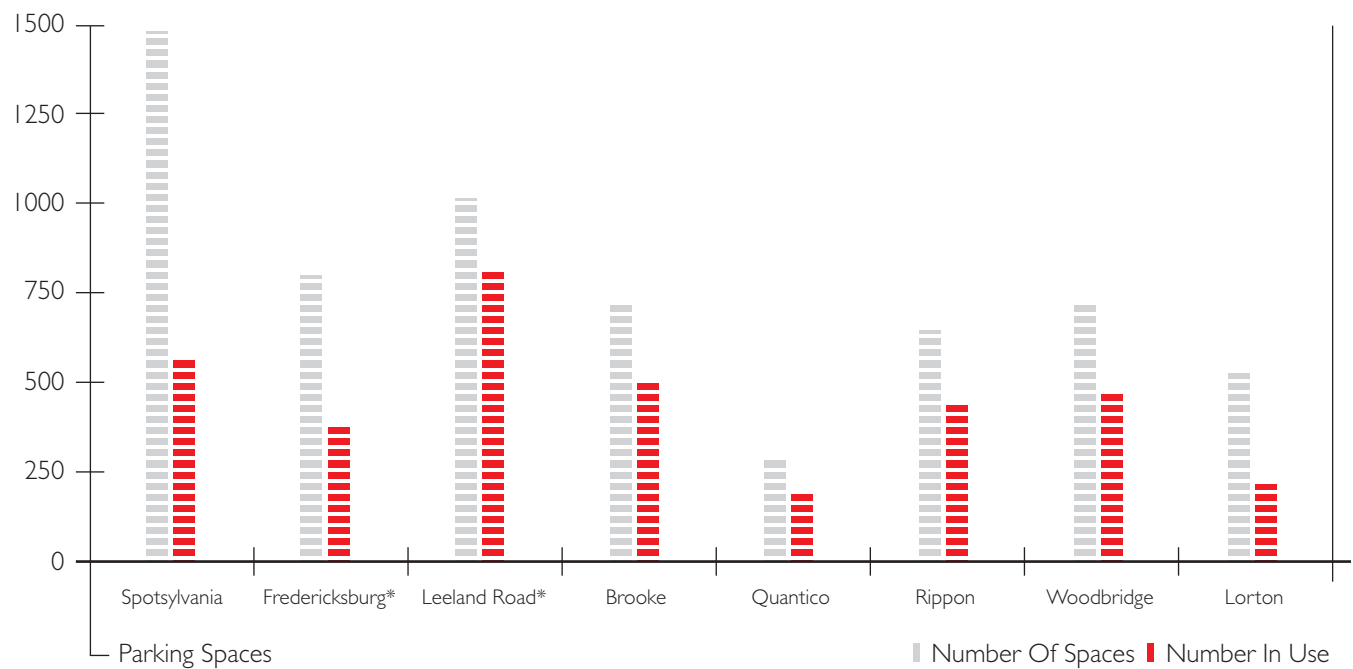


## MANASSAS LINE



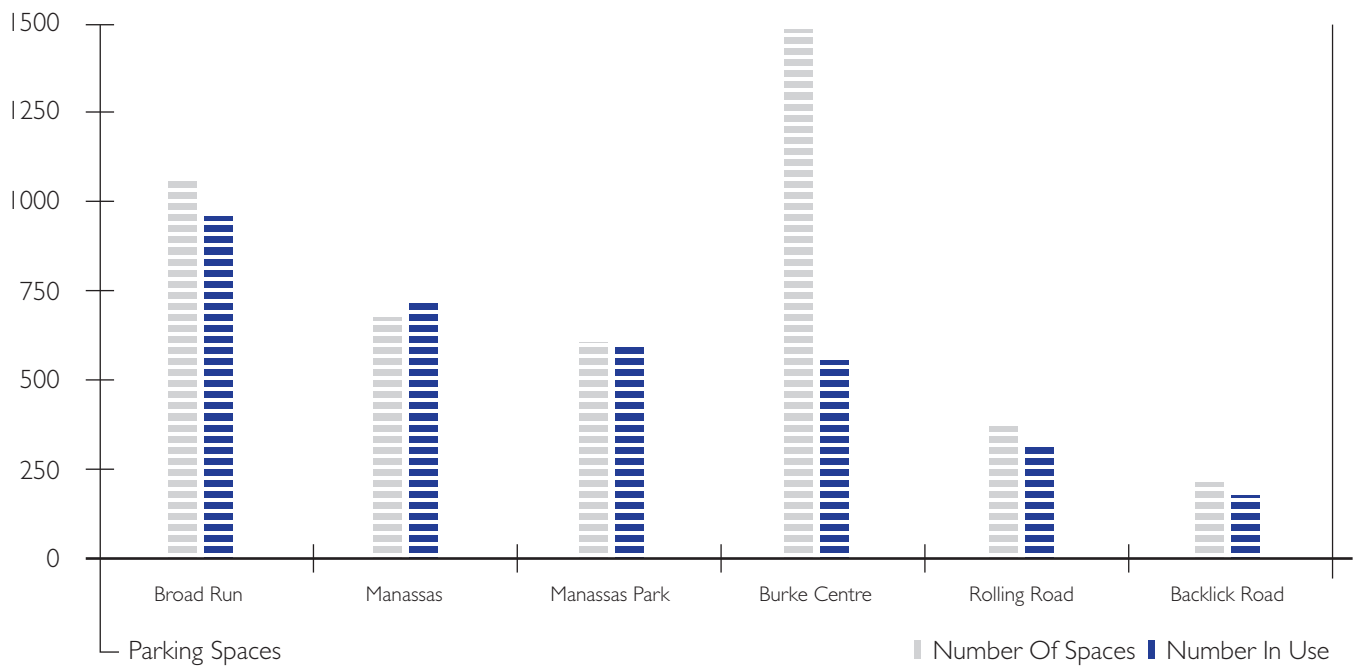
# PARKING UTILIZATION

## FREDERICKSBURG LINE



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

## MANASSAS LINE





# FEBRUARY 2017 FINANCIAL REPORT

The February 2017 Financial Report reflects the first eight 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 \$2,520,391 above the budget – a favorable variance of 9.9%. Revenue is up 14.4% compared to the same period in FY 2016. Our budgeted goal ratio for FY 2017 is 50%, however our current YTD operating ratio is 59%. We suspect increased ridership related to WMATA SafeTrack activities positively impacted revenue for the period.

FY 2017 OPERATING 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	3,419,789	2,948,406	27,969,793	25,449,402	2,520,391	9.9%	38,950,000
Other Operating Revenue	4,247	15,139	207,341	130,677	76,664	58.7%	200,000
<b>Subtotal Operating Revenue</b>	<b>3,424,036</b>	<b>2,963,546</b>	<b>28,177,134</b>	<b>25,580,080</b>	<b>2,597,054</b>	<b>10.2%</b>	<b>39,150,000</b>
Jurisdict. Subsidy (1)	-	-	17,250,240	17,250,240	-	0.0%	12,847,417
Federal/State/Other	2,654,033	2,634,882	20,654,619	21,013,030	(358,411)	-1.7%	31,479,730
Jurisdict. Subsidy Appn. from Res.	-	-	-	-	-	0.0%	377,000
Interest Income	27,771	1,892	132,385	16,335	116,050	710.4%	25,000
<b>Total Operating Revenue</b>	<b>6,105,840</b>	<b>5,600,320</b>	<b>66,214,378</b>	<b>63,859,685</b>	<b>2,354,693</b>	<b>3.7%</b>	<b>83,879,147</b>
<b>OPERATING EXPENSES (\$)</b>							
Deptml. Operating Expenses	4,793,204	5,530,653	47,365,353	50,792,586	3,247,233	6.7%	77,152,278
Debt Service	559,850	559,573	4,479,466	4,476,580	(2,886)		6,714,870
Other Non-Deptml. Expenses	-	-	-	-	-		12,000
<b>Total Operating Expenses</b>	<b>5,353,054</b>	<b>6,090,225</b>	<b>51,844,819</b>	<b>55,269,166</b>	<b>3,424,347</b>	<b>6.2%</b>	<b>83,879,147</b>
<b>NET INC. (LOSS) FROM OPS (\$)</b>	<b>752,786</b>	<b>(489,905)</b>	<b>14,369,559</b>	<b>8,590,519</b>	<b>5,779,040</b>	<b>-</b>	<b>-</b>
<b>CALCULATED OPERATING RATIO</b>	<b>-</b>	<b>-</b>	<b>59%</b>	<b>50%</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.

VRE INVESTMENT  
PORTFOLIO

Investment Type	Institution	Amount	Comments	Rate
Checking Account	PNC	\$7,642,069	Operating checking account	0.00%
LGIP (Local Government Investment Pool)	LGIP	\$48,290,038	Operating and capital reserve	0.96%
LGIP (Local Government Investment Pool)	LGIP	\$53,501	Revolving account for small liability claims	0.96%
Insurance trust fund	DRM	\$10,352,875	Amount as of 12/31/2016	1.16%
<b>TOTAL PORTFOLIO</b>		<b>\$66,338,483</b>		

NOTES: 1. Contract allows for earnings credit of 0.20% on average monthly balance as an offset to banking service costs; credit earnings through March were 0.17%

2. Earnings calculated based on the monthly average balance

3. The insurance trust fund rate is based on the 1st QTR earned interest income of \$30.3K, multiplied by four to get estimated rate of 1.16%

Percentage of portfolio:

Checking-PNC 12%

LGIP 73%

Insurance trust fund 16%



# CAPITAL PROJECTS

The new crossover between tracks CSXT recently installed in the District of Columbia for the VRE L'Enfant North Storage Track project.

*\*AS OF MARCH 3, 2017*

## LORTON PLATFORM EXTENSION

- Re-designed Construction Entrance due to Fairfax County Parking Expansion and to address concerns regarding protection of a Pipeline during construction activities
- Prime contractor changed earthwork subcontractors to price revised construction entrance plans
- Discussed Phase 2 – Future Island Platform Access option with Lorton Community Association
- Coordinated onsite and often with CSX, Fairfax County, Utilities, and other stakeholders – including regularly scheduled project meetings with Hammerhead Construction (prime contractor), STV (CM consultant), and VRE

## ARKENDALE TO POWELL'S CREEK THIRD TRACK PROJECT

- Waiting on Funding Agreement Amendment between FRA and DRPT finalizing Option 2 NPP to Powell's Creek to be designated as "future" effort. Corresponding CSX / DRPT Contract Amendment 2 for Arkendale to Powell's Creek waiting for previously noted to be executed
- Continued work at RW 14, Bauer Road Bridge, Project cleanup and eroded areas as the other scope, contract, and agreement issues are handled

## QUANTICO STATION

- Waiting for legal review and approval of IPROC Funding Agreement, as well as other agreements for Arkendale to Powell's Creek to be finalized
- Stakeholders reviewing and commenting on 60% design for station and 90% design for site, civil, drainage, track, and retaining wall in vicinity of station
- Coordinated utility location and potential conflicts onsite through CSX

## ALEXANDRIA PEDESTRIAN TUNNEL PROJECT

- Met with VDOT program management staff to review project, grant status, and discuss the potential of applying a Construction Manager/General Contractor approach to project delivery

## LIFECYCLE OVERHAUL AND UPGRADE FACILITY

- Standing by for the completion of property acquisition
- Continued to coordinate with Spotsylvania County regarding our application for a site permit

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

- CSXT work forces installed the foundation for new cantilevered signal mast near L'Enfant Station

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

- Submitted plan to Pepco for wayside power appliances for review and approval. On hold until we receive Pepco's response

## FRANCONIA-SPRINGFIELD STATION IMPROVEMENTS (PENTA-PLATFORM PROGRAM)

- Completed Survey, Geotechnical, and Environmental fieldwork
- Continued developing preliminary engineering plans on an accelerated schedule
- Held Atlantic Gateway meeting with VDRPT
- Held internal meetings with Office of Development, Operations, Procurement, and Finance
- Held external meetings and calls with General Engineering Consultant
- Continued developing internal cost tool spreadsheet
- Sent monthly project status update to NVT

## LORTON SECOND PLATFORM (PENTA-PLATFORM PROGRAM)

- Completed Survey, Geotechnical, and Environmental fieldwork
- Continued developing preliminary engineering plans on an accelerated schedule
- Held Atlantic Gateway meeting with VDRPT
- Held internal meetings with Office of Development, Operations, Procurement, and Finance
- Held external meetings and calls with General Engineering Consultant
- Continued developing internal cost tool spreadsheet
- Sent monthly project status update to NVT

## RIPPON STATION IMPROVEMENTS (PENTA-PLATFORM PROGRAM)

- Completed Survey, Geotechnical, and Environmental fieldwork
- Continued developing and refining engineering concepts on a normal schedule
- Held DC2RVA meeting and bi-weekly teleconference with VDRPT and their consultants
- Held internal meetings with Office of Development, Operations, Procurement, and Finance
- Held external meetings and calls with General Engineering Consultant
- Continued developing internal cost tool spreadsheet
- Sent monthly project status update to NVT

## BROOKE STATION IMPROVEMENTS (PENTA-PLATFORM PROGRAM)

- Completed Survey, Geotechnical, and Environmental fieldwork
- Continued developing and refining engineering concepts on a normal schedule
- Held DC2RVA meeting and bi-weekly teleconference with VDRPT and their consultants
- Held internal meetings with Office of Development, Operations, Procurement, and Finance
- Held external meetings and calls with General Engineering Consultant
- Continued developing internal cost tool spreadsheet

## LEELAND ROAD STATION IMPROVEMENTS (PENTA-PLATFORM PROGRAM)

- Completed Survey, Geotechnical, and Environmental fieldwork
- Continued developing and refining engineering concepts on a normal schedule
- Held DC2RVA meeting and bi-weekly teleconference with VDRPT and their consultants
- Held internal meetings with Office of Development, Operations, Procurement, and Finance
- Held external meetings and calls with General Engineering Consultant
- Continued developing internal cost tool spreadsheet

## MIDDAY STORAGE REPLACEMENT FACILITY

- Completing environmental analysis related work to support environmental clearance by FTA
- Continued to develop design options and coordinate efforts with DDOT and Amtrak
- Held a community meeting on February 16, 2017 to present the status of the project and solicit input from the community. Meeting was held at Bethesda Baptist Church from 4 pm to 7:30 pm. Attendees included members of the community, Advisory Neighborhood Commission members, representatives of councilmembers and DDOT. Key issue for the community is the evolving nature of the area and how the VRE facility will fit into the neighborhood

## ROLLING ROAD PLATFORM EXTENSION

- Completed compilation of field survey to produce base mapping
- Exploring emergency access/egress options
- Developing preliminary design (60%) documents

## CROSSROADS REAL ESTATE ACQUISITION

- Prepared documentation necessary for environmental clearance by FTA, and submitted to FTA
- Real estate acquisition activities are on hold pending resolution of property zoning issue which the owner of the property needs to initiate with the county

# FACILITIES UPDATE

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

## **Completed projects:**

- Pothole repairs at Franconia-Springfield Station gravel access road
- Installation of mesh panel ceiling at Woodbridge Station west tower to eliminate pigeon issue
- Operations Board authorization to issue Invitation for Bids for modernization of Woodbridge Station east elevator
- Elevator modernization project at Rippon Station
- Assistance with coordination of Featherstone Wildlife Refuge access stair and ramp construction at Rippon Station
- Replacement of broken glass pane at Fredericksburg Station (work completed by City of Fredericksburg)
- Operations Board authorization to issue Invitation for Bids for canopy roof replacement at Backlick Road and Rolling Road Stations



New Mesh Panel Ceiling at Woodbridge Station

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

- Replacement of platform lighting at L'Enfant Station
- Canopy roof replacement at Leeland Road Station (pending CSX flagman availability)
- Installation of pathfinder signs for Spotsylvania Station
- Installation of monitoring wells on two outfall drainage pipes at Broad Run Yard to allow for accurate discharge sampling for VPDES General Permit compliance (pending DEQ approval)
- Replacement of name and address Braille signage at all stations

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

- Removal and replacement of pedestrian grade crossing at Crystal City Station to accommodate upcoming CSX track surfacing work
- Repairs to fascia and soffit at Woodbridge Station east building
- Replacement of parking lot signage at Broad Run Station
- Installation of inter-track warning signs at various stations
- Replacement of tactile warning strips at various stations
- Development of scopes of work for platform concrete repairs, steel railing repairs, parking lot pavement repairs and restriping, and painting of various stations

## **Ongoing projects:**

- Elevator modernization project on west side of Franconia-Springfield Station
- Design of emergency generator at Woodbridge Station west elevator and stair tower
- Development of specifications for modernization of Woodbridge Station east elevator
- Development of design of platform concrete rehabilitation at Fredericksburg Station
- Installation of utility power status remote monitoring at various stations



Modernized Elevator Control Room at Rippon Station

# UPCOMING PROCUREMENTS

- Graphic Design Services
- Tactile Strip Replacements
- Purchase of Passenger Elevators
- Passenger Count System
- Canopy Roof Replacement at the Backlick and Rolling Road Stations
- Modernization of VRE Woodbridge Station East Elevator
- Passenger Car Truck Overhaul Services

All items have board authorization to advertise. Procurement is awaiting Scope of Work for the above projects.



# PROJECTS PROGRESS REPORT

## PASSENGER FACILITIES

AS OF MARCH 3, 2017

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	574,706	75%	2nd QTR 2017	●	Work resumed in April 2016 and is anticipated to be completed in the second quarter of 2017.
10,021,865	10,021,865	–	2,450,624	1,931,995	51%	3rd QTR 2020	●	60% Comments under review.
7,000,000	7,000,000	–	467,500	4,574	5%	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	–	–	25,463	5%	2nd QTR 2020	●	Preliminary engineering is anticipated to be complete in May 2017.
2,500,000	2,500,000	–	–	410,351	16%	3rd QTR 2018	●	Fiber Optic relocation completed week of October 14, 2016. Proceeding with Pre-construction.
16,140,000	16,140,000	–	*	38,544	5%	2nd QTR 2020	●	Preliminary engineering is anticipated to be complete in May 2017.
16,633,535	16,633,535	–	*	23,169	5%	4th QTR 2021	●	Preliminary engineering is anticipated to be completed by August 2018.
No costs for VRE. Station being developed by private developer					25%	4th QTR 2017	■	On hold pending resolution of Arkendale to Powell's Creek Third Track Project issues.
9,500,000	9,500,000	–	–	–	10%	4th QTR 2019	■	On hold pending resolution of Arkendale to Powell's Creek Third Track Project issues.
14,650,000	9,264,300	5,385,700	*	19,238	5%	4th QTR 2021	●	Preliminary engineering is anticipated to be completed by August 2018.
14,000,000	9,264,300	4,735,700	*	19,846	5%	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	99%	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	●	Basis of Design Report under review.
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	12,998,282	11,421,718	2,031,263	393,120	30%	TBD	■	NEPA documents submitted to FTA for review.

FD – Final Design

CN – Construction

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	29,205,342	98%	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	1,706,560	80%	2nd QTR 2017	●	Power construction 90% complete. CSXT track and signal installation underway.
3,965,000	3,965,000	—	2,937,000	1,386,438	10%	3rd QTR 2017	●	Power design under review by CSXT & Pepco. CSXT track and signal installation underway.
35,100,000	22,500,000	—	3,146,000	2,060,026	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	68,482	10%	4th QTR 2017	●	Developing design options and CE. Identifying real estate requirements and acquisition strategy.
75,264,693	75,264,693	—	72,296,772	36,994,353	49%	4th QTR 2018	●	8 cars received in FY 2015. 7 cars have been received in FY 2016 and 5 cars scheduled to be received in FY 2017.
10,553,000	10,553,000	—	7,980,877	7,273,633	80%	4th QTR 2018	●	Onboard installations ongoing.
617,791,163	5,885,163	611,906,000	4,865,112	2,108,091	15%	3rd QTR 2022	■	On hold pending board review and direction regarding Phase 2 work program.
3,510,307	3,510,307	—	3,510,627	1,575,307	50%	1st 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



VIRGINIA RAILWAY EXPRESS

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

VRE.ORG





**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  
Jeff McKay  
Wendy Maurer  
Paul Trampe  
Justin Wilson  
Billy Withers  
Mark Wolfe

Doug Allen  
Chief Executive Officer

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

# MINUTES

## VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia April 21, 2017

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

Members Absent	Jurisdiction
Sharon Bulova (NVTC)	Fairfax County
John C. Cook (NVTC)	Fairfax County
Jennifer Mitchell	DRPT

Alternates Present	Jurisdiction
Pete Burrus	DRPT
Hector Cendejas (PRTC)	City of Manassas Park
Libby Garvey (NVTC)	Arlington County
Billy Withers (PRTC)	City of Fredericksburg

Alternates Absent	Jurisdiction
Ruth Anderson (PRTC)	Prince William County
Jeanine Lawson (PRTC)	Prince William County
Jeff McKay (NVTC)	Fairfax County
Wendy Maurer (PRTC)	Stafford County
Paul Trampe (PRTC)	Spotsylvania County
Justin Wilson (NVTC)	City of Alexandria
Mark Wolfe (PRTC)	City of Manassas

Staff and General Public	
Doug Allen – VRE	John Kerins – Keolis
Monica Backmon – NVTA	Cindy King – VRE
Nydia Blake – Prince William County	Mike Lake – Fairfax County
Donna Boxer – VRE	Lezlie Lamb – VRE
Rich Dalton – VRE	Bob Leibbrandt – Prince William County
James Davenport – Prince William DOT	Steve MacIsaac – VRE legal counsel
Paul Dean – VRE	Betsy Massie – PRTC
Greg Deibler – VRE	Kate Mattice – NVTC
Rhonda Gilchrest – NVTC	Lynn Rivers – Arlington County
Chris Henry – VRE	Bob Schneider – PRTC
Tom Hickey – VRE	Sonali Soneji – VRE
Pierre Holloman – City of Alexandria	Alex Sugatan – VRE
Todd Horsley – DRPT	Joe Swartz – VRE
Todd Johnson – First Transit	Ciara Williams – DRPT

\* 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 9:07 A.M. Following the Pledge of Allegiance, Roll Call was taken.

### Approval of the Agenda – 3

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

### Approval of the Minutes of the February 17, 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, Cristol, Jenkins, Kelly, Nohe, Sebesky, Smedberg and Thomas. Board Members Milde, Naddoni and Skinner abstained.

### Chairman's Comments – 5

Chairman Smedberg welcomed PRTC's new Executive Director, Dr. Robert (Bob) Schneider, who began his duties on April 3, 2017. Dr. Schneider previously served as the executive director of Central Midlands Transit, known as the COMET, in Columbia, South Carolina. Dr. Schneider has a Bachelor's in Political Science from Western Carolina University and a Master's in Public Administration and a Doctorate in Political Science from University of Tennessee, Knoxville.

Chairman Smedberg introduced Hector Cendejas, a new VRE Alternate for the City of Manassas Park. He also acknowledged two other Alternates, Libby Garvey of Arlington County and Billy Withers of the City of Fredericksburg.

Chairman Smedberg announced VRE is celebrating its 25<sup>th</sup> anniversary this year. Staff will provide more details on the anniversary event in June, but he noted the special anniversary commemorative logo.

Chairman Smedberg announced there will be a train naming ceremony to commemorate Maureen Caddigan, Joe Alexander and David Brickley on Saturday, May 13<sup>th</sup> at 10:00 A.M. at the Broad Run Station. The event will also include a bench dedication for Dick Peacock. The bench will ultimately be installed at the Manassas Station.

Chairman Smedberg reminded Board Members to fill out the VRE CEO evaluation survey they have been sent.

### Chief Executive Officer's Report – 6

Mr. Allen gave an update on recent security and safety initiatives for the month of March. VRE staff met with CSXT's new Assistant Vice President of Passenger Operations, Dave Dech, and other senior staff, which included a discussion of jointly sponsored safety activities, such as grade crossing blitzes and anti-trespassing programs. Mr. Dech is replacing Jay Westbrook, who will be recognized in a later agenda item. Staff also briefed

Keolis mechanical and train operations staff on new Federal Railroad Administration system safety regulations.

Mr. Allen reported on-time performance (OTP) for the month of March was 93 percent on the Manassas Line and 85 percent on the Fredericksburg Line. At the March Operations Board meeting staff gave a detailed briefing on the causes of the train delays on the Fredericksburg Line during the first three weeks of March. There did not seem to be a common reason for the various delays. They seem to be independent issues, although train #312 has experienced the most delays. He also reported Average Daily Ridership remained strong in March at approximately 19,500, which is 10 percent higher than last year.

Mr. Allen reported another five new railcars have been delivered and once in service, it will complete the turn-over of all old railcars so VRE's fleet will be made up of all new railcars. The last of the Legacy railcars are expected to be taken out of service on or about April 28<sup>th</sup>. He also met with the District Department of Transportation director regarding coordination of mid-day storage. They discussed the current plan, which allows all VRE trains to be accommodated without acquiring right-of-way from the District, which makes it a less complicated process. VRE is also working with Amtrak on mid-day storage. VRE staff is working hard on options for the Crystal City Station improvements. In response to a question from Ms. Cristol, Ms. Soneji explained three options are being evaluated and they will go before the public for comment in June.

Mr. Allen asked Mr. Swartz to give an update on the planning underway to celebrate VRE's 25<sup>th</sup> anniversary. Mr. Swartz stated the June 16<sup>th</sup> Operations Board meeting will be held at City Hall in Fredericksburg, which is three blocks away from the VRE station. Following the business meeting, there will be a celebration event at the station. Governor McAuliffe and other dignitaries will be invited to participate. This will be followed by a luncheon at the Bavarian Chef Restaurant next to the station.

Mr. Allen asked Mr. Dean to give a brief update on legislative issues. Mr. Dean reported on federal funding levels. VRE joined many other transit agencies to voice its concerns about President Trump's proposed FY 2018 budget cuts to USDOT federal discretionary grant programs. VRE sent a letter signed by Chairman Smedberg asking Virginia's congressional delegation to oppose cuts to discretionary Capital Investment grant programs. He noted the FY 2017 Continuing Resolution that funds the federal government expires on April 28, 2017. On the state level, VRE is continuing to coordinate letters of support for additional funding. In response to a question from Mr. Skinner, Mr. Dean offered to follow-up with Spotsylvania County staff on the letter.

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

There were no comments.

#### Consent Agenda – 8

On a motion by Mr. Milde and a second by Ms. Caddigan, the Board unanimously approved the following Consent Agenda Items:



- Resolution #8A-04-2017: Authorization to Issue a Request for Proposals for Installation and Integration of Security Cameras and Access Control Systems
- Resolution #8B-04-2017: Authorization to Issue an Invitation for Bids for Shuttle Service at the Franconia-Springfield Station

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

Mr. Kelly requested updated blue sheeted items be taken off the Consent Agenda in the future. Mr. Allen agreed to do so and explained the change to #8A related to documenting the source of funding.

Recommend Authorization to Execute an Amendment for the Third Year of the First Option Period for Operating Services for Commuter Rail – 9A

Mr. Allen requested the Operations Board recommend the Commissions authorize him to amend the contract with Keolis Rail Services Virginia, LLC for Operating Services for Commuter Rail by approving up to \$15,416,000 for the third year of the first option period for a total contract value not to exceed \$147,406,557, through June 30, 2018. Resolution #9A-04-2017 would accomplish this.

On a motion by Mr. Milde, with a second by Mr. Skinner, the Board unanimously approved Resolution #9A-04-2017. The vote in favor was cast by Board Members Burrus, Caddigan, Cristol, Jenkins, Kelly, Milde, Naddoni, Nohe, Sebesky, Skinner, Smedberg and Thomas.

Recommend Authorization to Execute an Amendment for the Second Year of the Contract for Maintenance Services for Commuter Rail – 9B

Mr. Allen requested the Operations Board recommend the Commissions authorize him to amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC by increasing the total contract authorization by \$7,092,267, for a total amount not to exceed \$14,344,638 through June 30, 2018. Resolution #9B-04-2017 would accomplish this.

Mr. Skinner moved, with a second by Mr. Jenkins, to approve Resolution #9B-04-2017. The vote in favor was cast by Board Members Burrus, Caddigan, Jenkins, Kelly, Milde, Naddoni, Nohe, Sebesky, Skinner, Smedberg and Thomas. [Ms. Cristol was not in the room for the vote.]

Authorization to Execute a Contract Amendment for Design Services for the Lifecycle Overhaul and Upgrade Facility – 9C

Mr. Allen requested the Operations Board authorize him to execute a contract amendment for additional design services for the Lifecycle Overhaul and Upgrade (LOU) Facility, with STV Inc. of Fairfax, Virginia, in the amount of \$26,942, plus a 10 percent contingency of \$2,694, for a total contract value not to exceed \$3,176,039. Resolution #9C-04-2017 would accomplish this.



Mr. Allen explained VRE is working to acquire property adjacent to the Crossroads Yard for the LOU Facility but there is a delay due to a piece of the property that is not zoned. Mr. MacIsaac is working with county staff on the zoning issue.

Mr. Skinner moved, with a second by Mr. Thomas, to approve Resolution #9C-04-2017. The vote in favor was cast by Board Members Burrus, Caddigan, Cristol, Jenkins, Kelly, Milde, Naddoni, Nohe, Sebesky, Skinner, Smedberg and Thomas.

Authorization to Execute the Fourth Option Year for Custodial and Seasonal Services Contract – 9D

Mr. Allen requested the Operations Board authorize him to execute the fourth option year for the Custodial and Seasonal Services Contract with Fresh Air Duct Cleaning, LLC of Capitol Heights, Maryland, in the amount of \$1,800,000, for a total contract amount not to exceed \$9,560,000. Resolution #9D-04-2017 would accomplish this.

Ms. Caddigan moved, with a second by Mr. Naddoni, to approve Resolution #9D-04-2017. The vote in favor was cast by Board Members Burrus, Caddigan, Cristol, Jenkins, Kelly, Milde, Naddoni, Nohe, Sebesky, Skinner, Smedberg and Thomas.

Authorization to Execute the Fourth Option Year for Facilities Maintenance Services Contract – 9E

Mr. Allen requested the Operations Board authorize him to execute the fourth option year for the Facilities Maintenance Services Contract with NV Enterprises of Herndon, Virginia in the amount of \$1,100,000, for a total contract amount not to exceed \$5,500,000. Resolution #9E-04-2017 would accomplish this.

Ms. Cristol moved, with a second by Mr. Skinner, to approve Resolution #9E-04-2017. The vote in favor was cast by Board Members Burrus, Caddigan, Cristol, Jenkins, Kelly, Milde, Naddoni, Nohe, Sebesky, Skinner, Smedberg and Thomas.

Authorization to Amend VRE's Tariff –9F

Mr. Allen requested the Operations Board authorize him to amend VRE's tariff to increase fares by three percent, with no change to the current ticket discount structure, and to increase the cost of Amtrak Step-Up tickets from \$5 to \$7 beginning July 1, 2017. Amendments are contingent on all jurisdictions adopting their FY 2018 budgets and including funding for the recommended VRE budget. Resolution #9F-04-2017 would accomplish this.

Mr. Henry gave a brief update on the fare increase process, which includes public hearings. Twenty-seven people attended the public hearings and VRE received approximately 100 written comments. The comments were provided to Board Members in their meeting materials. VRE staff will summarize the comments and provide answers to the questions and comments in a RIDE magazine article.

Mr. Henry also gave an overview of the Meet the Management program, which will kick off on May 3<sup>rd</sup> with the Customer Service survey followed by events at the main destination

stations through May and June. Each Meet the Management event will be themed or have a special emphasis. VRE's 25<sup>th</sup> anniversary will also be highlighted. There will also be other pop-up events at other stations. Chairman Smedberg encouraged Board Members to attend a Meet the Management event to interact with the riders.

Mr. Jenkins moved, with a second by Mr. Skinner, to approve Resolution #9F-04-2017.

Ms. Cristol commented it would be helpful to communicate with the passengers on the reasons for the fare increase, including what drives the budget. Mr. Henry provided information on how staff will communicate with passengers, including an article in the RIDE magazine. Mr. Allen stated it is important for riders to understand fares cover at least 50 percent of the fare box recovery and are used for operating costs, not capital costs. In response to a question from Ms. Sebesky about the RIDE magazine, Mr. Henry explained the monthly magazine is provided to passengers on-board the trains, as well as on-line. Mr. Allen explained it is produced and published in-house and is paid for with advertising. Mr. Thomas commented on the perception of the cost of the RIDE magazine and suggested VRE include a statement on the inside cover of the magazine informing passengers the magazine costs are paid by advertisers. Mr. Naddoni noted riders expect on-time performance, an increase in the frequency of service, and weekend service. Mr. Allen reminded Board Members that to add more trains requires more capacity.

The Board then voted on the motion and it passed unanimously. The vote in favor was cast by Board Members Burrus, Caddigan, Cristol, Jenkins, Kelly, Milde, Naddoni, Nohe, Sebesky, Skinner, Smedberg and Thomas.

#### Recognition and Appreciation of Jay Westbrook Upon His Retirement from CSX Transportation – 9G

Mr. Allen requested the VRE Operations Board approve Resolution #9G-02-2017 recognizing and expressing appreciation for the contributions made by CSXT Assistant Vice President of Passenger Operations, Jay Westbrook, to enhance VRE operations, upon his retirement in March 2017.

Mr. Allen stated Jay Westbrook was VRE's point of contact with CSX Transportation for over 14 years. During this time, Mr. Westbrook played an instrumental role developing capacity enhancements and implementing communications protocols resulting in CSX allowing VRE to operate more trains and improving system on-time performance. Mr. Westbrook championed major initiatives such as the Quantico Creek bridge construction and decentralizing the dispatching of trains on the RF&P subdivision. Other major initiatives whereby Mr. Westbrooks played a key role benefiting passenger and commuter rail in the region include adding Spotsylvania Station, construction of the third track between Hamilton and Crossroads, construction of the third track between Franconia Springfield and Alexandria and enhancements to the AF interlock. Mr. Allen stated a framed resolution will be sent to Mr. Westbrook. Mr. Skinner expressed his appreciation of Mr. Westbrook's role with the Spotsylvania Station and third track work.

Mr. Skinner moved, with a second by Mr. Naddoni, to approve the resolution. The vote in favor was cast by Board Members Burrus, Caddigan, Cristol, Jenkins, Kelly, Milde, Naddoni, Nohe, Sebesky, Skinner, Smedberg and Thomas.

## Spending Authority Report – 10

Mr. Allen stated the written report includes one reportable expenditure, which is a Task Order in the amount of \$65,000 to HDR Engineering for Lorton Platform Extension Access Redesign, Construction Administration and Special Inspections. There were no comments.

## Operations Board Members Time – 12

Mr. Skinner asked about the impact of Metro's SafeTrack program on VRE ridership. Mr. Allen stated VRE did see an increase in ridership and it has remained steady with no decline.

Mr. Naddoni stated the ticket vending machines (TVM) at the Manassas Park Station have had frequent problems and he asked staff to monitor the TVM's at all the stations to make sure they are operating well. Chairman Smedberg asked staff to report back at the next meeting.

Mr. Kelly announced FAMPO is recommending 22 changes to the Smart Scale process and advocating the Commonwealth allow for the creation of new transportation districts.

Mr. Jenkins expressed his appreciation to VRE staff, as well as jurisdictional staff, on their budget process and documents. Mr. Allen stated Donna Boxer and her staff do a good job coordinating with the jurisdictions.

Chairman Smedberg again reminded Board Members to fill out the VRE CEO evaluation form.

## Adjournment

On a motion by Ms. Cristol and a second by Mr. Skinner, Chairman Smedberg adjourned the meeting at 10:17 A.M.

Approved this 19<sup>th</sup> day of May 2017.

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Paul C. Smedberg  
Chairman

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Katie Cristol  
Secretary

### **CERTIFICATION**

This certification hereby acknowledges that the minutes for the April 21, 2017 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



---

Rhonda Gilchrest

**Virginia Railway Express  
Operations Board**

**Resolution  
8A-04-2017**

**Authorization to Issue a Request for Proposals for Installation and  
Integration of Security Camera and Access Control Systems**

**WHEREAS**, security camera equipment has been purchased as part of VRE's security camera and access control systems modernization program; and,

**WHEREAS**, this project directly addresses system improvements recommended in VRE's most recent Threat and Vulnerability Assessment; and,

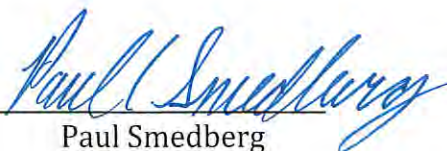
**WHEREAS**, requirements for qualified and experienced security systems installation and integration support has been identified;

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

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Installation and Integration for Security Camera and Access Control Systems.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8B-04-2017**

**Authorization to Issue an Invitation for Bids for  
Shuttle Services at the Franconia-Springfield Station**

**WHEREAS**, an elevator at Franconia-Springfield station is undergoing a modernization project; and,

**WHEREAS**, VRE is obligated to provide reasonable accommodations for passengers unable to utilize the stairs of the pedestrian bridge joining the WMATA and VRE stations; and,

**WHEREAS**, VRE initially issued a Purchase Order in the amount of \$57,500 which provides this service through June 30, 2017; and,

**WHEREAS**, the elevator modernization project is not expected to be complete prior to the expiration of the current Purchase Order;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Shuttle Services at the Franconia-Springfield Station while the elevator undergoes modernization work.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9A-04-2017**

**Recommend Authorization to Execute an Amendment for the Third Year  
of the First Option Period for Operating Services for Commuter Rail**

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

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

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

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

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

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

**WHEREAS**, on May 15, 2015, the Operations Board approved the first year of the first option period, through June 30, 2016, in the amount of \$20,931,000, for a total contract value not to exceed \$116,527,554; and,

**WHEREAS**, on May 20, 2016, the Operations Board further authorized amending the agreement to remove the requirements for the Maintenance of Equipment and Facilities; and,

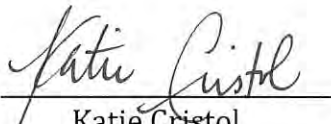
**WHEREAS**, on May 20, 2016, the Operations Board approved the second year of the first option period, through June 30, 2017, in the amount of \$15,463,003, for a total contract value not to exceed \$131,990,557;

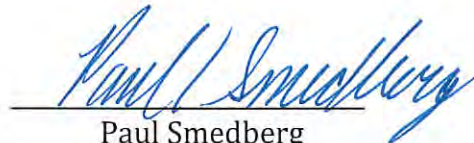


Resolution 9A-04-2017 continued

**NOW, THEREFORE, BE IT RESOLVED THAT,** the VRE Operations Board does hereby recommend the Commissions authorize amending the Contract with Keolis Rail Services Virginia, LLC for Operating Services for Commuter Rail by approving up to \$15,416,000 for the third year of the first option period, for a total Contract value not to exceed \$147,406,557 through June 30, 2018.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9B-04-2017**

**Recommend Authorization to Execute an Amendment for the Second  
Year of the Contract for Maintenance Services for Commuter Rail**

**WHEREAS**, the VRE Operations board previously recommended, and the Commissions approved, a five-year Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV); and,

**WHEREAS**, the Contract start date and total authorization was last amended in May of 2016; and,

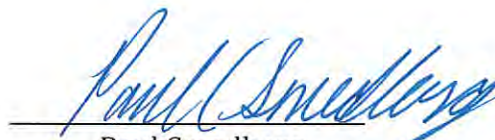
**WHEREAS**, the current Contract authorization runs through June 30, 2017; and,

**WHEREAS**, the increase in Contract authorization will allow for continued maintenance services and life cycle maintenance work scheduled for FY 2018;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total Contract authorization by \$7,092,267, for a total amount not to exceed \$14,344,638 through June 30, 2018.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman



**Virginia Railway Express  
Operations Board**

**Resolution  
9C-04-2017**

**Authorization to Execute a Contract Amendment for Design  
Services for the Lifecycle Overhaul and Upgrade Facility**

**WHEREAS**, additional services associated with the FTA-required Safety and Security Certification investigation were directed and accomplished by STV; and,

**WHEREAS**, the delay in proceeding with the project due to the property acquisition delays has required continued monitoring of building and site permits with Spotsylvania County; and,

**WHEREAS**, property acquisition coordination has required coordination by STV and its survey consultant Precision Measurements, Inc.;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Contract Amendment for additional design services for the Lifecycle Overhaul and Upgrade Facility, with STV Inc. of Fairfax, VA, in the amount of \$ 26,942, plus a 10% contingency of \$2,694, for a total contract value not to exceed \$3,176,039.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9D-04-2017**

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

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

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


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

**WHEREAS**, the current third option year is set to expire on May 19, 2017;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute the Fourth Option Year for the Custodial and Seasonal Services Contract with Fresh Air Duct Cleaning, LLC of Capitol Heights, MD in the amount of \$1,800,000, for a total contract amount not to exceed \$9,560,000.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9E-04-2017**

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

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

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

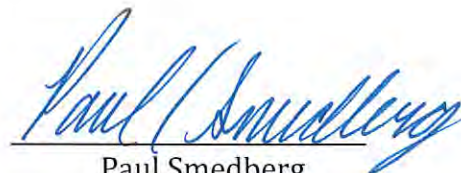
**WHEREAS**, the Operations Board approved execution of the first option year in April 2014, execution of the second option year in April 2015 and execution of the third option year in April 2016; and,

**WHEREAS**, the current third option year is set to expire on May 19, 2017;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute the Fourth Option Year for the Facilities Maintenance Services Contract with NV Enterprises of Herndon, VA in the amount of \$1,100,000, for a total contract amount not to exceed \$5,500,000.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9F-04-2017**

**Authorization to Amend VRE's Tariff**

**WHEREAS**, during the FY 2018 budget process, the VRE Operations Board authorized a proposed fare increase of up to 3 percent and an increase in the cost of Amtrak Step-Up tickets from \$5 to \$7; and,

**WHEREAS**, VRE Operations Board authorized the CEO to collect public comment on the proposed fare increase in accordance with the VRE Major Service Change/Fare Change policy; and,

**WHEREAS**, as part of the FY 2018 VRE budget, VRE must increase revenue to cover increasing costs; and,

**WHEREAS**, fares were last raised July 1, 2015; and,

**WHEREAS**, VRE staff conducted an analysis of the proposed fare increase and found no disparate impact based on race, color, or national origin; or disproportionate burden on low-income populations; and,

**WHEREAS**, VRE staff recommends this increase be accomplished through an across the board increase in fares with no change or modification to the current ticket discount structure; and,

**WHEREAS**, VRE staff conducted public hearings in Washington, DC, Crystal City, Burke, Woodbridge, Manassas, Stafford and Fredericksburg on the proposed fare increase and has reported the comments received from the public via the hearings and through emails to the Operations Board with a summary of comments; and,

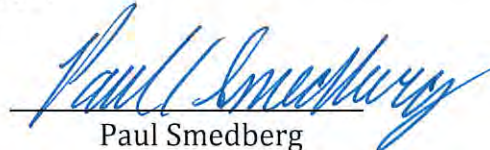
**WHEREAS**, if adopted by all jurisdictions as part of their FY 2018 budgets, the fare increase will become effective July 1, 2017;



**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the VRE Tariff to increase fares by 3 percent, with no change to the current ticket discount structure, and to increase the cost of Amtrak Step-Up tickets from \$5 to \$7 beginning July 1, 2017.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9G-04-2017**

**Recognition and Appreciation of Jay Westbrook upon his  
Retirement from CSX Transportation**

**WHEREAS**, Jay Westbrook has served as the Assistant Vice President, Passenger Operations at CSX Transportation since December 2002; and,

**WHEREAS**, during his tenure, Jay Westbrook was a consummate advocate for Virginia Railway Express (VRE) within the CSXT organization; and,

**WHEREAS**, Mr. Westbrook worked with the Virginia Department of Rail and Public Transportation and VRE to advance projects, totaling nearly \$120 million over 14 years, to enhance capacity on the RF&P section of railroad; and,

**WHEREAS**, Mr. Westbrook instituted a decentralized dispatching unit for greater regional focus while also integrating multiple points of contact into a single point of contact for better coordination; and,


**WHEREAS**, these contributions combined, vastly improved VRE safety and reliability, provided additional train slots and made expansion to Spotsylvania possible;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recognize Jay Westbrook for his partnership, advocacy and contributions to VRE's safety, efficiency, growth and overall success; and,

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board extends its sincere appreciation to Jay Westbrook for said partnership, advocacy and contributions and wish him well in retirement.

Approved this 21<sup>st</sup> day of April 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman



## RESOLUTION #2337

**SUBJECT:** Authorize the VRE CEO to Execute an Amendment for the Third Year of the First Option Period of the Contract for Operating Services for Commuter Rail

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

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

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

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

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

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

**WHEREAS:** On May 15, 2015, the Operations Board approved the first year of the first option period, through June 30, 2016, in the amount of \$20,931,000, for a total contract value not to exceed \$116,527,554;

**WHEREAS:** On May 20, 2016, the Operations Board further authorized amending the agreement to remove the requirements for the Maintenance of Equipment and Facilities;

**WHEREAS:** On May 20, 2016, the Operations Board approved the second year of the first option period, through June 30, 2017, in the amount of \$15,463,003, for a total contract value not to exceed \$131,990,557; and

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

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Northern Virginia Transportation authorized the VRE CEO to amend the Contract with Keolis Rail Services Virginia, LLC for Operating Services for Commuter Rail by approving up to \$15,416,000 for the third year of the first option period, for a total Contract value not to exceed \$147,406,557 through June 30, 2018.

Approved this 4<sup>th</sup> day of May 2017.

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Jeffrey C. McKay  
Chairman

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Matthew F. Letourneau  
Secretary-Treasurer





VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

**Agenda Item 9-A**  
**Action Item**

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

**From: Doug Allen**

**Date: April 21, 2017**

**Re: Recommend Authorization to Execute an Amendment for the Third Year of the First Option Period for Operating Services for Commuter Rail**

**Recommendation:**

The VRE Operations Board is asked to recommend the Commissions authorize amending the Contract with Keolis Rail Services Virginia, LLC for Operating Services for Commuter Rail by approving up to \$15,416,000 for the third year of the first option period, for a total contract value not to exceed \$147,406,557 through June 30, 2018.

**Background:**

On October 16, 2009, the VRE Operations Board recommended, and the Commissions subsequently approved, a five-year contract with Keolis Rail Services Virginia (KRSV) for commuter rail operations and maintenance. The maintenance portion was removed from this contract and these services are now included in a separate contract for maintenance services. The third year of the first option period for operating services will start July 1, 2017. The total amount requested for authorization is equal to the total budgeted for FY 2018.

The work performed under this contract includes providing certified locomotive engineers and conductors to operate VRE commuter rail trains. The contract scope of work also includes FRA reporting and claims management. Below is a list of the amendments, contract modifications and proposed action for this contract:



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



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



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

Date	Description	Amount	Authorized Value (Cumulative)
10-16-2009	1 <sup>st</sup> Contract Year & Mobilization	\$18,459,348	\$18,459,348
12-17-2010	Amendment (a)	\$2,085,000	\$20,544,348
5-20-2011	2 <sup>nd</sup> Contract Year	\$17,954,527	\$38,498,875
4-20-2012	3 <sup>rd</sup> Contract Year (b)	\$18,008,591	\$56,507,466
4-19-2013	4 <sup>th</sup> Contract Year	\$18,974,041	\$75,481,507
4-18-2014	5 <sup>th</sup> Contract Year (c)	\$20,115,047	\$95,596,554
5-15-2015	1 <sup>st</sup> Year of the First Option Period (6 <sup>th</sup> Contract Year)	\$20,931,000	\$116,527,554
5-20-2016	2 <sup>nd</sup> Year of the First Option Period (7 <sup>th</sup> Contract Year) (d)	\$15,463,003	\$131,990,557
4-21-2017	3 <sup>rd</sup> Year of First Option Period (8 <sup>th</sup> Year) (e)	\$15,416,000	\$147,406,557

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

(b) FY 2013 budget amended mid-year for service enhancements resulting in the lengthening of two trains. This increased the FY 2013 contract budget amount to \$18,248,591. Authorization available from prior year approvals.

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

(d) FY 2017 budget reflects the amended agreement removing the maintenance of equipment and facilities maintenance functions.

(e) Pending Approval

**Fiscal Impact:**

Funding for the third year of the first option period (8<sup>th</sup> year) is included in the FY 2018 operating budget. The total amount budgeted for train operations is \$15,416,000.

**Virginia Railway Express  
Operations Board**

**Resolution  
9A-04-2017**

**Recommend Authorization to Execute an Amendment for the Third Year  
of the First Option Period for Operating Services for Commuter Rail**

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

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

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

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

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

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

**WHEREAS**, on May 15, 2015, the Operations Board approved the first year of the first option period, through June 30, 2016, in the amount of \$20,931,000, for a total contract value not to exceed \$116,527,554; and,

**WHEREAS**, on May 20, 2016, the Operations Board further authorized amending the agreement to remove the requirements for the Maintenance of Equipment and Facilities; and,

**WHEREAS**, on May 20, 2016, the Operations Board approved the second year of the first option period, through June 30, 2017, in the amount of \$15,463,003, for a total contract value not to exceed \$131,990,557;

Resolution 9A-04-2017 continued

**NOW, THEREFORE, BE IT RESOLVED THAT,** the VRE Operations Board does hereby recommend the Commissions authorize amending the Contract with Keolis Rail Services Virginia, LLC for Operating Services for Commuter Rail by approving up to \$15,416,000 for the third year of the first option period, for a total Contract value not to exceed \$147,406,557 through June 30, 2018.

Approved this 21<sup>st</sup> day of April 2017

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Paul Smedberg  
Chairman

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Katie Cristol  
Secretary



## **RESOLUTION #2338**

**SUBJECT:** Authorize the VRE CEO to Execute an Amendment for the Second Year of the Contract for Maintenance Services for Commuter Rail

**WHEREAS:** The VRE Operations Board previously recommended, and the Commissions approved, a five-year Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV);

**WHEREAS:** The Contract start date and total authorization was last amended in May of 2016;

**WHEREAS:** The current Contract authorization runs through June 30, 2017;

**WHEREAS:** The increase in Contract authorization will allow for continued maintenance services and life cycle maintenance work scheduled for FY 2018; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation authorizes the VRE CEO to amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total Contract authorization by \$7,092,267, for a total amount not to exceed \$14,344,638 through June 30, 2018.

Approved this 4<sup>th</sup> day of May 2017.

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Jeffrey C. McKay  
Chairman

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Matthew F. Letourneau  
Secretary-Treasurer



VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

**Agenda Item 9-B**  
**Action Item**

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

**From: Doug Allen**

**Date: April 21, 2017**

**Re: Recommend Authorization to Execute an Amendment for the Second Year of the Contract for Maintenance Services for Commuter Rail**

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**Recommendation:**

The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total Contract authorization by \$7,092,267, for a total amount not to exceed \$14,344,638 through June 30, 2018.

**Background:**

On January 15, 2015, the VRE Operations Board recommended, and the Commissions subsequently approved, the CEO to execute a Contract with Keolis Rail Services Virginia, LLC (KRSV) for Maintenance Services for Commuter Rail. On May 20, 2016, the VRE Operations Board recommended, and the Commissions subsequently approved, an amended start date for the first year of the Contract to July 1, 2016, and the total Contract amount for the first year not to exceed \$7,252,371.

The work performed under this contract includes daily and periodic servicing, inspection and repairs of locomotives and passenger cars. Life Cycle maintenance and extensive rolling stock repair work are included in this contract through a task order process. The scope of work for this contract also includes inspection, maintenance and repair of facilities equipment including yard tracks and buildings.



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



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



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

Date	Description	Amount	Authorized Value (Cumulative)
May 20, 2016	1 <sup>st</sup> Contract Year & Mobilization	\$7,252,371	\$7,252,371

This action will increase the contract value by \$7,092,267, for a cumulative amount not to exceed \$14,344,638, through the second year of the base five-year Contract.

**Fiscal Impact:**

The FY 2018 Operating budget for Maintenance Services for Commuter Rail and the CIP budget for Asset Management – Rolling Stock Equipment and Asset Management – Facilities includes funding for the second year of this activity.

FY 2018 Operating Budget:	
Maintenance Services for Commuter Rail	\$6,360,500
FY 2018 CIP Budget:	
Asset Management – Rolling Stock Equipment and Asset Management-Facilities	\$732,500
Total:	\$7,093,000

**Virginia Railway Express  
Operations Board**

**Resolution  
9B-04-2017**

**Recommend Authorization to Execute an Amendment for the Second  
Year of the Contract for Maintenance Services for Commuter Rail**

**WHEREAS**, the VRE Operations board previously recommended, and the Commissions approved, a five-year Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV); and,

**WHEREAS**, the Contract start date and total authorization was last amended in May of 2016; and,

**WHEREAS**, the current Contract authorization runs through June 30, 2017; and,

**WHEREAS**, the increase in Contract authorization will allow for continued maintenance services and life cycle maintenance work scheduled for FY 2018;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total Contract authorization by \$7,092,267, for a total amount not to exceed \$14,344,638 through June 30, 2018.

Approved this 21<sup>st</sup> day of April 2017

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Paul Smedberg  
Chairman

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Katie Cristol  
Secretary



**TO:** Chairman McKay and NVTC Commissioners

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

**DATE:** April 27, 2017

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

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

### A. Board of Directors Report

- *Approval of Updated Kids Ride Free MOU*

Today, WMATA staff provided the Board with an [overview of the Kids Ride Free Program](#) and requested authorization for the General Manager to negotiate and execute an updated permanent agreement for the District of Columbia School Transit Subsidy Program.

- *Debt Authorization*

Today, the Board was expected to authorize [an increase WMATA's 2017 long-term debt issuance by \\$75.9 million](#) in support of WMATA's Capital Improvement Program. The proposed resolution includes amendments to the FY2018 budget resolution, the Capital Funding Agreement, and the District of Columbia Local Funding Agreement to reflect the updated debt issuance amount.

### B. Committee Reports

#### 1. Audits and Investigations Committee

Today, WMATA staff briefed the Audits and Investigations Committee on an [overview of Metro's Department of Internal Compliance](#). The Office of Internal Compliance (INCP) was established at the direction of the General Manager in October 2016 to centralize the agency's internal controls and compliance functions. The new structure establishes an independent department reporting directly to the General Manager.

## 2. Safety Committee and SafeTrack

### ▪ Safety Committee

Today, the Safety Committee received an [updated on the 16 open NTSB safety recommendations](#) that are hazard rated I and II items by WMATA. A total of 30 NTSB safety recommendations remain open, the remainder of which are rated Hazard III and IV. Open Hazard I (red) and Hazard II (yellow) NTSB recommendations are show in Figure 1.

**Figure 1: Status of Hazard I and II 16 Open NTSB Recommendations.**

NTSB	Recommendation	Funded	Total	Est. Completion
R-08-04	Develop technology to notify train operators approaching work area	FTA Grant	\$1,600,000	Dec. 2019
R-10-20	Remove 1000 Series Cars from service	Capital (CIP0057)	\$534,368,930	Dec. 2017
R-15-9	Develop written tunnel ventilation procedures for operations control center staff	Operating Budget	Within existing budget	Sep. 2017
R-15-10	Implement Safety Recommendation R-15-009, incorporate the use of the procedures	Operating Budget	Within existing budget	Sep. 2017
R-16-08	Review and revise your tunnel inspection, maintenance, and repair procedures to mitigate water intrusion into tunnels	Operating Budget	Within existing budget	Feb. 2018
R-16-09	Safety Recommendation R-16-08 has been completed, train maintenance employees.	Operating Budget	Within existing budget	Mar. 2019
R-16-11	Develop location-specific emergency ventilation configurations	Capital (CIP0139_S10)	\$515,828	Jul. 2018
R-16-12	Develop and implement procedures for Rail Operations Control Center personnel when smoke detectors alarm	Capital (CIP0139_S1 & S14)	\$2,690,000	Oct. 2017
NTSB	Recommendation	Funded	Total	Est. Completion
R-16-13	Safety Recommendation R-16-12 is completed, train all Rail Operations Control Center personnel	Capital (CIP0139_S6) & Operating	\$26,809	May 2018
R-16-14	Incorporate smoke alarms in periodic emergency drills and exercises	Operating Budget	Within existing budget	Jun. 2017
R-16-16	Install and maintain a system that will detect the presence and location of fire and smoke.	Capital (CIP0258)	\$23,604,182	Aug. 2020
R-16-25	Develop and incorporate a comprehensive program for training Rail Operations Control Center control operators in emergency response procedures	Operating Budget	Within existing budget	Jun. 2018
R-16-26	Conduct regular emergency response drills properly followed during emergencies	Operating Budget	Within existing budget	Oct. 2018
R-16-28	Program for inspection and removal of obstructions from safety walkways and track-bed floors	Capital (CIP0139_S3) & Operating	\$40,000	Jun. 2017
R-16-29	Conduct emergency response drills with local emergency response agencies	Operating Budget	Within existing budget	Jun. 2017
R-16-31	Review and revise your quality assurance program	Operating Budget	Within existing budget	May 2017


Source: WMATA Safety Committee [presentation on NTSB Safety Corrective Actions](#)

The Safety Committee also received a briefing on the [Safety report for the first quarter of CY2017](#). This report compares safety performance metrics to WMATA's goals and to comparable systems using National Transit Database data. When compared to the first quarter of 2016, during the first quarter of 2017 WMATA achieved a lower employee injury rate, customer injury rate, bus collision rate, and a lower number of fires. During the same period, WMATA had an increase in derailments and red signal overruns when compared to the first quarter of 2016. WMATA had the same number of pedestrian strikes in the first quarter of 2017 when compared to the first quarter of 2016.

- SafeTrack

WMATA released schedule information for the [remainder of the SafeTrack surges](#) between April and June 2017. The SafeTrack program will conclude in late June, at which time WMATA will shift to a regimen of preventive maintenance. The surges are summarized below:

Surge Projects and Alternate Travel Options (Click on individual surges for more details)

Date	Duration	Lines Impact	Area Affected
April 15-May 14	30 days		Line Segment Shutdown <a href="#">Greenbelt to College Park/Prince George's Plaza</a>

The exact dates and duration of the surges below will be announced when known.

May-June	TBD		<a href="#">Minnesota Ave to New Carrollton</a>
June	TBD		<a href="#">Shady Grove to Twinbrook</a>

If you have any questions or need assistance planning your trip, please call Metro Customer Service at 202-637-7000. Riders are encouraged to sign up for [MetroAlerts](#) to receive updated information about service disruptions by text or email.

[Surge #13](#), the last SafeTrack surge physically taking place in Virginia, recently completed on April 12<sup>th</sup>. [Surge #14](#), a shutdown at the end of the Green Line at Greenbelt, is currently underway and is scheduled to end on May 14<sup>th</sup>. While the work takes place in Maryland, there will be some service impacts in Virginia, as there is no Yellow Rush Plus service during Surge #14.

WMATA has also scheduled additional [planned Metrorail track work](#) that includes additional single tracking and weekend shutdowns. NVTC continues to host weekly SafeTrack calls to coordinate the Northern Virginia stakeholders.

- FTA threatens to withhold funding over protection of workers on the roadway

On April 24<sup>th</sup>, the Federal Transit Administration [threatened to withhold funding from Metro](#) if the transit agency does not immediately address worker safety on the tracks. In a letter to the General Manager, the FTA said WMATA must submit plans to address six deficiencies related to roadway worker protection within five business days or risk losing up to 25 percent of a formula-based grant fund until the issues are addressed.



## C. Other News

- *WMATA General Manager releases an Action Plan to meet regional transit needs and keep Metro safe, reliable, and affordable*

The WMATA General Manager released [Keeping Metro Safe, Reliable and Affordable: An Action Plan to Meet Regional Transit Needs](#) (a one-page summary is attached). This plan acknowledges that WMATA's business model must change, as operating expenses are growing at nearly the twice the rate of revenues, and it includes a comprehensive funding analysis to inform stakeholder discussions around WMATA's financial needs. This analysis has found that WMATA requires \$15.5 billion in capital funds over the next 10 years. It proposes capping jurisdictional contributions at three percent annual growth, reauthorizing the commitment of the federal government through maintaining PRIIA funding, and establishing a dedicated capital trust fund of an additional \$500 million per year to be raised by new revenue.

As for cost containment, the plan proposes achieving the jurisdictional subsidy caps through aggressive cost containment, providing 401k retirement plans going forward for all new hires, and opening to competition those functions that WMATA can outsource where efficiencies can be gained. The plan proposes leaving binding arbitration intact, but identifies the needs to amend the National Capital Area Interest Arbitration Standards Act to mandate that arbitrators render awards consistent with WMATA's financial condition. The plan also includes the creation of a rainy-day fund, which WMATA lacks.

- *Back2Good: Metrorail reliability improves as old railcars are removed and replaced with 7000 series cars*

[Metrorail reliability has improved](#) as old railcars have been removed. As part of the [Back2Good initiative](#), WMATA is accelerating the retirement of the 1000 and 4000 series railcars - the least reliable railcars in the fleet. Combined with a "get well" maintenance program on other older railcars, half as many trains were offloaded in the first three months of 2017 as compared to the same period in 2016.

In the first three months of 2017, 218 trains were offloaded as compared to 433 offloads during the same period in 2016. The mean distance between delays improved nearly percent, from 48,064 miles between delays in the first quarter 2016 to 81,451 miles in the first quarter of 2017. To date, 70 percent of the 1000 series cars and nearly half of the 4000 series cars have been permanently removed from service. There are currently 39 7000 series trains in service, representing about a third of all trains during rush hour.

## D. Virginia Ridership and Parking Facility Utilization

When compared to the previous year, WMATA transit ridership during February and March shows variability due to annual [snowfall](#) events as well as SafeTrack related closures and single-tracking.

### February 2016-2017

WMATA Virginia Ridership (Unlinked Passenger Trips) February 2016 – 2017			
	February 2016	February 2017	Percent Change
Metrorail			
Total	7,629,993	6,692,236	-12.3%
Weekday Average	297,477	263,331	-11.5%
Metrobus			
Total	1,477,036	1,432,512	-3.0%
Weekday Average	64,000	63,997	-0.005%
MetroAccess			
Total	26,289	26,600	+1.2%

WMATA Virginia Parking Facility Usage February 2016 – 2017				
Station/Lot	February 2016	Y-T-D FY16	February 2017	Y-T-D FY17
Huntington	80%	69%	72%	66%
West Falls Church	60%	55%	50%	49%
Dunn Loring	83%	76%	68%	56%
Vienna	83%	79%	71%	60%
Franconia	71%	67%	56%	54%
Van Dorn	108%	106%	102%	99%
East Falls Church	115%	114%	112%	113%
Wiehle-Reston East	96%	88%	86%	80%
Northern Virginia Total	80%	74%	68%	62%

**March 2016-2017**

WMATA Virginia Ridership (Unlinked Passenger Trips) March 2016 – 2017			
	March 2016	March 2017	Percent Change
Metrorail			
Total	9,164,289	7,499,415	-18.2%
Weekday Average	317,971	267,654	-15.8%
Metrobus			
Total	1,767,297	1,622,723	-8.2%
Weekday Average	68,231	64,229	-5.9%
MetroAccess			
Total	28,989	28,307	-2.4%

WMATA Virginia Parking Facility Usage March 2016 – 2017				
Station/Lot	March 2016	Y-T-D FY16	March 2017	Y-T-D FY17
Huntington	81%	71%	49%	64%
West Falls Church	58%	55%	49%	49%
Dunn Loring	82%	77%	70%	58%
Vienna	84%	79%	70%	61%
Franconia	72%	72%	46%	53%
Van Dorn	111%	107%	71%	96%
East Falls Church	122%	115%	109%	112%
Wiehle-Reston East	94%	88%	88%	81%
Northern Virginia Total	80%	75%	61%	62%

## E. Schedule of Upcoming Board Decisions

Key Issues	Meeting	Date
Vital Signs Quarterly Report (I), Art in Transit – Reston Town Center Station (A)	Customer Service, Operations, and Security Committee	May 11, 2017
Ethics Training (I)	Governance Committee	May 11, 2017
FY2017 Third Quarter Financial Update (I), <b>TPB's Role in WMATA's Financial Needs (I)</b>	Finance Committee	May 11, 2017

<i>Anticipated Information (I) and Action (A) Items</i>	<i>WMATA Board Date Target</i>
<i>SafeTrack Report</i>	<i>June 2017</i>
<i>Railcar Program Update &amp; 2017 Bus Service Change Update</i>	<i>July 2017</i>

### **Keeping Metro Safe, Reliable and Affordable**

- With the FY 2018 budget now approved, it's clear this model of fare increases, service cuts, subsidy increases, and workforce reductions cannot be replicated year after year.
- WMATA must change its business model, as operating expenses are growing at nearly twice the rate of revenues.
- Additionally, WMATA's federal and regional capital funding expire in just one year, jeopardizing the progress made through SafeTrack and 50 corrective actions closed in the past year in response to federal safety recommendations.
- GM/CEO Paul J. Wiedefeld has moved quickly to release a comprehensive funding analysis to inform stakeholder discussions around Metro's financial needs.
- When it comes to capital needs, the General Manager's assessment concludes:
  - Metro requires \$15.5 billion in capital funds over the next 10 years.
  - Acknowledging the economic return on its investment and the quality of life of residents and visitors, the region needs to demonstrate its support for Metro by committing to a multi-year, stable revenue source generating \$500 million per year for a regional Capital Trust Fund
  - Capital Trust Fund should have a lock box feature - dedicated to capital investment.
  - Jurisdictional capital contributions should be capped at 3% annual growth.
  - As the seat of the federal government and key component of the transportation and security network of the nation's capital, Congress needs to reauthorize and fund federal capital investment (PRIIA) in safety and reliability at least at current level of \$150 million per year.
- Changing WMATA's business model requires five key changes, including:
  - Cap current jurisdictional operating subsidies at 3% annual growth, achieved through aggressive cost containment that will save the region a billion dollars over 10 years.
  - Create a "Rainy Day Fund" to incrementally provide 10% of the operating budget over 10 years.
  - Preserve WMATA's pension commitment to active employees and retirees, but reduce costs by providing 401k retirement plans going forward for all new hires (similar to the step taken for health benefits for new hires).
  - Leave binding arbitration intact, the assessment identifies the need to amend the National Capital Area Interest Arbitration Standards Act (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.
  - Curb costs by opening 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). Such a process could invite proposals from both private companies and WMATA Labor Unions when possible.
- The changes contained in this assessment do not require changes to the WMATA Compact.



# BACK2GOOD

Customer Update #2: April 18, 2017



## RAILCARS

- **Customers experiencing fewer offloads:** Railcar offloads cut in half in the first three months of 2017, compared to the same period last year.
- **Railcar “Get Well Plan” seeing results:** Propulsion-related delays down 39% and door-related delays down 16% in the first three months of 2017, compared to the same period last year.
- **Out with the old:** 70% of the 1000-series railcars and 46% of the 4000-series railcars removed from passenger service to date.
- **In with the new:** 39 new 7000-series trains in service at the end of March 2017 – now accounting for 1/3 of all Metro trains during rush hour.



## FINANCIAL MANAGEMENT

- **Fiscal Year 2018 Budget approved:** A balanced budget for FY18 required shared sacrifice by regional funders, Metro employees and management, and customers.

For more information on WMATA’s plan for 2017, visit [wmata.com/back2good](http://wmata.com/back2good)



## SAFETY

- **Buses being equipped with new safety feature:** New flashing amber safety lights are being mounted on the front and back of Metrobuses to catch the attention of pedestrians and prevent rear collisions.



## WI-FI AND CELLULAR SERVICE

- **New underground cell phone service available:** Cell phone coverage in Metro’s underground tunnels has expanded to the Red Line between Glenmont and Silver Spring. This is part of an ongoing project to bring underground cell service system wide.
- **Station Wi-Fi program expanding:** Metro will expand Wi-Fi service in underground stations from the current 6 locations to 30 by the end of 2017. All remaining underground stations will have Wi-Fi available in the first half of 2018.



## STATION IMPROVEMENTS

- **Escalator performance continues at six-year high:** System wide, escalator performance averaged 95% for the first three months of 2017 – the highest in more than six years.

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



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** April 27, 2017

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

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

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## COMMONWEALTH of VIRGINIA

Jennifer L. Mitchell  
Director

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

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

TO: Chairman McKay and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: April 25, 2017

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

### **General Update**

DRPT is preparing the draft FY18 Six Year Improvement Program (SYIP) that will be presented to the Commonwealth Transportation Board (CTB) in May. A public hearing for the proposed Smart Scale Round 2 projects in Northern Virginia that will be included in the DRPT and VDOT draft SYIP is scheduled for Wednesday, May 3 from 6:00 to 8:00 PM at the VDOT NOVA District Office located at 4975 Alliance Drive in Fairfax. SYIP hearings are being held in all nine VDOT Construction Districts in March, April, and May. The full schedule is available for viewing on the VDOT website at [http://www.virginiadot.org/projects/syip/six-year\\_improvement\\_program\\_meetings.asp](http://www.virginiadot.org/projects/syip/six-year_improvement_program_meetings.asp).

Proposed FY18 state transit operating assistance to be included in the draft SYIP is available at <http://www.drpt.virginia.gov/media/2066/syip-2018-draft-operating-grants.pdf>. Proposed operating assistance allocations were sent to NVTC and all NOVA District grantees on April 13. Total state operating assistance is \$191.9 million in FY18 (down 4.3% from FY17). DRPT project managers began outreach to grantees concerning their Capital, Intern, Technical Assistance, Demonstration Project and other state grants on April 19.

On April 10, the Virginia Department of Environmental Quality (DEQ) issued a Request for Information (RFI) for potential projects that might be candidates for funding from the national Volkswagen emissions testing settlement, which is expected to be \$93.6 million in Virginia. Replacement transit buses model year 2009 or older are expected to be eligible. The RFI is not an actual solicitation of projects for funding and information submitted will be used solely for planning purposes. Responses to the RFI are due on May 19. The full RFI is available for viewing on the DEQ website located at <http://www.deq.virginia.gov/Portals/0/DEQ/Air/VWMitigation/VWRFI.pdf?ver=2017-04-04-110045-327>.

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DRPT is recruiting for a Transit Programs Manager to be based in our Richmond office. The position will be responsible for managing DRPT's statewide Transit Grant Programs and Transit Project Managers. DRPT grants to jurisdictions in Northern Virginia will continue to be managed by DRPT's NOVA office in Fairfax. The recruitment is open until filled and is available for viewing at this location <https://virginiajobs.peopleadmin.com/postings/73749>.

### **Metropolitan Safety Commission (MSC)**

Virginia and Maryland have completed the legislative actions necessary for the establishment of the MSC. The District of Columbia City Council still needs to approve the final version of the legislation for Mayor Bowser's signature. Congress must also enact SJR 22 (Kaine) and HJR 76 (Hoyer) in order to recognize the MSC as an Interstate Compact, a necessary step towards Federal Transit Administration (FTA) certification of the MSC.

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

The CTB was briefed about the WMATA Independent Review at its workshop on April 18. The video of the presentation by John Porcari of WSP (formerly Parsons Brinckerhoff) is posted at <http://www.windrosemedia.com/windstream/vdot-transportation/> and the pdf at [http://www.ctb.virginia.gov/resources/2017/apr/2\\_wmata.pdf](http://www.ctb.virginia.gov/resources/2017/apr/2_wmata.pdf). WSP is performing the technical work under DRPT's General Financial Consultant Services contract, and former U.S. Secretary of Transportation Ray LaHood is providing independent leadership for the study.

In early April, WSP began collecting benchmarking data on candidate peer agencies that are at least 35 years old with 35 or more miles of rail transit. The final report will include recommendations from Secretary LaHood that may include changes to WMATA's governance, management, costs and funding that could mean changes to the Interstate Compact, which would require Congressional approval.

The legislation that directs the Secretary of Transportation to conduct the study 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 next meeting of the Revenue Advisory Board (RAB) will be Friday, April 28 in the VDOT Auditorium at 1221 E. Broad Street in Richmond. The agenda, meeting materials, and link to the live stream will be available at <http://www.drpt.virginia.gov/transit/major-transit-initiatives/transit-capital-project-revenue-advisory-board-hb-1359/>. Additional meetings of the RAB are scheduled for May 12 and June 16.

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.

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

The TSDAC met on March 31. Meeting materials, including the presentation, illustrative allocation flow chart, and an archived video of the meeting are available for viewing on the DRPT website at

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<http://www.drpt.virginia.gov/transit/major-transit-initiatives/transit-service-delivery-advisory-committee/>. An initial list of 67 statewide and regional potential revenue sources was narrowed to 18 for in depth study then assessed for their revenue potential, ability to keep pace with inflation, equity, nexus with transit benefits, stability and predictability, ease of administration, and weight of factors by RAB members.

An illustrative capital prioritization methodology and sample scoring for State of Good Repair/minor expansion and major expansion were also presented and are available on the DRPT website at <http://www.drpt.virginia.gov/transit/major-transit-initiatives/transit-service-delivery-advisory-committee/meetings-and-agendas-2017/>.

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

On April 19, the CTB added the \$3.4 billion project to the FY17-22 SYIP and the Transportation Planning Board (TPB) added \$1.3 billion in private funding to the FY17-22 Transportation Improvement Program (TIP) for the existing Transform 66: Outside the Beltway project.

Also on April 19, the CTB authorized the VDOT Commissioner to enter into a Memorandum of Understanding with the Federal Highway Administration (FHWA) related to tolling for the I-66 High Occupancy Toll (HOT) lanes both inside and outside the Beltway.

On April 3, the FHWA issued a Finding of No Significant Impact (FONSI) for the Interstate 66 inside the Beltway, Eastbound Widening project. FHWA considered comments that were received on the Environmental Assessment (EA) that was completed in November 2016. Responses to the comments that were received were included in a revised EA, which has been updated to improve or modify the analysis, where necessary, as well as make technical corrections, based on minor design modifications to the Build Alternative. 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).

In addition, VDOT and its concessionaire, Express Mobility Partners (EMP), are continuing outreach to elected officials regarding the Transform I-66: Outside the Beltway project. VDOT and EMP held a Disadvantaged Business Enterprise (DBE)/Small, Woman and Minority (SWAM) owned business outreach event at the Fairfax Hyatt on April 13. A new round of Public Information Meetings (PIMs) on the project is scheduled for June 12, 14, and 15. The design public hearing will be in fall 2017.

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

The CTB was briefed on the Virginia Transportation Infrastructure Bank (VTIB) panel recommendation for the I-395 Express Lanes Northern Extension project at its April 18 workshop. On April 19, the CTB approved a \$45 million loan plus capitalized interest for up to 30 years following the completion of construction from the VTIB to 95 Express Lanes, LLC (Transurban) for the project and also added the \$462 million project to the FY17-22 SYIP. The project also includes \$162 million in equity funding. In addition, on April 19 the TPB approved an amendment to update the \$462 million cost to the existing project in the FY17-22 TIP, which includes \$304 million in private funding.

The Finding of No Significant Impact (FONSI) and revised Final Environmental Impact Statement (FEIS) for the I-395 Express Lanes Northern Extension project can be found at

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[http://www.virginiadot.org/projects/northernvirginia/395\\_express.asp](http://www.virginiadot.org/projects/northernvirginia/395_express.asp). Commercial close is anticipated later this spring and financial close in June 2017. Construction is expected to begin in July 2017 and last three years.

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 summer 2018. The longer 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**

Project scores for Round 2 projects are available for viewing on the Smart Scale website at [http://smartscale.org/documents/2018\\_smart\\_scale\\_project\\_scores.pdf](http://smartscale.org/documents/2018_smart_scale_project_scores.pdf). Recommended projects will be presented and discussed at the spring SYIP hearings described above, and a revised funding scenario will be presented at the May CTB meeting.

### **DC2RVA**

DRPT is addressing Federal Railroad Administration (FRA) comments on the modeling process to allow the Draft Environmental Impact Statement (DEIS) to be released. It is estimated that it will take six to eight weeks to address FRA's concerns. Many of the proposed DC2RVA recommendations in Northern Virginia are also part of Virginia's Atlantic Gateway initiative and will improve Virginia Railway Express (VRE) operations. In Northern Virginia, the project will include additional track on railroad segments between Occoquan and Franconia, from Franconia to Alexandria through Fairfax County, and in Arlington County on the approach to the Long Bridge over the Potomac River. A high level summary of the recommendations for review is available on the project website located at <http://dc2rvarail.com/about/recommendations/>.



## Agenda Item #9: Report of the Governance and Personnel Committee



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** April 27, 2017

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

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John Cook, Chairman of the Governance and Personnel Committee, will give an overview of the discussions at the Committee's meeting on April 26<sup>th</sup>. At this meeting, the Committee heard an update on the Independent Study on Metro from Roy Keinitz, a member of the team supporting former Secretary of Transportation Ray LaHood; received a briefing from the Federal City Council on its proposed Metro reform approach; and discussed options for governance at WMATA.

The Committee will hold its next meeting on Thursday, May 18<sup>th</sup> at 7:30 P.M. in NVTC's offices.

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## Agenda Item #10: NVTC FY 2017 3<sup>rd</sup> Quarter Ridership Report



**TO:** Chairman McKay and NVTC Commissioners

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

**DATE:** April 27, 2017

**SUBJECT:** NVTC FY2017 3rd Quarter Ridership Report

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The following chart details ridership for the 3<sup>rd</sup> quarter of FY2017 for Northern Virginia's transit systems. This quarter includes two SafeTrack surges. Local and regional transit ridership during the 3<sup>rd</sup> quarter shows a high degree of variability due to major [snowfall events](#) in January 2016 and March 2017, inaugural and related events, and SafeTrack related closures and single-tracking.

Ridership in Virginia by System 3rd Quarter FY 2017			
System	FY16 Q3	FY17 Q3	Percent Change FY16-FY17
Arlington Transit (ART)	783,194	836,137	6.8%
Alexandria DASH	893,364	875,037	-2.1%
Fairfax County Connector	1,961,313	2,007,944	2.4%
Fairfax City CUE	165,128	159,389	-3.5%
Loudoun County Transit (LCT)	409,356	424,017	3.6%
PRTC Omni Ride & Omni Link	643,557	617,866	-4.0%
Virginia Railway Express (VRE)	1,053,436	1,181,632	12.2%
Metrobus	4,530,628	4,501,679	-0.6%
Metrorail	24,572,208	21,435,488	-12.8%
<b>Total</b>	<b>35,012,184</b>	<b>32,039,189</b>	<b>-8.5%</b>

Source: WMATA, NVTC, and local and regional transit providers. Ridership is in unlinked passenger trips.

Average Weekday Ridership in Virginia 3rd Quarter FY 2017				
System	January FY17	February FY17	March FY17	FY17 Q3
Metrorail	268,640	263,331	267,654	266,542
Metrobus	62,133	63,997	64,299	63,476

Source: WMATA and NVTC. Ridership is in unlinked passenger trips.

Attached is a [detailed breakdown of ridership by Metrorail station in Virginia for the 3rd quarter of FY2017](#).

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**Metrorail Ridership by Station in Virginia  
3rd Quarter FY2017**

Line/Station	Year	January	February	March	Q3 Total	Percent Change FY16-17
Silver						
Greensboro	FY16	48,801	48,776	56,487	154,064	-2.7%
	FY17	49,862	46,702	53,414	149,977	
McLean	FY16	71,531	69,929	82,034	223,494	-2.2%
	FY17	71,942	67,928	78,640	218,510	
Spring Hill	FY16	49,670	50,012	66,488	166,171	-8.1%
	FY17	50,169	45,555	56,950	152,673	
Tysons Corner	FY16	152,455	144,697	170,776	467,929	-6.7%
	FY17	144,212	135,111	157,070	436,393	
Wiehle-Reston East	FY16	344,514	335,879	414,499	1,094,891	-8.7%
	FY17	333,696	305,412	359,992	999,100	
Total Silver Line	FY16	666,972	649,293	790,284	2,106,549	-7.1%
	FY17	649,880	600,708	706,066	1,956,655	
Orange						
Dunn Loring	FY16	186,497	186,511	220,036	593,043	-15.0%
	FY17	160,536	156,691	187,062	504,289	
West Falls Church	FY16	122,916	122,440	141,928	387,285	-14.0%
	FY17	107,830	104,845	120,244	332,920	
Vienna	FY16	447,947	456,317	544,834	1,449,098	-13.0%
	FY17	406,393	393,487	461,000	1,260,880	
Total Orange Line	FY16	757,361	765,268	906,798	2,429,426	-13.6%
	FY17	674,759	655,023	768,306	2,098,088	
Silver/Orange						
Ballston	FY16	515,194	497,493	558,245	1,570,932	-14.1%
	FY17	437,964	423,596	488,626	1,350,185	
Clarendon	FY16	227,050	211,908	235,648	674,605	-12.6%
	FY17	190,302	186,077	213,172	589,551	
Court House	FY16	335,675	326,708	360,954	1,023,337	-9.7%
	FY17	294,977	287,382	341,784	924,142	
East Falls Church	FY16	188,044	182,708	216,669	587,421	-4.6%
	FY17	181,903	173,783	204,518	560,204	
Rosslyn	FY16	633,332	628,776	735,861	1,997,969	-9.2%
	FY17	616,757	545,294	651,712	1,813,764	
Virginia Square	FY16	179,319	178,574	194,855	552,748	-8.7%
	FY17	159,548	159,833	185,370	504,751	
Total	FY16	2,078,614	2,026,166	2,302,233	6,407,012	-10.4%
	FY17	1,881,451	1,775,965	2,085,182	5,742,598	

Line/Station	Year	January	February	March	Q3 Total	Percent Change FY16-17
Blue						
Arlington Cemetery	FY16	27,658	27,678	117,671	173,007	-26.4%
	FY17	43,009	7,843	76,424	127,276	
Franconia Springfield	FY16	329,062	314,416	397,392	1,040,870	-28.1%
	FY17	301,174	255,348	191,860	748,382	
Van Dorn	FY16	143,246	136,479	161,452	441,178	-22.7%
	FY17	127,406	117,367	96,058	340,831	
Total	FY16	499,966	478,574	676,515	1,655,054	-26.5%
	FY17	471,589	380,558	364,342	1,216,489	
Yellow						
Eisenhower Avenue	FY16	71,833	69,606	87,175	228,614	-18.9%
	FY17	66,274	61,406	57,670	185,350	
Huntington	FY16	331,068	321,026	383,968	1,036,062	-11.7%
	FY17	319,863	308,911	286,220	914,994	
Total	FY16	402,901	390,632	471,143	1,264,676	-13.0%
	FY17	386,137	370,317	343,890	1,100,344	
Blue/Yellow						
Braddock Road	FY16	217,717	209,165	244,347	671,229	-18.0%
	FY17	201,664	188,539	160,256	550,459	
Crystal City	FY16	525,023	528,272	637,402	1,690,698	-10.9%
	FY17	502,975	470,213	533,110	1,506,297	
King Street	FY16	351,149	344,743	455,599	1,151,490	-17.9%
	FY17	331,498	312,117	301,842	945,457	
National Airport	FY16	320,159	300,602	385,007	1,005,767	-7.5%
	FY17	326,500	269,468	334,144	930,112	
Pentagon	FY16	628,206	628,154	686,506	1,942,867	-6.6%
	FY17	580,029	571,313	662,746	1,814,088	
Pentagon City	FY16	626,821	615,471	746,739	1,989,031	-9.3%
	FY17	598,831	553,761	650,582	1,803,174	
Total	FY16	2,669,074	2,626,407	3,155,601	8,451,081	-10.7%
	FY17	2,541,497	2,365,410	2,642,680	7,549,586	
Total Virginia Stations	FY16	7,074,887	6,936,339	8,302,574	22,313,799	-11.9%
	FY17	6,605,313	6,147,981	6,910,466	19,663,760	



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** April 27, 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 the various WMATA reform and financial plans released over the past few weeks, VRE's proposed Crystal City station improvements and upcoming Meet the Management events, and recent NVTC speaking engagements.

Ms. Mattice will give a brief update on the status of the Envision Route 7 project.

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

The [Financial Items for March 2017](#) are provided for your information.



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NVTC was founded in part to represent the interests of the Commonwealth during the establishment of WMATA. More than 50 years later, that mission resonates as the region looks to solve issues of funding, governance and safety that have plagued the transit agency of late. NVTC is where the Virginia jurisdictions that fund Metro can come together to propose, discuss and adopt solutions to these pressing issues and, ultimately, speak with a unified voice. That will become increasingly important as we sift through various reform proposals and pinpoint those that are viable within both Northern Virginia and the Commonwealth and permanently return Metro to its place among top-performing transit systems.

Recognizing NVTC's unique role, the [General Assembly prescribed that we work in partnership with the Secretary of Transportation](#) to identify reforms necessary to ensure Metro's sustainability. NVTC's new Governance and Personnel Committee has hit the ground running. At its April 26 meeting, the committee received briefings from the [Federal City Council](#), whose reform proposals include a control board, and former U.S. Transportation Undersecretary Roy Kienitz. Kienitz is working with former Transportation Secretary Ray LaHood on [a comprehensive and objective review of the operating, governance and financial conditions at WMATA](#). The review is due to Governor McAuliffe this fall. LaHood will update the Commission on the study at its May 4 meeting.

Also on our May agenda is a briefing on [MWCOC's technical report on Metro](#), which was released April 26. The report details Metro's 10-year operating and capital funding gaps, its economic value to the region, suggested metrics and benchmarks for Metro, and options for a future dedicated source of funding. The report is being reviewed by a panel of elected officials, including NVTC Commissioners Sharon Bulova, who chairs the panel, and Matt Letourneau.

WMATA GM Paul Wiedefeld meanwhile has released a [10-year, \\$15.5 billion financial plan](#) calling on local governments to identify a dedicated funding source that can provide \$500 million annually for equipment and maintenance. I've invited the GM to share his proposals at our June meeting.

Also in June, NVTC will release preliminary results from its study on Metro's economic value to the Commonwealth. This study moves beyond the oft-cited property tax to estimate income and sales tax revenue associated with Metro's presence in Northern Virginia.

*Executive Director's Message Continued on Page 5*

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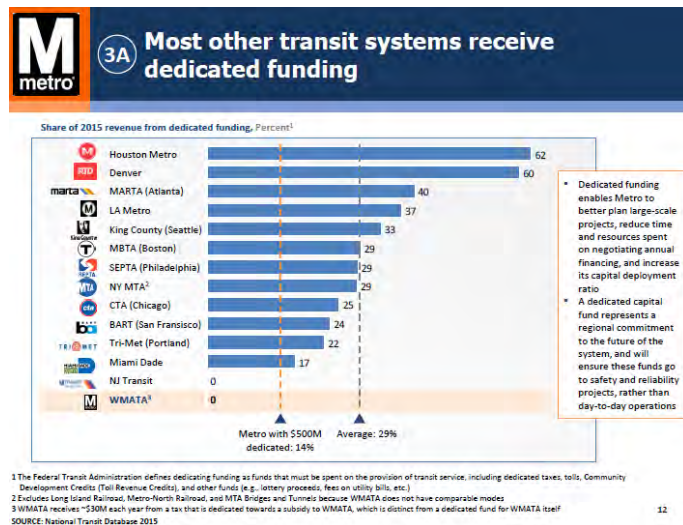


## Key Dates

Apr. 28	<a href="#">Transit Capital Project Revenue Advisory Board Meeting</a>
May 3	<a href="#">VDOT Six-Year Improvement Plan Public Meeting</a>
May 4	<a href="#">NVTC Monthly Meeting</a>
May 11	<a href="#">NVTA Monthly Meeting</a>
May 12	<a href="#">Transit Capital Project Revenue Advisory Board Meeting</a>
May 16-17	<a href="#">CTB Monthly Meeting</a>
May 17	<a href="#">Transportation Planning Board</a>
May 19	<a href="#">VRE Operations Board</a>

## WMATA Releases Financial Plan, Receives Warning from FTA

Noting that “the business model developed years ago for Metro does not work for an aging system and is not sustainable,” WMATA GM Paul Wiedefeld [released a financial plan](#) calling for \$15.5 billion over the next 10 years to keep Metro safe, reliable and affordable.



Wiedefeld said local governments need to identify a dedicated funding source that can provide \$500 million

a year for equipment and maintenance. He noted the need to rein in labor costs, make future pension benefits less generous, and amend a federal law to give management a stronger hand in the arbitration of contract disputes. He also wants the agency to be able to outsource operations and facilities, such as for the second phase of the Silver Line. WMATA's report “provides a solid framework to guide and inform regional discussions in the coming months,” he said. Three other proposals for WMATA reform – from the [Metropolitan Washington Council of Governments](#), [Federal City Council](#) and [ATU Local 689](#) – have been put forward over the last few weeks.

Days later, the [Federal Transit Administration threatened to withhold millions](#) in funding from Metro if the transit agency does not immediately address worker safety on the tracks. In a letter to Wiedefeld, the FTA said Metro must submit plans to address six deficiencies related to roadway worker protection within five business days or risk losing up to 25 percent of a formula-based grant fund until the issues are addressed.

## Join Virginia's WMATA Board Members for a Discussion of the Challenges & Opportunities in Getting Metro Back on Track

*Forum is open to the public and accessible via Metrorail*

**Thursday, June 15, 2017 at 7 p.m.**  
**Durant Arts Center**  
**1605 Cameron Street**  
**Alexandria, Virginia**

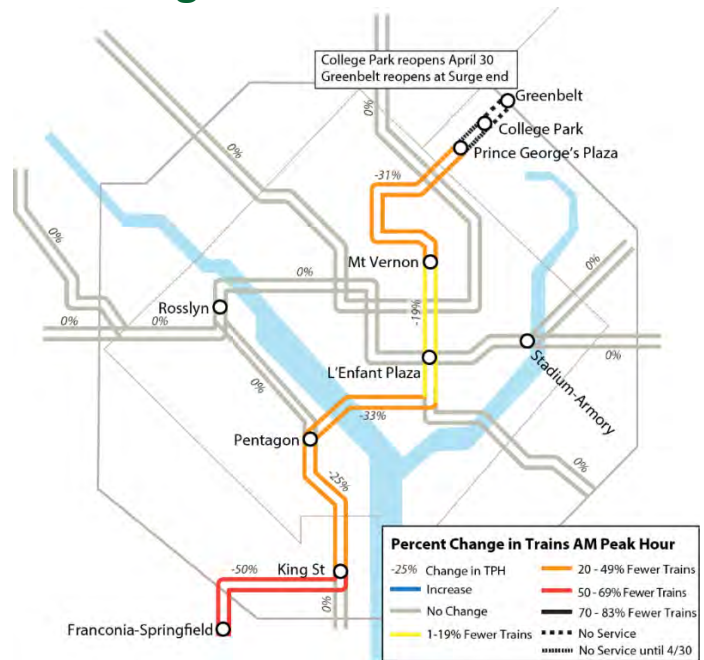
*This forum, which includes a presentation and question/answer session, is sponsored by the Northern Virginia Transportation Commission. Learn more about NVTC and the upcoming forum at [www.novatransit.org](http://www.novatransit.org).*





## WMATA Concludes Last Virginia SafeTrack Surge

April 12 marked the end of the final SafeTrack surge to physically take place in Virginia. While [the current surge, which runs through May 14 on the Green Line](#), is in Maryland, riders are feeling its effects here in NOVA. That's because the Yellow Line shares track with the Green Line, which will be shut down between Prince George's Plaza and Greenbelt through the end of April and between College Park and Greenbelt through May 14. There will be no Yellow Rush Plus service during this surge and the Blue Line trains will run every 12 minutes. Franconia-Springfield and Van Dorn St. passengers must transfer at King St.-Old Town for Yellow Line service.



## NVTC Hits the Road

NVTC Commissioner David F. Snyder moderated an April 23 League of Women Voters of Falls Church transportation funding policy forum, which included NVTC Executive Director Kate Mattice as a panelist. [Mattice's presentation](#) focused on WMATA, Transform 66 Multimodal, Regional Bus, and Envision Route 7.



From left to right: David F. Snyder, NVTC Commissioner; Amanda Baxter, VDOT Special Projects Development Manager; Cindy Mester, City of Falls Church Assistant City Manager; Monica Backmon, Northern Virginia Transportation Authority Executive Director; Kate Mattice, NVTC Executive Director; Paul Baldino, Falls Church Citizens Advisory Committee on Transportation (CACT); and Martha Cooper, League of Women Voters of Falls Church.

At the [Association for Commuter Transportation Public Policy Summit](#) earlier in the month, Mattice and NVTC's Dan Goldfarb addressed the ways in which strong data can help transportation can help transportation demand

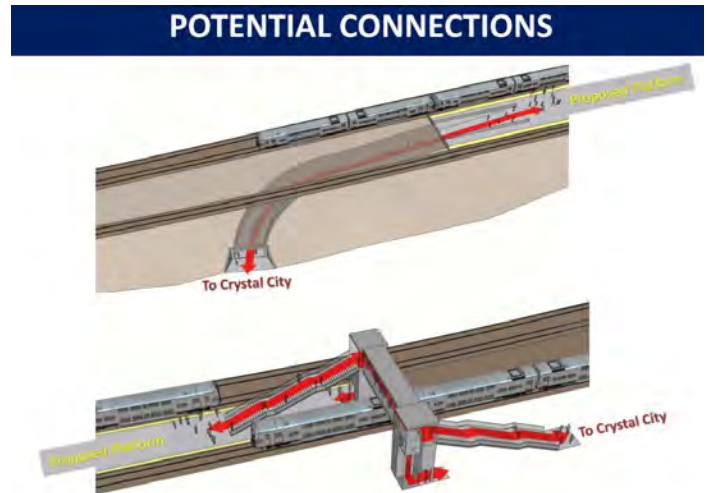
management (TDM) projects compete for multimodal funding. Focusing on the Transform 66 Multimodal evaluation criteria and process, Mattice and Goldfarb spoke to how quantitative measures of project outcomes are key to making a strong case for TDM projects.

Meanwhile Goldfarb and NVTC's Patricia Happ (pictured below), [shared lessons learned from the Transform 66 Multimodal Project](#) selection process this week in Baltimore at the [International Transportation Engineers Mid-Colonial District Conference](#).



## Proposed Improvements at VRE Crystal City Station Shared with Riders

The destination for 18 percent of VRE passengers, the Crystal City station and its platform have become obsolete. At the end of March, [VRE shared plans to expand the platform and enhance the station's connections](#) to Metrorail and Reagan National Airport. The existing 400-foot long platform, which serves one track, cannot fully accommodate VRE's eight-car trains. The proposed 700-foot platform, to be positioned between two tracks, would handle up to 10-car trains. The project is part of a broader plan to expand rail service through Alexandria and Arlington into D.C., with more trains for commuters, Amtrak riders, and freight. The station could be constructed within five years. Costs will be determined when general concept designs are completed this summer.



## CTB Okays \$45 Million Loan for I-395 Northern Extension

Virginia's Transportation Infrastructure Bank Advisory Panel received the Commonwealth Transportation Board's approval to make a [\\$45 million loan to 95 Express Lanes LLC](#) to cover the cost of converting eight miles of I-395, between Turkeycock Run and the Pentagon, to express lanes. 95 Express Lanes LLC is a subsidiary of Transurban, which operates the I-95 and I-495 express lanes. The loan would be repaid within 30 years of the end of construction using toll revenues. The CTB also gave [VDOT the authority to enter into agreements with the federal government](#) so that rush-hour tolling on I-66 can begin later this year.



## Envision Route 7 Update

With Phase II of the Envision Route 7 study complete and final forms submitted to close out the project, NVTC will post the final report to its website in May. Phase II of the study recommended running bus rapid transit between the Tysons Metrorail station and the Mark Center in Alexandria, with a connection at the East Falls Church Metrorail station. NVTC is developing a scope of work for a conceptual engineering study that would outline the required rights-of-way, develop typical cross sections, and identify stop locations. A draft of the scope of work has been shared with NVTC jurisdictions for comment. Once the scope of work has been refined and finalized, NVTC will coordinate with the jurisdictions to procure a consultant team for the work.

### Route 7 BRT as Part of an Integrated Regional Transit System





## Executive Director's Message

*Continued from Page 1*

While operating on the periphery of the WMATA reform discussion, the Transit Capital Project Revenue Advisory Board's August recommendations to the General Assembly may well affect Metro. The advisory board – whose members include NVTC Chairman Jeff McKay, DASH GM Josh Baker and former Virginia Delegate Tom Rust – is studying how best to handle a potential loss in state funds for transit capital projects.

Analyzing and evaluating these studies and proposals is no mean feat, but NVTC staff and Commissioners are diving in without hesitation. It is important that we reach consensus on our priorities here in Northern Virginia and the Commonwealth so that we can work with the other signatories of the WMATA Compact – the District of Columbia and Maryland – to achieve true reform.



*Executive Director*

## George Mason University Holds 4th Annual P3 Conference

Transportation Secretary Aubrey Layne and NVTC Commissioner/Virginia Delegate Randy Minchew took part in [George Mason's P3 conference](#) on April 25. They discussed emerging infrastructure initiatives and potential roles for P3s. Layne spoke specifically to SmartScale and the use of P3s on highway projects. The annual conference, the first of which was held in 2014, is sponsored by the [Center for Transportation Public-Private Partnership Policy at the Schar School of Policy and Government](#).



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



[Old Town Alexandria to Get More Bike Lanes](#)

[Transitway: A Smooth Ride One Year Later](#)



[Crystal City commuter makeover in Arlington County, Va.](#)

[Fares to head higher on ART bus network in Arlington](#)

[Arlington considers less parking near Metro stations](#)



[Parts of 200 homes, businesses in path of Route 1 'superstreet'](#)

[Fairfax Connector strike averted; union, bus company reach tentative agreement](#)



[Snyder Wins \\$ for W&OD Trail Intersection Project](#)

[VDOT has a new modern design for the W&OD Trail bridge over Route 29](#)



[Loudoun County supervisor helps implement changes to regional transportation task force](#)



[How the region will start using data to better maintain its transit systems](#)

[Newly funded bicycle and pedestrian projects in Virginia will connect more communities to transit](#)



["Metro Focus" Episode 14: NOVA Businesses](#)

## Federal Railroad Administration



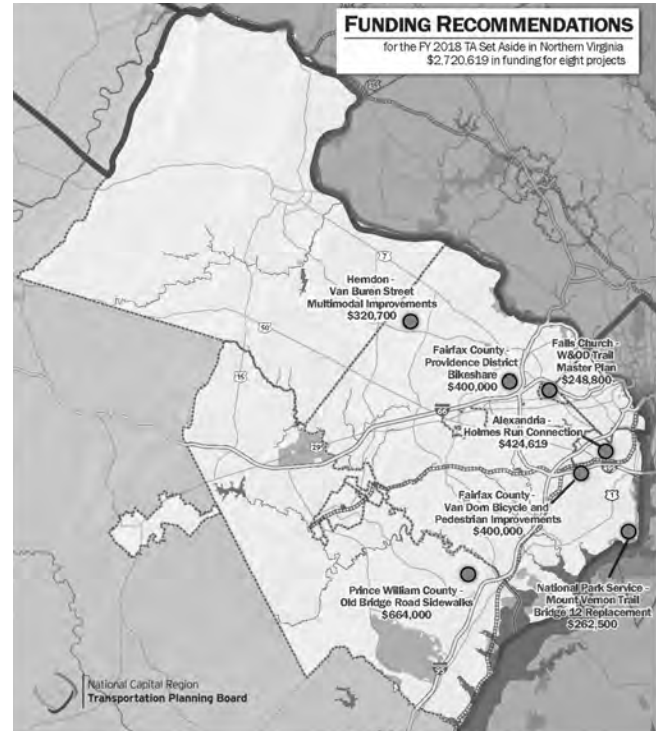
A [public meeting on improvements to the Long Bridge](#), a priority for Virginia Railway Express, will take place May 16. FRA and DDOT will present preliminary concept screening results for the bridge, which will help identify and develop project alternatives to be evaluated in an environmental impact statement. Bridge improvements are key to eliminating the bottleneck that slows VRE, Amtrak and CSX freight trains.



## Transportation Planning Board



In April [TPB approved seven projects](#) aimed at making it easier to get around Northern Virginia without a car. The projects received \$2.7 million as [part of a program to improve bike and pedestrian connections](#).



## Virginia Railway Express



Meet the Management allows VRE to share refreshments with passengers and personally respond to questions, complaints or comments. As part of the railroad's 25th anniversary celebration, this spring's events will be themed.

May 10	2:50-6:40pm
Washington Union Station	Midday Storage
May 17	3-6:50pm
L'Enfant	Transportation Benefits
May 24	3:10-6:44pm
Crystal City	VRE Communication Channels
May 31	3:15-7:03pm
Alexandria	Pedestrian Tunnel
June 7	3:30-7:15pm
Franconia/Springfield	Wi-Fi on Trains

## Virginia Transit Association



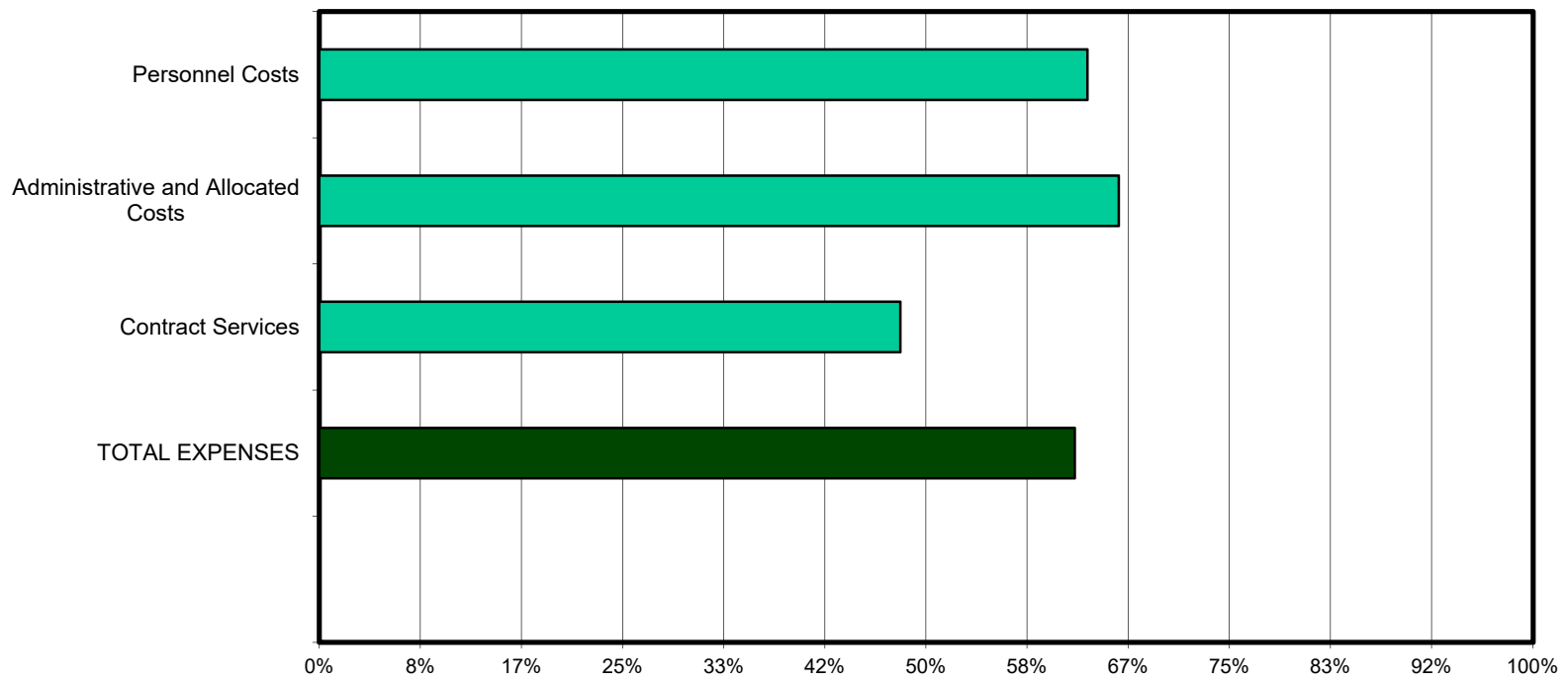
<http://vatransit.com>



# Northern Virginia Transportation Commission

Financial Reports  
March, 2017

Percentage of FY 2017 NVTC Administrative Budget Used  
March 2017  
(Target 75% or less)



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

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**March, 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	\$ 99,579.20	\$ 897,507.78	\$ 1,352,000.00	\$ 454,492.22	33.6%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>99,579.20</u>	<u>897,507.78</u>	<u>1,352,000.00</u>	<u>454,492.22</u>	<u>33.6%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	6,028.29	56,363.38	90,300.00	33,936.62	37.6%
Group Health Insurance	7,174.36	59,958.48	139,500.00	79,541.52	57.0%
Retirement	9,474.00	80,222.00	145,000.00	64,778.00	44.7%
Workmans & Unemployment Compensation	78.29	1,835.87	4,900.00	3,064.13	62.5%
Life Insurance	317.80	2,884.23	5,300.00	2,415.77	45.6%
Long Term Disability Insurance	827.56	4,494.12	6,400.00	1,905.88	29.8%
Total Benefit Costs	<u>23,900.30</u>	<u>205,758.08</u>	<u>391,400.00</u>	<u>185,641.92</u>	<u>47.4%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,400.00	9,550.00	9,800.00	250.00	2.6%
<i>Rents:</i>	<i>19,244.99</i>	<i>169,819.11</i>	<i>239,600.00</i>	<i>69,780.89</i>	<i>29.1%</i>
Office Rent	18,099.99	159,936.30	223,400.00	63,463.70	28.4%
Parking & Transit Benefits	1,145.00	9,882.81	16,200.00	6,317.19	39.0%
<i>Insurance:</i>	<i>577.35</i>	<i>5,529.40</i>	<i>5,800.00</i>	<i>270.60</i>	<i>4.7%</i>
Public Official Bonds	200.00	1,900.00	2,000.00	100.00	5.0%
Liability and Property	377.35	3,629.40	3,800.00	170.60	4.5%
<i>Travel:</i>	<i>460.29</i>	<i>17,078.61</i>	<i>29,300.00</i>	<i>12,221.39</i>	<i>41.7%</i>
Conference / Professional Development	76.00	8,439.34	17,000.00	8,560.66	50.4%
Non-Local Travel	-	2,429.25	2,300.00	(129.25)	-5.6%
Local Travel, Meetings and Related Expenses	384.29	6,210.02	10,000.00	3,789.98	37.9%
<i>Communication:</i>	<i>523.33</i>	<i>7,511.36</i>	<i>15,700.00</i>	<i>8,188.64</i>	<i>52.2%</i>
Postage	-	989.88	2,000.00	1,010.12	50.5%
Telephone and Data	523.33	6,521.48	13,700.00	7,178.52	52.4%
<i>Publications &amp; Supplies</i>	<i>404.18</i>	<i>7,961.65</i>	<i>11,600.00</i>	<i>3,638.35</i>	<i>31.4%</i>
Office Supplies	3.00	1,579.31	2,500.00	920.69	36.8%
Duplication and Paper	401.18	5,635.54	8,600.00	2,964.46	34.5%
Public Information	-	746.80	500.00	(246.80)	-49.4%

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**March, 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>	(922.77)	3,697.35	22,900.00	19,202.65	83.9%
Furniture and Equipment (Capital)	-	40.00	11,500.00	11,460.00	99.7%
Repairs and Maintenance	1.00	67.00	1,000.00	933.00	93.3%
Computer Operations	(923.77)	3,590.35	10,400.00	6,809.65	65.5%
<i>Other General and Administrative:</i>	755.28	5,246.15	9,000.00	3,866.85	43.0%
Subscriptions	113.00	113.00	-	-	0.0%
Memberships	79.67	717.03	1,800.00	1,082.97	60.2%
Fees and Miscellaneous	562.61	4,416.12	5,600.00	1,183.88	21.1%
Advertising (Personnel/Procurement)	-	-	1,600.00	1,600.00	100.0%
Total Administrative Costs	<u>22,442.65</u>	<u>226,393.63</u>	<u>343,700.00</u>	<u>117,419.37</u>	<u>34.2%</u>
<u>Contracting Services</u>					
Auditing	-	21,525.00	22,000.00	475.00	2.2%
Contract Services and Support	3,000.00	53,716.10	155,000.00	101,283.90	65.3%
Legal	2,916.67	26,250.03	35,000.00	8,749.97	0.0%
Total Contract Services	<u>5,916.67</u>	<u>101,491.13</u>	<u>212,000.00</u>	<u>110,508.87</u>	<u>52.1%</u>
 Total Gross G&A Expenses	<u><u>\$ 151,838.82</u></u>	<u><u>\$ 1,431,150.62</u></u>	<u><u>\$ 2,299,100.00</u></u>	<u><u>\$ 868,062.38</u></u>	<u><u>37.8%</u></u>

**NVTC**  
**RECEIPTS and DISBURSEMENTS**  
**March, 2017**

Payer/ Date		Payee	Purpose	Wells Fargo (Checking)	Wells Fargo (Savings)	VA LGIP	
						G&A / Project	Trusts
RECEIPTS							
1	DMV		Motor Vehicle Fuels sales tax				\$ 730.91
2	FTA		Grant receipt - Falls Church			1,973.00	
3	DRPT		Capital grant receipt - Arlington				687,320.00
3	DRPT		Capital grant receipt				3,262.00
3	DRPT		Grant receipt - Fare Collection project			2,000.00	
10	DRPT		Capital grants receipts - Fairfax				1,060,597.00
13	DRPT		Operating assistance - WMATA				9,053,095.00
14	VRE		Reimbursement for staff support		7,582.33		
14	DRPT		Capital grants receipts - VRE			27,316.00	
17	DRPT		Capital grants receipts - VRE			2,364,521.00	
20	DRPT		Capital grants receipts - Fairfax				267,045.00
20	DRPT		Capital grants receipts - VRE			48,482.00	
21	DRPT		Capital grants receipts - WMATA				78,743.00
21	DRPT		Capital grants receipts - VRE			316,169.00	
22	DRPT		Capital grant receipt - Alexandria				290,368.00
22	DRPT		Capital grant receipt - Falls Church			754.00	
22	DRPT		Capital grants receipts - VRE			16,556.00	
23	DRPT		Capital grant receipt - Fairfax				1,804,539.00
27	DRPT		Capital grant receipt				28,978.00
27	DRPT		Capital grants receipts - VRE			246,939.00	
28	DRPT		Capital grant receipt - Fairfax				109,500.00
30	Arlington		G&A contribution		14,259.50		
30	Loudoun		G&A contribution		6,006.00		
30	FTA		Grant receipt - Falls Church			3,018.00	
30	FTA		Grants receipts - Alexandria			3,149,590.00	
30	DRPT		Capital grant receipt				268,584.00
30	DRPT		Capital grants receipts				10,456.00
30	DRPT		Capital grant receipt - Falls Church				1,559.00
30	DRPT		Capital grants receipts - WMATA				24,794,729.00
30	DMV		Motor Vehicle Fuels sales tax				1,978,130.53
30	Banks		Investment earnings		2.63	8,030.63	116,327.28
				-	27,850.46	6,185,348.63	40,553,963.72

**NVTC**  
**RECEIPTS and DISBURSEMENTS**  
**March, 2017**

<u>Date</u>	<u>Payer/ Payee</u>	<u>Purpose</u>	<u>Wells Fargo (Checking)</u>	<u>Wells Fargo (Savings)</u>	<u>VA LGIP G&amp;A / Project</u>	<u>Trusts</u>
<b>DISBURSEMENTS</b>						
1-31	Various	G&A expenses	(106,590.05)			
3	Kimley-Horn	Consulting - Fare collection project	(4,000.00)			
2	Falls Church	Other capital				(3,757.00)
3	Falls Church	Costs incurred				(2,466.00)
8	City of Fairfax	Other operating				(138,136.44)
13	City of Fairfax	Other operating				(7,168.00)
14	VRE	Grant revenue			(27,316.00)	
17	VRE	Grant revenue			(2,364,521.00)	
20	VRE	Grant revenue			(48,482.00)	
21	VRE	Grant revenue			(316,169.00)	
22	VRE	Grant revenue			(16,556.00)	
27	VRE	Grant revenue			(246,939.00)	
28	Falls Church	Costs incurred			(754.00)	
28	Stantec	Consulting - NTD project	(69,742.51)			
30	Falls Church	Other capital				(1,559.00)
30	Falls Church	Costs incurred			(3,018.00)	
30	Alexandria	Costs incurred			(3,149,590.00)	
31	Banks	Service fees	(58.11)	(12.23)		
			<u>(180,390.67)</u>	<u>(12.23)</u>	<u>(6,173,345.00)</u>	<u>(153,086.44)</u>
<b>TRANSFERS</b>						
16	Transfer	From LGIP to checking	150,000.00		(150,000.00)	
28	Transfer	From LGIP to LGIP (NTD project)			69,742.51	(69,742.51)
			<u>150,000.00</u>	<u>-</u>	<u>(80,257.49)</u>	<u>(69,742.51)</u>
<b>NET INCREASE (DECREASE) FOR MONTH</b>			<u>\$ (30,390.67)</u>	<u>\$ 27,838.23</u>	<u>\$ (68,253.86)</u>	<u>\$ 40,331,134.77</u>

**NVTC  
INVESTMENT REPORT  
March, 2017**

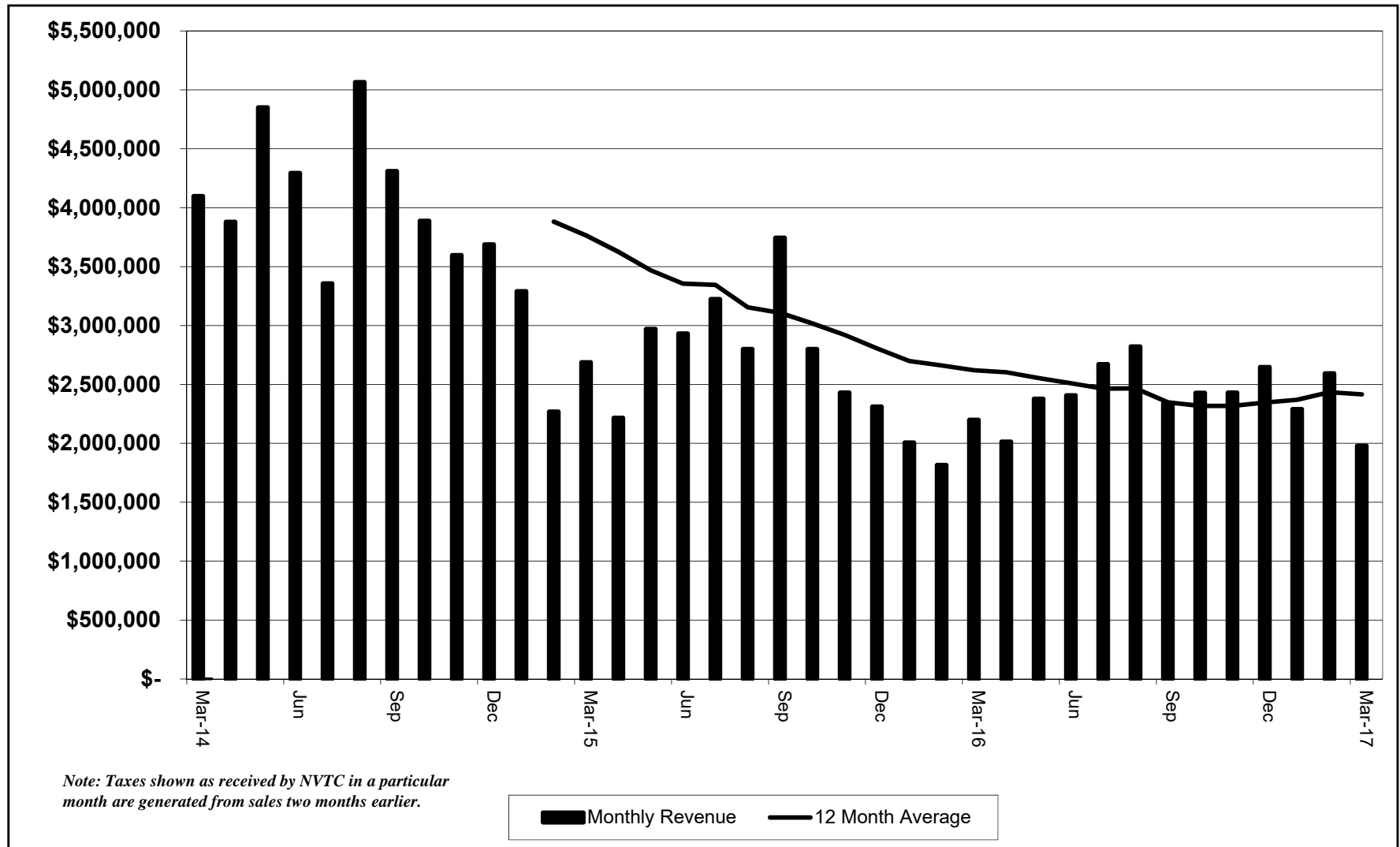
<b>Type</b>	<b>Rate</b>	<b>Balance 2/28/2017</b>	<b>Increase (Decrease)</b>	<b>Balance 3/31/2017</b>	<b>NVTC G&amp;A/Project</b>	<b>Jurisdictions Trust Fund</b>	<b>Loudoun Trust Fund</b>
<b><u>Cash Deposits</u></b>							
Wells Fargo: NVTC Checking	N/A	\$ 103,625.19	\$ (30,390.67)	\$ 73,234.52	\$ 73,234.52	\$ -	\$ -
Wells Fargo: NVTC Savings	0.300%	99,005.96	27,838.23	126,844.19	126,844.19	-	-
<b><u>Investments - State Pool</u></b>							
Bank of America - LGIP	0.887%	156,064,980.43	40,262,880.91	196,327,861.34	10,590,767.28	163,914,424.99	21,822,669.07
		<u>\$ 156,267,611.58</u>	<u>\$ 40,350,752.70</u>	<u>\$ 196,527,940.05</u>	<u>\$ 10,790,845.99</u>	<u>\$ 163,914,424.99</u>	<u>\$ 21,822,669.07</u>



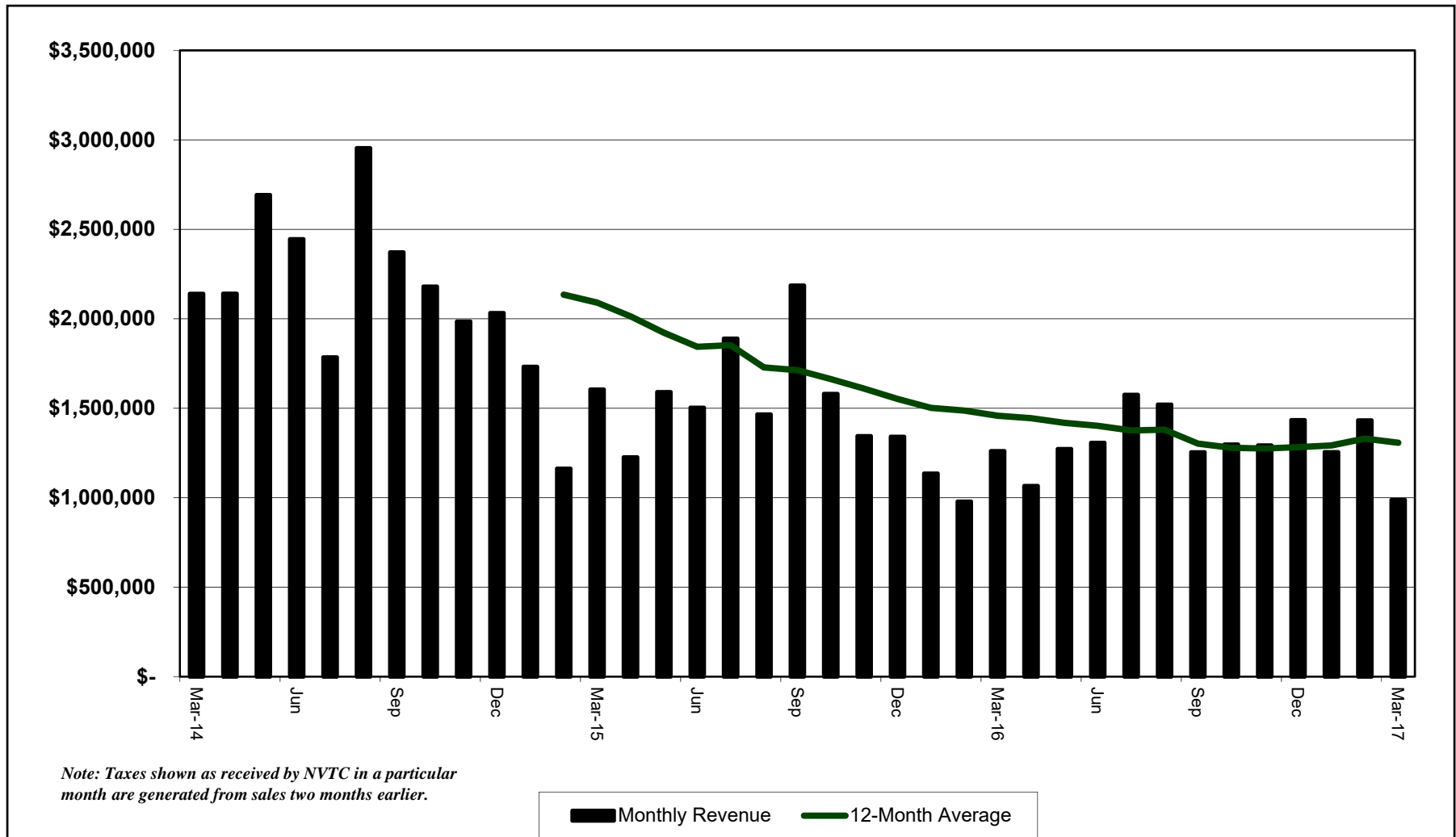
# NVTC MONTHLY GAS TAX REVENUE

## ALL JURISDICTIONS

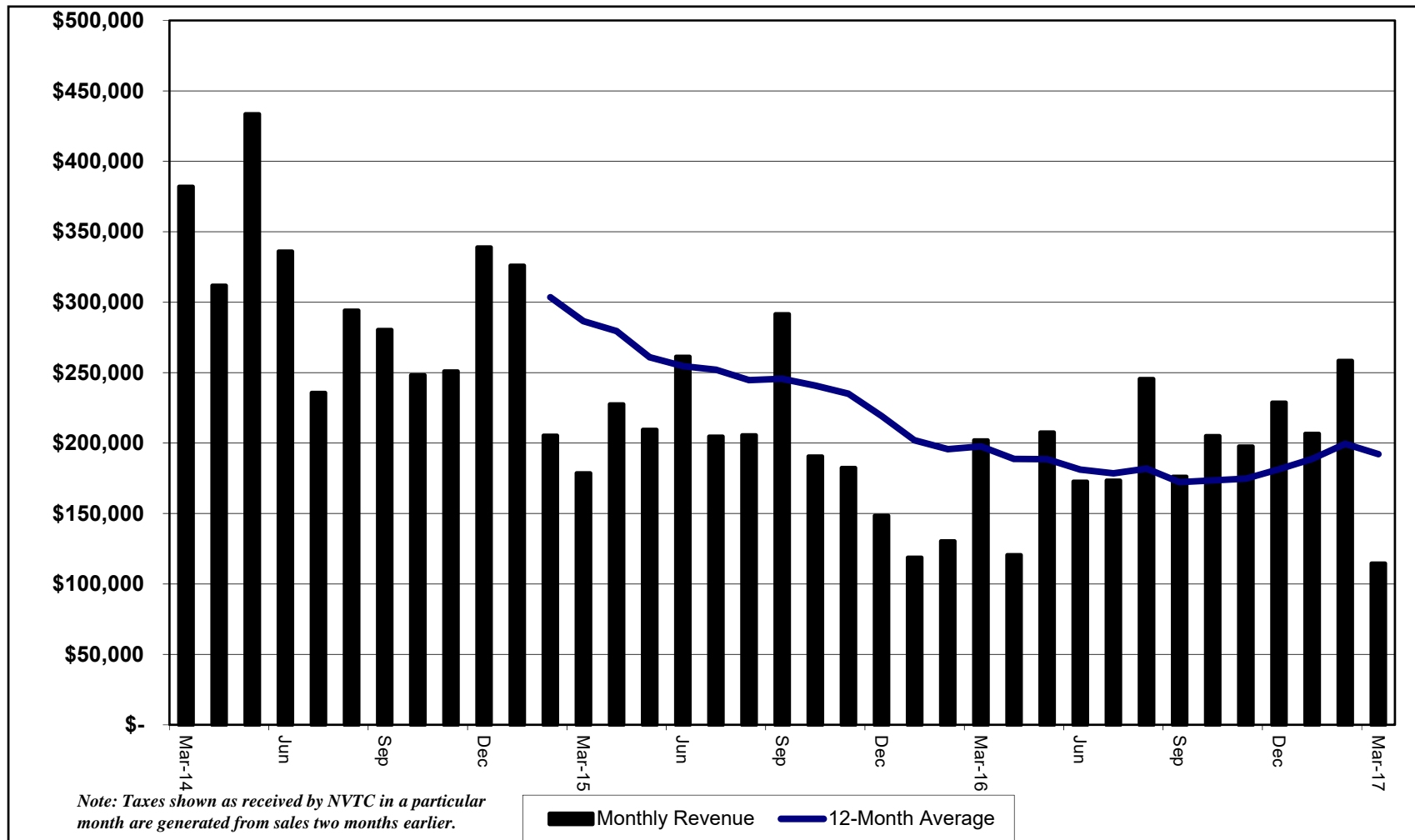
### FISCAL YEARS 2014-2017



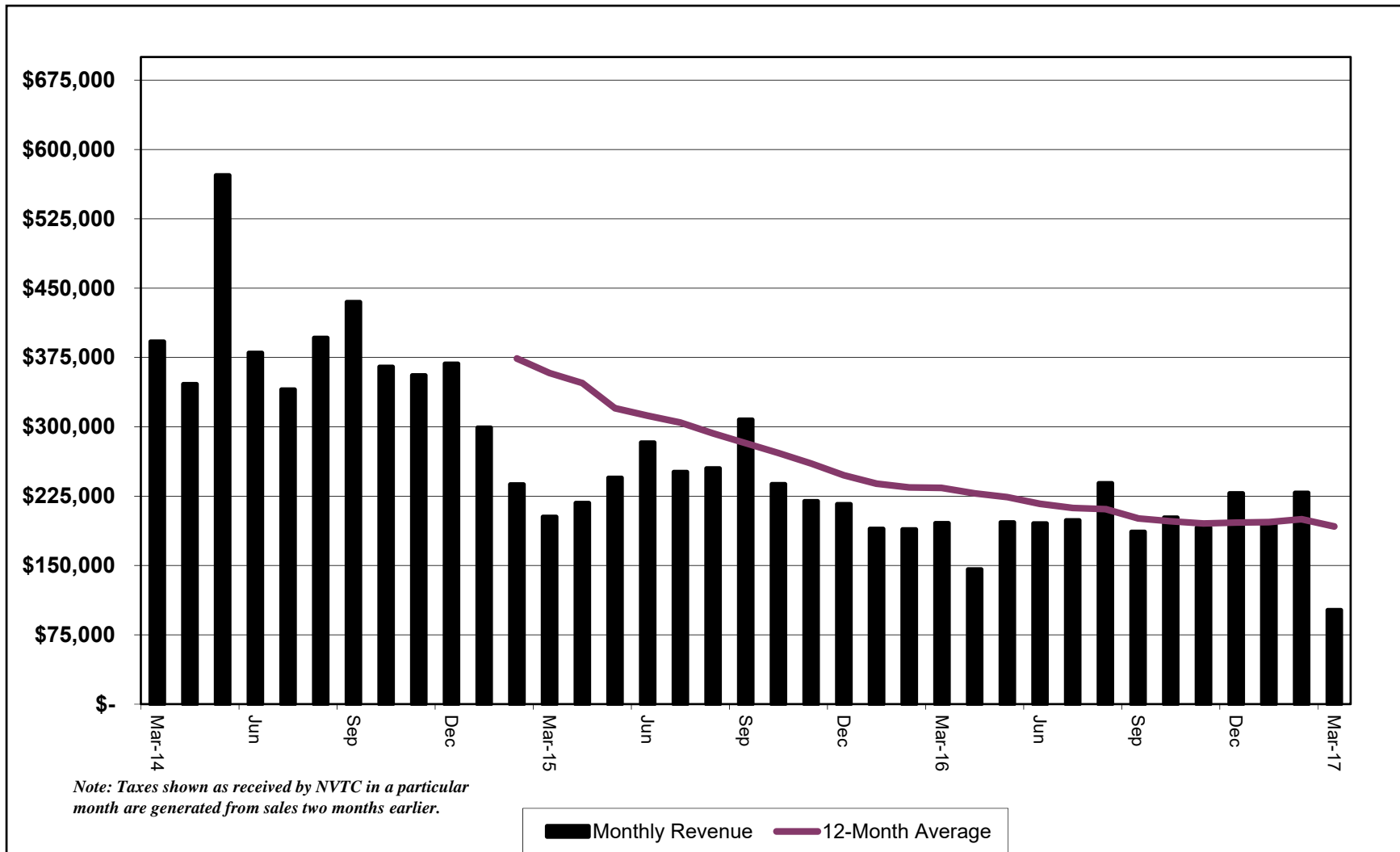
# NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2014-2017



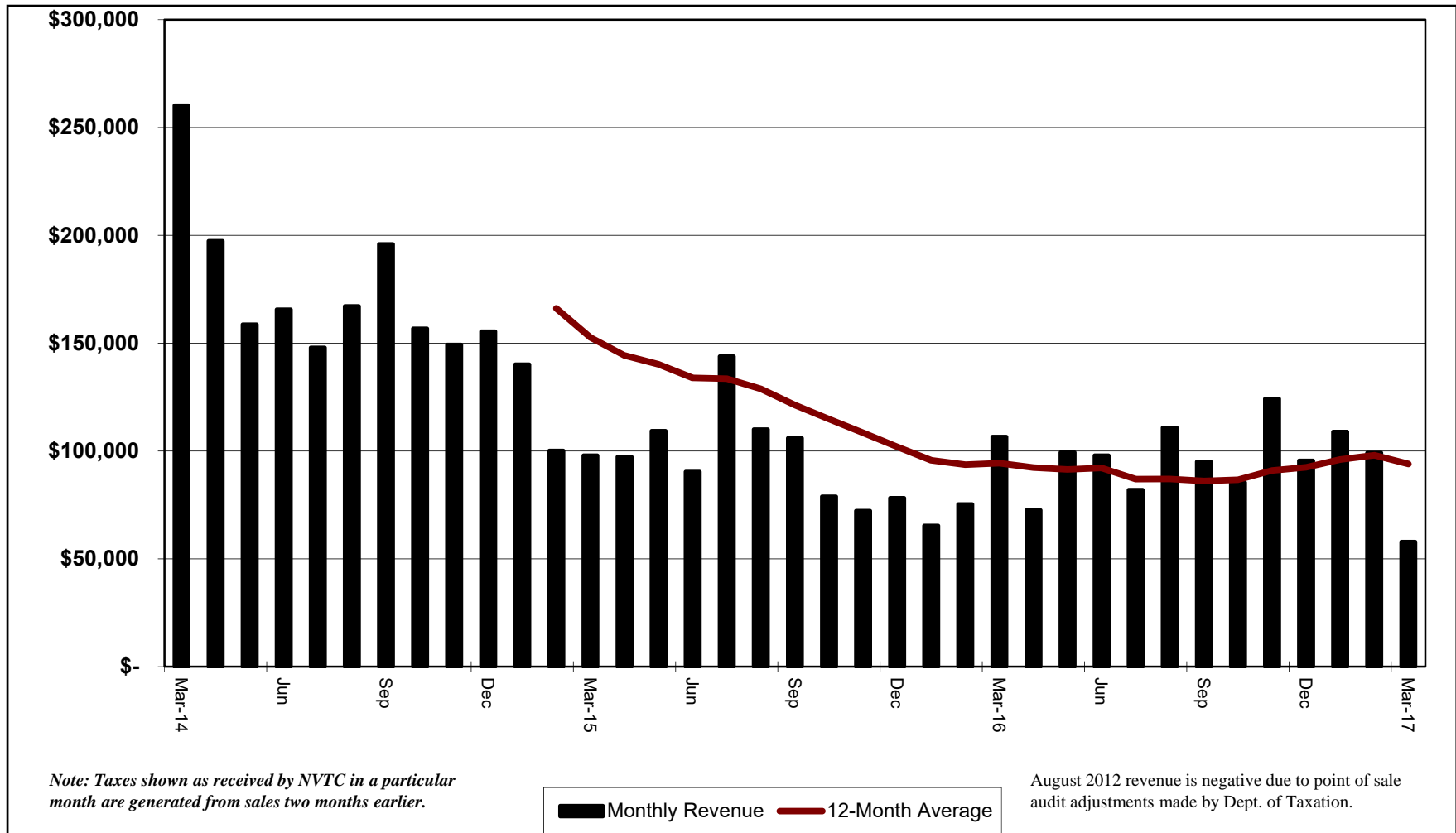
# NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2014-2017



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



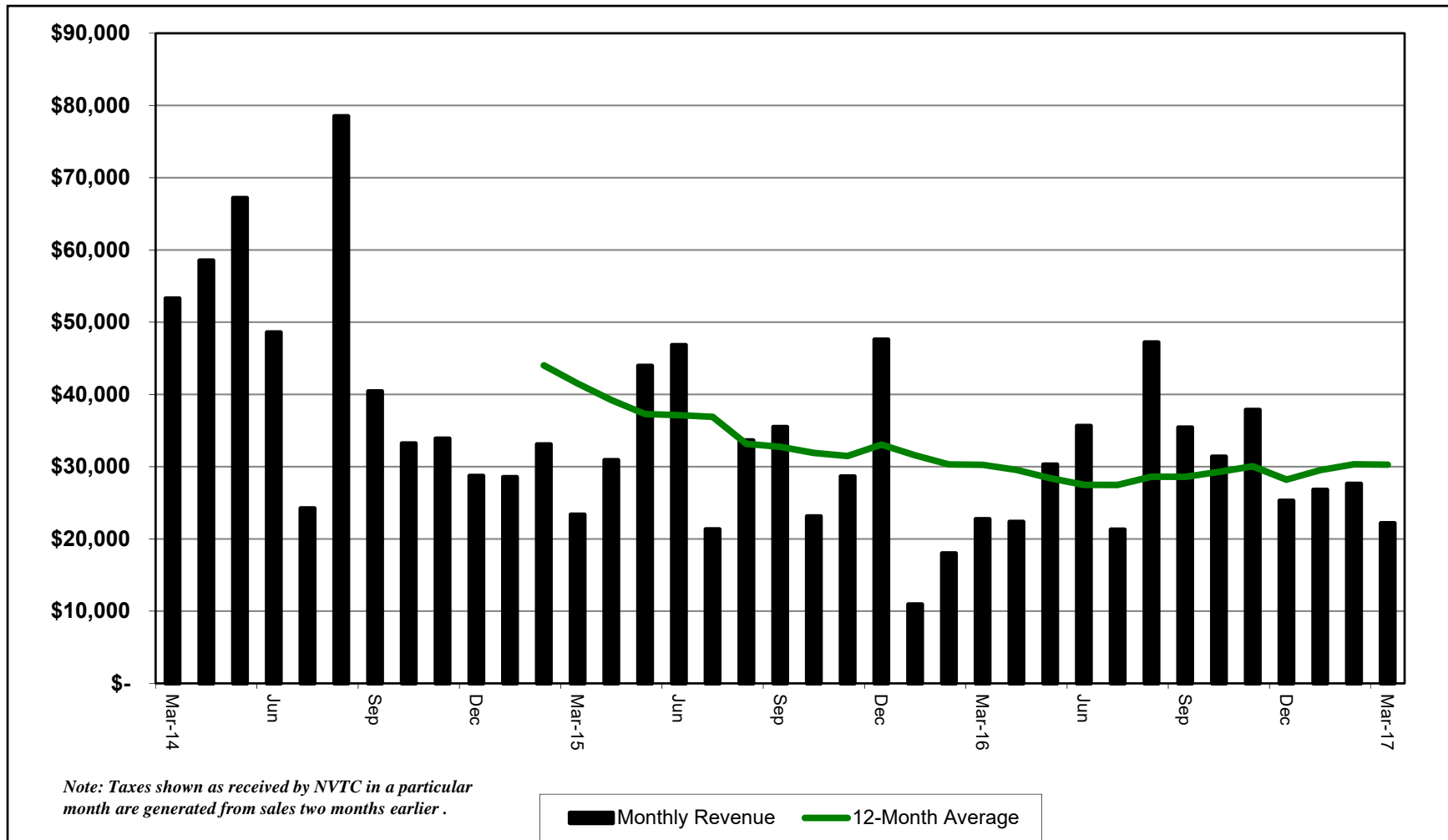
# NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2014-2017



# NVTC MONTHLY GAS TAX REVENUE

## CITY OF FALLS CHURCH

### FISCAL YEARS 2014-2017



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

