



## MONTHLY COMMISSION MATERIALS

July 2018

## MEETING OVERVIEW – July 5, 2018

### Action Items Include:

- Revised FY2019 G&A Budget
- Letter to WMATA Requesting Documents under Virginia Code § 33.2-3402
- Contract to Support Development of the 2018 NVTC Report to the General Assembly on WMATA Performance and Condition
- Affirmation of NVTC Appointments to the WMATA Board of Directors
- Minutes of the June 7<sup>th</sup> Meeting and June 22<sup>nd</sup> Strategic Retreat
- NVTC's DBE Goals and Methodology
- Contract for Government Relations Services

### Other Meeting Highlights:

- I-66 Inside the Beltway Operations (Nick Donohue invited)
- DRPT Presentation on the Proposed CTB Policy Statement on the Implementation of WMATA-Related Provisions of HB1539/SB856
- WMATA Board Report

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**NVTC COMMISSION MEETING  
THURSDAY, JULY 5, 2018  
MAIN FLOOR CONFERENCE ROOM  
2300 Wilson Blvd.  
Arlington, VA 22201**

**7:30 P.M.**

**6:00 P.M. Executive Committee – First Floor Small Conference Room  
7:00 P.M. Dinner is Available for Commissioners and Staff  
[note different start times]**

**AGENDA**

1. Opening Remarks
2. **ACTION ITEM: Approve the Minutes**
  - A. Approve the Minutes of the June 7, 2018 NVTC Meeting
  - B. Approve the Minutes of the June 22, 2018 NVTC Strategic Retreat (Blue Item)
3. **ACTION ITEM: Approve the CONSENT AGENDA** (subject to approval by the Chairman)
  - A. Approve Resolution #2363: Adopt NVTC's Disadvantaged Business Enterprise (DBE) Goal and Methodology for FY2018-2020
  - B. Authorize the Executive Director to Execute a Contract for Government Relations Services
  - C. Approve Resolution #2364: Affirm NVTC Appointments to the WMATA Board of Directors
4. I-66 Inside the Beltway Operations (Nick Donohue invited)
  - A. VDOT Report on Road and Tolling Operations
  - B. NVTC Report on Transit Performance in the Corridor
5. Washington Metropolitan Area Transit Authority
  - A. **ACTION ITEM: Authorize the Executive Director to Send a Letter to WMATA Requesting Documents Under Virginia Code § 33.2-3402**
  - B. **ACTION ITEM: Authorize the Executive Director to Execute a Contract to Support the Development of the 2018 NVTC Report to the General Assembly on WMATA Performance and Condition**
  - C. Board of Directors Report
  - D. Committee Reports
  - E. Other WMATA News
  - F. Virginia Ridership and Parking Facility Utilization

6. Department of Rail and Public Transportation (DRPT)
  - A. DRPT Report
  - B. Proposed CTB Policy Statement on the Implementation of WMATA-Related Provisions of HB1539/SB856
7. **ACTION ITEM: Approve Revised NVTC FY2019 General and Administrative (G&A) Budget**
8. Virginia Railway Express
9. Executive Director Report
  - A. Executive Director Newsletter
  - B. NVTC Financial Report

**MINUTES  
NVTC COMMISSION MEETING – JUNE 7, 2018  
NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM  
ARLINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Smedberg at 7:37 P.M.

**Members Present**

Sharon Bulova  
Jim Corcoran  
Katie Cristol  
Christian Dorsey  
Phil Duncan (Alternate, City of Falls Church)  
Adam Ebbin  
John Foust  
Libby Garvey  
Jeff Greenfield  
Catherine Hudgins  
David LaRock  
Matt Letourneau  
Tim Lovain  
Jeff McKay  
Ron A. Meyer  
Jennifer Mitchell (Alternate, Commonwealth of Virginia)  
Paul Smedberg  
Jennifer Wexton

**Members Absent**

John Cook  
David Snyder

**Staff Present**

Karen Finucan Clarkson  
Matt Cheng  
Andrew D'huyvetter  
Nobuhiko Daito  
Rhonda Gilchrest  
Dan Goldfarb  
Patricia Happ  
Scott Kalkwarf  
Kate Mattice  
Cheyenne Minor  
Aimee Perron Seibert  
Steve MacIsaac (counsel)  
Doug Allen (VRE)  
Oscar Gonzales (VRE)  
Tom Hickey (VRE)  
Joe Swartz (VRE)

### Opening Remarks

Chairman Smedberg welcomed everyone to the June NVTC meeting. He requested Commissioners join him out in the foyer to take an official Commission photograph. They returned at 7:40 P.M.

### Approval of the Agenda

Mr. McKay moved, with a second by Ms. Bulova, to approve the agenda. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Duncan, Ebbin, Foust, Garvey, Greenfield, Hudgins, LaRock, Letourneau, Lovain, McKay, Meyer, Smedberg and Wexton.

### Recognition of Departing Commissioner Jeff Greenfield

Chairman Smedberg announced that this is Jeff Greenfield's last Commission meeting. Mr. Greenfield has served as a member of the Fairfax City Council since 1994 and as a NVTC Commissioner since July 2008. During his tenure at NVTC, Mr. Greenfield served as co-chair of the Legislative and Policy Committee at a critical time for transit funding and policy in the Commonwealth. He helped lead NVTC's efforts to ensure passage of legislation that dedicates an additional \$154 million annually for WMATA and \$15 million annually for the Virginia Railway Express. He also was successful in working to expand NVTC's oversight role and responsibilities as they pertain to WMATA.

Chairman Smedberg read aloud the resolution commending Mr. Greenfield for his service to NVTC and the region. (A copy of the resolution is attached.)

On a motion by Ms. Cristol and a second by Mr. Letourneau, the Commission unanimously approved the resolution. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Duncan, Ebbin, Foust, Garvey, Hudgins, LaRock, Letourneau, Lovain, McKay, Meyer, Smedberg and Wexton. The Commission thanked Mr. Greenfield for his service with a round of applause.

Chairman Smedberg presented Mr. Greenfield with a copy of the resolution and an award trophy in recognition of his service.

Mr. Greenfield thanked the Commission for this recognition. He noted things have changed over the course of his 24 years of service as a member of the Fairfax City Council – in some ways better and some not. One thing that has remained constant is the region's need for efficient transportation. He has been pleased to serve on NVTC, as well as NVTA.

### Minutes of the May 3, 2018 NVTC Commission Meeting

Mr. Letourneau moved, with a second by Mr. Dorsey, to approve the minutes. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Greenfield, Hudgins, LaRock, Letourneau, Lovain, Smedberg and Wexton. Commissioners Duncan, McKay and Meyer abstained.

### Consent Agenda

Mr. Dorsey moved, with a second by Mr. Corcoran, the following Consent Agenda items:

- A. Authorize the Executive Director to Execute a Contract with Stantec Consulting for NTD Data Collection Services
- B. Authorize the Executive Director to Execute a Contract with Kimley-Horn for Technical Support Services for the FY2019 I-66 Commuter Choice Program
- C. Authorize the Executive Director to Execute a Contract with Kittleson & Associates Inc. for the Route 7 Conceptual Engineering Phase III Study

The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Duncan, Ebbin, Foust, Garvey, Greenfield, Hudgins, LaRock, Letourneau, Lovain, McKay, Meyer, Smedberg and Wexton.

### I-66 Inside the Beltway Operations (Written Report)

Chairman Smedberg reminded Commissioners that at NVTC's January 2018 meeting, the Commission requested an update on the performance of the I-66 inside the Beltway tolling operation, including the performance of transit in the corridor. Deputy Secretary of Transportation Nick Donohue was unable to attend this meeting but will participate in a discussion of I-66 inside the Beltway tolling operations at the July 5<sup>th</sup> meeting.

Ms. Mattice stated the written materials include VDOT's reported performance of the tolling operation and a complimentary report done by NVTC staff describing performance of public transit systems serving the I-66 corridor. Briefings on these reports will be provided to the Commission at next month's meeting.

### National Trends in Pubic Transportation

Chairman Smedberg welcomed Robert Puentes, President and CEO of the Eno Center for Transportation. He thanked Mr. Puentes for joining NVTC at this meeting and announced Mr. Puentes has also agreed to moderate NVTC's Strategic Retreat on June 22, 2018.

Mr. Puentes gave a presentation on "Dealing with a Fast-Changing Mobility Landscape." He stated that the United States is experiencing a major period of transition for transit, as well as other domestic policy issues. Transit ridership is declining in almost every major U.S. urban area. Public/private roles are also changing. Bus and heavy rail service and frequency is declining and most transit agencies are facing difficult budgetary challenges.

There are also financial implications as current levels of investment fail to reach state-of-good-repair.

Mr. Puentes stated that with these changes, it is important to think differently about transportation and look at other approaches. He listed some wrong ways to think about transportation issues, including waiting for major infrastructure packages to materialize; paying disproportionate attention to expensive rail projects; expecting young people to drive up transit ridership; focusing on labor as the main culprit of higher costs; and taking an insular view toward transit.

Mr. Puentes stated some innovative ideas to deal with these transitions are to engage in new partnerships (private firms, civic institutions, and other agencies); innovate on funding and finance (cut spending to invest, land value capture, and ask voters to approve new capacity expansion); and focus on the core mission—people (move to an accessibility model, redesign bus networks, and implementing inclusive public procurement).

Mr. Letourneau asked if the shift in the changing workforce, including teleworking, impacts commuting patterns since there is less need to commute. Mr. Puentes agreed there is a significant increase in teleworking, but commuting to work is not the only reason people use transit. Ms. Cristol asked about the relationship with transit and land use and density. She asked about the difference in transit performance in areas with greater or lesser density. Mr. Puentes stated it is more than just thinking about traffic congestion but moving to an accessibility model. In response to a question from Ms. Garvey, Mr. Puentes stated bike use has increased, especially for the first and last mile connections, with a big impact in urban and dense areas.

### Regional Fare Collection Program

Ms. Happ, program manager, gave an update on the Regional Fare Collection program. She explained that NVTC leads the coordination, planning, and technical assistance to the Northern Virginia transit systems on fare collection, as well as organization between NVTC and WMATA for transit fare payment technologies led by WMATA.

Ms. Happ stated that fare payment often defines a transit customer experience, so its ease of use and reliability are extremely important. The region will benefit from a system that is reliable, customer-friendly, and economical to operate. In August of 2017, NVTC jurisdictions and transit agencies entered into a Memorandum of Agreement for NVTC to allocate grant funding and provide resources to coordinate upgrades to existing regional fare collection systems and explore options and enhancements for the Regional Fare Collection program. To ensure these upgrades and enhancements are based on the transit system needs and that consensus is achieved on the activities and options to be pursued, NVTC implemented a strategic planning process, resulting in the Northern Virginia Regional Fare Collection Strategic Plan.

Ms. Happ stated that Resolution #2360 would accept the Northern Virginia Regional Fare Collection Strategic Plan to allow the transit systems to collectively organize around a shared vision for future regional fare collection. The Strategic Plan provides a guide for advancing fare collection in the region and to provide input into WMATA fare collection



modernization initiatives. The Strategic Plan establishes a vision, identifies strategic priorities and initiatives, and translates these into actions to be taken by NVTC and the transit systems in the coming years.

Ms. Happ reviewed the members of the Working Group, who helped develop the Strategic Plan. A vision statement was developed by NVTC and validated by the transit systems to describe what Northern Virginia would like to achieve with its next-generation regional fare collection activities.

Ms. Happ reviewed the strategic priorities, which include increasing the role of Northern Virginia transit systems in WMATA fare collection planning; upgrading the existing system by replacing obsolete components and improve system maintainability; providing seamless travel and payment with neighboring or intersecting transit systems; and retaining and improving interoperability with SmartBenefits. Next steps include continuing farebox obsolescence managements/bus fare collection upgrades (i.e., system hardware and software upgrades, first article testing, upgrade ready for implementation January 2019) and advancing local platforms for mobile ticketing (solidify approach with transit systems; and develop requirements).

In response to a question from Mr. Meyer, Ms. Happ stated the Working Group is looking at mobile ticketing as an option. Ms. Cristol observed the challenge of regional collaboration yet with local flexibility. She thanked NVTC staff for playing this coordinating role.

Mr. Dorsey moved, with a second by Ms. Garvey, to approve Resolution #2360 (copy attached). The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Duncan, Ebbin, Foust, Garvey, Greenfield, Hudgins, LaRock, Letourneau, Lovain, McKay, Meyer, Smedberg and Wexton.

#### Washington Metropolitan Area Transit Authority

Ms. Hudgins reported the WMATA Board reaffirmed the current hours of service and supplemental bus service, and received a progress report on the Preventive Maintenance program, which is showing benefits for customers. The WMATA Board also approved the Cash Free Bus Pilot program on the MetroExtra Route 79. If successful, it could be expanded region-wide to include additional MetroExtra and Metroway routes in Virginia.

Ms. Hudgins stated WMATA has identified a three-year station platform reconstruction project to address structural deficiencies and improve safety. The project will rebuild 20 station platforms. The first phase includes a shutdown of all rail service south of National Airport in the summer of 2019. Later this month, the WMATA Board is anticipated to consider Metrobus and Metrorail service changes and an associated operating budget amendment.

Mr. Corcoran stated that as shown in the Back2Good information sheet, WMATA is seeing improvements compared to last year. The new railcars are having a significant impact on reliability and service. WMATA is already looking at Series 8000 railcars for the future. Ms. Garvey asked what happens to the old railcars. Mr. Corcoran stated WMATA

seeks to use the railcars to maximize their value. Mr. Greg Potts, of WMATA, stated that the majority of old railcars are scrapped, but some are used for other reasons.

Chairman Smedberg reported the Business Oversight Committee is working on proposed Board Bylaw changes, as it relates to legislative changes.

### Virginia Railway Express

VRE CEO Report. Mr. Allen gave an update on the implementation of Positive Train Control (PTC). VRE is conducting PTC training for operators, installing and testing Wi-Fi at yards, working on initialization software, and participating in PTC meetings, including an APTA workshop. VRE and the host railroads are still on track to meet the December 2018 deadline.

Mr. Allen reported average daily ridership for the month of April was 19,000 with on-time performance (OTP) of 93 percent. Mr. Allen announced VRE concluded its final Meet the Management event at Franconia-Springfield station on June 6<sup>th</sup>. VRE participated in the annual Manassas Rail Festival on June 2<sup>nd</sup> by running excursion trains to Clifton.

Mr. Allen discussed several WMATA-related issues. WMATA has informed VRE it will no longer be able to open swing gates for VRE riders during service disruptions. Without the ability to open the swing gates, the “Metro Option” will need to be discontinued. VRE is in the process of communicating with riders about this change, which is effective July 1, 2018, and encouraging them to purchase a SmarTrip card for future incidents. VRE is also looking at ways to increase capacity to respond to the announced Metrorail shutdown on the Yellow and Blue Lines next summer.

Mr. Allen announced the refinance of VRE’s Railroad Rehabilitation and Improvement Financing (RRIF) loan has been completed with the Virginia Resource Authority, which will save \$8.5 million over the term of the loan.

Mr. McKay stated that it is his understanding that WMATA is committed to a technical fix for the parking situation at Franconia-Springfield for VRE riders. Mr. Allen stated he believes WMATA is working to address this issue.

Ms. Garvey asked if the Crystal City Station Improvement project will be coordinated with the pedestrian bridge to National Airport. Mr. Allen stated that it will be coordinated with VRE’s bridge construction.

Chairman Smedberg asked about the automatic passenger count system. Mr. Allen explained that VRE has executed a contract for an automatic passenger count system. This system will collect data as VRE passengers board and detrain at each station. The real-time, accurate passenger load data will be used for National Transit Database (NTD) reporting. The data can also be used for:

- Safety and Security – real-time information about passenger loads, by car, which is critical data for use by first responders in the event of an incident.

- Operations – real-time passenger load information can be utilized by onboard crew to help determine platforming strategy to evenly distribute passenger load. This will help to ensure all available seats can be accessed.
- Customer Service – real-time alerts can be provided through VRE Mobile of seat availability by car so passengers waiting on the platform will know where to board or better guarantee a seat.
- Planning – real-time, accurate boarding information by train can assist with long-term planning for both consists makeup and parking strategies by station.

Authorization to Execute a One-Year Extension of the Existing Amended and Restated Operating/Access Agreement with CSX Transportation. Ms. Bulova moved, with a second by Ms. Cristol, to approve Resolution #2361, which would authorize the VRE CEO to execute a one-year extension of the CSXT Operating Access Agreement.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Duncan, Ebbin, Foust, Garvey, Greenfield, Hudgins, Letourneau, Lovain, McKay, Meyer, Smedberg and Wexton. Delegate LaRock was not in the room for the vote. (A copy of the resolution is attached.)

Authorization to Submit VRE Projects to USDOT for FY2018 BUILD Grant Funding Consideration. Ms. Bulova moved, with a second by Mr. Meyer, to approve Resolution #2362, which would authorize the VRE CEO to submit, on behalf of the Commissions, application(s) for VRE station improvements under the USDOT Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants program (formerly known as the TIGER Grant program), to make any necessary corrections to project amounts or descriptions in the application, and execute all project funding agreements that may result from consideration of the projects.

Mr. Allen noted that the non-federal match for the BUILD Grants is expected to be up to \$5,270,000 and, in the event the VRE grants are approved, authorization for grant matching funds will be presented to the Operations Board and the Commissions for approval.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Duncan, Ebbin, Foust, Garvey, Greenfield, Hudgins, Letourneau, Lovain, McKay, Meyer, Smedberg and Wexton. Delegate LaRock was not in the room for the vote. (A copy of the resolution is attached.)

### Department of Rail and Public Transportation

Ms. Mitchell encouraged Commissioners to read the written DRPT Report.

Ms. Mitchell and Mr. Allen gave an update on the Long Bridge project. Mr. Allen stated DRPT, VRE, CSXT and DDOT are partners collaborating on the Long Bridge project, which is a half-mile long, two-track railroad bridge across the Potomac River and is the greatest rail bottleneck on the eastern seaboard. It limits the number of Amtrak and VRE trains that can move from Virginia into the District of Columbia. Demand for passenger service is increasing as the volume of freight traffic is also projected to increase. There is a need for an additional two track bridge to meet capacity issues.

Ms. Mitchell stated that Long Bridge is a bridge of national significance and connects the northeast and southeast rail corridors. It carries a tremendous amount of commuters over the bridge who would otherwise be on I-66, I-395 and I-95. DDOT is leading the environmental work (EIS), in collaboration with the Federal Railroad Administration (FRA). VRE and DRPT are partner agencies and providing some matching funds. The EIS began in 2014 and it is expected there will be more public meetings in the fall of 2018, with the draft EIS available in summer of 2019. This will allow DRPT to put together a funding package before the 2020 General Assembly Session.

Ms. Mitchell stated that there are two alternatives being considered. One alternative would be a new two-track span next to the existing bridge. The other alternative would be a new two-track span and replace the existing bridge. It is anticipated the new span would be designated for commuter rail and Amtrak. Having the separation between freight and commuter train traffic is extremely important and provides more capacity to increase service.

Ms. Mitchell stated there has been interest in improving bike and pedestrian access across the river. DDOT and the National Park Service are looking at several alternatives. There is a threat and vulnerability assessment currently underway. She also noted there is a whole network of improvements that are involved with this program of project (Atlantic Gateway, VRE station improvements, etc.).

Ms. Mitchell reviewed the schedule. The Draft EIS is expected to be completed by 2019. Both CSXT and the Commonwealth have each committed to \$15 million (\$30 million total) to advance final design.

Regarding bike and pedestrian access, Ms. Cristol suggested including planning for it now as part of this project, which is underscored by the sensitivity to the security issues raised. Tying the bike trail network together over the river would impact commuting by getting more people off the congested roadways. Biking is not just recreational. She asked about Mr. Allen's thoughts about the security issues. Mr. Allen stated that one option is to include bike/pedestrian access on the new span and other options are with new separate bridges. His concern is with threatened vulnerability. Safety is not as much of concern with fencing, etc., but there are security issues with having non-railroad people having access to the railroad structure. Chairman Smedberg, stated from Alexandria's perspective, they have a lot of people commute by bicycle, so access over the river is important.

### Executive Director Report

Ms. Mattice directed Commissioners to her written Executive Director Newsletter. She reported the Commonwealth Transportation Board is expected to take action on June 20<sup>th</sup> regarding the I-66 Commuter Choice FY2018 Program of Projects. NVTC will be hosting a booth at Celebrate Fairfax this weekend to share information about the I-66 Commuter Choice project. NVTC will hold its Strategic Retreat on June 22<sup>nd</sup> in Lorton, Virginia.

Ms. Mattice noted that the Financial Report for April 2018 was provided to Commissioners. There were no questions.

Adjournment

Without objection, Chairman Smedberg adjourned the meeting at 9:03 P.M.

Approved this 5<sup>h</sup> day of July 2018.

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Paul C. Smedberg  
Chairman

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Katie Cristol  
Secretary-Treasurer



## RESOLUTION #2360

**SUBJECT:** Accept the Northern Virginia Regional Fare Collection Strategic Plan

**WHEREAS:** The region's transit fare collection system needs to be upgraded and replaced as components near end of life, and to keep pace with customer expectations and changing technology;

**WHEREAS:** The Northern Virginia Transportation Commission (NVTC) continues to take a leading role in planning and coordinating improvements among the Northern Virginia transit systems;

**WHEREAS:** These transit systems include Arlington Transit (ART), City of Fairfax CUE, Alexandria DASH, Fairfax Connector, Loudoun County Transit, Potomac and Rappahannock Transportation Commission (PRTC), and the Virginia Railway Express (VRE);

**WHEREAS:** NVTC is working to ensure current and future needs for regional fare collection are met and assist in coordination with the Washington Metropolitan Area Transit Authority (WMATA), a major partner in regional fare collection, to allow interconnectivity between all the transit systems;

**WHEREAS:** In August 2017, the transit systems entered into a Memorandum of Agreement (MOA) for NVTC to allocate grant funding and provide resources to coordinate upgrades to existing regional fare collection systems and explore options and enhancements for the regional fare collection program;


**WHEREAS:** In the fall of 2017, NVTC, in collaboration with its regional partners, initiated a strategic planning process to allow the transit systems to collectively organize around a shared vision for future regional fare collection methods;

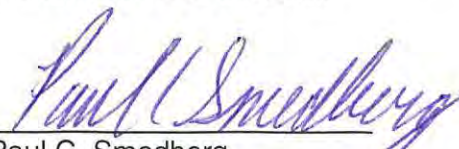
**WHEREAS:** The purpose of the plan is to provide a roadmap for advancing fare collection in the region and to provide input into WMATA fare collection modernization initiatives; and

**WHEREAS:** The process culminated in a Northern Virginia Regional Fare Collection Strategic Plan, which lays out a vision, identifies strategic priorities and initiatives, and translates these into actions to be taken by NVTC and the transit systems in the coming years.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby accepts the Northern Virginia Regional Fare Collection Strategic Plan for NVTC and the transit systems to move forward with the recommendations of the plan.

Approved this 7<sup>th</sup> day of June 2018.

  
Katie Cristol  
Secretary-Treasurer

  
Paul C. Smedberg  
Chairman





## **RESOLUTION #2361**

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

**WHEREAS:** The Commissions currently have an Amended and Restated Operating/Access Agreement with CSX Transportation (CSXT) relating to VRE operations in the Fredericksburg to Washington corridor, with the agreement ending on June 30, 2018;

**WHEREAS:** VRE staff is currently engaged in ongoing discussions with CSXT concerning a new agreement and does not anticipate conclusion of these discussions prior to the expiration of the Amended and Restated Operating/Access Agreement on June 30, 2018;

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

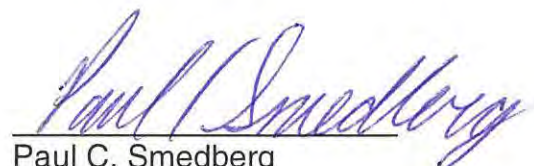
**WHEREAS:** Necessary funding has been incorporated into the FY2019 VRE budget to allow VRE to continue its operations over CSXT tracks via this extension; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the VRE Chief Executive Officer to execute a one-year extension of the existing Amended and Restated Operating/Access Agreement with CSX Transportation through June 30, 2019.

Approved this 7<sup>th</sup> day of June 2018.

  
Katie Cristol  
Secretary-Treasurer

  
Paul C. Smedberg  
Chairman



## **RESOLUTION #2362**

**SUBJECT:** Authorize the VRE CEO to Submit VRE Projects to USDOT for FY2018 BUILD Grant Funding Consideration

**WHEREAS:** The VRE Crystal City Station Improvements and L'Enfant Station and Virginia Avenue to L'Enfant Fourth Track projects are high-priority projects that are partially funded through the completion of Preliminary Engineering and Environmental Review;

**WHEREAS:** Additional funding is needed to complete the Final Design for the Crystal City and L'Enfant projects;

**WHEREAS:** The U.S. Department of Transportation issued a Notice of Funding Opportunity for Better Utilizing Investments to Leverage Development Transportation Discretionary (BUILD) Grants program on April 25, 2018, to solicit applications for grants to be awarded on a competitive basis for projects that will have a significant local or regional impact; and

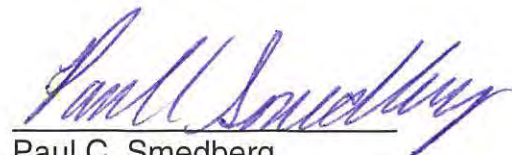
**WHEREAS:** The non-federal match for the BUILD Grants is expected to be up to \$5,270,000 and, in the event the grants are approved, authorization for grant match funds will be presented to the Operations Board and the Commissions for approval; and

**WHEREAS:** The VRE Operations Board recommends the Commissions authorize the requested action.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the VRE Chief Executive Officer to submit, on behalf of the Commissions, application(s) for VRE station improvements under the U.S. Department of Transportation Better Utilizing Investments to Leverage Development Transportation Discretionary (BUILD) Grants program, to make any necessary corrections to project amounts or descriptions in the application(s), and to execute all project funding agreements that may be required upon approval of grants for the projects.

Approved this 7<sup>th</sup> day of June 2018.

  
Katie Cristol  
Secretary-Treasurer

  
Paul C. Smedberg  
Chairman





## RESOLUTION

**SUBJECT:** Commending the Honorable Jeffrey C. Greenfield on the Occasion of His Departure from NVTC

**WHEREAS:** The Honorable Jeffrey C. Greenfield has served as a member of the Fairfax City Council since 1994;

**WHEREAS:** The City of Fairfax appointed Mr. Greenfield to the Northern Virginia Transportation Commission and he has served as a Commissioner since July 2008;

**WHEREAS:** NVTC serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient public bus and rail systems and ridesharing programs to foster economic vitality in the region and the Commonwealth;

**WHEREAS:** During his tenure at NVTC, Mr. Greenfield served as co-chair of the Legislative and Policy Committee at a critical time for transit funding and policy in the Commonwealth. He helped lead NVTC's efforts to ensure passage of legislation that dedicates an additional \$154 million annually for the Washington Metropolitan Area Transit Authority (WMATA) and \$15 million annually for the Virginia Railway Express. He also was successful in working to expand NVTC's oversight role and responsibilities as they pertain to WMATA; and

**WHEREAS:** Mr. Greenfield has represented the City of Fairfax on several regional bodies addressing transportation issues – including the Northern Virginia Transportation Authority, the Metropolitan Washington Council of Governments Board of Directors, and the Fairfax 2020 Commission – where he drew on his engineering and transit experience to promote economically vibrant and liveable communities.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission commends the Honorable Jeffrey C. Greenfield for his service to NVTC and the citizens of Northern Virginia.

**BE IT FURTHER RESOLVED** that NVTC prepare a copy of this resolution for presentation to Mr. Greenfield as an expression of its gratitude and in appreciation of his leadership and work on the Commission in promoting and funding public transit and ridesharing in Northern Virginia.

Approved this 7<sup>th</sup> day of June 2018.

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Paul C. Smedberg  
Chairman

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**TO:** Chairman Smedberg and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** June 28, 2018

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

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

#### **A. Approve Resolution #2363: Adopt NVTC's Disadvantaged Business Enterprise (DBE) Goal and Methodology for FY2018-2020**

The Commission is asked to adopt NVTC's updated Disadvantaged Business Enterprise (DBE) Goal and Methodology for FY2018-2020. The Federal Transit Administration (FTA) requires that any organization receiving \$250,000 or more in planning, operating or capital assistance from FTA in a given fiscal year develop a program and goal that supports the use of DBE contractors on work conducted with FTA funding. The DBE goal must be updated and submitted to the FTA every three years. As NVTC administers FTA grants for the City of Alexandria, the proposed goal and methodology was done in conjunction with city staff. NVTC sought public comment on the updated goal and received none. NVTC received additional guidance from FTA updating the methodology by which NVTC determined its goal, and the NVTC website has been updated accordingly.

#### **B. Authorize the Executive Director to Execute a Contract for Government Relations Services**

The Commission is asked to authorize the Executive Director to execute a contract for government relations services with The Hillbridge Group, LLC (Aimee Perron Seibert), to represent NVTC before the Virginia General Assembly and administrative agencies of the Commonwealth on matters affecting NVTC and its role in public transportation in the Commonwealth. NVTC is awarding this contract under a contract that was competitively procured by VRE. The value of the contract is not to exceed \$45,000/year plus expenses and is for one year with one additional option year.

#### **C. Approve Resolution #2364: Affirm NVTC Appointments to the WMATA Board of Directors**

The Commission is asked to approve a resolution affirming Commission action at the June 22<sup>nd</sup> Strategic Retreat on its WMATA Board appointments. At the retreat, NVTC acted to appoint Christian Dorsey as a principal member to the WMATA Board of Directors, assuming the term of Catherine Hudgins, which expires in 2021. The

Commission also appointed Ms. Hudgins to serve as the alternate to WMATA Board Member Jim Corcoran, Virginia's gubernatorial appointee. These appointments became effective June 22, 2018. This resolution is needed for transmittal purposes to WMATA as a follow-up to a June 25<sup>th</sup> letter informing WMATA of these appointments.



**RESOLUTION #2363**

**SUBJECT:** Adopt NVTC's Disadvantaged Business Enterprise (DBE) Goal and Methodology for FY2018-2020

**WHEREAS:** The Federal Transit Administration (FTA) requires recipients of federal transit assistance to adopt a program, policy and goal for procurements from Disadvantaged Business Enterprises (DBE's) to report regularly to the FTA on progress in meeting the goal and to submit an updated DBE goal methodology every three years;

**WHEREAS:** NVTC previously adopted and FTA approved a DBE policy, program and goal in December 2014;

**WHEREAS:** NVTC is required to submit an updated DBE goal methodology for FY2018-2020;

**WHEREAS:** NVTC has updated its DBE goal and methodology and staff has sought public comment through published newspaper notices and posting on NVTC's website; and

**WHEREAS:** The FTA has reviewed NVTC's updated goal, including a review of the methodology and public participation requirements and determined that it meets the requirements set out in the U.S. Department of Transportation's DBE regulations.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission, hereby adopts the DBE goal of 10 percent for the three-year period of FY2018-2020 and directs its staff to regularly report to FTA on progress in meeting the goal.

Approved this 5<sup>th</sup> day of July 2018.

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Paul C. Smedberg  
Chairman

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Katie Cristol  
Secretary-Treasurer

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# **Northern Virginia Transportation Commission**

## **DISADVANTAGED BUSINESS ENTERPRISE GOAL METHODOLOGY**

**Federal Fiscal Years 2018-2020**

## **SUMMARY AND PROPOSED GOAL FOR FFY2018-2020**

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

## **PROPOSED GOAL FOR FFY 2018 – 2020**

Based upon the FTA-prescribed methodology, NVTC proposes an overall goal of 10 percent DBE participation for Federal Fiscal Year (FFY) 2018–2020 on its U.S. Department of Transportation (DOT) assisted contracts. It is estimated the overall goal will be obtained 100 percent from race neutral; participation.

## **METHODOLOGY**

### **Step 1: Base Figure Determination**

#### **A. Identify Federal Dollars to be Spent by NAICS Code**

Based upon the funds remaining in active FTA grants for the City of Alexandria, there are \$13,388,665 of FTA funds that the City must expend.

The City of Alexandria and NVTC have identified corresponding NAICS codes from the U.S. Census Bureau associated with anticipated programs and assigned a weight based on project funds to total funds as depicted in the following table:



**FY2018-2020 Planned Projects by the City of Alexandria**

<b>NAICS Code</b>	<b>Description</b>	<b>Project</b>	<b>Amount DOT Funds in Project</b>	<b>Weight-%Total DOT Funds</b>
236220	Bus Shelter Construction	VA-95-X106	\$973,014	
		VA-04-0033-04	\$619,346	
		VA-95-X107	\$480,000	
		VA-95-X082-02	\$440,000	
			\$2,512,361	0.187648
237130	Erecting Street Lights	2017-021-00	\$420,618	
		VA-95-X107	\$60,000	
			\$480,618	0.035897
237310	Sidewalk Construction	VA-04-0033-04	\$826,740	
	Street Construction	VA-04-0022	\$1,259,393	
	Construction Management	VA--04-0048-01	\$64,000	
		VA--04-0048-01	\$1,125,500	
		va-95-X107	\$1,220,000	
		VA-95-X082-02	\$338,494	
		VA-95-X082-02	\$2,486,447	
		2017-021-00	\$141,506	
		2017-021-00	\$284,488	
		2017-021-00	\$74,825	
			\$7,821,393	0.58418
238140	Build Retaining Wall	2017-021-00	\$19,706	0.001472
238990	Fence Installation	2017-021-00	\$66,573	0.004972
334220	Real Time Amenities	VA-95-X106	\$60,812	
		VA-95-X107	\$80,000	
			\$140,812	0.010517
324290	Traffic Signals	2017-021-00	\$382,544	0.028572
484220	Specialized Freight	VA--04-0048-01	\$200,000	
	(Hauling Debris)	2017-021-00	\$44,000	
			\$244,000	0.018224
541330	Design	VA-95-X106	\$182,440	
	Sidewalk Design	VA-04-0033-04	\$80,000	
		VA--04-0048-01	\$251,200	
		VA-95-X082-02	\$880,000	
		2017-021-00	\$230,772	
			\$1,624,412	0.121327
561730	Landscaping	2017-021-00	\$96,246	0.007189
<b>Total</b>			<b>\$13,388,665</b>	<b>100.00%</b>

## **B. Local Market Area**

The City of Alexandria and the Northern Virginia Transportation Commission have had an extensive amount of experience in identifying projects and advertising for bids. Their experience has indicated that most of the bidders will come from areas either in the City of Alexandria, or adjacent to, or very close to the City of Alexandria. The market area that has been established consists of contractors based in these communities:

- City of Alexandria
- Arlington County
- City of Falls Church
- Fairfax County
- Loudoun County
- Montgomery County
- Prince George’s County
- Washington, D.C.

## **C. Base Figure Formula**

FTA regulations direct that the following formula for determining the base figure percentage of “ready, willing, and able” DBE firms for DOT-assisted contracts:

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

Staff carefully reviewed all activities which would be funded by FTA funds, and determined the NAICS codes for those activities from the U.S. Census Bureau. After the NAICS codes were established, the City of Alexandria used the current Small Business & Supplier Diversity SWaM & DBE Directory produced by the Small Business Supplier Diversity Agency to determine the number of DBE firms in each jurisdiction in the market area. These numbers were then divided by NAISC code to determine the number of firms who were available to do the FTA funded work over the next three years. The results are depicted in the following table:

NAICS Code	Project	Work Item	#DBE Firms	# of All Firms	Availability of Firms
236220	VA-95-X106	Transitway	70	621	11%
Commercial & Institutional		Amenities			
Building Construction	VA-04-0033-04	Alexandria			
		Transit Improvements			
	VA-95-X107	Eisenhower Ave			
		Bus Loop			
	VA-95-X-082-02	King Street Metrorail			
		Improvements			
237130	2017-021-00	King Street Metrorail	0	64	0
Electrical Light Construction		Improvements			
237310	VA-04-0033-04	Alexandria	43	92	.467391304
Street Construction		Transit Improvements			
Sidewalk, public construction	VA-04-0022	Eisenhower Ave.			
Traffic Lane painting		Intermodal Station			
Construction Management	VA-04-0048-01	Eisenhower Ave.			
		Bus Loop			
	VA-95-X107	Eisenhower South			
		Entrance			
	VA-95-X082-02	King Street Access			
		Improvements			
	2017-021-00	King Street Metrorail			
		Improvements			
238140	2017-021-00	King Street Metrorail	12	212	0.056603774
Retaining Wall		Improvements			
Construction					
238990	2017-021-00	King Street Metrorail	1	336	0.002976190
Fence Installation		Improvements			
334220	VA-85-X106	Transitway	1	24	0.041666667
Real Time Amenities		Amenities			
334290	2017-021-00	King Street Metrorail	0	7	0
Traffic Signals		Improvements			
484220	VA-04-0048-01	Eisenhower Ave.	82	164	0.5
Specialized Freight		Bus Loop			
	2017-021-00	King Street Metrorail			
		Improvements			
541330	VA-85-X106	Transitway	88	1644	0.053527981
Engineering Services-		Amenities			
Design	VA-04-0048-01	Eisenhower Ave. Bus Loop			
	VA-95-X082-02	King Street Access			
		Improvements			
561730	2017-021-00	King Street Metrorail	1	1031	0.000969932
Landscaping		Improvements			
<b>Total</b>			<b>298</b>	<b>4195</b>	<b>0.071036949</b>

**D. Weighting**

(Weight) X (Availability) – Weighted Base Figure

The weighted base figure was determined by multiplying the weight for each project (Section A) by the availability of each project (Section C). The following table summarizes this calculation:

NAICS Code	Description	Weight	Availability	Weighted BF
236220	Bus Shelter Construction	0.187648	0.112721417	0.021151948
237130	Erecting Street Lights	0.035897	0	0
237310	Sidewalk Construction	0.59418	0.467391304	0.277714565
	Street Construction			
	Construction Management			
238140	Build Retaining Wall	0.001472	0.146226415	0.000215245
238990	Fence Installation	0.004972	0.0029619	0.000014726
334220	Real Time Amenities	0.010517	0.00297619	0.000031300
324290	Traffic Signals	0.028572	0	0
484220	Specialized Freight	0.018224	0.5	0.009112000
541330	Design	0.121327	0.053527091	0.006494281
	Sidewalk Design			
561730	Landscaping	0.007189	0.00969932	.0000697284
<b>Total</b>				<b>0.314803796</b>

**STEP 2: Adjustment to the Base Goal**

The following table illustrates the amount of federal funding spent during the past five years and the amount of DBE participation which occurred on these projects.

**Alexandria DBE Participation**

Fiscal Year	Federal Funding	DBE Participation	DBE Percentages
2013-2017	\$8.5 million	10%	10%

The City of Alexandria has been primarily involved in funding planning projects, until it built a transitway in the Route 1 corridor of the city. It found that it could receive bids from project teams which contained 10 percent DBE bidders, the goal of the Northern Virginia Transportation Authority at the time. The most recent application from NVTC is seven percent which is found to be very reasonable. The set of figures developed here indicate a significant increase in the DBE participation rate to 31 percent, primarily due to the large amount of highway, street, and sidewalk building that will occur with FTA funds over the next three years, where there are many potential DBE firms.

The City of Alexandria has become aware of major demands upon DBE construction firms over the next few years. Virginia's Department of Transportation is about to start a very large

construction project (Widening of I-66 Outside of the Beltway) which is likely to cost approximately \$2.3 billion, and require a 15 percent DBE participation rate. In the most recent legislative session, all WMATA's funding partners have agreed to allocate \$500 million annually to WMATA to rebuild the system's infrastructure, requiring a 22 percent DBE participation rate. In addition to these regional megaprojects, Alexandria, itself, is about to begin building a new Metrorail station at Potomac Yard. This project is forecast to cost \$320 million and is scheduled to be completed in 2022. This project will also strain the ability of all construction contractors to do work in this region. These three examples of huge construction projects are the reason why NVTC and the City of Alexandria believe that the pool of qualified DBE's may not be large enough to do these large contracts and do smaller contracts for the City of Alexandria.

NVTC and the City of Alexandria would argue that for this reason a 31 percent goal may be mathematically possible, but market conditions make it very unlikely to achieve during this time. The City of Alexandria and NVTC are proposing that the DBE goal for the city be set a 10 percent DBE participation rate, which has been used successfully by the city in the immediate past. The city will use this rate, that will more accurately portray the availability of DBE firms in Northern Virginia and is consistent with recent market experience.

In order to better monitor DBE performance, the City of Alexandria is investigating how the city's performance software can be modified to track participation by DBE contractors. This is a viable way that the City of Alexandria can better record DBE performance. This is a possible requirement that may be enacted if funding becomes available to make some significant changes in the city's accounting.

#### Means of Meeting Overall Goals

Alexandria agrees to support NVTC in the achievement of the maximum feasible portion of the overall goal by using race neutral means. The city's experience has been that it can achieve its DBE goals by actively participating in various meetings of DBE contractors well before contracts are out for bid. The city has engaged with several officials engaged in providing services to the transportation industry. The city will employ these means:

- Attend meetings of groups of contractors who might be interested in bidding on work for the City of Alexandria.
- Provide information in the city's E-Procure and the Commonwealth of Virginia's Eva systems about opportunities which are present with current bids.
- Work with the Commonwealth of Virginia and neighboring jurisdictions to pre-qualify potential bidders as potential DBE's.

## PROCESS

NVTC is required to submit its three-year DBE goal to the Federal Transit Administration (FTA) by August 1, 2017. The updated goal will cover the federal fiscal years of 2018, 2019, and 2020. Before establishing the overall DBE goal, NVTC consulted with staff at WMATA, the Metropolitan Airport Authority, Arlington County, and Fairfax County to assist in the identification of availability of disadvantaged and non-disadvantaged businesses. The following section itemizes the collaborative efforts that Alexandria and NVTC have made.

### Collaboration Efforts

The City of Alexandria will take the following steps to increase DBE participation in the city's FTA funded projects.

Advertising projects which might be of interest to DBE bidders on the city's Procurement web site. (<https://www.alexandriava.gov/Purchasing>.)

The City of Alexandria has or attempted to communicate with or send a representative to the following organizations who may contain DBE members:

- Gloria Flanagan (Assistant Director- Alexandria Small Business Development Center (SBDC))
- Maria Ciarrocchi (Chief Operating Officer and Vice President of Alexandria Chamber of Commerce)
- Franklin Jones (WMATA – IBOP/PRMT (WMATA DBE Office))
- Chris Tran Ley (Virginia Department of Small Business and Supplier Diversity)
- Michael Sakata (Executive Director- Metropolitan Washington Road and Transportation Builders Association)
- Betty Toulson (Virginia Department of Small Business and Diversity)- DBE
- Crystal Canja, (Metropolitan Washington Airports Authority)
- Susana Marino (Northern Virginia Hispanic Chamber of Commerce)
- My Lan Tran (Asian Chamber of Commerce)
- Corey Holman (NOVA Black Chamber of Commerce)

Events Which Have Been Attended by City of Alexandria Staff:

- Selling to the Commonwealth - Alexandria Small Business Development Center (March 15, 2018)
- Metropolitan Transportation Opportunities Conference -April 27, 2018
- Commercial Construction Matchmaking – Northern Virginia Hispanic Chamber of Commerce)- May 8, 2018

After holding these meetings and attending various meetings, the city will itemize the information we have obtained in these venues.

In addition to attending these meetings, and conversing with these individuals, the City of Alexandria has convened a meeting of people to further develop ways that DBE's can know about opportunities, and become part of bidding teams. The members of the team are the following individuals:

DBE Task Force

Representative of Transit (City of Alexandria)

Representative of Purchasing (City of Alexandria)

Representative of Department of Project Implementation (City of Alexandria)

Representative of Northern Virginia Transportation Commission

**PUBLIC COMMENTS**

The City of Alexandria is committed to publicizing the goal it has set for itself for DBE participation in FTA funded DBE projects. NVTC and the city's calculations show that a DBE goal of 10 percent is appropriate. While formulating this goal and after it was advertised, the following comments were received from various individuals:

- Ms. Flanagan from the Alexandria Small Business Development Center has indicated that an excellent way to obtain more interest in projects was taken by the Commonwealth's Megaprojects effort. In this effort, an extensive amount of work was done before the work was let to prequalify DBE, WBE, and WBE firms who could do specific types of work. When the work came, there was an excellent pool of firms to provide the services.
- Ms. Flanagan also indicated that the Metropolitan Washington Airport Authority places short e-mails out to firms in its database that indicate that work is coming up soon.
- Ms. Flanagan also indicated that many other jurisdictions in Northern Virginia use the same software, which is different than Alexandria's E-Procure, which does have some good features in it that permits the distribution of information to DBE's.
- Mr. Mike Sakata of the Metropolitan Washington Road and Transportation Builders Association (MWRTBA) indicated that they would enthusiastically support the city's efforts to get more DBE participation in our FTA funded construction jobs. His suggestions included:
  - Attending the Annual Metropolitan Transportation Opportunities Conference on April 27, 2018.
  - Staff a table at the conference specifically indicating potential work the city has coming up which could be done by DBE's
  - Attending a MWRTBA conference every other month which explains potential DBE opportunities to potential contractors.
  - Sending out ad hoc information blasts to the organization's members about impending transit projects which could be performed by DBE's.

- City staff attended a meeting hosted by the Alexandria Small Business Development Center on doing business with the Commonwealth, on March 15, 2018. Attendees were potential DBE's, MBE's, Small Business Owners, and Micro Business Owners.
  - Chris Tran Ley from the Virginia Department of Small Business and Supplier Diversity gave the presentation.
    - Before the presentation, staff spoke with Ms. Ley, and found that her agency has a person specially tasked with the responsibility of getting DBE's registered to work on transportation projects. Her name is Betty Toulson, and Ms. Trey gave us her e-mail address. We will attempt to contact her.
    - Ms. Trey's presentation provided the attendees with some instructions on registering with eVA.
      - This system used by both the Commonwealth of Virginia and many localities in Northern Virginia, seems to have some merit.
      - Announcements could come out of eVA for any potential construction contracts.
      - Ms. Ley also indicated that a business listed in the data base will get announcements automatically if something is released by an entity using eVA.
  - At the March 15, 2019 seminar, city staff introduced themselves to Yolanda Garcia, who has a business matching up DBE's and MBE's with potential prime contractors.
  - Staff also spoke with Franklin Jones, the individual who oversees the Washington Metropolitan Area Transit Authority's (WMATA's) DBE program on March 16, 2018, and obtained this information:
    - Mr. Jones indicated that the primary way that he gets information out to DBE's is through placing opportunities on the WMATA website under the subject of "Opportunities at WMATA".
    - Another means of getting the word out is to send notices through mailing lists.
    - Mr. Jones indicated that the primary means of acquiring DBE's in Virginia is through VDOT or possibly the Virginia Department of Small Business and Diversity. We indicated that we would be speaking with Betty Toulson shortly about the Commonwealth's program.
    - He indicated that it is important to get the engineers involved in developing programs together to identify exactly what needs to be done.
    - He also indicated that the purchasing division must have exact language which identifies the responsibilities of primes for obtaining DBE participation.
    - One thing he emphasized is a recipient of FTA funds must have a process which identifies the amounts of funds spent by subcontractors who are



- DBE's. WMATA is starting such a program, which will make the DBE program work better.
- Mr. Jones indicated that participating in such events as the Metropolitan Transportation Opportunities Conference on April 27, 2018 is an excellent way to let the contracting community, and DBE's specifically know about opportunities which are coming up.
- On March 28, 2018, staff spoke with Mary Toulson of the Virginia Department of Small Business and Supplier Diversity about the DBE program she administers. She indicated that her primary clients are the Virginia Department of Transportation and the Metropolitan Washington Airports Authority. She stated that these two agencies have reciprocity with each other.
    - She stated that an excellent resource is the data base her agency has set up with DBE contacts. She indicated to me that one way she gets the word out to potential DBE contractors is through e-mail blasts.
    - She mentioned that VDOT has set up a threshold of expenditures for contracts which sets the minimum size of contracts where a DBE goal is necessary.
    - Ms. Toulson indicated that she contacted many of the Chambers of Commerce dealing with firms who could potentially be DBE's. She said she would supply possible contacts.
    - Ms. Toulson also indicated that the Fairfax Chamber of Commerce seems to have a very vigorous program to let its members know of DBE opportunities.
    - Ms. Toulson also suggested that we contact the following individuals:
      - Metropolitan Washington Airports Authority (MWAA)
      - NOVA Black Chamber of Commerce
      - Asian Chamber of Commerce
      - NOVA Hispanic Chamber of Commerce
    - All individuals on the previous list were sent e-mails asking for their assistance to disseminate DBE information to firms who are either members or work with the agency.
    - Ms. Toulson also suggested that we check their website [sbsd.virginia.gov](http://sbsd.virginia.gov) to obtain information on future events.
  - On March 28, 2018, the city received a call from Susana Marino, of the Northern Virginia Hispanic Chamber of Commerce. She invited the city to attend a meeting the Chamber was having on May 8, 2018 in which buyers and DBE suppliers could be matched up.
    - She also indicated that if we supplied her with some basic information about the types of work that were coming up she could transit this information through these means:
      - Social media
      - Website
      - Newsletter

- On March 28, 2018, the City of Alexandria also received an e-mail from My Tran, of the Virginia Asian Chamber of Commerce.
  - Ms. Tran indicated that we could e-mail any information we had about potential business opportunities to her, and she would be happy to share this information among members.
- On March 28, 2018, the City of Alexandria also received a call and e-mail from Crystal Conja, the DBE Outreach Specialist from MWAA. She provided some very useful information:
  - The FAA will be holding a national DBE conference in Arlington, VA on July 18, 2018.
  - There will be a Government Procurement exposition on April 19, 2018.
  - MWAA will have a new DBE compliance officer by the middle of April.
  - MWAA does DBE compliance for both the FAA and the FTA, since MWAA is contracting for the work to be done to extend the Silver Line to Dulles Airport.
  - There is a magazine called American DBE Magazine which has some valuable information in it.
  - The current DBE goal for MWAA is 22.8 percent at Reagan National Airport.
  - MWAA would be willing to help us get the word out about DBE opportunities in Alexandria.
- On April 27, 2018, a representative of the City of Alexandria attended a Metropolitan Transportation Opportunities Conference hosted by the Metropolitan Washington Road and Transportation Builders Association. The purpose of this meeting was to bring together funding agencies, prime contractors, and DBE contractors so that they could network with each other.
  - The event was very successful, with more than 200 people registered to attend the conference.
  - Remarks were provided by representatives of Virginia, Maryland, and the District of Columbia about various transportation opportunities available particularly for DBE contractors. Maryland's representative indicated that the statewide DBE goal for the Maryland Transportation Administration is 30 percent.
  - After the prepared remarks were given, and a wide variety of questions answered, and a networking event occurred immediately thereafter.
  - The City of Alexandria passed out sheets which indicated possible FTA funded work which may occur in the next three years, as well as information about using Alexandria's procurement system, and signing up possible DBE contractors.
  - Staff was able to speak with 12 DBE contractors, as well as several other individuals from contracting jurisdictions who could offer assistance to Alexandria.

- On May 8, 2018, the Hispanic Chamber of Commerce held an event in which potential DBE contractors could be matched up with potential prime contractors.
  - The event was very successful, in that prime contractors were given a list of potential DBE vendors, and they were given time blocks to speak with DBE contractors.
  - Staff was able to meet with at least nine potential contractors and was able to give each information on the city's web site which describes how a contractor can do business with Alexandria.
  - The potential contractors were asked how the City of Alexandria could do a better job of getting the word out about opportunities. Here are some of the responses received:
    - Please advertise upcoming bids in the "Blue Book"
    - See opportunities for using the federal procurement's vehicle.
    - Use the City of Alexandria's web site and Alexandria va.gov to do a better job of providing information about potential pieces of work which could be bid.
  - Alexandria joined private primary contractors and representatives from WMATA, the Metropolitan Airport Authority, VDOT, Loudoun County, and Prince William County at the event.
- In order to obtain more information about the City of Alexandria's interactions or no interactions with DBE's City staff called 14 DBE companies doing work in NAICS codes the City may need in future years to determine answers to the questions posed in the attached survey. The responses we obtained from the calls were:
  - One of the respondents was generally OK with the procurement process conducted by the City of Alexandria and had been part of teams providing work to the city.
    - This individual thought that the city's efforts were adequate but requested more information about the city's procurement process.
  - Another DBE firm was well acquainted with city's procurement, and knew, through the City's eProcure system, of recent bids.
    - This contractor indicated that work was so plentiful, that they could only handle around two projects a year as a prime.
    - The city never had work available when the contractor had capacity to do the work.
    - He mentioned that there was a lot of work available, which might make bids higher, as fewer firms bid on the work.
  - Another DBE contractor had a lot of comments about the DBE program.
    - He indicated that he had never been part of a bid team which did work for Alexandria., but wanted more information about our procurement process
    - He indicated that monitoring the DBE participation is very important, to keep things equitable for all.
    - He stated that if possible, it makes sense to have small procurements set aside for DBE firms,

- He also indicated that if a DBE firm is part of a team of contractors, it is very important for the bid package to have a CPM indicated, which can tell the DBE firm when his resources are needed. Small businesses do not have the resources that larger firms have to make adjustments.
- He suggested that for Megaprojects, allocating some percentage of the work for local firms might be helpful.
- He suggested that jurisdictions might use NAICS to better target potential vendors.
- He was somewhat frustrated since some of the business groupings define small businesses as rather large businesses, which can bid more effectively than smaller businesses.
- Another DBE contractor was interviewed and he indicated that he had not been part of a bid team that bid on Alexandria's work.
  - The contractor mentioned that his firm was involved in construction management and bridge inspections.
  - He requested that he be sent information related to doing business with Alexandria
  - He indicated that he would supply additional comments, if any came to him.

## PROOF OF PUBLICATION

In August 2017, NVTC and the City of Alexandria advertised the DBE goal on their websites as well as placing advertisements in the Washington Post and El Tiempo, the area's local newspapers. The following are reproductions of the advertisements which were publicized in various media.

Posting in the Washington Post (July 14, 2017)

**PUBLIC NOTICE  
DISADVANTAGED  
BUSINESS ENTERPRISE  
PROPOSED FEDERAL FY  
2018-2020 GOAL**

The Northern Virginia Transportation Commission (NVTC) hereby announces its federal FY 2018-2020 goal of 7 percent for Disadvantaged Business Enterprise (DBE) participation. The goal and its rationale are available for inspection from 9 a.m. 4:30 p.m. (local time) at 2300 Wilson Blvd., Suite 620, Arlington, VA 22201 or online at [www.novatransit.org/contact/DBE](http://www.novatransit.org/contact/DBE) for 30 days following the date of publication of this notice. Written comments on this goal will be accepted for 45 days from the date of publication of this notice. Comments should be addressed to: NVTC (Attn: Scott Kalkwarf), 2300 Wilson Blvd., Suite 620, Arlington, VA 22201.

Posting in EL TIEMPO LATINO (July 14, 2017)

**AVISO PÚBLICO  
META PROPUESTA PARA EMPRESAS  
COMERCIALES EN DESVENTAJA  
AÑOS FISCALES FEDERALES FY2018-2020**

La Comisión de Transporte del Norte de Virginia (The Northern Virginia Transportation Commission-NVTC) anuncia por medio de este aviso su meta del 7 por ciento de participación para las Empresas Comerciales en Desventaja (DBE, por sus siglas en inglés). La meta y su justificación están disponibles para consulta de 9 a.m. a 4:30 pm (hora local), en 2300 Wilson Boulevard, suite 620, Arlington, VA 22201) o en línea en [www.novatransit.org/contact/DBE](http://www.novatransit.org/contact/DBE) durante los 30 días después de la fecha de publicación del presente aviso. Se aceptarán comentarios escritos sobre esta meta durante los 45 días a partir de la fecha de publicación del presente aviso. Los comentarios deben ser dirigidos a: NVTC (Attn: Scott Kalkwarf), 2300 Wilson Blvd., Suite 620, Arlington, VA 22201.



### RESOLUTION #2364

**SUBJECT:** Affirm NVTC Appointments to the WMATA Board of Directors

**WHEREAS:** NVTC is empowered to make appointments to the Board of Directors of the Washington Metropolitan Area Transit Authority (WMATA);

**WHEREAS:** James Corcoran is the Commonwealth's appointment as a principal member of the WMATA Board of Directors and continues to serve until Governor Northam appoints his representative from the Commonwealth;

**WHEREAS:** In anticipation of a new Virginia law that takes effect July 1, 2018, providing dedicated funding for WMATA and governance reforms, NVTC acted on its WMATA Board appointments at its June 22, 2018 Strategic Retreat;

**WHEREAS:** NVTC appointed Christian Dorsey as a principal member to the WMATA Board of Directors, assuming the term of Catherine Hudgins, which expires in 2021;

**WHEREAS:** NVTC also appointed Catherine Hudgins to serve as the alternate member to Mr. Corcoran;

**WHEREAS:** These appointments became effective June 22, 2018; and

**WHEREAS:** NVTC should affirm these appointments by resolution for transmittal purposes to WMATA as a follow-up to a June 25, 2018 letter informing WMATA of these appointments.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission affirms the following appointments to serve as principals and alternates to the WMATA Board of Directors:

#### **WMATA Board:**

##### Principals

James Corcoran  
(term expires 01/04/2022)

Christian Dorsey  
(term expires 01/05/2021)

##### Alternates

Catherine Hudgins  
(term expires 01/09/2020)

Paul Smedberg  
(term expires 01/02/2019)

Approved this 5<sup>th</sup> day of July 2018.

\_\_\_\_\_  
Paul C. Smedberg  
Chairman

\_\_\_\_\_  
Katie Cristol  
Secretary-Treasurer

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**TO:** Chairman Smedberg and NVTC Commissioners

**FROM:** Kate Mattice and Nobuhiko Daito

**DATE:** June 28, 2018

**SUBJECT:** I-66 Inside the Beltway Operations

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The Commission will be briefed by Deputy Secretary of Transportation Nick Donohue on the performance of the I-66 inside the Beltway tolling operation and by NVTC staff on the performance of transit in the corridor. These presentations are in response to a request by the Commission at its January 2018 meeting.

### **A. VDOT Report on Road and Tolling Operations**

Since tolling began on I-66 inside the Beltway in December 2017, the Virginia Department of Transportation (VDOT) has released monthly performance reports that document rush hour traffic volumes, pricing levels, the use of E-Z Pass transponders, and impact on parallel routes' traffic conditions. The April 2018 report is included as an attachment.

Previous VDOT I-66 Express Lanes Inside the Beltway performance reports are also available online via the following links:

[March 2018](#)

[February 2018](#)

[January 2018](#)

[First Week Update](#)

[Toll Day One Analysis](#)

### **B. NVTC Report on Transit Performance in the Corridor**

NVTC's Transit Performance in the I-66 Inside the Beltway Corridor report summarizes the performance of public transportation systems serving the I-66 corridor. Public transportation plays a vital role in serving commuting travel demand along the corridor. Following larger trends of public transportation demand, ridership of public transit serving the corridor generally declined before and after I-66 tolling began. In contrast, express buses experienced ridership growth, especially those that are funded by the I-66 Commuter Choice program. Express buses also demonstrated faster and more reliable travel time running on I-66, due to tolling and improved traffic conditions on the facility.

In order to evaluate transit performance in the corridor, staff recommends the continuation of periodic mode share surveys of person throughput of the corridor as well as the regular collection of ridership statistics for public transportation serving the corridor.

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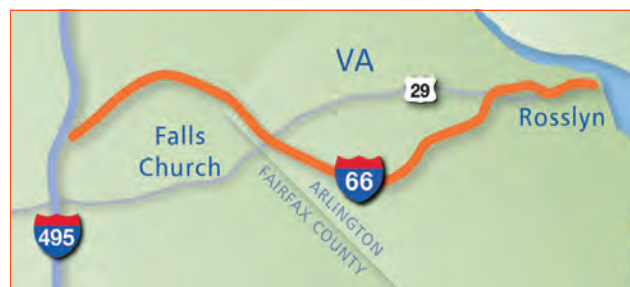
# APRIL 2018 PERFORMANCE REPORT

## I-66 Express Lanes Inside the Beltway

### HIGHLIGHTS

Morning and afternoon commutes were faster on average and travel times more reliable compared to April 2017.

- Travel speeds on I-66 averaged 51.3 miles per hour (mph) during morning commutes compared to 46.7 mph.
- Travel speeds on I-66 averaged 55.0 mph during afternoon commutes compared to 47.9 mph.
- Travel times on I-66 averaged 1.0 minute shorter during morning commutes, and 2.4 minutes shorter during afternoon commutes.
- Drivers on most parallel arterial roadways including Routes 7, 29, and 50 experienced similar travel speeds and times. Data indicate reduced travel speeds on the George Washington Memorial Parkway.

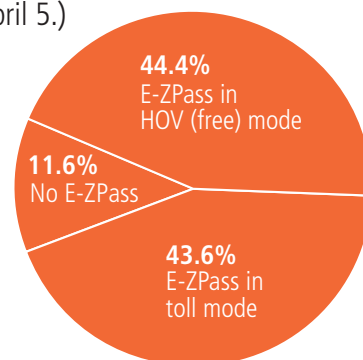


### EXPRESS LANES USE

- **14,832** average daily trips eastbound between 5:30 and 9:30 a.m.
- **17,398** average daily trips westbound between 3 and 7 p.m.
- **44.4%** of all vehicle trips were carpools (peaked at 67.5% HOV at 8:36 a.m. on April 5.)

### E-ZPASS USE

- **88.4%** of vehicles traveled with an E-ZPass or E-ZPass Flex.
- **44.4%** of all vehicle trips with E-ZPass in HOV (free) mode.
- **44.0%** of all vehicle trips with E-ZPass in toll mode.



### PRICING INFORMATION

- **\$14.13** – Average price for round trips (a.m. and p.m. averages combined.)
  - » **\$9.27** – Average price for eastbound trips.
  - » **\$4.86** – Average price for westbound trips.
- **1971** trips (out of 676,840 total) with price of \$40 or more - 0.29% of all Express Lanes trips.
- **\$2.42** – Average price for eastbound trips between 5:30 and 6:30 a.m. (period prior to former HOV hours.)

### SINCE EXPRESS LANES OPENED ON DEC. 4, 2017:

- **13,328** average daily trips eastbound and **16,141** average daily trips westbound.
- **\$12.72** – Average price for round trips.
  - » **\$8.28** – Average price for eastbound trips.
  - » **\$4.44** – Average price for westbound trips.



**ExpressLanes**  
INSIDE THE BELTWAY



# APRIL 2018 PERFORMANCE REPORT

## I-66 Express Lanes Inside the Beltway

### EASTBOUND

5:30 AM - 9:30 AM	April 2017	April 2018
Average Speed (MPH)	46.7	51.3
Travel Time (Minutes)	13.8	12.8

### WESTBOUND

3:00 PM - 7:00 PM	April 2017	April 2018
Average Speed (MPH)	47.9	55.0
Travel Time (Minutes)	13.9	11.5

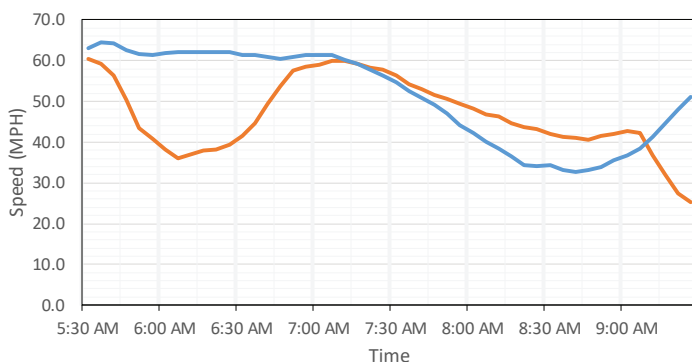


### I-66 | AVERAGE SPEED

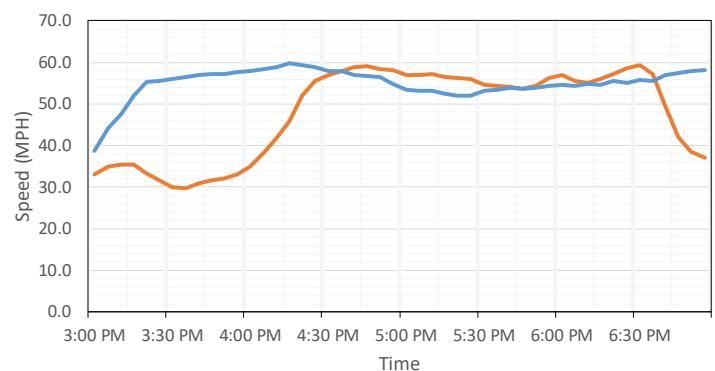
2017

2018

### EASTBOUND

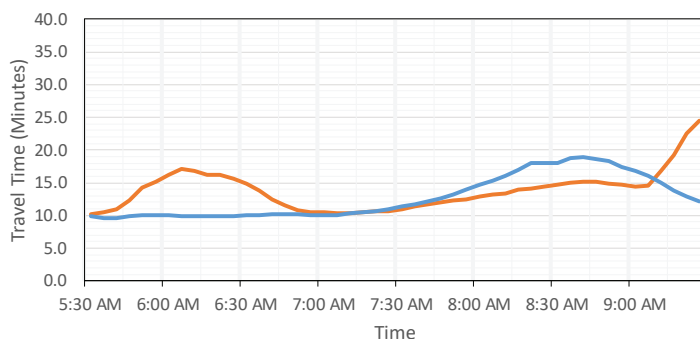


### WESTBOUND

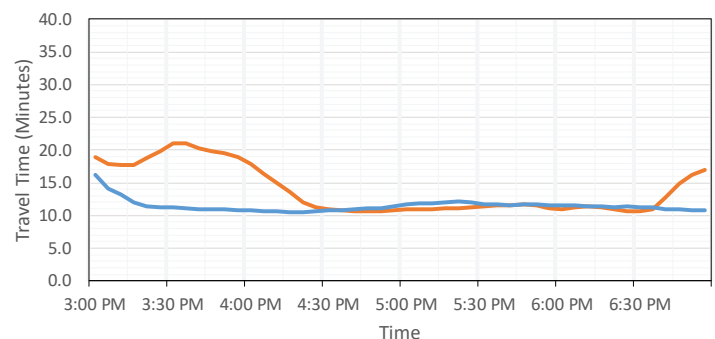


### I-66 | AVERAGE TRAVEL TIME

### EASTBOUND



### WESTBOUND





**ExpressLanes**  
INSIDE THE BELTWAY



# APRIL 2018 PERFORMANCE REPORT

## Route 50 - I-66 Parallel Arterials

### EASTBOUND

5:30 AM - 9:30 AM	April 2017	April 2018
Average Speed (MPH)	28.9	28.7
Travel Time (Minutes)	20.9	21.1

### WESTBOUND

3:00 PM - 7:00 PM	April 2017	April 2018
Average Speed (MPH)	27.4	26.9
Travel Time (Minutes)	22.1	22.4

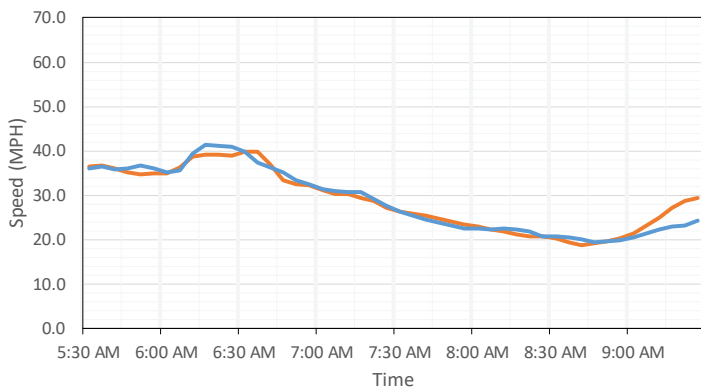


### ROUTE 50 | AVERAGE SPEED

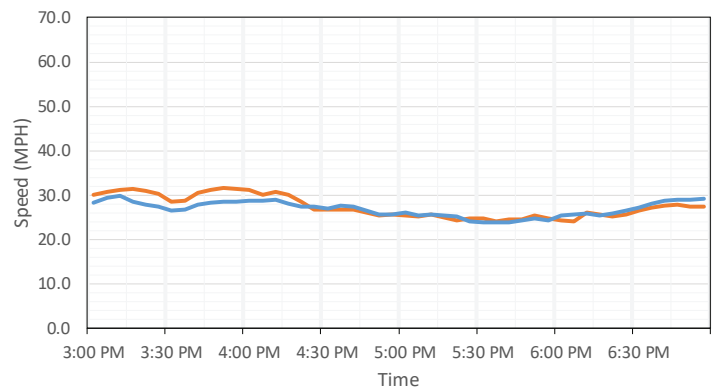
2017 —

2018 —

#### EASTBOUND

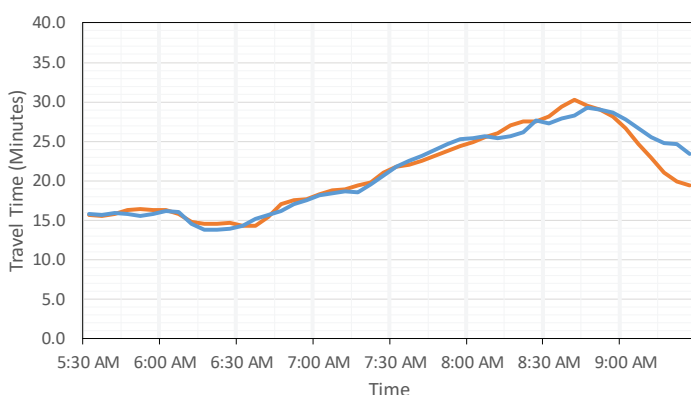


#### WESTBOUND

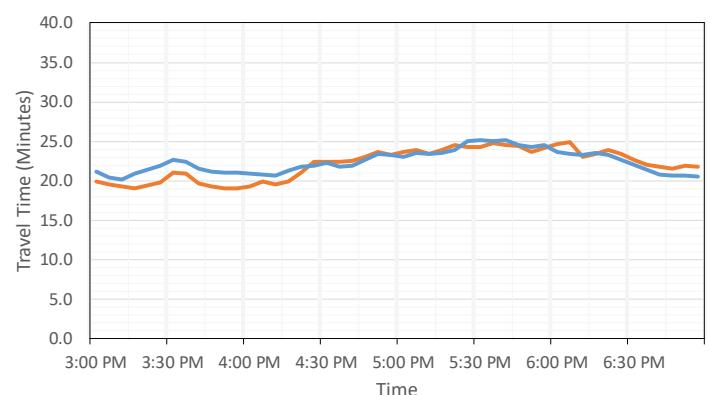


### ROUTE 50 | AVERAGE TRAVEL TIME

#### EASTBOUND



#### WESTBOUND





**ExpressLanes**  
INSIDE THE BELTWAY



# APRIL 2018 PERFORMANCE REPORT

## Route 29 - I-66 Parallel Arterials

### NORTHBOUND

5:30 AM - 9:30 AM	April 2017	April 2018
Average Speed (MPH)	20.7	21.8
Travel Time (Minutes)	26.8	26.0

### SOUTHBOUND

3:00 PM - 7:00 PM	April 2017	April 2018
Average Speed (MPH)	20.0	18.9
Travel Time (Minutes)	26.8	30.0

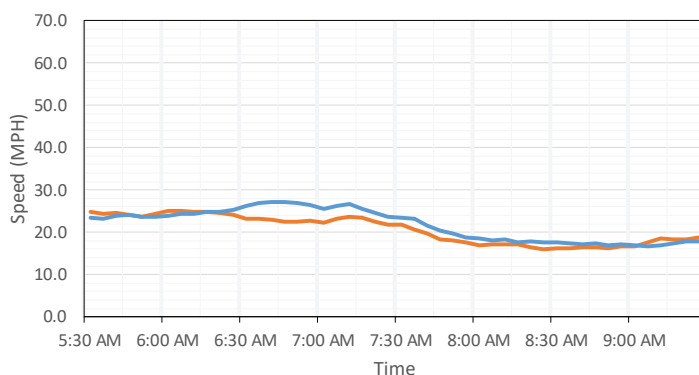


### ROUTE 29 | AVERAGE SPEED

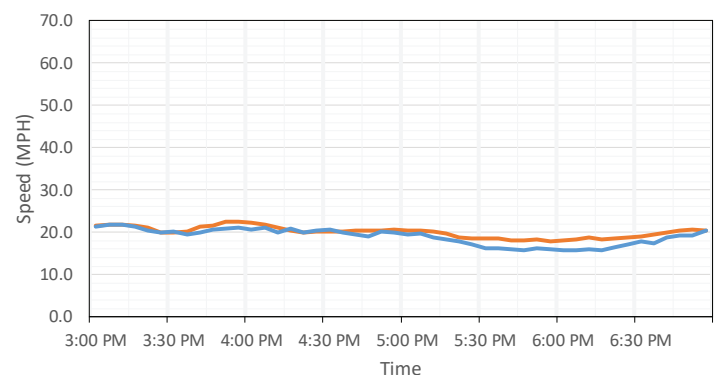
2017 —

2018 —

#### NORTHBOUND

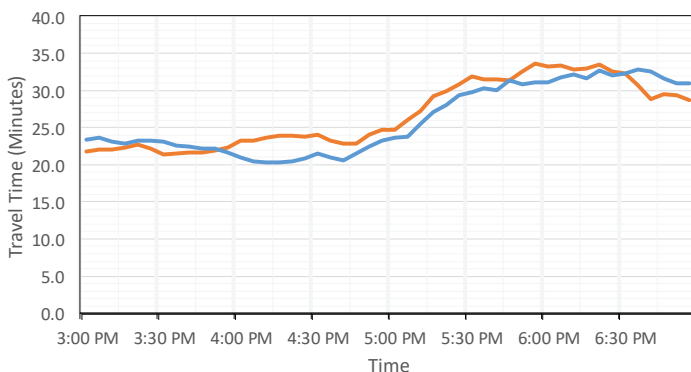


#### SOUTHBOUND

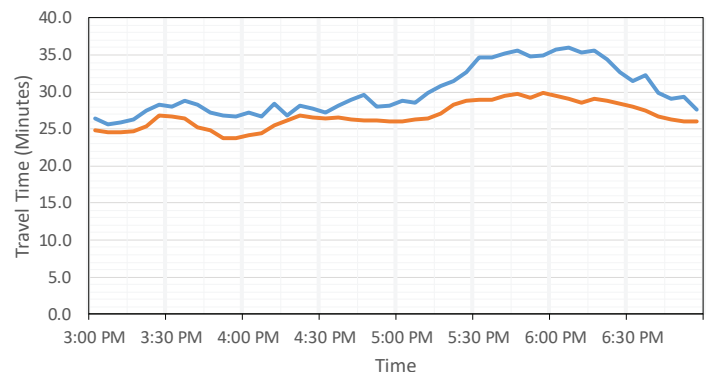


### ROUTE 29 | AVERAGE TRAVEL TIME

#### NORTHBOUND



#### SOUTHBOUND





**ExpressLanes**  
INSIDE THE BELTWAY



# APRIL 2018 PERFORMANCE REPORT

## Route 7 - I-66 Parallel Arterials

### EASTBOUND

5:30 AM - 9:30 AM	April 2017	April 2018
Average Speed (MPH)	20.1	20.5
Travel Time (Minutes)	13.8	13.5

### WESTBOUND

3:00 PM - 7:00 PM	April 2017	April 2018
Average Speed (MPH)	19.3	20.2
Travel Time (Minutes)	14.3	13.6

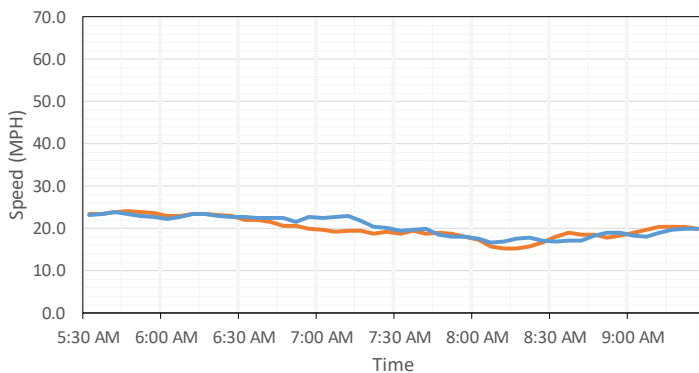


### ROUTE 7 | AVERAGE SPEED

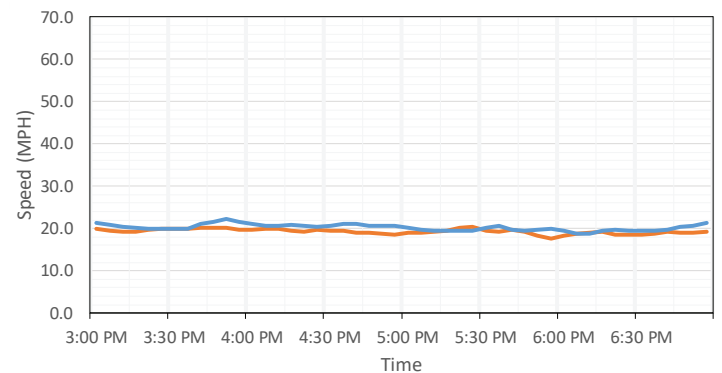
2017 —

2018 —

#### EASTBOUND

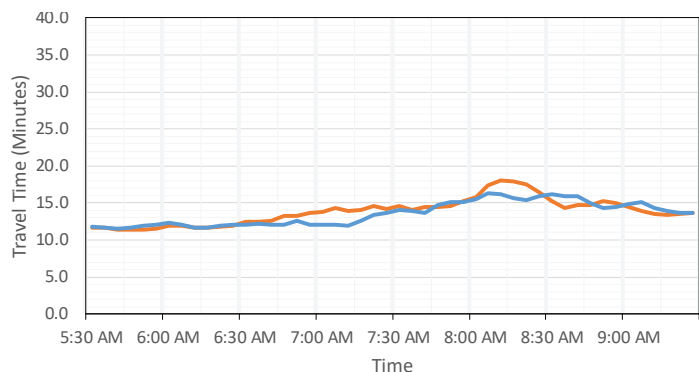


#### WESTBOUND

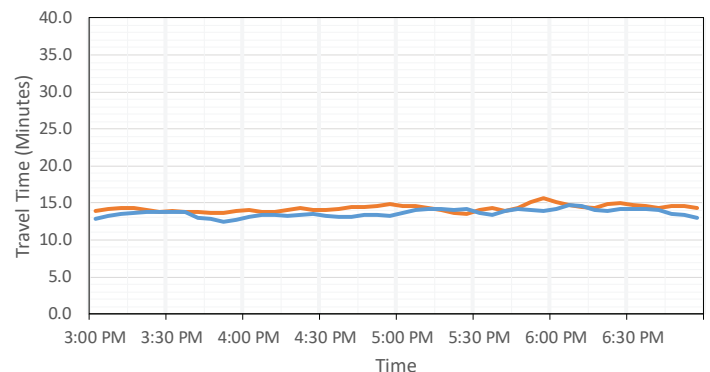


### ROUTE 7 | AVERAGE TRAVEL TIME

#### EASTBOUND



#### WESTBOUND





**ExpressLanes**  
INSIDE THE BELTWAY



# APRIL 2018 PERFORMANCE REPORT

## GW Parkway- I-66 Parallel Arterials

### SOUTHBOUND

5:30 AM - 9:30 AM	April 2017	April 2018
Average Speed (MPH)	38.9	35.2
Travel Time (Minutes)	15.1	18.1

### NORTHBOUND

3:00 PM - 7:00 PM	April 2017	April 2018
Average Speed (MPH)	35.8	32.6
Travel Time (Minutes)	14.8	16.2

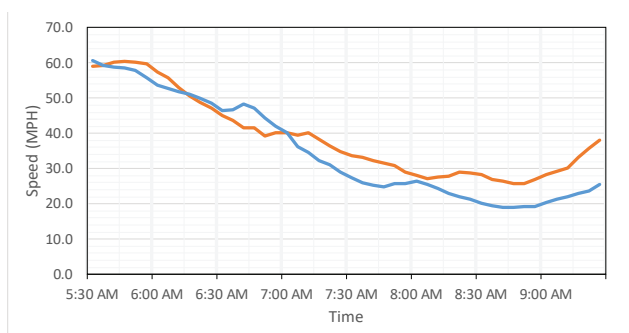


### GW PARKWAY | AVERAGE SPEED

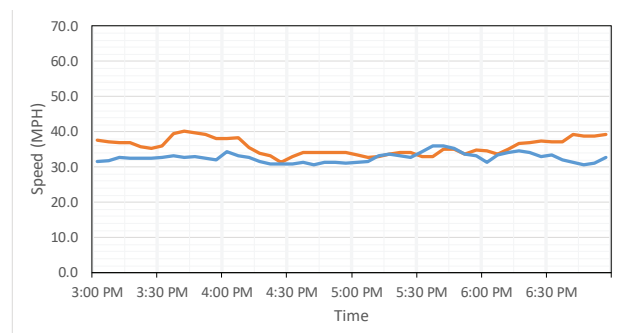
2017 —

2018 —

### SOUTHBOUND

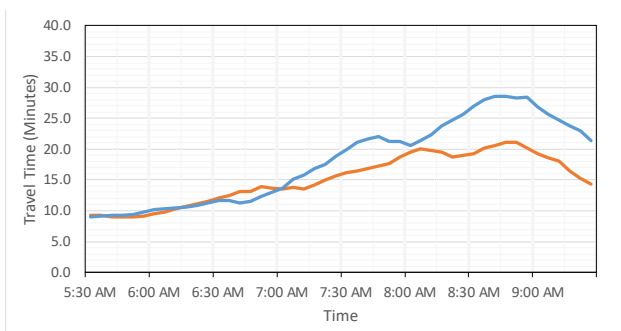


### NORTHBOUND

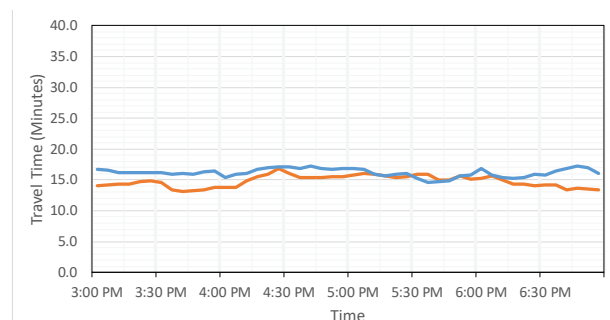


### GW PARKWAY | AVERAGE TRAVEL TIME

### SOUTHBOUND



### NORTHBOUND



# TRANSIT PERFORMANCE IN THE I-66 INSIDE THE BELTWAY CORRIDOR



**June 2018**

*This report summarizes the performance of public transportation systems serving the I-66 inside the Beltway corridor in Northern Virginia. In December 2017, the Commonwealth of Virginia instituted dynamic tolling during peak periods along I-66, from the Capital Beltway in Fairfax County to the Roosevelt Bridge leading to Washington, D.C. This stretch of roadway was previously a restricted facility, limited to high occupancy vehicles (HOV2) during commuting hours, inbound (east) in the morning and outbound (west) in the afternoon. Upon implementation of the dynamic tolling, the Northern Virginia Transportation Commission (NVTC) initiated the I-66 Commuter Choice program, a multimodal grant program that funds transit and transportation demand management services to complement the tolling in order to move more people through the corridor during peak periods. As part of this effort, NVTC began tracking the overall transit performance changes along this corridor.*

## OVERVIEW

Public transportation plays an important role along the I-66 inside the Beltway corridor, transporting approximately 40 percent of commuters during peak periods. That's a more than three times greater transit mode share than Northern Virginia as a whole. Public transit ridership along the corridor generally follows regional and national public transportation ridership trends, which have showed some decline. In contrast to this trend, express buses, some of which are funded by the I-66 Commuter Choice program, experienced strong and growing ridership, while demonstrating faster and more reliable running times due to I-66 tolling and resulting traffic condition improvements.

## KEY FINDINGS

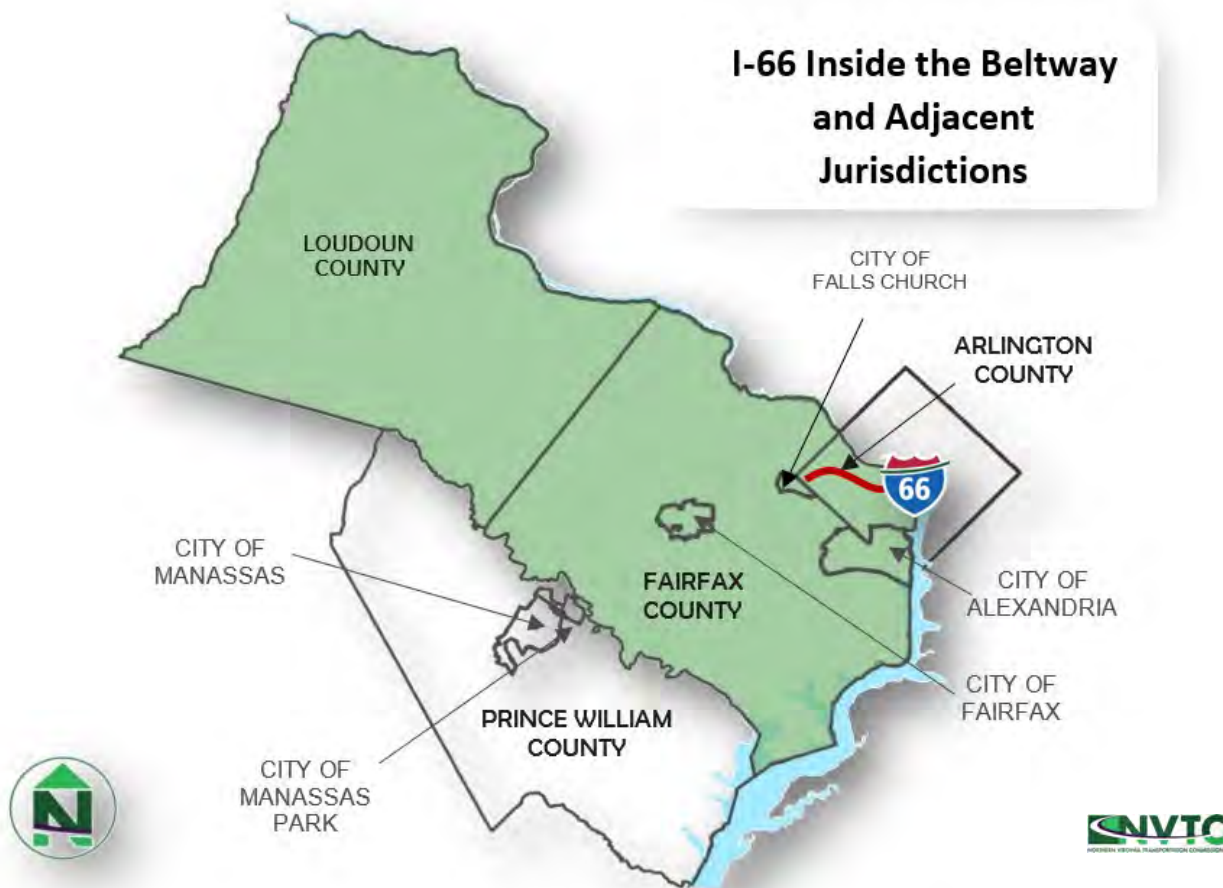
- Public transportation plays a vital role along the I-66 corridor. According to a 2015 mode share survey, approximately 60 percent of person throughput was solo drivers and carpoolers, while 40 percent was commuters travelling via Metrorail, Virginia Railway Express (VRE), express bus, and local bus.
- Transit ridership in the I-66 inside the Beltway Corridor is largely dictated by regional transit ridership trends, which are influenced by employer transit benefits, transit service reliability, telework, and real estate development, among others.<sup>1</sup> There is insufficient data to disentangle the effect of tolling on transit ridership from these larger trends.
- Consistent with regional trends, local bus routes in the corridor showed ridership declines.
- Commuter and express bus routes in the corridor showed significant increases in ridership coinciding with the implementation of tolling and the introduction of new service related to the I-66 Commuter Choice program.
- Transit providers have reported that commuter bus running times have improved since I-66 tolling began due to improved traffic conditions. Transit providers are in various stages of data collection to assess travel time savings and will continue to monitor run times.
- NVTC will continue to work with local and regional transit agencies to monitor corridor transportation performance.

<sup>1</sup>WMATA (2017). *Understanding Rail and Bus Ridership*, presentation at WMATA Board Finance Committee Meeting, October 12.



## BACKGROUND

At NVTC's January 2017 meeting, Deputy Secretary of Transportation Nick Donohue presented an update on the performance of I-66 inside the Beltway since the inception of tolling, noting that continued monitoring and evaluation would be necessary to determine the performance of the facility and corridor. At that meeting, the Commission requested that the Commonwealth return to brief the Commission on roadway performance and asked that transit be included in the performance evaluation. This memo supplements performance updates of the I-66 tolling program with performance statistics of public transportation services in the corridor. These public transportation services include all that service the corridor, whether or not they are funded through the I-66 Commuter Choice program.



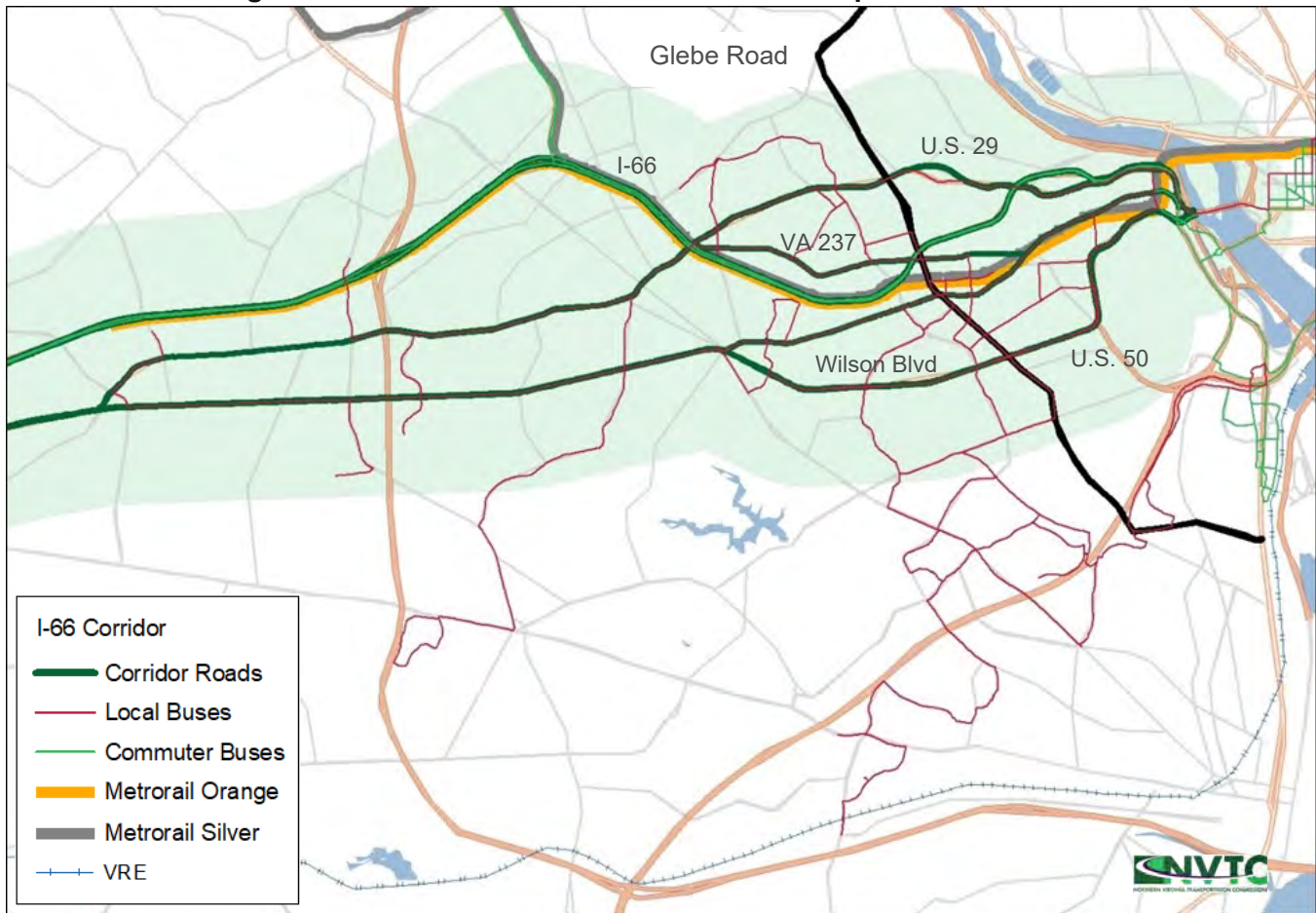
The I-66 corridor is a multimodal transportation network that moves commuters between Northern Virginia's outer and inner suburbs as well as Washington D.C. On a typical weekday AM peak period, approximately 60,000 commuters travel the corridor toward Washington D.C., over 40 percent of whom use public transportation (Metrorail, VRE, and commuter and local buses).<sup>2</sup>

The following sections present passenger throughput in the I-66 corridor and ridership statistics of public transportation systems along the corridor. The limited amount of data currently available highlights the need for continuous monitoring of both vehicular and public transportation traffic to evaluate the performance of transportation systems in the corridor.

<sup>2</sup>Transportation Planning Board (2016). 2015 Mode Share Study: I-66 Corridor Inside the Beltway Final Report, August.



Figure 1: I-66 Corridor Roads and Public Transportation Services



Source: Transportation Planning Board (2016)

### I-66 Inside the Beltway Corridor

The I-66 inside the Beltway corridor serves commuters from the suburbs along the interstate including Loudoun and Fairfax counties, the cities of Fairfax and Falls Church, and communities served by PRTC's OmniRide, running between Prince William County and job centers in Washington, D.C. and Arlington County (**Figure 1**). The corridor consists of highways and arterials including I-66, US 50, US 29, VA 237 (Washington Blvd.), and Wilson Blvd., as well as public transportation systems such as Metrorail, VRE, and express and local buses.

This report follows a study conducted by the Transportation Planning Board (TPB) in 2016 in defining the I-66 multimodal corridor as consisting of roads and public transportation services. The roads included:

- I-66 (east and west bound)
- U.S. 29 (Lee Highway, north and south bound)
- VA 237 (Washington Blvd., east and west bound)
- Wilson Blvd. (east and west bound)
- U.S. 50 (east and west bound)

The following railway lines serve the I-66 corridor:

- Metrorail's Orange and Silver lines
- VRE's Manassas Line, which runs parallel to I-66

The following local bus routes also serve the corridor:

- Metrobus: 1A, 1B, 1E, 1Z, 2A, 3Y, 4A, 5A, 22A, 22B, 22C and 25B<sup>3</sup>
- ART – Arlington Transit: 41, 51, 52, 55 and 75<sup>4</sup>

The following express bus services travel through the corridor:<sup>5</sup>

- Fairfax Connector 599 (Pentagon–Crystal City Express) and 699 (Government Center– Downtown D.C.)
- Loudoun County Transit commuter bus from Dulles North Transit Center, Dulles South, Brambleton, Telos, Stone Ridge, Ashburn North, and Christian Fellowship Church, to Rosslyn, Crystal City, the State Department, or Independence Avenue and 12th Street, SW in Washington, D.C.
- PRTC OmniRide Manassas Route (from the Manassas Mall or Portsmouth commuter lots to the Pentagon) and Gainesville Route (from the Cushing Road commuter lot to the State Department).

## MODAL SHARE OF I-66 COMMUTING TRIPS

The Transportation Planning Board's "2015 Mode Share Study: I-66 Corridor Inside the Beltway," provides a snapshot of how people move through the corridor. The study counted passengers in transit vehicles, carpools and automobiles, as well as those on bicycle or foot. This recurring mode share study provides the most complete understanding of movement through and mode shifts within the corridor. Future mode share studies are recommended to comprehensively evaluate the performance of tolling, transit, and transportation demand management programs in the corridor.

**Table 1** and **Figure 2** summarize the modal share of I-66 corridor passenger throughput, illustrating how vital public transportation is to this multimodal transportation system. On a weekday during the AM peak period (6:30-9:30 a.m., as defined in the TPB study), person throughput in the I-66 corridor as measured at Glebe Road was 59,300. Fifty-nine percent of these commuters drove or carpooled, while 41 percent took public transportation, namely Metrorail, VRE or commuter/local bus services. In contrast, the American Community Survey 5-Year estimates (2016) found that 12 percent of commuters residing in the NVTC region travel to work by public transportation (excluding taxi).

**Table 1: I-66 Corridor AM Peak Person Throughput by Route & Mode, 2015**

Facility or Service	Drive Solo	Carpool	Person Throughput	Share by Mode
I-66	33%	67%	14,600	
U.S. 29	82%	18%	3,500	
VA 237	82%	18%	3,200	
U.S. 50	83%	17%	10,600	
Wilson Blvd	80%	20%	3,000	
<b>Driving</b>				59%
Metrorail			17,800	
VRE			2,400	
Express buses			2,300	
Local Buses			2,000	
<b>Public Transportation</b>				41%
<b>Total</b>			<b>59,300</b>	

Note: Numbers may not add up due to rounding. Source: Transportation Planning Board (2016)



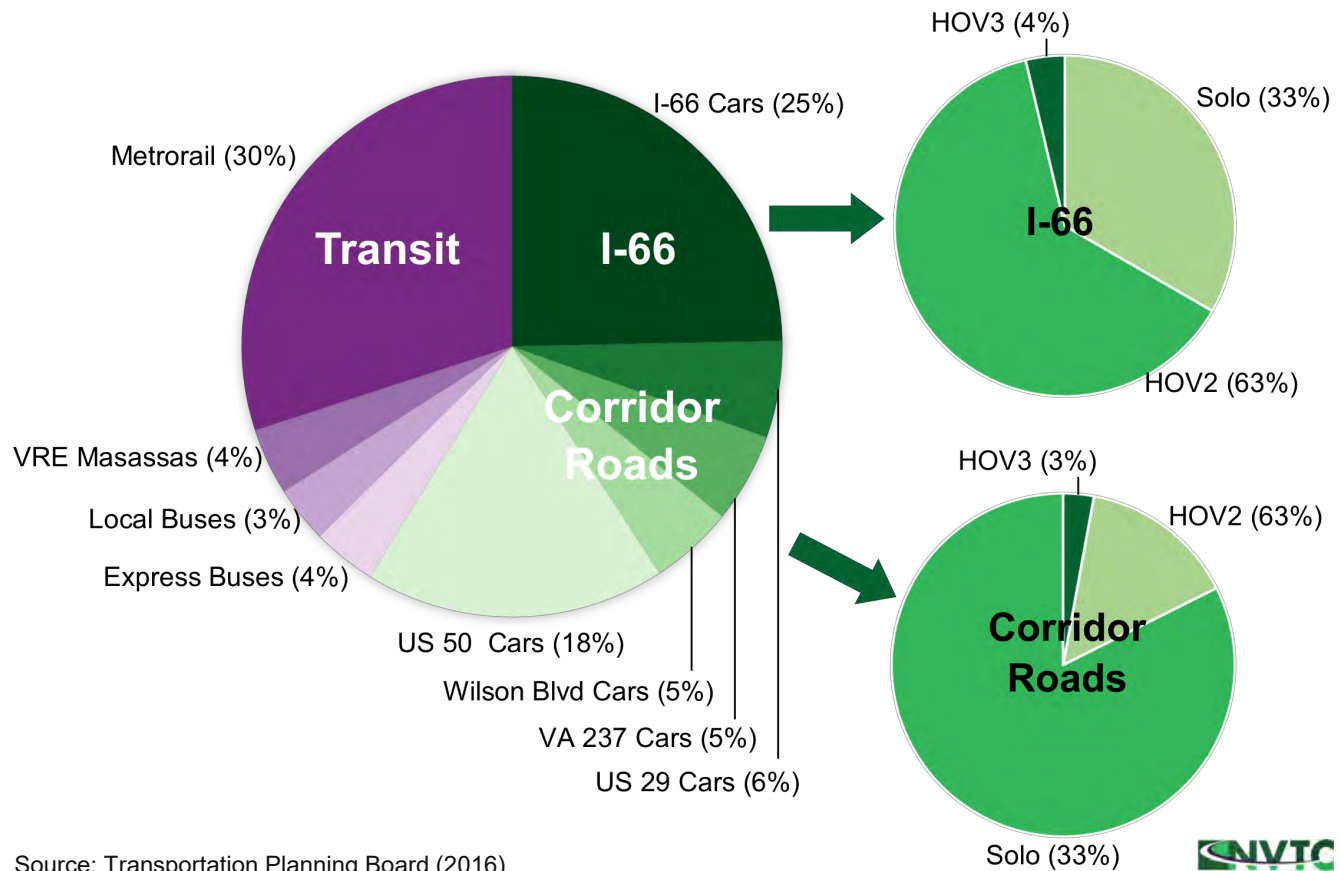
<sup>3</sup>Metrobus Route 3A was replaced by ART 55 on December 16, 2015.

<sup>4</sup>ART 55 replaced Metrobus Route 3A on December 16, 2015.

<sup>5</sup>The following services started with the support from I-66 Commuter Choice program in 2017: Fairfax Connector 699; Loudoun County Transit Stone Ridge service; and PRTC OmniRide Gainesville to Pentagon service.

Looking at Metrorail's Orange and Silver lines, which run in the interstate's median, and express buses, which transport 2,300 commuters each rush hour, public transportation's person throughput is more than 30 percent larger than that of solo drivers and carpoolers combined. Relying on the Transportation Research Board's Highway Capacity Manual, which shows that the capacity of an interstate class highway is approximately 1,600 vehicles per hour per managed lane, one can infer that express buses save more than one lane for one hour during the AM peak period. Similarly, Metrorail plays a vital role in transporting commuters along this corridor, saving capacity of over 11 managed lanes for one hour during the AM peak period.

**Figure 2: Corridor-wide Person Throughput by Mode, 2015**



## IMPACT OF I-66 TOLLING ON PUBLIC TRANSPORTATION

Tolling on I-66 inside the Beltway began on December 4, 2017. Tolls influence operation of public transportation systems serving the I-66 corridor in various ways. This report focuses on two of them: ridership and running time.

Local and regional transit operators provided average weekday ridership from July 2016 through February or March 2018. As only four months' data is available, the ability to analyze the impact of tolling on transit ridership is limited. It is expected that toward the end of 2018 more comprehensive data will become available. The following subsections report weekday average ridership of I-66 corridor transit services by railways (Metrorail and VRE), local buses (Metrobus and ART-Arlington Transit), and express buses (Loudoun County Transit, Fairfax Connector, and PRTC OmniRide).

In regard to running time, limited data is available to evaluate the impact of I-66 tolling. This report presents a collection of available quantitative and qualitative information provided by operators of express buses that use I-66.

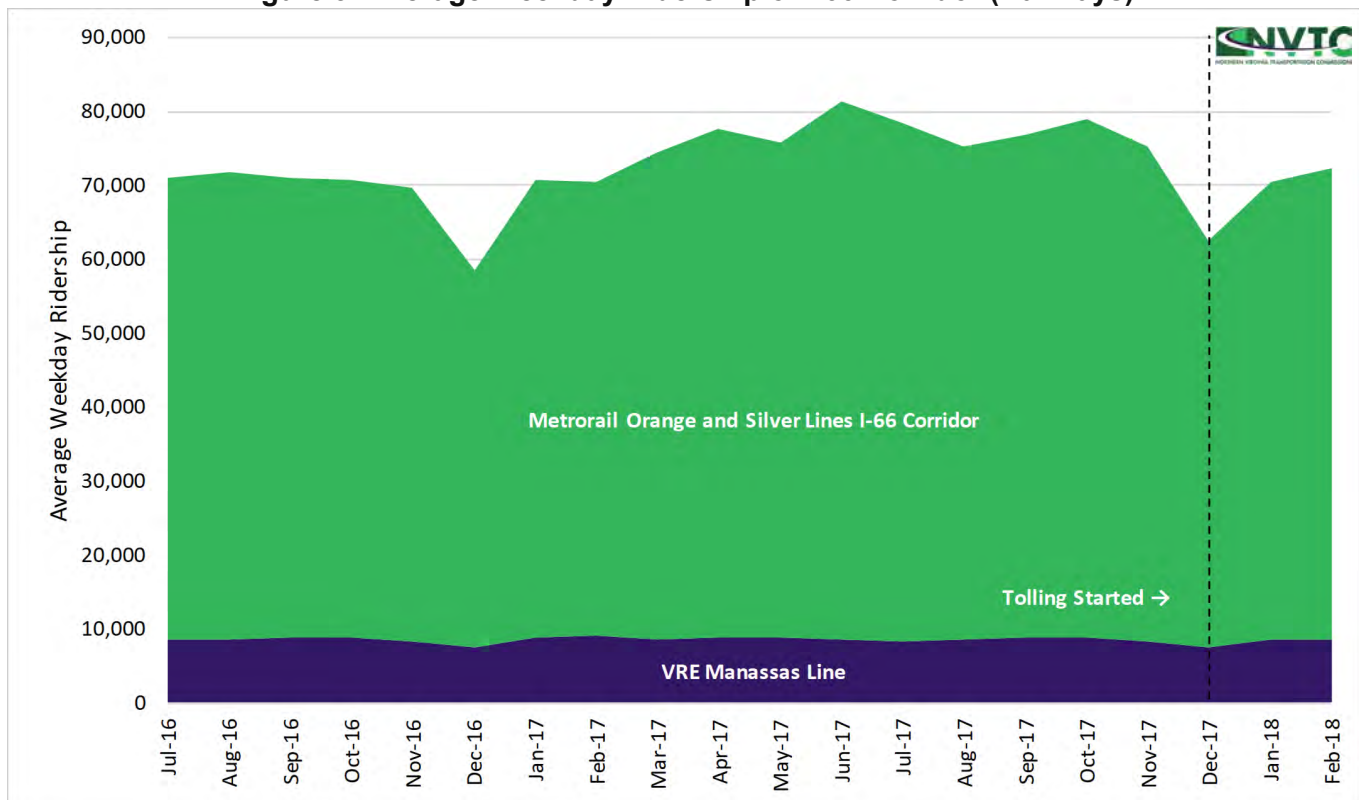
## Impact of I-66 Tolling on Public Transit Ridership

Ridership of public transportation systems serving the I-66 corridor is largely dictated by Metrorail, which constitutes over 60 percent of the corridor's public transportation travel demand. Since July 2017, Metrorail's ridership has shown increases compared to the same month in the previous year, due in part to SafeTrack,<sup>6</sup> an accelerated track work to improve safety and reliability of the Metrorail in the previous year, and associated service disruptions. Other public transit providers, however, generally experienced ridership decreases. While this was especially so with local buses (Metrobus and ART-Arlington Transit), express bus services experienced increases.

### Railways: Metrorail and VRE

**Figure 3** shows average weekday ridership on Metrorail's Orange and Silver lines, between stations west of Ballston and Ballston and stations eastward, as well as VRE's Manassas Line from July 2016 to February 2018. Metrorail ridership increased in FY2018 which started in July 2017, due in part to SafeTrack and associated service disruptions in the previous year. In February 2018, two months into I-66 tolling, average weekday ridership of Metrorail was 4 percent higher than February 2017, while the average weekday ridership of VRE decreased by 5 percent from February 2017 to February 2018. It is difficult to discern the influence of I-66 tolling from these statistics.

**Figure 3: Average Weekday Ridership of I-66 Corridor (Railways)**



Note: Metrorail average weekday ridership of trips between Wiehle-Reston East, Spring Hill, Greensboro, Tysons Corner, McLean, Vienna, Dunn Loring, West Falls Church, and East Falls Church and all other stations. Ridership includes peak and non-peak periods.

Source: WMATA and VRE

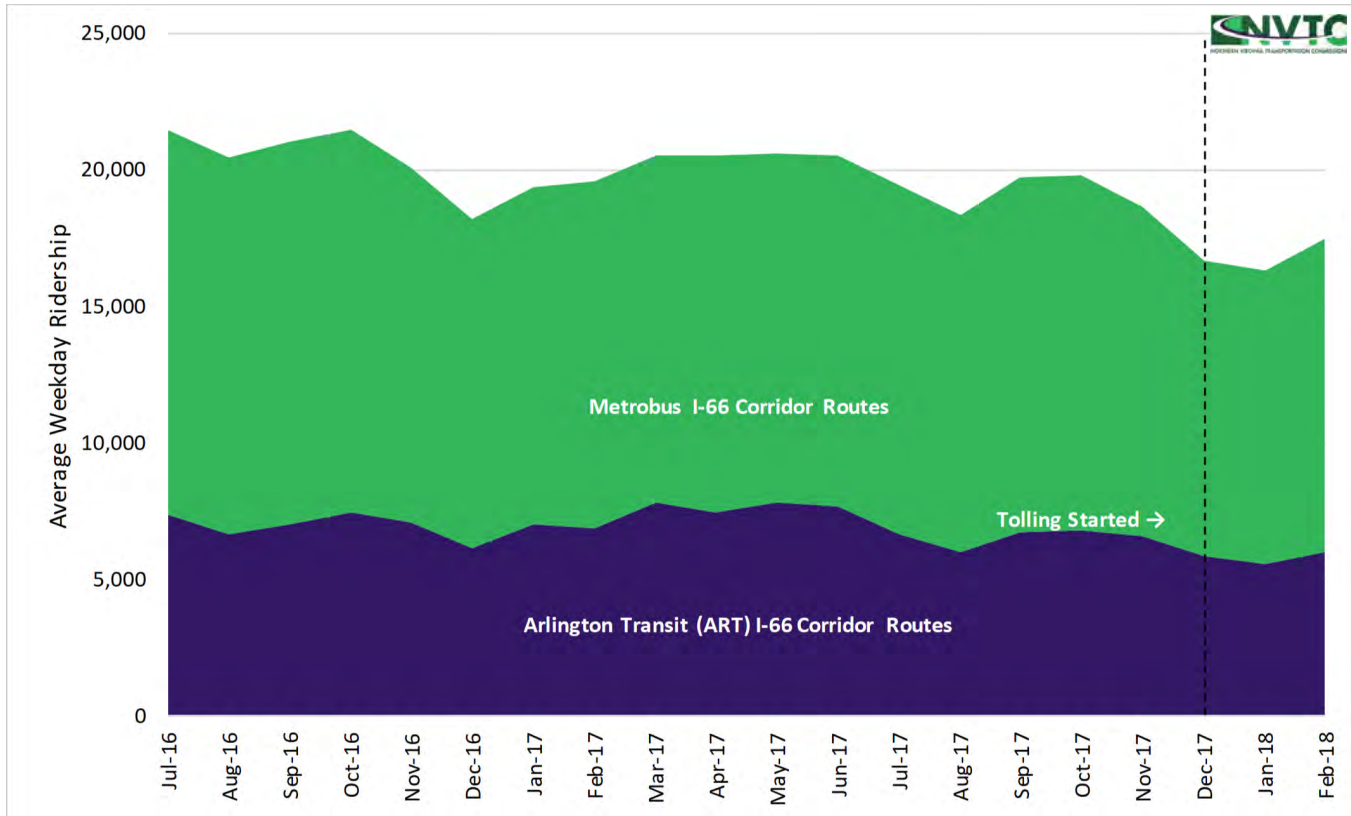
<sup>6</sup>WMATA SafeTrack ([www.wmata.com/service/SafeTrack.cfm](http://www.wmata.com/service/SafeTrack.cfm))



### Local Buses: Metrobus and ART-Arlington Transit

Local buses serving the I-66 corridor generally experienced declining ridership trends between July 2016 and February 2018 (**Figure 4**). Average weekday ridership of Metrobus I-66 corridor routes decreased 10 percent from February 2017 to February 2018, following a trend that extends to July 2016, the beginning of the study period. Similarly, the average weekday ridership of ART-Arlington Transit I-66 corridor routes decreased by 12 percent from February 2017 to February 2018. These declines persist before and after the I-66 tolling, and the impact of tolling is unclear with available statistics.

**Figure 4: Average Weekday Ridership of I-66 Corridor (Local Buses)**



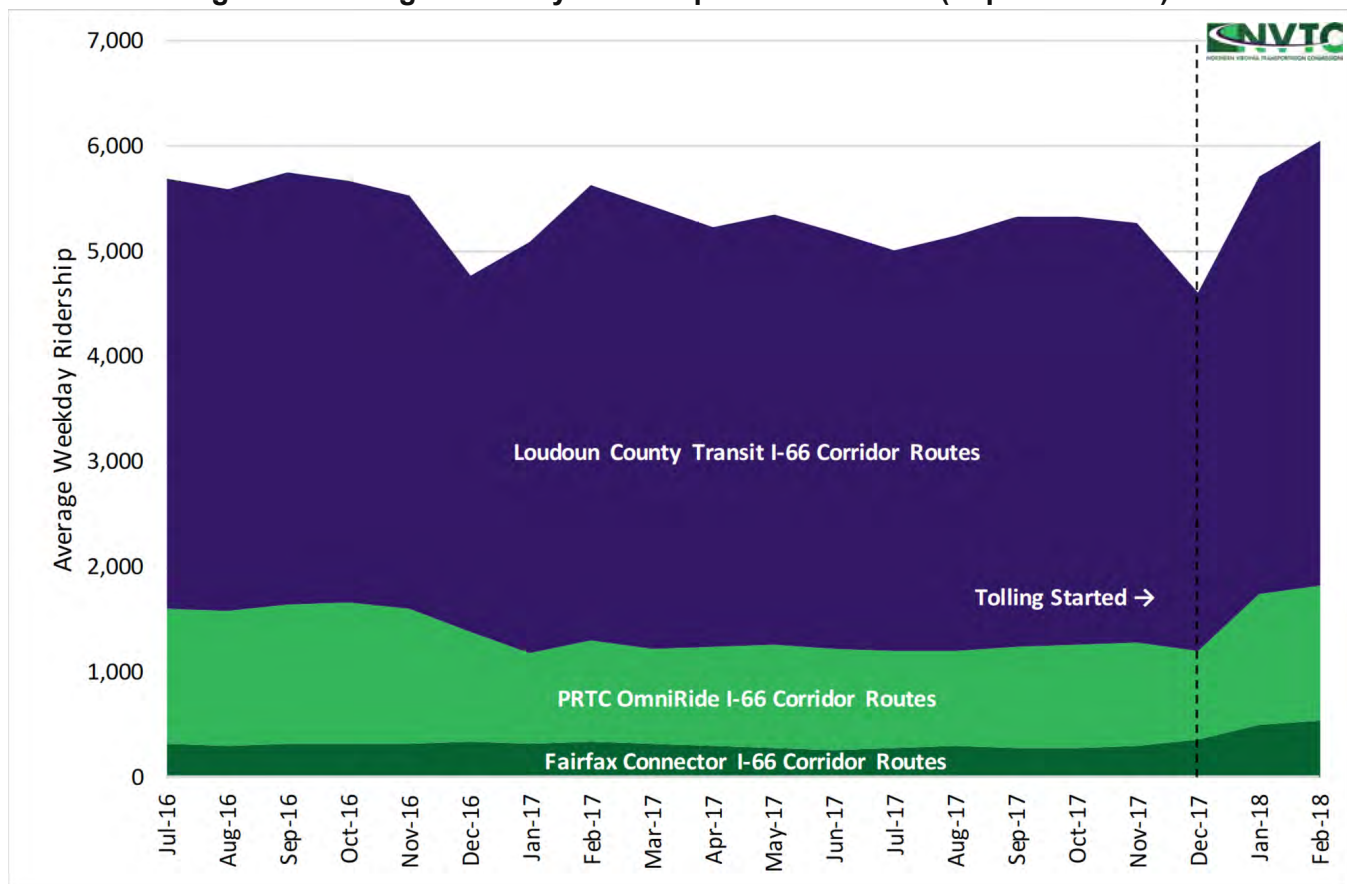
Note: Metrobus average weekday ridership of 1A,B,E,Z; 2A; 3A; 3Y; 4A,B; 5A; 22A,B,C,F; and 25B. ART – Arlington Transit average weekday ridership of 41, 51, 52, 55, and 75. Ridership includes peak and non-peak periods.

Source: WMATA and Arlington County

### Express Buses: Loudoun County Transit, Fairfax Connector, and PRTC OmniRide

With the implementation of tolling on I-66 in December 2017, the average weekday ridership of express buses show increases. The aggregate average weekday ridership of Loudoun County Transit, Fairfax Connector and PRTC OmniRide I-66 corridor routes, which run only during peak periods in contrary to railway and local bus services, increased 8 percent from February 2017 to February 2018 (**Figure 5**). The increase is in part due to new capacity funded by the I-66 Commuter Choice program as well as tolling on I-66, though data is insufficient to quantify the impact of each of these factors. At the transit provider level, Fairfax Connector and PRTC's OmniRide experienced average weekday ridership increases of 32 percent and 58 percent respectively, between February 2017 and February 2018. The average weekday ridership of Loudoun County Transit I-66 corridor routes decreased by 12 percent between February 2017 and February 2018.

Figure 5: Average Weekday Ridership of I-66 Corridor (Express Buses)



Note: Loudoun County Transit I-66 Corridor Routes: 101-111, 201-211, 251-253, 301-309, 401-420, 501-511, 601-612, 651-654, 701-708, 800D, and 801-822. PRTC OmniRide I-66 Corridor Routes: LH, G-100, G-200, M-100, and M-200. Fairfax Connector I-66 Corridor Routes: 599 and 699. These services extend peak periods only.

While public transportation systems transport significant numbers of commuters from the Washington, D.C. suburbs to downtown, overall transit ridership in Northern Virginia has shown a gradual decline, which is influenced by employer transit benefits, transit service reliability, telework, and real estate development, among others.<sup>7</sup> However, new commuter and express bus services supported by the I-66 Commuter Choice program have demonstrated stable demand and are expected to grow.

### Public Transit Services Funded by the I-66 Commuter Choice Program

In fiscal year 2017, the I-66 Commuter Choice program began supporting new and enhanced public transportation services in the corridor. The FY2017 program funded 10 projects worth \$9.8 million, in Arlington, Fairfax, Loudoun, and Prince William counties and the City of Falls Church (**Figure 6**).

Public transportation services added to the I-66 corridor included:<sup>8</sup>

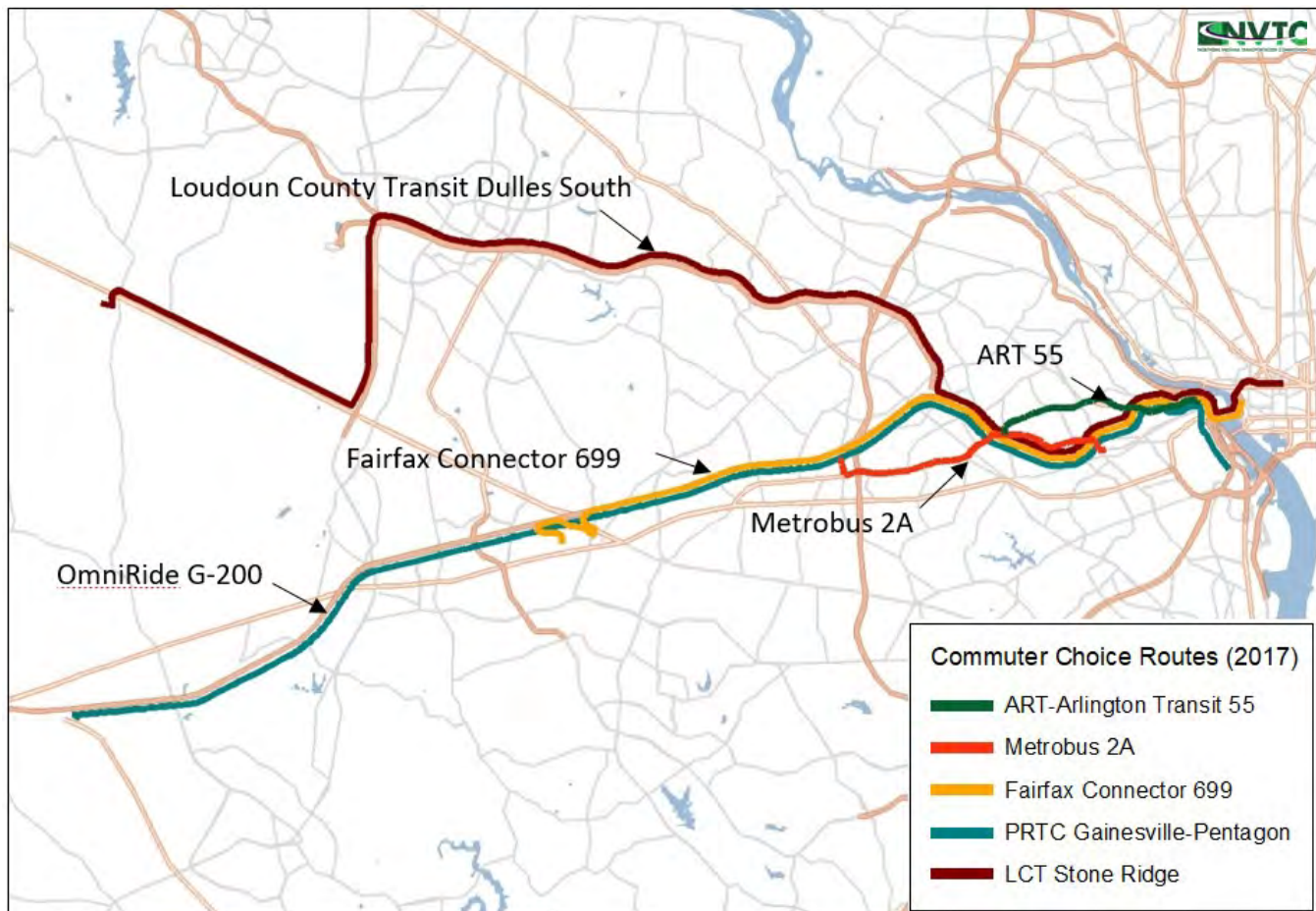
- Arlington County Peak Period Service Expansion to Metrobus Route 2A (Washington Blvd.-Dunn Loring). The project, which started in June 2017, features improvements in peak time headways from 15 to 10 minutes.

<sup>7</sup>WMATA (2017).

<sup>8</sup>In FY2017, Commuter Choice program also supported following projects: Arlington Bus Stop Consolidation and Accessibility Improvements; City of Falls Church Expanded Transit Access; Arlington Multimodal Real-Time Transportation Information Screens; Loudoun County Transportation Demand management; and Arlington Expanded TDM Outreach. Implementations of these projects are at various stages. They are beyond the scope of this report since they are not public transportation services.

- ART – Arlington Transit Route 55 Peak Period Service Expansion. The project, which started in June 2017, features peak time headway improvement from 16 to 12 minutes.
- Fairfax Connector Route 699 (Government Center-Downtown DC). The project, which started in December 2017, features 10 service runs each peak period.
- Loudoun County Transit Stone Ridge Enhanced Service. The project, which opened in July 2017, features 11 service runs from the newly constructed Stone Ridge II park and ride lot.
- PRTC OmniRide Gainesville to Pentagon Commuter Service. The project, which started in December 2016, features five service runs each peak period.

**Figure 6: Bus Routes Supported by Commuter Choice Program (2017)**



Source: NVTC

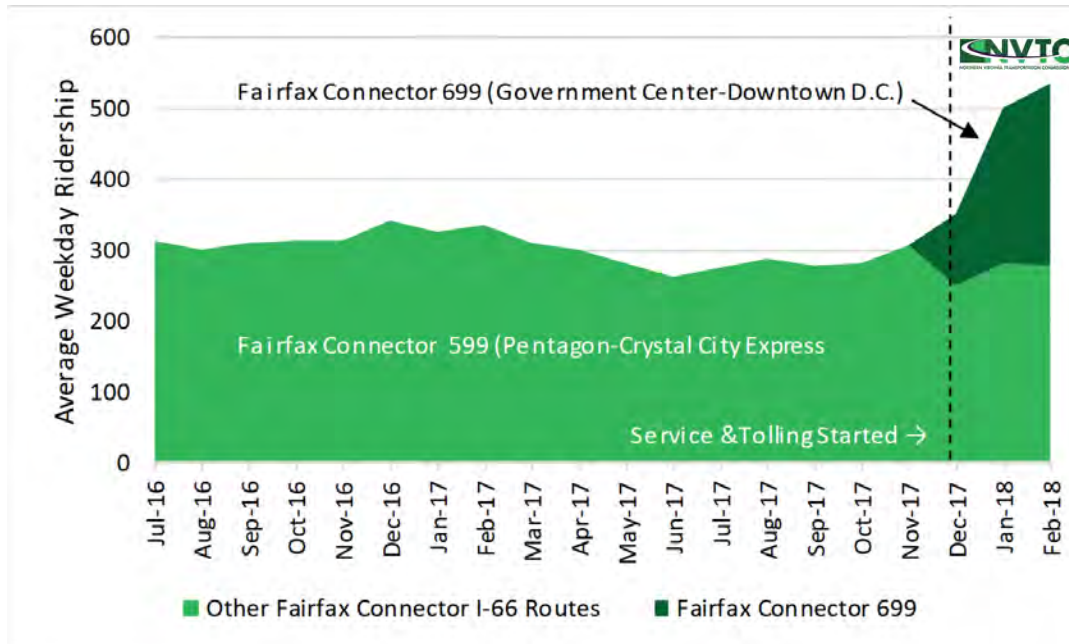
The public transportation service capacity added in FY2017 through the I-66 Commuter Choice program has met with stable demand. A ramp-up in demand is expected in the coming years. The ridership trends of the new and enhanced services compared to the existing public transportation services provided by each operator in the corridor are detailed below.

#### Fairfax County Connector

Fairfax County Connector started the 699 (Government Center – Downtown D.C.) service concurrent with the implementation of tolling on I-66 inside the Beltway in December 2017. The average weekday ridership grew over the first three months of operation (**Figure 7**). With demand for the existing 599 (Pentagon-Crystal City Express) service stable, the addition of the 699 route increased the Connector's average weekday ridership in the corridor by 58 percent in February 2018 compared to February 2017. These services run only during peak periods.



Figure 7: Fairfax Connector I-66 Corridor Services Average Weekday Ridership



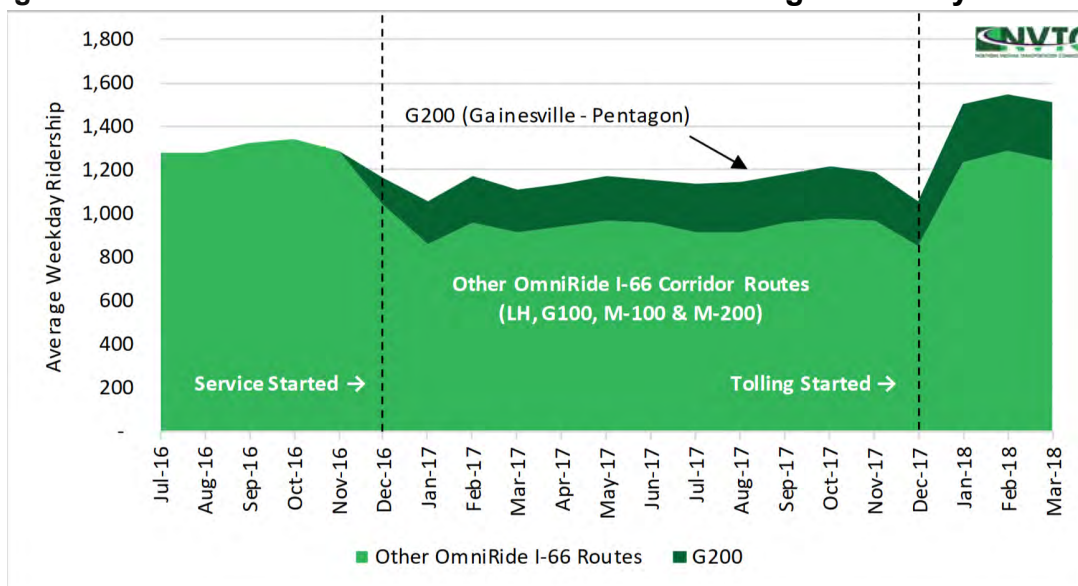
Note: Services only during peak periods.

Source: Fairfax County

### PRTC OmniRide

Supported by the I-66 Commuter Choice program, PRTC's G200 service (Gainesville – Pentagon) began in December 2016. Ridership was stable through December 2017 (**Figure 8**). After I-66 tolling started, aggregate ridership of PRTC's I-66 corridor services experienced a significant increase. Overall, I-66 Corridor Routes of OmniRide increased by 32 percent from February 2017 to February 2018. These services run only during peak periods.

Figure 8: PRTC OmniRide I-66 Corridor Services Average Weekday Ridership



Note: Other OmniRide I-66 corridor routes are LH, G-100, M-100, & M-200. Services are only during AM and PM peak periods.

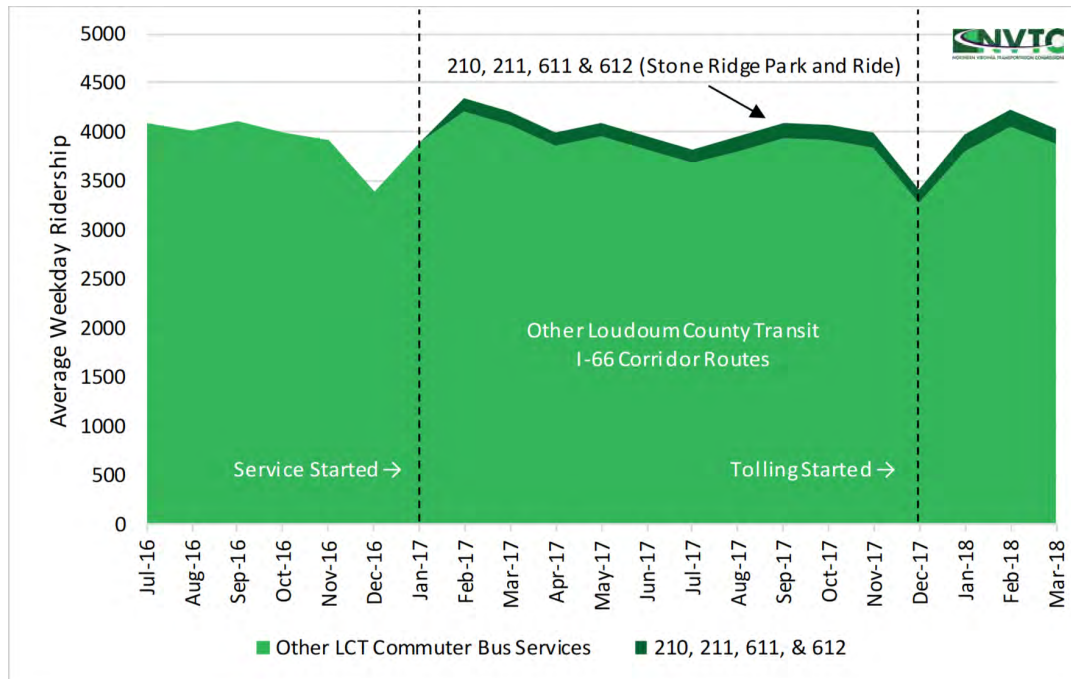
Source: PRTC



### Loudoun County Transit

Loudoun County Transit also improved its commuter bus services with the addition of the newly built Dulles South park and ride lot and two bus routes each peak period, starting in February 2017. Ridership on the new routes – 210, 211, 611 and 612 – was 26 percent higher in February 2018 compared to February 2017 (**Figure 9**). These services run only during peak periods.

**Figure 9: Loudoun County Transit I-66 Corridor Services Average Weekday Ridership**



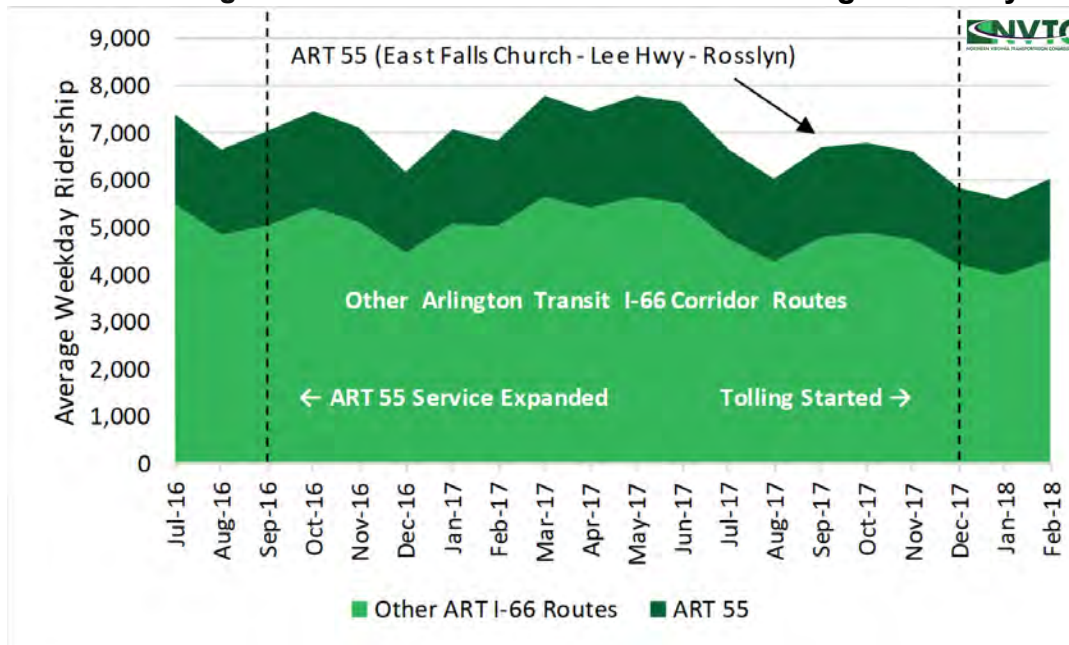
Note: Other Loudoun County Transit I-66 Corridor Routes are 101-111, 201-209, 251-253, 301-309, 401-420, 501-511, 601-610, 651-654, 701-708, 800D, & 801-822. Services are only during AM and PM peak periods.

Source: Loudoun County Transit

### ART – Arlington County Transit

ART expanded its 55 bus service frequency to every 12 minutes during the AM and PM peak periods, starting June 2017. I-66 corridor routes of ART, which consists of 41, 51, 52, 55, and 75 decreased by 12 percent from February 2017 to February 2018. The ridership of ART 55, with the added service frequency, decreased by 7 percent during the same period (**Figure 10**). The services run during peak and non-peak periods.

Figure 10: ART - Arlington Transit I-66 Corridor Services Average Weekday Ridership



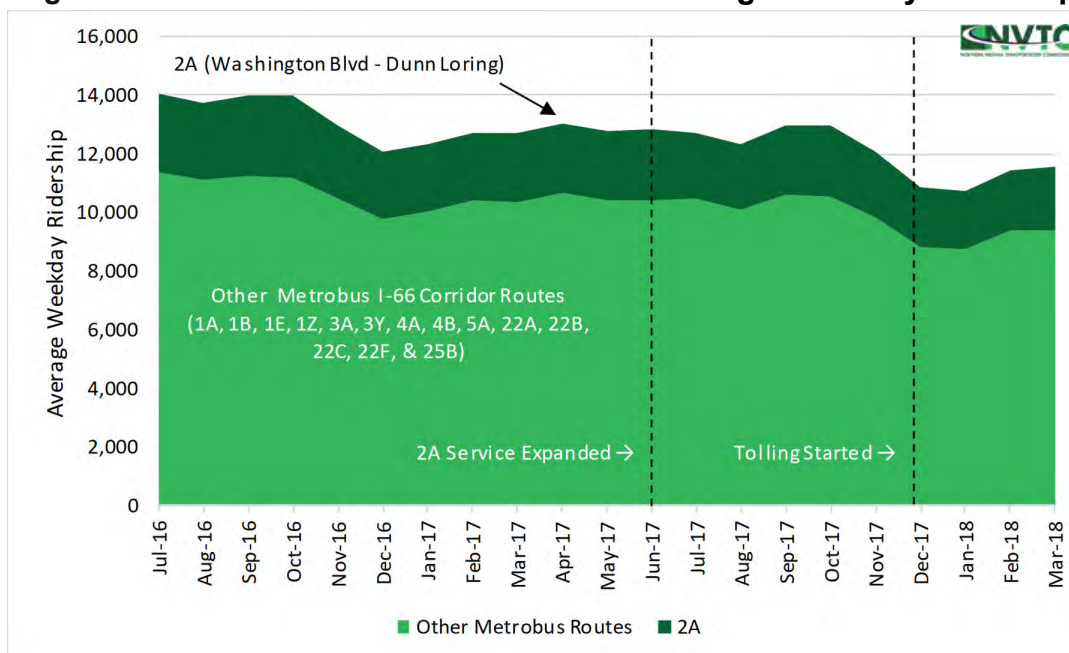
Note: Other Arlington County Transit I-66 Corridor Routes are 41, 51, 52, and 75. Services extend peak and non-peak periods.

Source: Arlington County

### Washington Metropolitan Area Transit Authority

Metrobus 2A (Washington Boulevard – Dunn Loring), frequency was expanded from every 15 to 10 minutes during peak periods. Average weekday ridership decreased by 10 percent from February 2017 to February 2018, with the increase in 2A's service frequencies. **Figure 11** summarizes the route's average weekday ridership from December 2016 to February 2018. The services run during peak and non-peak periods.

Figure 11: Metrobus I-66 Corridor Services Average Weekday Ridership



Note: Other I-66 Corridor Routes are 1A,B,E,Z; 3A; 3Y; 4A,B; 5A; 22A,B,C,F; and 25B. Services extend peak and non-peak periods.

Source: WMATA

## Impact of I-66 Tolling on Express Bus Running Time

Tolling on I-66 affects public transportation not only in terms of ridership but also the running times of bus services using the facility. Vehicular speed on I-66 inside the Beltway increased by 15 percent from February 2017 to February 2018<sup>9</sup>. Available data and anecdotal evidence strongly suggest that running times of express bus services using I-66 have also improved.

Transit operators noted the following service impacts:

- Loudoun County Transit commuter bus drivers are reporting easier travel into and out of the District of Columbia.
- Fairfax County Connector 599 (Pentagon – Crystal City Express) buses are experiencing improved running time on AM and PM trips, while 699 (Government Center – Downtown D.C.) buses are operating within expected running time parameters.
- PRTC OmniRide is experiencing improved reliability and running times for services using I-66. Prior to tolling, OmniRide was using I-495 express lanes and I-395 HOV lanes for services from western Prince William County to the Pentagon instead of I-66 and Route 110, because they offered comparable travel time and greater reliability. After tolling started, OmniRide switched these services to I-66/Route 110 due to improved run time reliability and time savings of up to 15 minutes compared to I-495/I-395.
- Average weekday running time of Metrobus 5A, which includes time spent on roads other than I-66, improved by up to 7 percent from December 2016 to December 2017. WMATA will continue to monitor the performance of Metrobus routes using the facility.

## NEXT STEPS

This report highlights the need for more information to evaluate the impact of tolling on the I-66 Commuter Choice program and, more broadly, public transportation services along the I-66 corridor. NVTC will continue to work with regional and jurisdictional partners to monitor the performance of public transportation services in the corridor. Staff recommend the following next steps:

- Continuation of periodic mode-share surveys of person throughput in the corridor. The next survey currently is scheduled for 2019, with funding from VDOT.
- Regular, biannual collection of ridership statistics for public transportation serving the corridor.

<sup>9</sup>Virginia Department of Transportation, February 2018 Performance Report, I-66 Express Lanes Inside the Beltway ([www.66expresslanes.org/documents/february\\_2018\\_performance\\_report\\_for\\_i-66\\_express\\_lanes\\_inside\\_the\\_beltway.pdf](http://www.66expresslanes.org/documents/february_2018_performance_report_for_i-66_express_lanes_inside_the_beltway.pdf))

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**TO:** Chairman Smedberg and NVTC Commissioners

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

**DATE:** June 28, 2018

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

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**A. ACTION ITEM: Authorize the Executive Director to Send a Letter to WMATA Requesting Documents Under Virginia Code §33.2-3402**

The Commission is asked to authorize the Executive Director to send a letter to WMATA requesting documents related to WMATA's system budget, financial performance, operating characteristics as required under Virginia law. Receipt of these documents is required any year that the newly-created Washington Metropolitan Area Transit Authority Capital Fund receives revenues (Virginia Code § 33.2-3402).

As a result of the Omnibus Transit Bill (HB1539/SB856) signed into law in May 2018, NVTC has responsibility to request certain documents and reports from WMATA and to coordinate their delivery to the Commonwealth. Funding from the Commonwealth Mass Transit Fund to support WMATA is contingent upon NVTC providing an annual certification to the Comptroller that such documents and reports have been received. Since funds will be deposited in the capital fund in FY2019, this letter a first step in this new process whereby NVTC is formally requesting these documents and reports.

**B. ACTION ITEM: Authorize the Executive Director to Execute a Contract to Support the Development of the 2018 NVTC Report to the General Assembly on WMATA Performance and Condition**

The Commission is asked to authorize the Executive Director to execute a contract for consultant support with a firm selected through an existing Department of Rail and Public Transportation contract vehicle for data collection, analysis, and report preparation of the first annual NVTC Report on the Performance and Condition of the Washington Metropolitan Area Transit Authority (WMATA). This report is required under Virginia Law (§ 33.2-3403) which directs NVTC to report to the Governor and the General Assembly by November 1<sup>st</sup> of each year on a number of performance elements related to WMATA's operations and capital expenditures. The total value of the contract, which would run from July to November 2018, is included the revised FY2019 budget. NVTC staff is in the process of negotiating with a selected firm and will provide additional information at the Commission meeting.

In coordination with NVTC staff and Commission leadership, the consultant would develop a report outline, coordinate with WMATA staff to acquire the necessary data, develop and prepare text and graphics, and produce draft and final layout and publication that would be suitable for print format. The consultant would also provide document template for future annual reports. Throughout the process, the consultant would receive direction from NVTC staff and Commissioners on the scope and depth of data analysis, presentation, and final narrative.

### **C. Board of Directors Report**

The WMATA Board members will provide highlights of recent WMATA activities and discuss the implementation of WMATA-related recommendations from the recent NVTC Strategic Retreat.

#### ▪ Board Officer Elections

On June 28<sup>th</sup>, the WMATA Board is anticipated to take action on Board Officer Elections. On June 14<sup>th</sup>, the Business Oversight Committee voted to recommend the following slate of Officers for Board approval:

- Chair: Jack Evans
- Vice-Chair: Clarence Crawford
- Second Vice-Chair: Jim Corcoran

#### ▪ Approval of Revisions to Board Bylaws

On June 28<sup>th</sup>, the WMATA Board is anticipated to take action the [adoption of revised Board Bylaws](#). These revised Board Bylaws address the Board member's roles in order to be consistent with the recently passed transit funding legislation in Virginia. The revisions restate that Alternate Directors may participate in and vote at Board and Board Committee meetings, including executive session, only in the absence of the Principal Director for whom he/she has been appointed an Alternate. The revisions also provide the chair with flexibility in appointing standing and other committees and allow jurisdictions to designate up to eight members to the Joint Coordination Committee (JCC), which would formalize NVTC staff participation in the JCC.

#### ▪ Approval of FY2019 Budget Amendment for Metrobus and Metrorail Service Adjustments

On June 14<sup>th</sup>, the WMATA Board [approved a budget amendment for Metrobus and Metrorail service adjustments](#). This action allows WMATA to implement changes in service to 25 bus lines. These changes were [outlined in the June Commission report on WMATA](#). All Metrobus service adjustments represent an estimated \$3.7 million annual subsidy, with Virginia's share being \$0.7 million

The Board action also approved funding in the FY2019 budget for additional Red Line service to address the elimination of the Grosvenor Turnback. [Board Resolution 2015-37](#) directed staff to prepare for the Board's consideration a proposal for the elimination of the Grosvenor Turnback, such that all peak period Red Line trains would originate or terminate at Shady Grove rather than have some trains terminate and return south at the



Grosvenor Station in Maryland. The Board action on the budget amendment allows the Board to take further action regarding the elimination of the turnback if it 1) accepts the Title VI equity analysis report; and 2) approves the full or partial elimination of the Grosvenor Turnback prior to December 31, 2018. In FY2019, this increase is estimated to be \$1.25 million in operating subsidy for half the fiscal year, of which \$0.39 million would be attributed to Virginia.

## **D. Committee Reports**

### **1. Safety and Service Delivery Committee**

#### ▪ Roadway Worker Protection Update

On June 14<sup>th</sup>, WMATA provided the Safety and Service Delivery Committee with an [update on Roadway Worker Protection](#), including recent process changes and efforts to incorporate new technology. A Federal Transit Administration/Protran grant program provides funding for advanced bi-directional warning technologies to improve roadway worker safety. Eighty-five percent of the pilot equipment has been installed and a positive field test was conducted with the FTA in May. Training is currently underway for train operators and roadway workers. WMATA has also instituted an Advanced Mobile Flagger process and completed a Hot Spot review. Roadway Worker Protection training compliance remains strong, with a rate of at least 98 percent since June 2016.

### **2. Business Oversight Committee**

#### ▪ Acceptance of OIG Reports

On June 28<sup>th</sup>, the Business Oversight Committee is anticipated to accept an OIG report.

#### ▪ Approval of Inspector General's Annual Work Plan

On June 28<sup>th</sup>, the Business Oversight Committee is anticipated to approve the Inspector General's Annual Work Plan.

## **E. Other WMATA News**

#### ▪ Preventative Maintenance and Major Capital Projects

WMATA has announced a [revised schedule of major track work for 2018](#). The following major projects will affect Metrorail service in Virginia:

- *Blue, Orange, and Silver Lines (August 11 – August 26)*

[WMATA will rebuild track infrastructure on the tightest curve in the Metrorail system between McPherson Square and Smithsonian Stations](#). This will be a 24/7 work zone with single tracking between McPherson Square and Smithsonian.

Orange and Silver Line trains will single track between McPherson Square and Smithsonian, with trains running only every 20 minutes at all times of the day. During rush hours, additional Yellow Line trains will operate every 16 minutes

between Franconia-Springfield and Greenbelt, in addition to Blue Line trains running every 16 minutes between Franconia-Springfield and Arlington Cemetery.

- *Blue and Yellow Lines (November 2 – November 5)*

WMATA will upgrade several switches outside the Reagan National Airport Station and install new concrete pads beneath the rails along the aerial structure of the station. Reagan National Airport and Crystal City Stations will be closed.

- *Yellow Line (November 26 – December 9)*

In order to provide structural repairs and rail infrastructure improvements to the Yellow Line Bridge, the Yellow Line Bridge will be closed for 14 days. There will be no Yellow Line service between Virginia and D.C., as the Yellow Line will only run between Huntington and Reagan National Airport Stations.


WMATA has also scheduled additional [planned Metrorail track work](#) that includes single tracking and weekend shutdowns. Like done during SafeTrack, WMATA staff has asked NVTC to again coordinate Northern Virginia jurisdictional response during times of system disruption.

▪ *Corrective Action Plan Monitoring and Tracking, Internal Reviews, and OIG Reports*


- WMATA updated its [Overview of Regulatory Compliance Actions](#) on June 22, 2018.
- There were no new audit reports added to the [OIG Audit report website](#).
- There were no new internal reviews added to WMATA's [Internal Reviews webpage](#).

## F. Virginia Ridership and Parking Facility Utilization

The following tables show WMATA ridership by mode in Virginia for May 2018. When comparing ridership data to 2017, it is important to reference if there were any service disruptions due to [SafeTrack](#).

April 15-May 14    30 days        Line Segment Shutdown    [Greenbelt to College Park/Prince George's Plaza](#)

Between April 15th and May 14, 2017, the SafeTrack work on the Green Line resulted in a discontinuation of Rush Plus Yellow service to Franconia Springfield Station in Virginia.

May 16 - June 15    31 days        Line Segment Shutdown    [New Carrollton to Stadium-Armory](#)

Between May 16<sup>th</sup> and June 15, 2017, the SafeTrack work on the Orange Line resulted in slightly reduced service frequencies on the Silver Line in Virginia.



WMATA Virginia Ridership May 2016, 2017, and 2018					
	May 2016	May 2017	May 2018	Percent Change (2016-2018)	Percent Change (2017-2018)
<b>Metrorail</b>					
Total <sup>1</sup>	8,429,675	7,959,340	8,195,890	-3%	+3%
Weekday Average <sup>2</sup>	302,245	279,439	289,040	-4%	+3%
Saturday Average <sup>2</sup>	120,419	107,208	106,778	-11%	0%
Sunday Average <sup>2</sup>	96,604	97,187	87,635	-9%	-10%
<b>Metrobus</b>					
Total <sup>1</sup>	1,662,090	1,637,750	1,497,492	-10%	-9%
Weekday Average <sup>1</sup>	67,814	64,474	59,269	-13%	-8%
<b>MetroAccess<sup>1</sup></b>					
Total	26,932	28,966	31,074	+15%	+7%

1: Unlinked Passenger Trips

2: Based on Station Entries and Exits

Source: WMATA

On February 5<sup>th</sup>, WMATA instituted [new parking changes](#) that include expanding parking revenue collection hours, lowering parking fees at select stations, and charging higher fees for “non-riders” at additional stations. The following table shows weekday parking utilization. As of February 2018, utilization data includes the above parking changes. The new parking revenue collection periods are 7:30 A.M. – 12:30 A.M. (Monday – Thursday) and 7:30 A.M. – 2:00 A.M. (Friday).

WMATA Virginia Parking Facility Usage (Weekday) May 2016, 2017, and 2018						
Station/Lot	May 2016	Y-T-D FY16	May 2017	Y-T-D FY17	May 2018	Y-T-D FY18
Huntington	78%	64%	69%	64%	69%	69%
West Falls Church	55%	49%	50%	49%	55%	49%
Dunn Loring	82%	61%	74%	61%	69%	71%
Vienna	79%	64%	73%	64%	73%	72%
Franconia	69%	53%	55%	53%	55%	55%
Van Dorn	109%	96%	101%	96%	101%	103%
East Falls Church	116%	114%	117%	114%	114%	113%
Wiehle-Reston East	84%	83%	92%	83%	96%	91%
Northern Virginia Total	76%	63%	69%	63%	70%	69%

Source: WMATA

On February 10, 2018, WMATA started charging a \$2 fee for Saturday parking. Saturday parking revenue collection periods are 10:00 A.M. – 2:00 A.M. Saturday parking utilization data is currently being collected by WMATA. Later this summer, the General Manager will present findings, recommendations, and a Title VI equity analysis to the Board for its consideration of whether to permanently adopt parking fare and/or operational changes.



July 6, 2018

**Chairman**  
Hon. Paul C. Smedberg

**Vice Chairman**  
Hon. Matthew F. Letourneau

**Secretary/Treasurer**  
Hon. Katie Cristol

**City of Alexandria**  
Hon. Timothy B. Lovain  
Hon. Paul C. Smedberg

**Arlington County**  
Hon. Katie Cristol  
Hon. Christian Dorsey  
Hon. Libby Garvey

**Fairfax County**  
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Hon. John C. Cook  
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Hon. Catherine M. Hudgins  
Hon. Jeffrey C. McKay

**City of Fairfax**  
Hon. Jeffrey C. Greenfield

**City of Falls Church**  
Hon. David F. Snyder

**Loudoun County**  
Hon. Matthew F. Letourneau  
Hon. Ron A. Meyer

**Commonwealth of Virginia**  
Hon. Jim Corcoran

**Virginia General Assembly**  
Sen. Adam Ebbin  
Sen. Jennifer Wexton  
Del. David LaRock

**Executive Director**  
Katherine A. Mattice

Mr. Paul Wiedefeld  
General Manager and Chief Executive Officer  
Washington Metropolitan Area Transit Authority (WMATA)  
600 Fifth Street, NW  
Washington, D.C. 20001

Re: Request for Documents under Virginia Code § 33.2-3402

Dear Mr. Wiedefeld:

The Northern Virginia Transportation Commission (NVTC) requests WMATA deliver to NVTC certain documents and reports in response to requirements found in Virginia Code § 33.2-3402 no later than May 15, 2019.

Per Virginia Code (Virginia Code § 33.2-3402), any year that the Washington Metropolitan Area Transit Authority Capital Fund receives revenues, NVTC is required to certify to the Virginia Comptroller receipt of:

- WMATA's annual capital budget;
- WMATA's annual independent financial audit;
- WMATA's National Transit Database annual profile; and
- Single audit reports issued in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200).

State transit capital and operating funding to WMATA from the Commonwealth Mass Transit Fund are contingent upon NVTC providing an annual certification to the Comptroller indicating receipt of these documents.

As it is anticipated that funds will be deposited in the WMATA Capital Fund in FY2019, we ask that the latest version of the documents and reports noted above be delivered to NVTC no later than May 15, 2019.

Best regards,

Katherine A. Mattice  
Executive Director

cc: Greg Potts, WMATA  
Jennifer Mitchell, DRPT

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**TO:** Chairman Smedberg and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** June 28, 2018

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

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**A. DRPT Report**

DRPT Director Jennifer Mitchell will give a report at the July meeting. The monthly Department of Rail and Public Transportation (DRPT) Report is attached.

**B. Proposed CTB Policy Statement on the Implementation of WMATA-Related Provisions of HB 1539/SB856**

DRPT, in consultation with NVTC and the local compact funding jurisdictions, are developing a CTB policy statement on the withholding provisions that are contained in the recently adopted transit omnibus legislation (HB1539/SB856). DRPT staff anticipate providing a draft resolution at the July 5<sup>th</sup> Commission meeting for discussion.

The transit omnibus legislation directs the CTB to withhold Commonwealth Mass Transit funds that are allocated to NVTC for distribution to WMATA on behalf of its local jurisdictions under certain conditions as follows:

- **Twenty (20) percent of these funds would be withheld** if an alternate member participates or take action at an official WMATA Board or committee meeting when both principal members are present OR the WMATA Board does not adopt Bylaws that would prohibit the limited participation of alternate members.
- **Twenty (20) percent of these funds would be withheld** if WMATA does not adopt a detailed capital improvement program covering the current fiscal year, and at a minimum, the next five fiscal years, and hold at least one public hearing in the NVTC district.
- **Twenty (20) percent of these funds would be withheld** if WMATA does not adopt or update a strategic plan within the preceding 36 months, and hold at least one public hearing in the NVTC district. The first strategic plan of this requirement (due by July 1, 2019) must include a plan to align services with demand and to satisfy other requirements included in the LaHood Study.

- **Thirty-five (35) percent of these funds would be withheld** if the total Virginia portion of annual operating assistance increases in the WMATA Budget by more than three percent over the previous year, with certain conditions.
- **All of these funds would be withheld** without annual certification from NVTC to the Comptroller of the receipt of certain WMATA documents.

Both the Maryland and Virginia legislation include the same legislative language around the three percent cap on annual increases in operating assistance. The intent of this policy guidance is to provide clear expectations to NVTC, NVTC jurisdictions, the Virginia WMATA Board members, and WMATA on the conditions and criteria that would trigger a withholding of state funds by CTB.

On June 19<sup>th</sup>, Director Mitchell gave a [presentation to the CTB outlining some of these proposed guidelines](#). DRPT will present a resolution with detailed withholding policies at the July CTB meeting in Northern Virginia, will continue outreach to NVTC and the local compact funding jurisdictions, and will refine any remaining outstanding areas that require additional consideration and consultation. DRPT anticipates bringing the guidelines to the Commission for endorsement in September, followed by CTB adoption in the same month. This timing is critical to provide WMATA with clear expectations as they develop their FY2020 budget later this fall.



## 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 Smedberg and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: June 26, 2018

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

### General Update

The Commonwealth Transportation Board (CTB) approved DRPT's Six-Year Improvement Program (SYIP) for FY 19-24 at its meeting on June 20 in Richmond. DRPT's FY 19-24 SYIP is available on the DRPT web site at: [www.drpt.virginia.gov](http://www.drpt.virginia.gov). DRPT is currently in the process of making FY 19 grant awards available to local grantees through our On Line Grant Administration (OLGA) system.

The July 2018 CTB Workshop and Meeting are scheduled to be held in Alexandria on July 17 & 18.

DRPT is working with NVTC to develop policy guidance for the CTB to use in the future when reviewing compliance by WMATA and NVTC with the requirements of HB 1539, specifically regarding triggers for the withholding of state funding for instances of non-compliance. A resolution and draft policy guidelines that are being jointly developed by DRPT and NVTC will be considered by the CTB at its workshop in Alexandria on July 17. Final approval of the resolution and policy guidelines is scheduled for approval at the CTB's meeting in Winchester on September 18. Details of the draft resolution and policy guidelines will be presented to and discussed by NVTC at its meeting on July 5.

The next meeting of the Transit Service Delivery and Advisory Committee (TSDAC) is scheduled for 10:00 a.m. on Tuesday, July 10, 2018 at the VDOT Central Office Auditorium, located at 1221 East Main Street in Richmond. The meeting will be livestreamed for anyone who cannot attend in person. TSDAC members continue to provide input on the development of a capital prioritization process and revision of the operating allocation formula to service development factors, both due to be fully implemented by the CTB by July 1, 2019 per SB 856/HB 1539. The TSDAC is also supporting the development of guidance for development of Transit Strategic Plans by urban transit agencies. The strategic planning guidance will be promulgated by December 1, 2018.

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The submission deadline for Pre-Applications for SMART SCALE Round 3 funding was 5:00 p.m. on June 8, 2018. Applicants must have submitted a Pre-Application for a project by this date in order to submit a Full Application for funding (this is a change from previous cycles). The deadline for the submission of Full Applications is 5:00 p.m. on August 1. DRPT staff is available to provide technical assistance and pre-screening services to interested transit project applicants before applications are due on August 1. Todd Horsley is DRPT's Smart Scale application contact in Northern Virginia. He can be contacted at [todd.horsley@drpt.virginia.gov](mailto:todd.horsley@drpt.virginia.gov) or 703-259-2117.

The United States Department of Transportation (USDOT) and the Federal Transit Administration (FTA) have announced the following active funding opportunities that may be of interest to local jurisdictions and/or transit agencies:

1. On May 17 USDOT [announced](#) the availability of \$1.5 billion for National Infrastructure Investments in its new Better Utilizing Investments to Leverage Development ([BUILD](#)) grant program (formerly the TIGER grant program). Applications are due July 19, 2018.
2. On May 24 FTA [announced](#) the availability of \$25.8 million in grant funds to support comprehensive planning associated with new fixed guideway and core capacity improvement projects. The grant funds are provided through FTA's [Pilot Program for Transit-Oriented Development \(TOD\) Planning](#); see a [summary of the funding opportunity](#) with links to the Federal Register application materials. Applications are due July 23, 2018.
3. On June 25, FTA [announced](#) the availability of \$363.3 million in FY 18 funds for the [Grants for Buses and Bus Facilities Infrastructure Investment Program](#). Funds will be awarded competitively to assist in the financing of capital projects to replace, rehabilitate, purchase or lease buses and related equipment, and to rehabilitate, purchase, construct or lease bus-related facilities. Applications are due August 6, 2018.

Requests for letters of support from DRPT for applications for any of the above programs should be submitted to Todd Horsley at [todd.horsley@drpt.virginia.gov](mailto:todd.horsley@drpt.virginia.gov) at least two weeks before the application deadline.

DRPT continues to work on moving various planning and pre-construction elements of the Atlantic Gateway Program forward, which will improve freight and passenger rail service in Northern Virginia, DC, and points south. This includes a third track project from Occoquan to Franconia, a fourth track in Alexandria and Arlington, and improvements to the Long Bridge, which will double train capacity over the Potomac. DRPT Director Jennifer Mitchell updated the NVTC Board on these efforts at its meeting on June 7.

DRPT continues to support the establishment of the Metro Safety Commission (MSC). The MSC is now meeting bi-weekly at the MWCOC offices in Washington, DC. The MSC is working to submit all required certification documentation to the FTA by September 30, 2018 to allow for certification by the April 15, 2019 deadline.

On March 19, FTA sent a letter to DRPT, DDOT and MDOT informing the parties that FTA is immediately withholding five percent of FY 2018 Section 5307 Urbanized Area Formula Funds to transit systems in Maryland, Virginia, and the District of Columbia until the MSC is certified as a State Safety Oversight organization.

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**TO:** Chairman Smedberg and NVTC Commissioners

**FROM:** Kate Mattice and Scott Kalkwarf

**DATE:** June 28, 2018

**SUBJECT:** Revised NVTC FY2019 General and Administrative Budget

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**ACTION ITEM: Approve the Revised NVTC FY2019 General and Administrative (G&A) Budget**

The Commission is asked to approve the Revised NVTC FY2019 General and Administrative Budget reflecting the direction provided to NVTC staff at the Commission's June 22, 2018 Strategic Retreat.

The revised budget includes additional resources to meet new NVTC responsibilities stemming from the 2018 Omnibus Transit Funding Bill (HB1539/SB856), as well as administration of additional I-66 Commuter Choice program responsibilities approved by the Commonwealth Transportation Board at its June 20, 2018 meeting.

Total expenses are proposed to increase by \$667,500, or 26.7 percent over the approved FY2019 budget. Of this increase, \$461,200 is for activities related to the I-66 Commuter Choice program, leaving a net increase of \$206,300, or 9.5 percent over the approved FY2019 budget for the balance of NVTC's operating program.

The proposed increase will fund staff and consultant resources to support NVTC's new responsibilities with WMATA required under HB1539/SB856 (2018), codified in § 33.2-1526.1.C.3 and §§ 33.2-3402-3403. Under these new provisions, NVTC will be responsible for determining the allocation of Commonwealth Mass Transit Funds to WMATA, conducting reporting and oversight activities on WMATA's operational and financial performance, and support the NVTC-appointed principal and alternate directors on the WMATA Board.

The proposed increase in the I-66 Commuter Choice program budget will establish the NVTC I-66 Commuter Choice outreach and marketing program. These efforts were previously managed and funded by the Virginia Department of Transportation. This initial funding will allow for the hiring of a project manager for I-66 Commuter Choice outreach and marketing to coordinate such efforts across jurisdictions, identify gaps in efforts, and initiate a campaign to expand knowledge of transportation alternatives along this corridor.

The FY2019 revised budget reflects the addition of three positions that include a Deputy Director, a Commuter Choice TDM Outreach and Marketing Coordinator (funded through toll revenues), and a junior Program Manager/Data Analyst.

The budget is funded primarily by contributions from the NVTC member jurisdictions (including direct contributions) and an amount taken off the top of state assistance as it becomes available to NVTC. Project chargebacks include revenue for the I-66 Commuter Choice program for anticipated staff time and non-payroll costs. Appropriated surplus above NVTC's minimum operating requirement is also included as a source of revenue, which is the result of positive budget variances in prior years.

Detailed footnotes are included to provide additional information about the various lines, how amounts have been budgeted, and the reason for the more significant changes from the prior year.



**PROPOSED REVISED BUDGET**

**FISCAL YEAR  
2019**

**(July 1, 2018 – June 30, 2019)**

**July 5, 2018**

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**SCHEDULE OF REVENUE**  
Proposed Revised Budget FY 2019

	<b><u>FY 2017 Actual</u></b>	<b><u>Approved Budget FY 2018</u></b>	<b><u>Approved Budget FY 2019</u></b>	<b><u>Proposed Revised Budget FY 2019</u></b>	<b><u>Increase (Decrease)</u></b>	<b><u>Percent Change</u></b>
Local Share from State Aid (Note 1)	\$ 1,516,253	\$ 1,618,253	\$ 1,558,153	\$ 1,764,453	\$ 206,300	
Local Direct Contributions (Note 1)						
Alexandria	37,846	38,378	39,689	39,689		
Arlington	57,038	55,451	57,815	57,815		
City of Fairfax	4,855	4,841	4,660	4,660		
Fairfax County	170,160	173,721	169,598	169,598		
Falls Church	2,336	2,270	2,325	2,325		
Loudoun	12,012	9,586	10,160	10,160		
Total Local Direct	<u>284,247</u>	<u>284,247</u>	<u>284,247</u>	<u>284,247</u>	<u>-</u>	
Total Contributions	1,800,500	1,902,500	1,842,400	2,048,700	206,300	11.2%
Interest and Other Revenue	4,369	2,000	5,000	5,000	-	0.0%
Project Chargebacks (Note 2):						
I-66 Commuter Choice	-	183,300	338,800	800,000	461,200	136.1%
VRE / Other	80,000	80,000	80,000	80,000	-	0.0%
Project Grant Billings (Note 3)	33,707	40,000	40,000	40,000	-	0.0%
Appropriated Surplus (Note 4)	14,202	130,000	194,000	194,000	-	0.0%
<b>Total Revenue</b>	<b><u>\$ 1,932,778</u></b>	<b><u>\$ 2,337,800</u></b>	<b><u>\$ 2,500,200</u></b>	<b><u>\$ 3,167,700</u></b>	<b><u>\$ 667,500</u></b>	<b><u>26.7%</u></b>
<i>I-66 Commuter Choice Costs (Note 24)</i>		183,300	338,800	800,000	461,200	136.1%
<i>Operating Program, Excluding I-66</i>	<u>\$ 1,932,778</u>	<u>\$ 2,154,500</u>	<u>\$ 2,161,400</u>	<u>\$ 2,367,700</u>	<u>\$ 206,300</u>	<u>9.5%</u>

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**SCHEDULE OF EXPENDITURES**  
Proposed Revised Budget FY 2019

	<b>FY 2017 Actual</b>	<b>Approved Budget FY 2018</b>	<b>Approved Budget FY 2019</b>	<b>Proposed Revised Budget FY 2019</b>	<b>Increase (Decrease)</b>	<b>Percent Change</b>
<u>Personnel Costs</u>						
Salaries and Wages (Note 5)	\$ 1,117,536	\$ 1,340,500	\$ 1,347,900	\$ 1,584,700	\$ 236,800	17.6%
Fellow Program (Note 5)	47,490	50,000	50,000	50,000	-	0.0%
Total Personnel Costs	1,165,026	1,390,500	1,397,900	1,634,700	236,800	17.0%
<u>Benefits</u>						
Employer's Contributions						
FICA and Medicare (Note 6)	78,054	93,500	93,200	110,300	17,100	18.3%
Group Health Insurance (Note 7)	80,119	130,700	134,700	157,300	22,600	16.8%
Retirement (Note 8)	110,452	123,500	126,900	126,900	-	0.0%
Workers & Unemployment Comp.	2,055	4,900	4,700	5,600	900	19.1%
Life Insurance	3,851	5,100	5,400	6,200	800	14.8%
Long Term Disability Insurance	5,425	6,500	6,700	7,900	1,200	17.9%
Total Benefit Costs	279,956	364,200	371,600	414,200	42,600	11.7%
<u>Administrative Costs</u>						
Commissioners Per Diem (Note 9)	13,750	12,800	13,700	13,700	-	0.0%
<b>Rents:</b>	<b>229,873</b>	<b>246,000</b>	<b>253,000</b>	<b>256,000</b>	<b>3,000</b>	<b>1.2%</b>
Office Rent (Note 10)	215,830	229,700	236,300	236,300	-	0.0%
Parking / Metrochek	14,043	16,300	16,700	19,700	3,000	18.0%
<b>Insurance:</b>	<b>6,682</b>	<b>6,800</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>0.0%</b>
Public Official Bonds	2,200	2,000	2,200	2,200	-	0.0%
Liability and Property (Note 11)	4,482	4,800	4,800	4,800	-	0.0%
<b>Travel, Training and Development</b>	<b>28,366</b>	<b>30,300</b>	<b>32,200</b>	<b>35,900</b>	<b>3,700</b>	<b>11.5%</b>
Conferences / Prof. Devel (Note 12)	14,931	17,000	17,000	19,800	2,800	16.5%
Non-Local Travel	3,030	2,500	4,000	4,300	300	7.5%
Local Travel, Meetings (Note 13)	10,405	10,800	11,200	11,800	600	5.4%
<b>Communication:</b>	<b>10,462</b>	<b>13,000</b>	<b>12,600</b>	<b>14,700</b>	<b>2,100</b>	<b>16.7%</b>
Postage (Note 14)	1,183	1,700	1,500	1,500	-	0.0%
Telephone and Data (Note 15)	9,279	11,300	11,100	13,200	2,100	18.9%
<b>Publications &amp; Supplies</b>	<b>11,130</b>	<b>12,500</b>	<b>12,500</b>	<b>32,000</b>	<b>19,500</b>	<b>156.0%</b>
Office Supplies (Note 16)	1,692	2,700	2,700	2,700	-	0.0%
Duplication and Printing (Note 17)	8,691	9,300	9,300	9,300	-	0.0%
Public Engagement (Note 18)	747	500	500	20,000	19,500	3900.0%
<b>Operations:</b>	<b>13,647</b>	<b>45,500</b>	<b>26,200</b>	<b>36,800</b>	<b>10,600</b>	<b>40.5%</b>
Furn.and Equip. (Capital) (Note 19)	6,158	11,000	11,000	20,100	9,100	82.7%
Repairs and Maintenance	66	1,000	1,000	1,000	-	0.0%
Computer Operations (Note 20)	7,423	33,500	14,200	15,700	1,500	10.6%
<b>Other General and Administrative</b>	<b>7,219</b>	<b>8,600</b>	<b>8,700</b>	<b>8,700</b>	<b>-</b>	<b>0.0%</b>
Memberships	1,187	1,400	1,400	1,400	-	0.0%
Fees and Miscellaneous	5,782	5,600	5,800	5,800	-	0.0%
Advertising (Note 21)	250	1,600	1,500	1,500	-	0.0%
Total Administrative Costs	321,129	375,500	365,900	404,800	38,900	10.6%
<u>Contracting Services and Other</u>						
Auditing (Note 22)	30,025	22,600	31,200	31,200	-	0.0%
Contract Services & Support (Note 23)						
I-66 Commuter Choice Technical	49,577	50,000	198,600	218,500	19,900	10.0%
I-66 Commuter Choice Outreach	-	-	-	309,300	309,300	
Other Technical	52,065	100,000	100,000	120,000	20,000	20.0%
Legal (Note 24)	35,000	35,000	35,000	35,000	-	0.0%
Total Contract Services	166,667	207,600	364,800	714,000	349,200	95.7%
<b>Total Operating Program</b>	<b>\$ 1,932,778</b>	<b>\$ 2,337,800</b>	<b>\$ 2,500,200</b>	<b>\$ 3,167,700</b>	<b>\$ 667,500</b>	<b>26.7%</b>
I-66 Commuter Choice Costs (Note 25)		183,300	338,800	800,000	461,200	136.1%
<b>Operating Program, Excluding I-66</b>	<b>\$ 1,932,778</b>	<b>\$ 2,154,500</b>	<b>\$ 2,161,400</b>	<b>\$ 2,367,700</b>	<b>\$ 206,300</b>	<b>9.5%</b>

# **NORTHERN VIRGINIA TRANSPORTATION COMMISSION**

## **Notes to Fiscal Year 2019 Proposed Revised Budget**

### **1. Revenue: Jurisdictional Contributions**

#### **Revenue from Local Direct Contributions**

Each NVTC jurisdiction is assigned a share of the local portion of NVTC's administrative budget based on its share of revenue received by NVTC on behalf of jurisdictions from all sources in the previous year. This procedure is required by state statute and results in changes in contributions from one year to another that vary for each jurisdiction depending on relative shares of revenue received. The allocation in this FY 19 budget is based on the FY 17 revenue and Subsidy Allocation Model (SAM) formula.

#### **Revenue from State Assistance**

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

### **2. Revenue: Project Chargebacks**

This category includes charges for NVTC staff support for VRE and reimbursed from VRE's budget, and reimbursable expenses related to the administration of the I-66 Commuter Choice Program. Refer to note 25 for additional information regarding the I-66 Commuter Choice Program.

### **3. Revenue: Project Grant Billings**

The FY 19 budget assumes a grant from DRPT's Intern Program that provides funding at 80 percent of payroll and related costs of NVTC's Transit Fellows program.

### **4. Revenue: Appropriated Surplus**

Included as a source of revenue in the FY 19 budget is a projected excess accumulated surplus that is available to offset the proposed operating budget expenses, which is the result of prior year favorable budget variances. This available surplus is in excess of the Commission's anticipated minimum operating requirements.

### **5. Personnel Costs**

#### **Salaries and Wages**

The FY 19 revised budget reflects the addition of three positions, which include a deputy director, a Commuter Choice TDM Outreach and Marketing Coordinator (funded through toll revenues), and a data analyst.

#### **Fellows Program**

The budget continues the NVTC Fellows Program, which began in FY 15, by building NVTC's technical capacity and to strengthen its ties with members of the research network. The FY 19 DRPT SYIP includes funding to cover 80% of the cost of the program.

# **NORTHERN VIRGINIA TRANSPORTATION COMMISSION**

## **Notes to Fiscal Year 2019 Proposed Revised Budget**

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

### **6. FICA and Medicare**

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

### **7. Group Health Insurance**

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

### **8. Retirement**

The budgeted amount of employer pension contributions for the NVTC Target Benefit Pension Plan is based on actuarial formulas using budgeted staff and salary levels for FY19. Because the formulas take into account factors in addition to payroll costs, such as years to retirement and investment return, changes in budgeted contributions do not necessarily change directly with budgeted payroll.

### **9. Commissioners' Per Diem**

The FY 19 budget is based upon the FY 17 actual expenditures, recognizing per diem payments to the Commonwealth's representative to NVTC which became effective July 1, 2016, additional Loudoun representation, and an increase in meetings with Commissioner representation. Commissioners, other than senators and delegates, are paid at the statutory rate of \$50.

### **10. Office Rent**

The administrative office lease was renewed during FY 18 for a larger space effective March 1, 2019 to accommodate NVTC's increasing staff levels. Rent expense included in the FY 19 budget is based upon the fixed costs of the lease, with a provision for increases in pass-through expenses, and real estate taxes. Off-site file storage is also included in this line.

### **11. Insurance: Liability and Property**

The FY 19 budget is based on the most recent premium year with a provision for increasing costs.

### **12. Conference / Professional Development**

Included in this line for FY 19 are the estimated registration, travel and lodging costs for conferences, professional development, in-house training, and accreditation. The budget assumes NVTC staff will participate in the Governor's Transportation Conference and the Virginia Transit Association Conference, and represent the region in conferences hosted by a variety of organizations. With the initiation of the I-66 Commuter Choice Program, our engagement in WMATA reform and funding discussions, and our participation in state-level funding discussion, NVTC staff have been asked to speak at several conference and events outside the Washington, DC region. Wherever possible, NVTC

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2019 Proposed Revised Budget**

will continue to minimize travel expenditures through locally-sponsored events and maximize opportunities to speak at events where the registration fee is waived for speakers.

**13. Local Travel, NVTC and Other Meetings**

This line includes the costs of NVTC Commission meetings, hosting regional meetings and events, and the costs of NVTC staff traveling to meetings elsewhere in the region. The cost for membership in Zip Car and Capital Bikeshare is included in this line.

**14. Postage**

This item is based on an average of prior years' actual costs.

**15. Telephone and Data**

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

**16. Office Supplies**

The FY 19 budget for this item is based on the average of prior years' actual costs.

**17. Duplication and Printing**

During FY 16, NVTC negotiated a five-year copier lease and service contract. The FY19 budget is based on these agreements and projected usage levels. The cost of paper and staples, which are not included in the contract, have been budgeted based upon prior year costs.

**18. Public Engagement**

The revised budget includes a provision for costs related to public engagement on WMATA matters as required by HB1539, costs related to public engagement as required by HB1285, and the costs to produce NVTC's annual report.

**19. Furniture and Equipment**

This budget category provides for the replacement and acquisition of office furniture and equipment, including computer hardware.

**20. Computer Operating Expense**

Computer operating expenses include outside network consulting and services, software licensing fees, software upgrades and supplies, web hosting fees, hosted email, and a provision for disaster recovery efforts. The FY 19 budget is based on an average of prior year actual costs, with a small provision for disaster recovery costs.

**21. Advertising (Personnel/Procurement)**

The FY 19 budget includes a provision for personnel and procurement advertising. An average of prior year costs was used to develop the budgeted amount as this category fluctuates from year to year based on needs.



**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2019 Proposed Revised Budget**

**22. Auditing**

NVTC entered into a three-year contract for auditing services beginning with the audit of FY 15, with two, two-year options. The FY19 budget is based on the costs included in this contract, and includes the bi-annual pension plan audit.

**23. Contract Services and Support**

**I-66 Commuter Choice**

As part of a 40-year agreement with the Commonwealth of Virginia, NVTC has been assigned the authority to administer a program of projects to be funded using revenue generated by the tolling of I-66 Inside the Beltway. In FY 17, NVTC launched the initial year of the I-66 Commuter Choice Program. The consulting firm, Kimley-Horn, provided program support to NVTC for this effort through a Virginia Department of Transportation (VDOT) contract vehicle, fully funded by VDOT. VDOT continued that commitment through the FY2018 I-66 Commuter Choice call for projects.

NVTC anticipates issuing a Call for Projects during FY19, where a similar level of effort as the FY18 Call for Projects is anticipated. Unlike FY18, VDOT has indicated that it will no longer fund consulting support for these purposes. As such, NVTC intends to use toll revenues to fund this consulting support. In addition, the current administration has requested that NVTC implement a Commuter Choice TDM Outreach and Marketing Coordinator, which will also be funded through toll revenues.

**Other Technical**

The FY 19 budget includes a provision for research and technical support efforts, specialized analysis, related publications, and a provision for contracted human resource support. NVTC's state liaison activities contract is also funded in this line item. This line also includes technical assistance with the development of the report to the Governor and the General Assembly on the performance and condition of WMATA, as required by HB 1539. The final product will include a reporting model that will be utilized in the annual development of the report.

Whenever possible, NVTC intends to leverage other funding sources and utilize contracts of other agencies in an effort to reduce costs.

**24. Legal**

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

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**Notes to Fiscal Year 2019 Proposed Revised Budget**

**25. I-66 Commuter Choice Costs**

As explained in Note 22, the General and Administrative budget includes costs for the I-66 Commuter Choice Program, which will be funded through toll revenues received by NVTC. In April, the Commission approved the FY 18 Program of Projects for submission to the Commonwealth Transportation Board for funding under the I-66 Commuter Choice Program. Included in the program of projects is \$800,000 in funding for the costs reflected in this revised budget. A summary of these costs is presented below:

	Approved Budget FY 2019	Preliminary Revised Budget FY 2019	Increase (Decrease)
Direct Payroll	\$ 106,100	\$ 190,000	\$ 83,900
Other Direct Payroll Costs	34,100	47,500	13,400
Contract Services and Support - Technical	198,600	218,500	19,900
Contract Services and Support - Outreach	-	309,300	309,300
Overhead	-	34,700	34,700
Total I-66 Commuter Choice Costs	<u>\$ 338,800</u>	<u>\$ 800,000</u>	<u>\$ 461,200</u>

**TO:** Chairman Smedberg and NVTC Commissioners

**FROM:** Kate Mattice and Rhonda Gilchrest

**DATE:** June 28, 2018

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

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At the July meeting, VRE CEO Doug Allen will update the Commission on VRE activities. The [Minutes of the June 15<sup>th</sup> VRE Operations Board Meeting](#) and the [VRE CEO Report for June 2018](#) are attached.

There are no action items for the July NVTC meeting.

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**Virginia Railway  
Express**

Martin E. Nohe  
Chairman

Katie Cristol  
Vice-Chairman

Maureen Caddigan  
Secretary

John C. Cook  
Treasurer

Sharon Bulova  
Mark Dudenhefer  
John D. Jenkins  
Matt Kelly  
Wendy Maurer  
Jennifer Mitchell  
Suhas Naddoni  
Pamela Sebesky  
Gary Skinner  
Paul C. Smedberg

#### Alternates

Ruth Anderson  
Pete Candland  
Jack Cavalier  
Hector Cendejas  
Libby Garvey  
Todd Horsley  
Jeanine Lawson  
Tim Lovain  
Jeff McKay  
Michael McLaughlin  
Cindy Shelton  
Paul Trampe  
Billy Withers  
Mark Wolfe

Doug Allen  
Chief Executive Officer

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

# MINUTES

## VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia June 15, 2018

Members Present	Jurisdiction
Sharon Bulova (NVTC)	Fairfax County
Maureen Caddigan (PRTC)	Prince William County
John C. Cook (NVTC)	Fairfax County
Katie Cristol (NVTC)	Arlington County
Mark Dudenhefer (PRTC)	Stafford County
John D. Jenkins (PRTC)	Prince William County
Pamela Sebesky (PRTC)	City of Manassas
Gary Skinner (PRTC)	Spotsylvania County
Paul Smedberg (NVTC)	City of Alexandria

Members Absent	Jurisdiction
Matt Kelly (PRTC)	City of Fredericksburg
Wendy Maurer (PRTC)	Stafford County
Jennifer Mitchell	DRPT
Suhas Naddoni (PRTC)	City of Manassas Park
Martin E. Nohe (PRTC)	Prince William County

Alternates Present	Jurisdiction
Jeanine Lawson (PRTC)	Prince William County
Michael McLaughlin	DRPT
Cindy Shelton (PRTC)	Stafford County
Billy Withers (PRTC)	City of Fredericksburg

Alternates Absent	Jurisdiction
Ruth Anderson (PRTC)	Prince William County
Pete Candland (PRTC)	Prince William County
Jack Cavalier (PRTC)	Stafford County
Hector Cendejas (PRTC)	City of Manassas Park
Todd Horsley	DRPT
Libby Garvey (NVTC)	Arlington County
Tim Lovain (NVTC)	City of Alexandria
Jeff McKay (NVTC)	Fairfax County
Paul Trampe (PRTC)	Spotsylvania County
Mark Wolfe (PRTC)	City of Manassas

Staff and General Public	
Khadra Abdul – VRE	John Kerins – Keolis
Doug Allen – VRE	Cindy King – VRE
Monica Backmon – NVTA	Mike Lake – Fairfax County DOT
Nydia Blake – Prince William County	Lezlie Lamb – VRE
Alexander Buchanan – VRE	Bob Leibbrandt – Prince William County
Rich Dalton – VRE	Steve MacIsaac – VRE Legal Counsel
Andrew D’huyvetter – NVTC	Betsy Massie – PRTC
Kip Foster – VRE	Kate Mattice – NVTC
Lucy Gaddis – VRE	Kristen Nutter – VRE
Rhonda Gilchrest – NVTC	Dallas Richards – VRE
Chris Henry – VRE	Bob Schneider – PRTC
Tom Hickey – VRE	Mark Schofield – VRE
Christine Hoeffner – VRE	Alex Sugatan – VRE
Pierre Holloman – Arlington County	Joe Swartz – VRE
Robert Hostelka – VRE	Ciara Williams – DRPT
Todd Johnson – First Transit	

Vice-Chairman Cristol called the meeting to order at 9:02 A.M. Following the Pledge of Allegiance, Roll Call was taken.

### Approval of the Agenda – 3

Ms. Caddigan moved, with a second by Mr. Dudenhefer, to approve the Agenda. The vote in favor was cast by Board Members Caddigan, Cook, Cristol, Dudenhefer, Jenkins, McLaughlin, Sebesky, Shelton, Skinner, Smedberg and Withers.

### Approval of the Minutes of the May 18, 2018 Operations Board Meeting – 4

Mr. Dudenhefer moved, with a second by Ms. Shelton, to approve the Minutes. The vote in favor was cast by Board Members Caddigan, Cook, Cristol, Dudenhefer, Jenkins, McLaughlin, Sebesky, Shelton and Smedberg. Mr. Skinner and Mr. Withers abstained.

### Vice-Chairman's Comments –5

Vice-Chairman Cristol stated she was asked to chair the meeting since Chairman Nohe was unable to attend. She reported prior to this meeting the Audit Committee met with PB Mares, VRE's audit firm. As part of the initiation on the FY 2018 Financial Audit, PB Mares discussed the audit process, including the just concluded preliminary field work at VRE and final field work scheduled for August. The Audit Committee had the opportunity to give specific direction to the auditors. Vice-Chairman Cristol also announced the Capital Committee is scheduled to meet immediately following this meeting and she encouraged all Board Members to attend.

Vice-Chairman Cristol announced last night the Northern Virginia Transportation Authority (NVTA) approved its Six-Year Plan, which includes \$4 million for final design of the Crystal City Station Improvement Project.

Vice-Chairman Cristol announced Mr. Jenkins and his wife, Ernestine, will receive the Leadership Prince William's (LPW) highest award, the Vision Award, for innovative, strategic or bold leadership having a positive impact on the community. The award will be presented on June 22<sup>nd</sup> at LPW's Evening of Excellence Awards Ceremony. The Board congratulated Mr. Jenkins and his wife on this well-deserved recognition.

### Chief Executive Officer's Report –6

Mr. Allen reviewed recent VRE security and safety initiatives, including partnering with Amtrak to conduct a full-scale emergency simulation in the First Street Tunnel on June 1<sup>st</sup>. He gave a detailed update on Positive Train Control (PTC) implementation and reviewed the four major milestones. VRE and the host railroads are on schedule to have PTC in operation by December 31, 2018. Mechanical operations training has been completed and train operations training should be completed by the end of the June. Back office system integration testing and implementation is on target. Precise tasks and schedules for system integration and interoperability are being nailed down with the host railroads and should be completed by the end of the year.

Mr. Allen stated he plans to attend a Federal Railroad Administration symposium on PTC later today. PTC was also discussed at the APTA Rail Conference earlier this week.

Mr. Allen reported average daily ridership for the month of May was 19,150 with on-time performance (OTP) of 84 percent for the Manassas Line and 80 percent for the Fredericksburg Line. VRE experienced service delays due to weather-related incidents, including heavy rains, high wind and heat restrictions.

Mr. Allen gave an update on several VRE-related events. VRE participated in the annual Manassas Rail Festival on June 2<sup>nd</sup> by providing train rides to Clifton. He thanked the City of Manassas and the Manassas Police Department for their support in providing an extra layer of safety for the public. VRE concluded its last Meet the Management event at the Franconia-Springfield station on June 6<sup>th</sup>. VRE held a public meeting on June 6<sup>th</sup> in Crystal City to share the preliminary concept design for the new Crystal City station and hear public comments. He thanked Ms. Cristol for attending. He explained this is an important project to advance in order to coordinate with the Commonwealth's fourth track project.

[Ms. Bulova arrived at 9:13 A.M.]

Mr. Allen reported VRE staff continues to look for ways to increase capacity to respond to WMATA's anticipated shutdown of Metrorail service during summer 2019.

In response to a question from Mr. Skinner, Mr. Allen gave more details about the importance of Positive Train Control. He stated if a railroad meets all the statutory requirements and requests an extension, FRA will grant an extension. So, there should be no challenges for VRE to receive an extension if it is needed. However, VRE and the host railroads are on track to meet the December 31<sup>st</sup> deadline.

[Ms. Lawson arrived at 9:15 A.M.]

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

There were no rider comments.

#### Consent Agenda – 8

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

- Resolution #8A-06-2018: Authorization to Issue an Invitation for Bids for Platform Lighting Installation Services
- Resolution #8B-06-2018: Authorization to Issue an Invitation for Bids for Construction of L'Enfant South Storage Track Wayside Power
- Resolution #8C-06-2018: Authorization to Issue a Request for Proposals for Variable Messaging System Replacement



The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Jenkins, Lawson, McLaughlin, Sebesky, Shelton, Skinner, Smedberg and Withers.

#### Authorization to Execute a Contract Amendment for Station Platform LED Lighting Upgrades – 9A

Mr. Allen stated the Operations Board is being asked to authorize him to amend the current contract with Capital Tristate Lighting an Supply of Upper Marlboro, Maryland for an additional order for 108 lamps and associated supplies for LED lighting, increasing the contract value in the amount of \$247,457, for a total not to exceed \$604,603. Resolution #9A-06-2018 would accomplish this.

Mr. Allen explained this amendment is for additional lighting supplies necessary to replace and modernize platform and canopy lighting at the Manassas Park and Burke Centre stations.

Mr. Smedberg suggested future written reports include a breakdown of grant and VRE funding under the fiscal impact section.

Ms. Bulova moved, with a second by Mr. Smedberg, to approve Resolution #9A-06-2018. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Jenkins, Lawson, McLaughlin, Sebesky, Shelton, Skinner, Smedberg and Withers.

#### Authorization to Extend the Lease for Office Space at 127 South Peyton Street – 9B

Mr. Allen stated the Operations Board is being asked to authorize him to execute an extension of the lease for office space at 127 S. Peyton Street, Suite 210, through December 31, 2018. The six-month extension will cost \$52,486.44 or \$8,747.74 per month. Resolution #9B-06-2018 would accomplish this.

Mr. Allen explained the landlord for the King Street space experienced delays in relocating to their new office space, resulting in VRE not taking possession of the space until May 2018. To accomplish the refurbishment and relocation of staff, it is necessary to extend the lease for the Peyton Street space.

In response to a question from Vice-Chairman Cristol, Mr. Henry stated VRE has realized cost savings associated with the landlord's delay in vacating the space. Also, the lease agreement states VRE does not start paying rent until three months after taking possession of the space.

Mr. Smedberg moved, with a second by Ms. Bulova, to approve Resolution #9B-06-2018. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Jenkins, Lawson, McLaughlin, Sebesky, Shelton, Skinner, Smedberg and Withers.

#### Spending Authority Report –10C

The written report includes the following:

- Blanket Purchase Order, issued to Redmon Group, Inc., increased from \$50,000 to an amount not to exceed \$100,000, for website maintenance and integration of new styling and functionalities.
- Task Order for \$59,125 to STV Incorporated under the GEC VII contract to provide surveying and design services for Benchmark Road slope stabilization.

There were no questions or comments.

#### Closed Session – 11

There was no need for a Closed Session.

#### Operations Board Member Time – 12

Mr. Cook commended Vice-Chairman Cristol in beating his record of chairing the shortest meeting, but noted his meeting included passing a budget.

Vice-Chairman Cristol reminded Board Members about the Capital Committee Meeting immediately following this meeting.

#### Adjournment

Without objection, Vice-Chairman Cristol adjourned the meeting at 9:24 A.M.

Approved this 20<sup>th</sup> day of July 2018.

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Martin Nohe  
Chairman

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Maureen Caddigan  
Secretary

#### **CERTIFICATION**

This certification hereby acknowledges the minutes for the June 15, 2018 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Rhonda Gilchrest

**Virginia Railway Express  
Operations Board**

**Resolution  
8A-06-2018**

**Authorization to Issue an Invitation for Bids for  
Platform Lighting Installation Services**

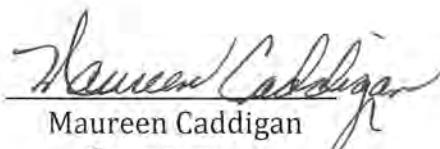
**WHEREAS**, several VRE station platforms and canopies continue to use the original as-built lamp fixtures; and,

**WHEREAS**, VRE is pursuing a state of good repair program to replace lighting to support passenger safety and security efforts; and,

**WHEREAS**, it has been determined the most effective means of procuring services for this project is a stand-alone contract;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Platform Lighting Installation Services.

Approved this 15<sup>th</sup> day of June 2018

  
Maureen Caddigan  
Secretary

 For  
Martin Nohe  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8B-06-2018**

**Authorization to Issue an Invitation for Bids for  
Construction of L'Enfant South Storage Track Wayside Power**

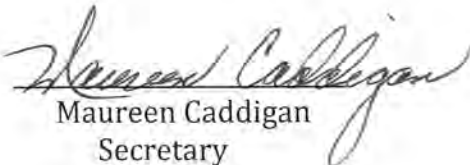
**WHEREAS**, VRE has converted a CSX temporary track into a permanent storage track south of L'Enfant station; and,


**WHEREAS**, having wayside power available at the storage track will permit VRE to shut down the locomotives during layovers, saving fuel and reducing air quality impacts; and,

**WHEREAS**, design for wayside power appliances was recently completed and VRE is ready to move forward with construction;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for L'Enfant South Wayside Power Construction.

Approved this 15<sup>th</sup> day of June 2018

  
Maureen Caddigan  
Secretary

  
Martin Nohe  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8C-06-2018**

**Authorization to Issue a Request for Proposals for  
Variable Messaging System Replacement**

**WHEREAS**, VRE must replace the current Variable Messaging System, which is over ten years old and has outlived its useful life; and,

**WHEREAS**, VRE passengers need access to enhanced multimodal traveler information; and,


**WHEREAS**, the Americans with Disabilities Act requires the VRE provide equal opportunity and access for persons with visual impairments and other disabilities; and,

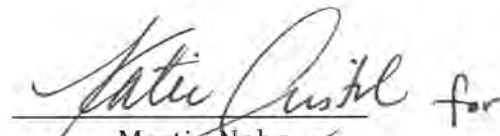
**WHEREAS**, the Variable Messaging System has outlived its useful life and is not capable of providing enhanced multimodal traveler information;

**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 is asked to authorize the Chief Executive Officer to issue a Request for Proposals for a Variable Messaging System replacement.

Approved this 15<sup>th</sup> day of June 2018

  
Maureen Caddigan  
Secretary

 for  
Martin Nohe  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9A-06-2018**

**Authorization to Execute a Contract Amendment for  
Station Platform LED Lighting Upgrades**

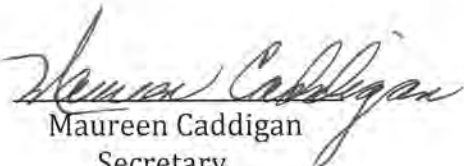
**WHEREAS**, the VRE Operations Board approved the current contract for station platform LED lighting upgrades with Capital Tristate of Upper Marlboro, MD (VRE 016-018) on June 17, 2016; and,

**WHEREAS**, VRE has begun planning for lighting upgrades at the four remaining VRE stations equipped with legacy lighting not meeting VRE's current standards; and,

**WHEREAS**, amending the contract will allow VRE to exercise an option available in the contract to purchase additional platform lighting for two of those four stations;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the current contract with Capital Tristate of Upper Marlboro, MD, for an additional order of 108 lamps and associated supplies for LED lighting, increasing the contract value in the amount of \$247,457, for a total not to exceed \$604,603.

Approved this 15<sup>th</sup> day of June 2018

  
Maureen Caddigan  
Secretary

  
Martin Nohe  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9B-06-2018**

**Authorization to Extend the Lease for  
Office Space at 127 South Peyton Street**

**WHEREAS**, in July 2017, the VRE Operations Board authorized the CEO to execute a lease for office space at 1500 King Street, adjacent to VRE headquarters; and,

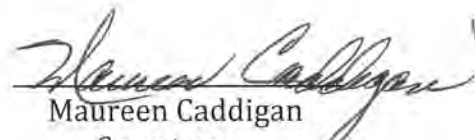
**WHEREAS**, the space was projected to become available in February 2018, allowing time for refurbishment prior to the expiration of the lease at 127 South Peyton Street on June 30, 2018; and,

**WHEREAS**, VRE took possession of the space at 1500 King Street on May 1, 2018; and,

**WHEREAS**, additional time is needed to accomplish the refurbishment of the newly leased space prior to moving staff from their current office;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute an extension of the lease for office space at 127 S. Peyton Street, Suite 210 through December 31, 2018. The six-month extension will cost \$52,486.44 or \$8,747.74 per month.

Approved this 15<sup>th</sup> day of June 2018

  
Maureen Caddigan  
Secretary

  
Martin Nohe  
Chairman



# CEO REPORT

JUNE 2018



# 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.





CEO REPORT | JUNE 2018

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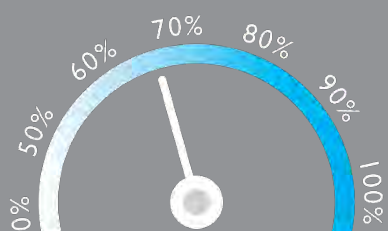
RIDE MAGAZINE, JUNE 2018 ISSUE ..... 23



VIRGINIA RAILWAY EXPRESS  
A better way. A better life.

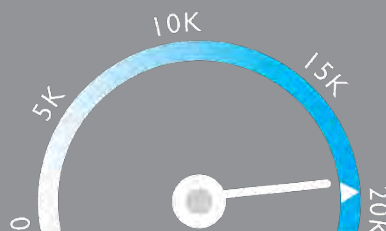


Data provided reflects April 2018 information.



PARKING UTILIZATION

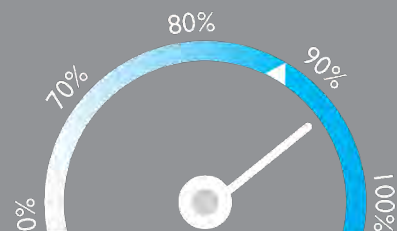
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



AVERAGE DAILY RIDERSHIP

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

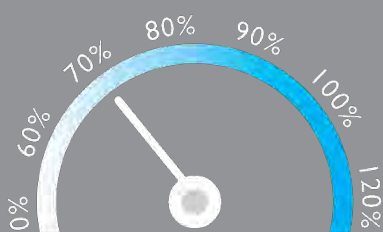
▲ Same month, previous year.



ON-TIME PERFORMANCE

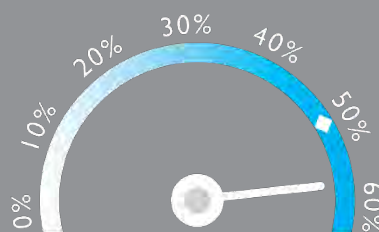
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ 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 the riders.

◆ Board-established goal.

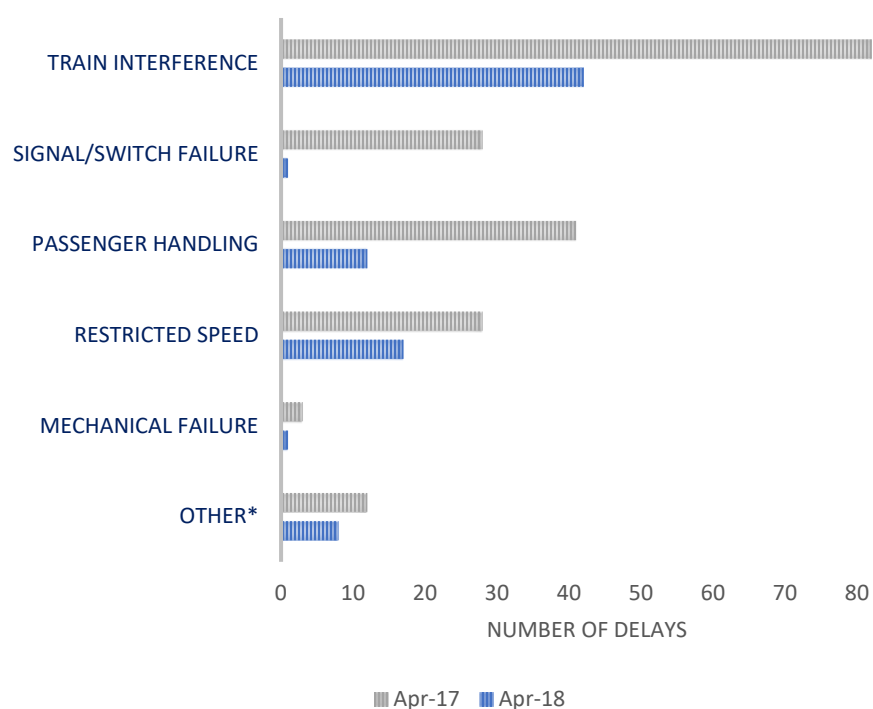


# ON-TIME PERFORMANCE

## OUR RECORD

	April 2018	March 2018	April 2017
Manassas Line	92%	96%	91%
Fredericksburg Line	93%	89%	85%
System Wide	92%	92%	88%

## REASONS FOR DELAYS



VRE operated 670 trains in April.

Our on-time rate for April was 92%.

Fifty-one of the trains arrived more than five minutes late to their final destinations. Twenty-six of those late trains were on the Manassas Line and twenty-five of those late trains were on the Fredericksburg Line.

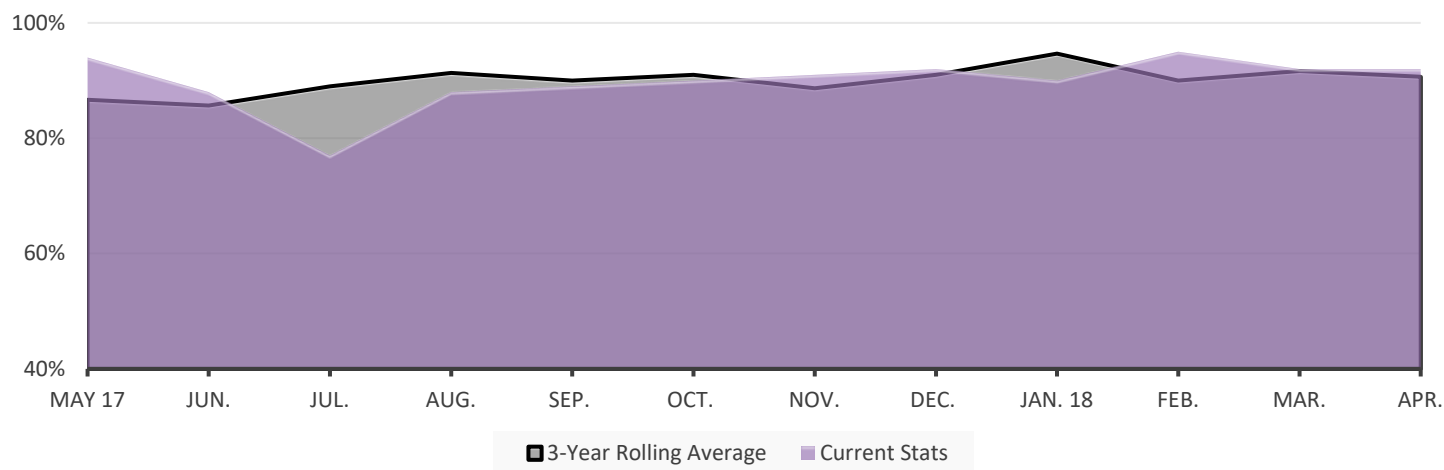
\*Includes those trains that were delayed due to late turns, weather, signal/switch failures and maintenance of way.

## LATE TRAINS

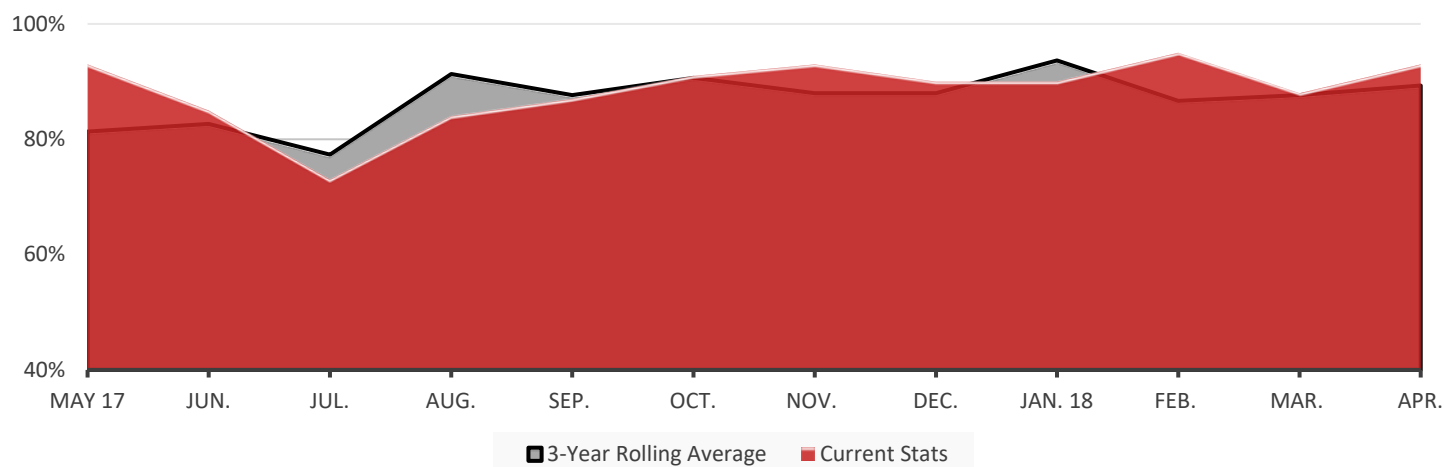
	System Wide			Fredericksburg Line			Manassas Line		
	Feb.	Mar.	Apr.	Feb.	Mar.	Apr.	Feb.	Mar.	Apr.
Total late trains	28	47	51	16	34	25	12	13	26
Average minutes late	13	20	19	16	27	22	9	13	15
Number over 30 minutes	2	6	8	2	5	5	0	1	3
Heat restriction days / total days	0/19	0/20	0/21						

## ON-TIME PERFORMANCE

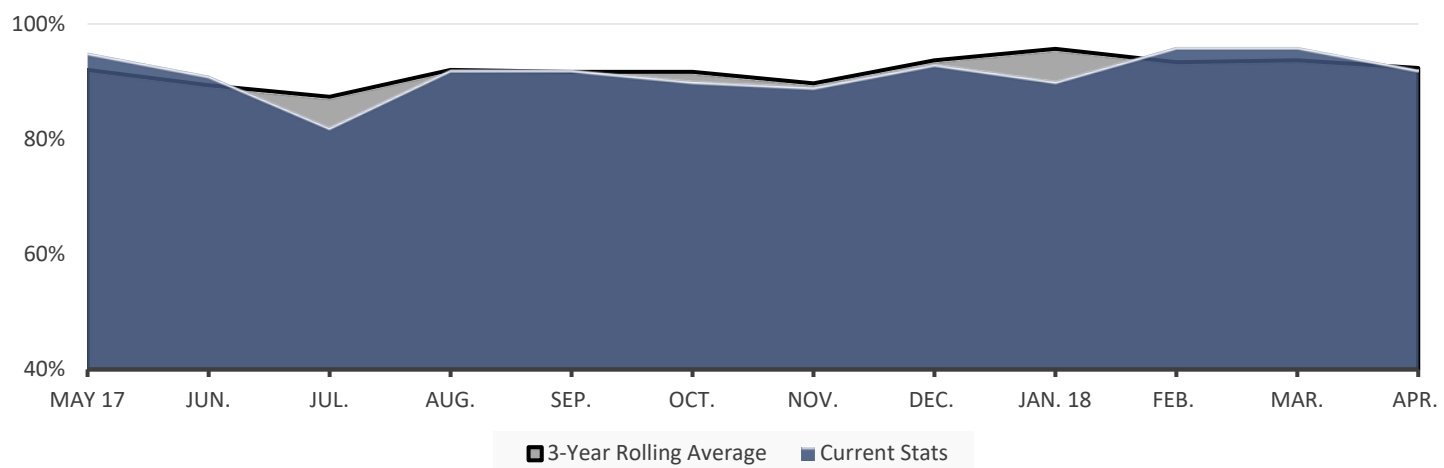
### VRE SYSTEM



### FREDERICKSBURG LINE

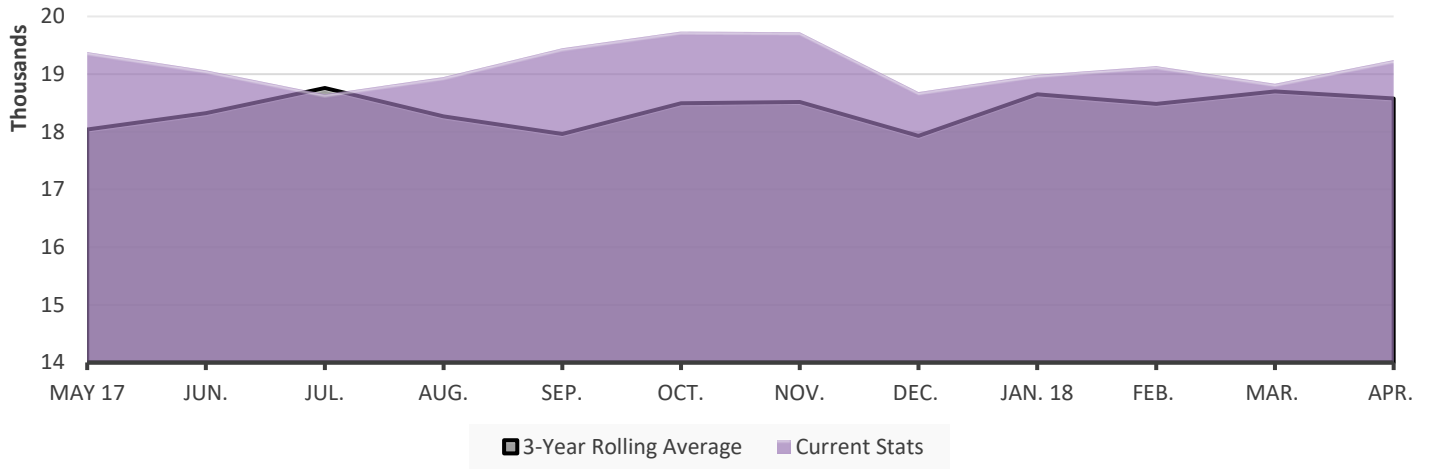


### MANASSAS LINE

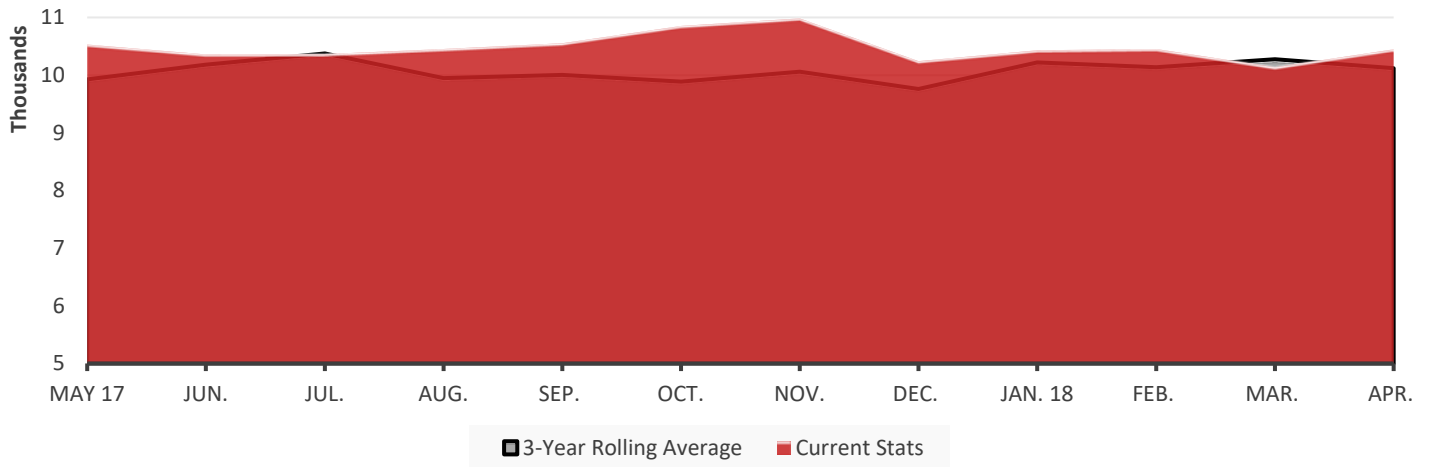


# AVERAGE DAILY RIDERSHIP

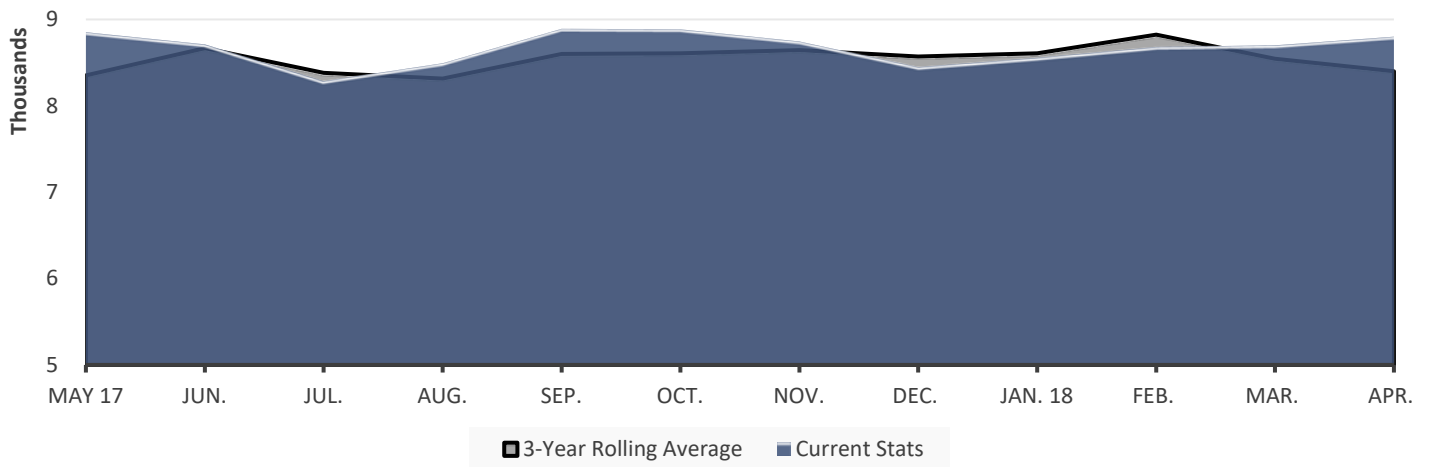
## VRE SYSTEM



## FREDERICKSBURG LINE



## MANASSAS LINE





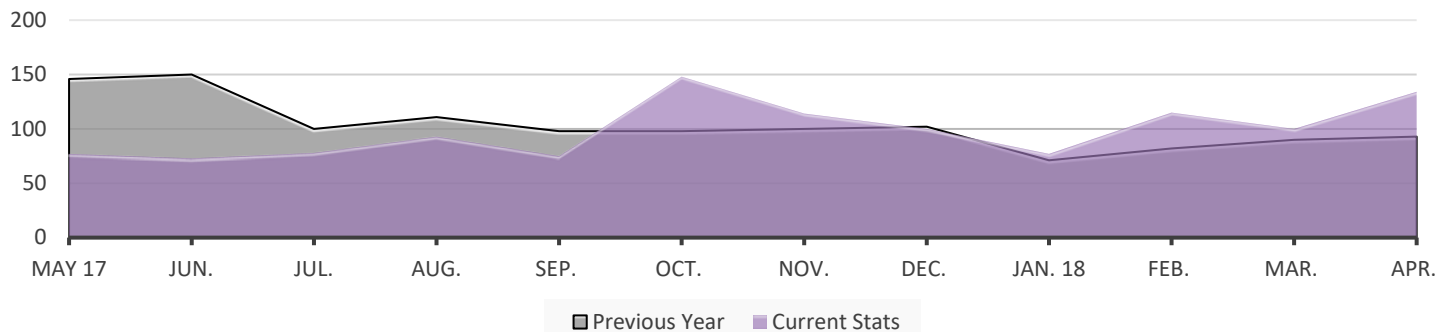
## RIDERSHIP UPDATES

Average daily ridership (ADR) in April was approximately 19,000.

	April 2018	March 2018	April 2017
Monthly Ridership	404,174	382,411	387,144
Average Daily Ridership	19,246	18,835	19,357
Full Service Days	21	20	20
"S" Service Days	0	0	0

## SUMMONSES ISSUED

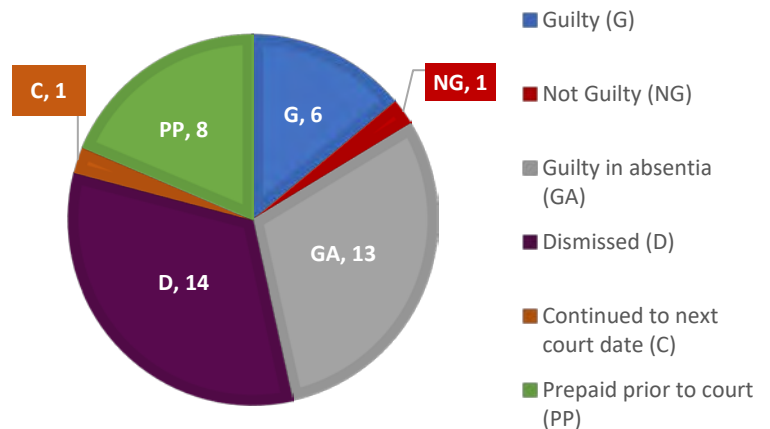
### VRE SYSTEM



### SUMMONSES WAIVED OUTSIDE OF COURT

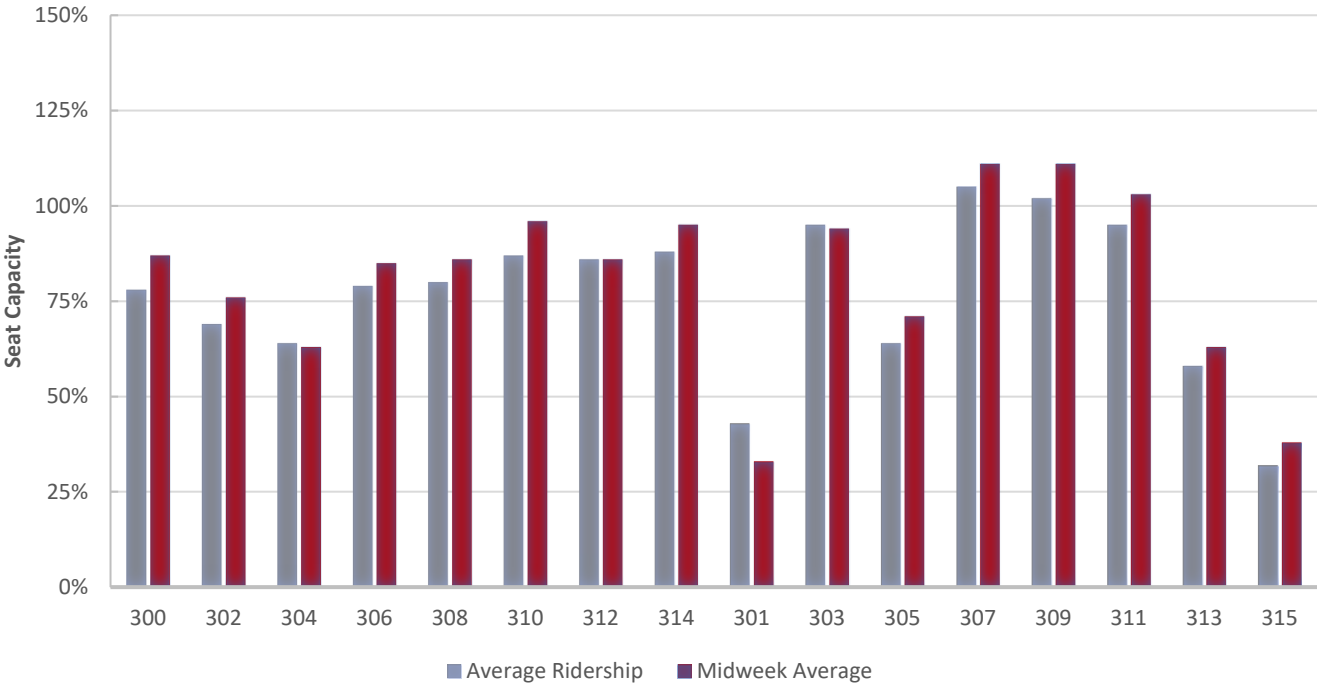
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	27
One-time courtesy	2
Per the request of the conductor	10
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	6
<b>Total Waived</b>	<b>45</b>

### MONTHLY SUMMONSES COURT ACTION

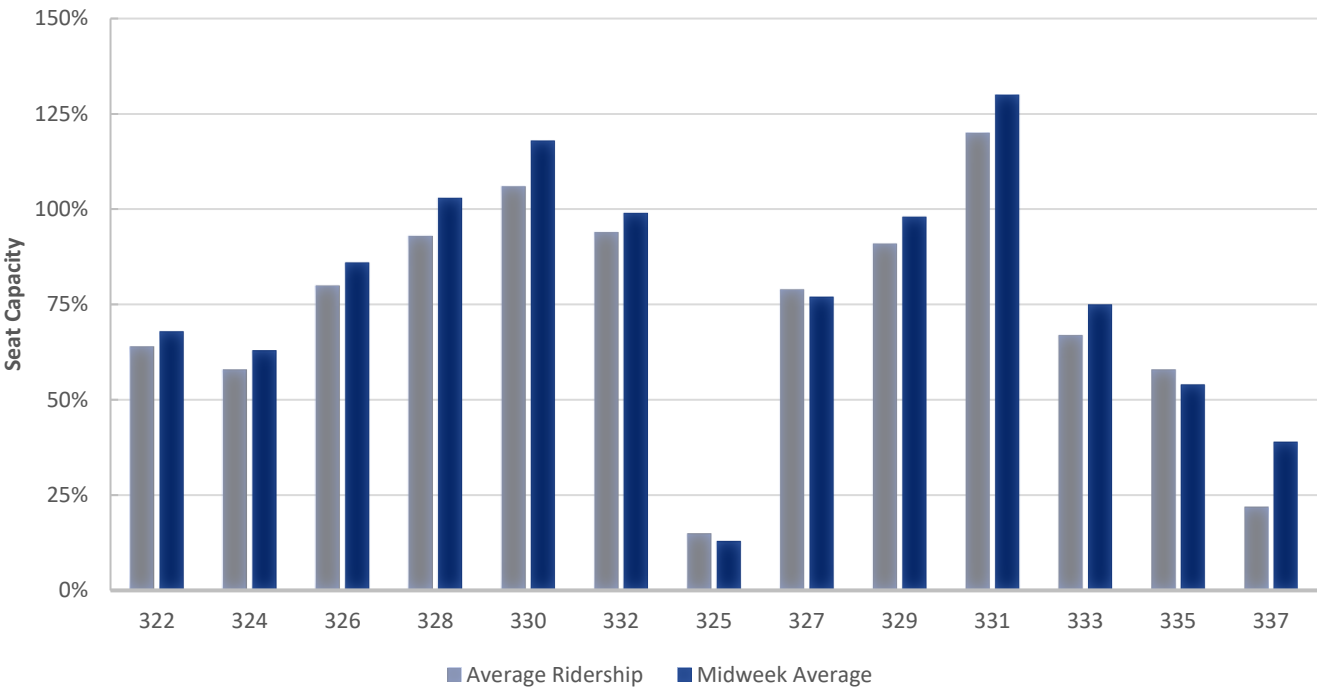


# TRAIN UTILIZATION

## FREDERICKSBURG LINE

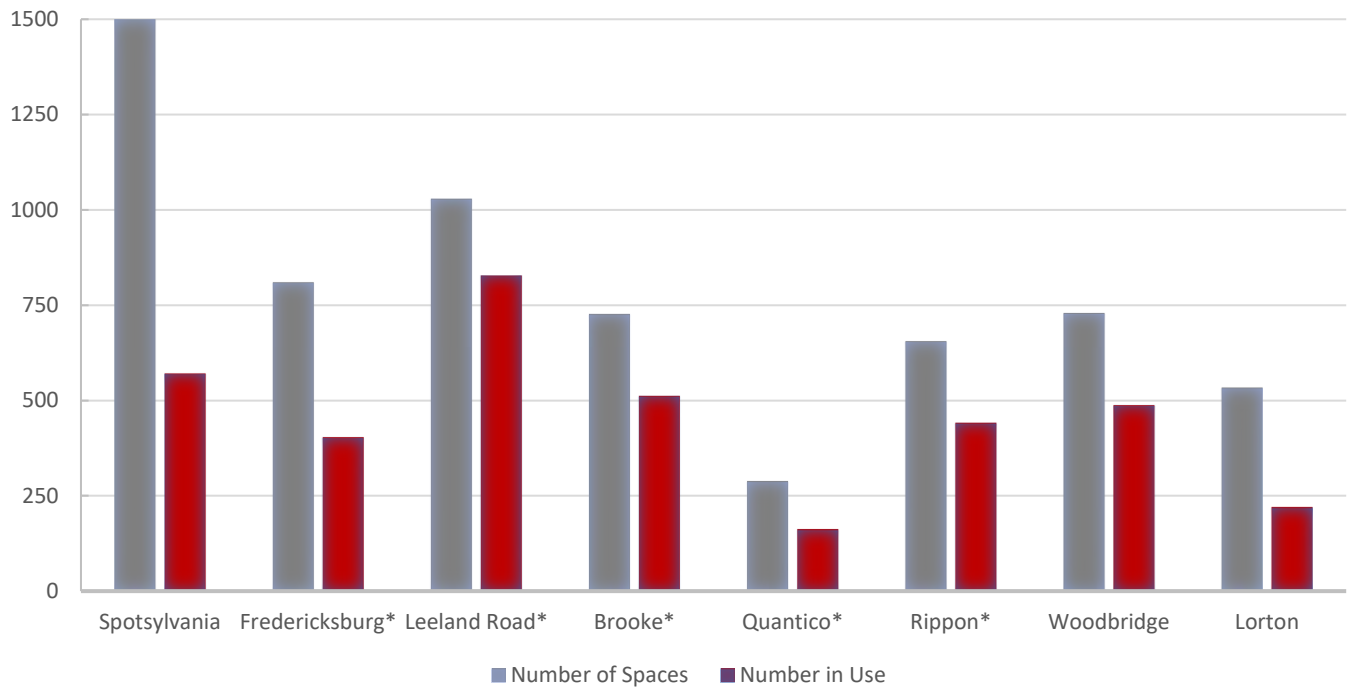


## MANASSAS LINE

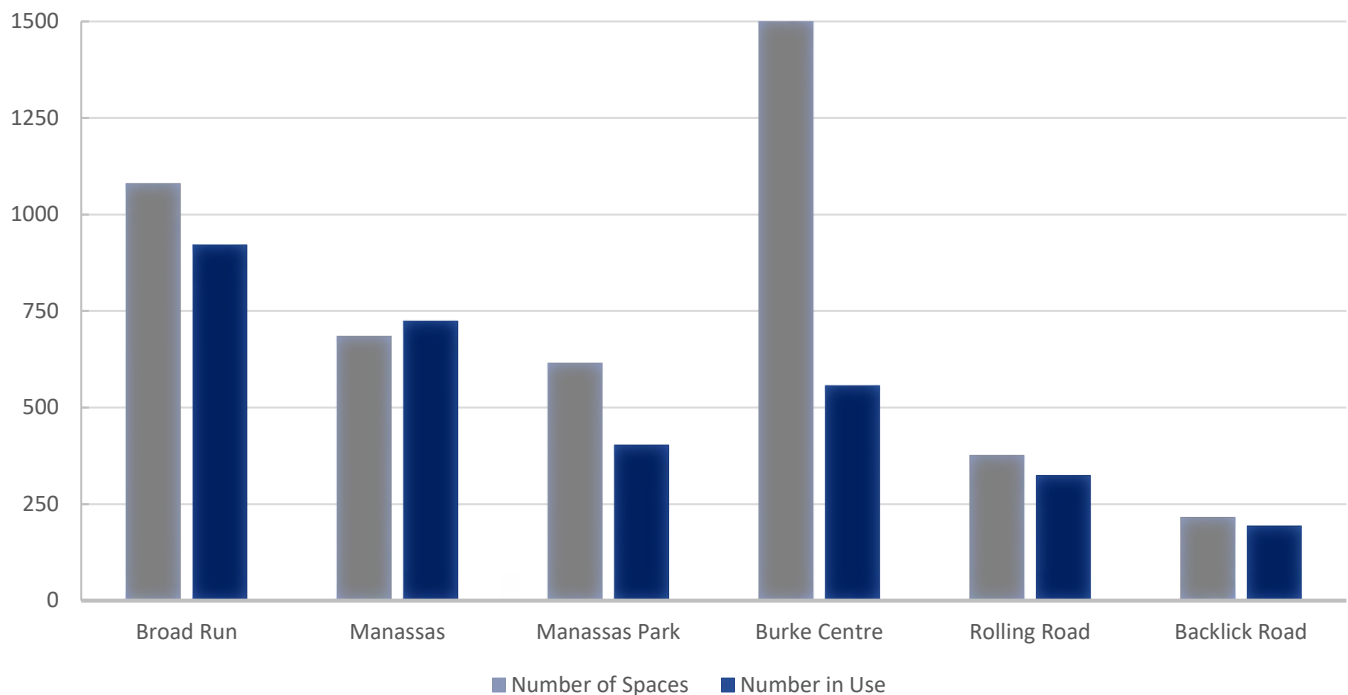


# PARKING UTILIZATION

## FREDERICKSBURG LINE



## MANASSAS LINE



# FINANCIAL REPORT

Fare revenue through the first ten months of FY 2018 is \$1.64 million above budget (a favorable variance of 4.9%) and is up 0.1% compared to the same period in FY 2017.

The operating ratio through April is 58%. VRE's budgeted operating ratio for the full twelve months of FY 2018 is 50%.

A summary of the FY 2018 financial results through April follows, including information on the major revenue and expense categories. Please note that these figures are preliminary and unaudited.

FY 2018 Operating Budget Report Month Ended April 30, 2018							
	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY18 BUDGET
<b>Operating Revenue</b>							
Passenger Ticket Revenue	3,532,345	3,400,744	35,160,786	33,521,621	1,639,165	4.9%	40,485,050
Other Operating Revenue	63,543	18,900	261,938	186,300	75,638	40.6%	225,000
<b>Subtotal Operating Revenue</b>	<b>3,595,888</b>	<b>3,419,644</b>	<b>35,422,724</b>	<b>33,707,921</b>	<b>1,714,803</b>	<b>5.1%</b>	<b>40,710,050</b>
Jurisdictional Subsidy (1)	-	-	17,250,240	17,250,240	-	0.0%	12,875,140
Federal/State/Other Jurisdictional Subsidy	2,568,814	2,595,820	25,709,290	25,789,628	(80,338)	-0.3%	30,731,253
Appropriation from Reserve/Other Income	-	-	-	-	-	0.0%	955,000
Interest Income	60,328	6,300	482,549	62,100	420,449	677.1%	75,000
<b>Total Operating Revenue</b>	<b>6,225,030</b>	<b>6,021,764</b>	<b>78,864,803</b>	<b>76,809,889</b>	<b>2,054,914</b>	<b>2.7%</b>	<b>85,346,443</b>
<b>Operating Expenses</b>							
Departmental Operating Expenses	5,711,486	6,076,637	60,887,400	64,526,497	3,639,098	5.6%	78,595,573
Debt Service	559,737	559,573	5,597,673	5,595,725	(1,948)	0.0%	6,714,870
Other Non-Departmental Expenses	-	-	-	-	-	0.0%	36,000
<b>Total Operating Expenses</b>	<b>6,271,224</b>	<b>6,636,210</b>	<b>66,485,073</b>	<b>70,122,222</b>	<b>3,637,149</b>	<b>5.2%</b>	<b>85,346,443</b>
<b>Net income (loss) from Operations</b>	<b>(46,194)</b>	<b>(614,446)</b>	<b>12,379,730</b>	<b>6,687,666</b>	<b>5,692,064</b>	<b>0.0%</b>	<b>-</b>

<b>Operating Ratio</b>	<b>58%</b>	<b>52%</b>	<b>Goal</b>	<b>50%</b>
------------------------	------------	------------	-------------	------------

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

## FACILITIES UPDATE

The following is a status update of VRE facilities projects:

### Completed projects:

1. Cleaning of HVAC ductwork at Fredericksburg office and Crossroads and Broad Run storage yard buildings

### Projects scheduled to be completed this quarter:

1. Placement of stone walking surface and installation of bridge railing at L'Enfant storage track

2. Repairs to fascia and soffit at Woodbridge Station east building

3. Replacement of ADA parking signage at Brooke and Leeland Road Stations

4. Maintenance of stormwater management facilities at Brooke and Leeland Road Stations

5. Repairs to concrete and erosion control on ADA ramp and stairs at Leeland Road Station

6. Upgrades to electrical power supply for new communication cabinet at Burke Centre Station

7. Repairs to platform concrete at Manassas Station

8. Replacement of light fixtures at Manassas Station depot

9. Repainting of platform warning messages at Broad Run Station

10. Cleaning of HVAC ductwork at Alexandria Headquarters, Woodbridge Station vendor spaces and Quantico Station

### Projects scheduled to be initiated this quarter:

1. Design of platform widening at L'Enfant Station

2. Replacement of tactile warning strip at L'Enfant Station

3. Painting of Franconia-Springfield Station

4. Continuation of painting of Woodbridge Station

5. Replacement of light poles and fixtures at Fredericksburg Station

6. Repairs to platform lighting and communications conduits at Manassas Park Station

7. Repairs to canopy light fixtures at Broad Run Station



*Automated Parking Count System at Rolling Road Station*



*New LED Light Fixture at Manassas Station Depot*

8. Replacement of signage at additional stations (locations TBD)
9. Repairs to pavement and striping at Crossroads and Broad Run yards
11. Replacement of parking lot entrance signs at majority of stations
12. Replacement of waste and recycling receptacles throughout VRE system

Ongoing projects:

1. Renovations to Alexandria Headquarters (leased Suite 201, adjacent to current VRE offices)
2. Development of specifications for modernization of Woodbridge Station east elevator
3. Development of IFB for Canopy Roof Replacement at the Backlick Road Station and second station (TBD)
4. Repairs to pavement and striping at Franconia-Springfield, Rippon, Quantico and Leeland Road Stations and parking lot G in Fredericksburg
5. Installation of automated parking count system at stations with parking lots

## UPCOMING PROCUREMENTS

- Purchase of Passenger Elevators
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for the Lifecycle Overhaul and Upgrade Facility
- Program Management Services
- Graphic Design Services
- Canopy Roof Replacement at the Backlick and Rolling Road Stations
- Modernization of VRE Woodbridge Station East Elevator
- Repair and Overhaul of Passenger Car HVAC Assemblies
- Repair and Overhaul of Passenger Car Wheelchair Lift Assemblies
- Seat Bottoms for Passenger Cars
- Automated Electric Motor Parking Brake Systems
- Facility Security Services
- Railcar End Body Door Diaphragm Kits
- Construction of Benchmark Road Slope Stabilization
- Construction of Rolling Road Platform Extension



# CAPITAL PROJECTS UPDATES

AS OF MAY 4, 2018

## Broad Run Expansion Study (BRX)

- Began finalizing conceptual design details and preliminary evaluation of parking alternatives and other design elements
- Participated in parking concept discussion on April 2nd
- Participated in meeting/update with Manassas Airport staff on April 3rd
- Participated in Project Management Team (PMT) meeting on April 4th
- Participated in traffic analysis review on April 10<sup>th</sup>

## Broad Run Station and Yard Expansion

- Reviewed meeting notes from bi-weekly PMT meetings on April 4th and April 9th and forwarded to VRE Manager of Project Development
- Participated in Traffic Analysis meeting on April 10th
- Reviewed real estate services Task Order
- Approved VHB invoice #4 for real estate services
- Met with VRE Manager of Project Development to review the project status
- Began to develop action item log
- Reviewed proposed schedule and detailed comments
- Participated in conference call with AECOM regarding status of environmental studies and investigations, and reviewed upcoming field work
- Planned field trip for May 9th with AECOM
- Coordinated cost estimate information after Prince William County's decision to fund and build the parking element of the BRX

## Midday Storage Replacement Facility

- Permit to Enter was approved by Amtrak on April 12th
- Met with VHB on April 12th to review survey work task
- Drafted and transmitted 106 coordination to District of Columbia State Historic Preservation Office (SHPO) on April 9th
- Initial field visit for survey work conducted on May 1st; survey work started on May 2nd

## Rolling Road Platform Extension

- Submitted 90 percent plans for Norfolk Southern (NS) review on April 9th; received confirmation April 19th
- Board approved Construction Management (CM) and Invitation for Bids (IFB) Task Order (TO) on April 20th
- Dewberry to address design change of canopy/platform

## Crossroads Real Estate Acquisition

- VRE Legal spoke with appraiser on April 10th regarding the need for additional work

#### Long Bridge Expansion Study

- Provided comments on February 28th and March 14th PMT meeting summary
- Participated in April 11th PMT
- Coordinated with Department of Rail and Public Transportation (DRPT) on discussion items for next PMT
- Navigational study completed and submitted to United States Coast Guard (USCG)
- Threat and Vulnerability Risk Assessment interviews completed
- Draft Memorandum of Agreement (MOA) with Federal Railroad Administration (FRA) comments received and forwarded for Legal review
- Reviewed and facilitated internal discussions and response to DRPT's Long Bridge Governance paper

#### Washington Union Station Project Environmental Impact Statement (EIS)

- Participated in terminal infrastructure constructability discussion with Amtrak and MARC; discussed potential impacts to lower level operations
- Reviewing terminal infrastructure constructability and operations materials
- Participated in Section 106 coordination meeting on April 24th

#### Quantico Station Improvements

- 90 percent design for station and 90 percent design for site, civil, drainage, track, and retaining wall in the vicinity of the station being reviewed and commented on by stakeholders
- Utility location and potential conflicts coordinated on site through CSXT, Marine Corps Base Quantico (MCBQ), and other existing utilities and one call systems
- DRPT Task Order for STV to complete 60 percent to 90 percent design executed
- FRA and FTA review of temporary platform in progress
- Progress meeting held with DRPT on April 12th
- Progress call with DRPT held on April 26th

#### Franconia-Springfield Station Improvements

- The 30 percent plan revisions are under review internally by VRE and the consultant
- Preliminary opinion of probable costs being prepared by the consultant

#### Lorton Station Improvements (Second Platform)

- The 30 percent plan revisions are under review internally by VRE and the consultant
- Preliminary opinion of probable costs being prepared by the consultant

#### Rippon Station Improvements

- Continued development of 30 percent plans and environmental documents
- The consultant provided updated concepts this month

#### Leeland Road Station Improvements

- Continued development of 30 percent plans and environmental documents
- The consultant provided updated concepts this month

#### Brooke Station Improvements

- Continued development of 30 percent plans and environmental documents
- The consultant provided updated concepts this month

### Alexandria Pedestrian Tunnel Project

- Met internally on April 10th to review plans, report and costs from GF on tunnel alternatives
- Requested original docs and PDFs from Gannett Fleming
- Participated in a discussion with Amtrak personnel on Passenger Information Display Systems (PIDS)
- Provided update to Northern Virginia Transportation Authority (NVTa) on expenditures for project

### Crossroads Lifecycle Overhaul & Upgrade Facility (LOU)

- Received comments from VRE Chief Safety, Security & Compliance Officer on the draft Preliminary Hazard Analysis (PHA) and Draft Criteria Conformance Checklist (DCCC) from K & J consultants
- Conducted status meeting with STV on April 18th to discuss the status of property acquisition, plans, specifications, cost estimate, budget, safety and security evaluation, and next steps; also discussed steps required through issuance of Invitation for Bid for construction
- Updated major items list and provided to VRE Chief Engineer

### L'Enfant (North) Storage Track Wayside Power

- Processed HDR TO change order and delivered to procurement and they issued approval and NTP; notified HDR to submit final TO invoice
- Submitted revised paperwork for processing contract amendment for C3M Power time and insurance
- Processed invoice for insurance and final invoice for retainage for C3M Power services
- Completed close-out activities

### L'Enfant (South) Storage Track Wayside Power

- Scheduled meeting with CSXT on April 19th regarding the wayside power and trees
- Prepared a follow-up memo to Pepco reminding them of the outstanding items from the April 3rd meeting and asking for status
- HDR provided revised plan set on April 18th
- Reviewed plans sent from HDR with VRE Chief Engineer
- Reviewed revised site plan sheets with VRE Chief Engineer and forwarded to Pepco and CSXT for review and comment
- Received cost estimate and specifications reflecting the current plans from HDR on May 4th

### Slaters Lane/Alexandria Track 1 Access

- Provided update to NVTa on expenditures

### Manassas Park Station Parking Expansion

- Received draft Implementation Plan schedule from VHB and provided additional comments
- Contacted City of Manassas Park regarding the City Planning Commission meeting held April 16th; requested additional details from VHB for future meeting with City Governing Body
- Began Independent Cost Estimate (ICE) for Final Design Services
- Forwarded comments from City of Manassas Park's Fire Chief to VHB
- Conducted calls with VHB on April 23rd and April 30th for status updates

JUNE 2018

- Received information from VHB on the properties used for the Traffic Impact Analysis and sent to City staff
- Requested revisions to cost estimate by May 9th; requested VHB format cost estimate by May 9th
- Coordinated with VRE Chief Operating Officer regarding property plats needed for property discussions
- VRE Project Manager reviewed draft scope for Option B design and limited construction services prior to sending to VHB
- Prepared draft outline for final design and limited construction services (Option B) and List of Deliverables
- Met with VRE Office of Development staff to discuss Option B scope of services, list of deliverables; Construction Administration and Construction Management, Special Inspections, third party inspections and over-the-shoulder reviews
- Began preparing ICE for Option B
- Re-submitted scope of work for Value Engineering study to VRE Chief Engineer along with ICE

## Projects Progress Report to Follow

## PASSENGER FACILITIES

PROJECT	DESCRIPTION	PHASE					
		CD	PD	EC	RW	FD	CN
Alexandria Station Improvements	Pedestrian tunnel to METRO and eliminate at-grade track crossing.	◆	◆	◆	N/A	●	
	Modify Slaters Lane Interlocking for passenger trains on Track #1.	◆	◆	◆	N/A	●	
	Extend and widen East Platform and elevate West Platform.	◆	◆	◆	N/A	●	
Franconia-Springfield Station Improvements	Extend both platforms and widen East Platform for future third track. ◆	◆	●	●	N/A		
Lorton Station Improvements	Construct new second platform with pedestrian overpass. ◆	◆	●	●	N/A		
Rippon Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass. ◆	◆	●	●	N/A		
Potomac Shores Station Improvements	New VRE station in Prince William County provided by private developer.	◆	●	◆	N/A		
Quantico Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass.	◆	◆	◆	N/A	●	
Brooke Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass. ◆	◆	●	●	N/A		
Leeland Road Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass. ◆	◆	●	●	N/A		
Manassas Park Parking Expansion	Parking garage to increase parking capacity to 1,100 spaces.	◆	●	●	N/A		
Rolling Road Station Improvements	Extend existing platform.	◆	◆	◆	N/A	●	
Crystal City Station Improvements	Replace existing side platform with new, longer island platform.	◆	●	●	N/A		
L'Enfant Track and Station Improvements	Replace existing platform with wider, longer island platform. Add fourth track (VA-LE)	◆			N/A		

PHASE: CD - Conceptual Design PD - Preliminary Design EC - Environment Clearance

RW - Right of Way Acquisition FD - Final Design CN - Construction

STATUS: ◆ Completed ● Underway ◆ On Hold ◆ part of the "Penta-Platform" program

<sup>1</sup>Total project cost estimate in adopted FY2018 CIP Budget<sup>2</sup> Does not include minor (< \$50,000) operating expenditures

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

Total <sup>1</sup>	ESTIMATED COSTS (\$)			Expended <sup>2</sup>	COMPLETION			STATUS
	Funded	Unfunded	Authorized		Percent	Date		
10,021,865	10,021,865	-	1,814,559	1,534,387	70%	3rd QTR 2020	●	60% design complete. Investigating alternative construction strategies.
7,000,000	7,000,000	-	467,500	90,749	30%	3rd QTR 2018	●	Construction is anticipated to start as part of CSXT work program.
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	-	*	313,129	20%	2nd QTR 2020	●	Preliminary engineering is anticipated to be complete in 2nd QTR 2018.
16,150,000	16,150,000	-	*	336,243	20%	2nd QTR 2020	●	Preliminary engineering is anticipated to be complete in 2nd QTR 2018.
16,632,716	16,632,716	-	*	231,125	20%	4th QTR 2021	●	Preliminary engineering is anticipated to be complete in 3rd QTR 2018.
No costs for VRE. Private developer providing station.					10%	TBD	●	Design resumed after resolution of DRPT/CSXT/FRA track project issues.
9,500,000	9,500,000	574,706	-	-	30%	TBD	●	Completion of FD & construction pending execution of IPROC grant by DRPT.
21,334,506	21,334,506	-	*	220,914	20%	4th QTR 2021	●	Completion of PD & EC pending execution of REF grant by DRPT.
14,336,156	14,336,156	-	*	179,310	20%	4th QTR 2021	●	Completion of PD & EC pending execution of REF grant by DRPT.
19,600,000	2,500,000	17,100,000	665,785	601,176	25%	2nd QTR 2018	●	30% design plans received and under review.
2,000,000	2,000,000	-	442,900	224,030	20%	3rd QTR 2020	●	60% design plans under review by NS.
21,160,000	400,000	20,760,000	370,285	360,747	10%	2nd QTR 2023	●	Completion of PD & EC pending execution of REF grant by DRPT.
68,600,000	2,980,000	65,620,000	-	45,139	10%	2nd QTR 2023	●	Completion of planning, PD & EC pending execution of REF grant by DRPT.

## TRACK AND INFRASTRUCTURE

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

## MAINTENANCE AND STORAGE FACILITIES

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

## ROLLING STOCK

Passenger Railcar Procurement	Acquisition of 29 new railcars.	◆	N/A	N/A	N/A	◆	◆
Positive Train Control	Implement Positive Train Control for all VRE locomotives and control cars.	◆	N/A	N/A	N/A	◆	●

## PLANNING, COMMUNICATIONS AND IT











Broad Run Expansion (was Gainesville-Haymarket Extension)	NEPA and PE for expanding commuter rail service capacity in Western Prince William County	◆	●	●	-	-	-
Mobile Ticketing	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 FD - Final Design CN - Construction  
 STATUS: ◆ Completed ● Underway ■ On Hold

<sup>1</sup> Total project cost estimate in adopted FY2018 CIP Budget

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



Total <sup>1</sup>	ESTIMATED COSTS (\$)			Expended <sup>2</sup>	COMPLETION			STATUS
	Funded	Unfunded	Authorized		Percent	Date		
32,500,000	32,500,000	-	33,285,519	30,578,003	100%	4th QTR 2015		Close-out pending repair of storm damage to embankment.
4,398,996	4,398,996	-	4,398,996	3,272,713	100%	4th QTR 2017		Wayside power installation complete. Track and signals in service.
3,965,000	3,965,000	-	2,937,323	3,045,774	50%	3rd QTR 2017		Power design under review by CSXT & Pepco. Track and signals in service.
38,146,323	38,146,323	-	3,176,039	3,156,717	30%	TBD		Design 100% complete. On hold pending property acquisition.
2,950,000	2,950,000	-	2,950,000	2,950,000	90%	TBD		Property appraisal underway, followed by review by FTA.
88,800,000	88,800,000	-	3,588,305	993,204	15%	4th QTR 2018		Progress delayed pending Amtrak approval of site access for survey.
75,264,693	75,264,693	-	69,457,809	36,994,353	95%	4th QTR 2020		All cars received. Completion date reflects end of warranty period.
10,553,000	10,553,000	-	10,294,079	7,472,954	80%	4th QTR 2018		Onboard installations ongoing.
617,791,163	5,885,163	611,906,000	5,483,720	2,905,615	15%	3rd QTR 2022		Focus on capacity improvements on existing Broad Run complex.
3,510,307	3,510,307	-	3,510,627	1,950,757	55%	2nd QTR 2018		Integration with S&B system complete. Mobile now accounts for about 12% of monthly revenue and more than 25% of all tickets sold.



## **VIRGINIA RAILWAY EXPRESS**

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**TO:** Chairman Smedberg and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** June 28, 2018

**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 provides the latest information on NVTC's Strategic Retreat, the Commonwealth Transportation Board's endorsement of NVTC's proposed funding of I-66 Commuter Choice projects, and WMATA's cash-free bus fare pilot, among others.

### **B. NVTC Financial Report**

The [Financial Report for May 2018](#) is provided for your information.

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# Executive Director Newsletter

July 2018



"It's a new day for NVTC." Those words, spoken by Fairfax County Board of Supervisors Chairman Sharon Bulova at NVTC's strategic retreat on June 22, resonated with virtually everyone in the room and reminded us of

how far we, as a Commission, have come in the last few years. From administering I-66 Commuter Choice and a future transit program on I-95/I-395 to new responsibilities pertaining to WMATA funding and governance, NVTC's role in the region has expanded almost exponentially.

Precisely what that role should entail and what resources are necessary to support our organization's additional responsibilities was at the heart of last week's discussions. The principles we adopted at the retreat to guide the creation of a NVTC committee focused on WMATA issues and selection of NVTC's principal representative to the WMATA Board of Directors demonstrated our commitment to thinking and acting as a region. We recognize that speaking with a unified voice, to the extent possible, will make NVTC and its WMATA board member more effective.

Our work in this area is far from complete. We will need to translate these adopted principles into policies that are fair and inclusive but also allow some level of flexibility. For instance, the composition, structure and staffing of the WMATA Committee are key to ensuring that all NVTC jurisdictions have a voice when it comes to Metro.



"There's real energy within NVTC right now," said Fairfax Supervisor Cathy Hudgins at the retreat. "We need to build on it and figure out how to sustain it." That energy, which was almost palpable in the meeting room, will help carry us forward as we

tackle important issues, both internal and external to our Commission. The enthusiasm that staff bring to their jobs and Commissioners bring to their deliberations will undoubtedly sustain that energy.

**Executive Director**

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Northern Virginia Transportation Commission  
2300 Wilson Blvd., Ste. 620  
Arlington, VA 22201  
[www.novatransit.org](http://www.novatransit.org)



## Key Dates

July 5	<a href="#"><u>NVTC Monthly Meeting</u></a>
July 10	<a href="#"><u>TSDAC Meeting</u></a>
July 12	<a href="#"><u>WMATA Board Meeting</u></a>
July 17-18	<a href="#"><u>CTB Monthly Meeting</u></a>
July 18	<a href="#"><u>TPB Monthly Meeting</u></a>
July 20	<a href="#"><u>VRE Operations Board Meeting</u></a>
July 26	<a href="#"><u>WMATA Board Meeting</u></a>



## I-66 Commuter and Express Bus Ridership Climbs

Commuter and express bus routes in the Interstate 66 corridor are showing increases in ridership due to tolling and new service funded by the I-66 Commuter Choice program, [according to a June NVTC report](#). From February 2017 to February 2018, express bus ridership grew by 8 percent. Fairfax Connector and the PRTC's OmniRide experienced average weekday ridership increases of 32 percent and 58 percent respectively, while Loudoun County Transit's I-66 corridor routes decreased by 12 percent.



Bus travel times have become more reliable as traffic conditions on I-66 have improved. "Vehicular speed on I-66 inside the Beltway increased by 15 percent from February 2017 to February 2018.

Available data and anecdotal evidence strongly suggest that running times of express bus services using I-66 have also improved," notes the report. It points to PRTC's OmniRide as an example. "Prior to tolling, OmniRide was using I-495 express lanes and I-395 HOV lanes for services from western Prince William County to the Pentagon, instead of I-66 and Route 110, because they offered comparable travel time and greater reliabil-

ity. After tolling started, OmniRide switched these services to I-66 and Route 110 due to improved run-time reliability and time savings."

Metrorail ridership also was up, though the report indicates that it is "difficult to discern the influence of I-66 tolling from these statistics." Metrorail's average weekday ridership in the corridor in February 2018, the third month of tolling, was 4 percent higher than February 2017. During the same period, however, Virginia Railway Express' average weekday ridership dropped by 5 percent.

Consistent with national and regional trends, local bus service experienced a decline. Average weekday ridership on Metrobus and Arlington Transit (ART) I-66 corridor routes was down 10 percent and 12 percent respectively from February 2017 to February 2018, continuing a pattern that extends to July 2016. "These declines persist before and after the I-66 tolling, and the impact of tolling is unclear with available statistics," notes the report.

The NVTC report highlights the need for more information to evaluate the impact of tolling on the I-66 Commuter Choice program and, more broadly, public transportation services along the I-66 corridor.

## CTB Endorses NVTC's Expenditure of \$12 Million to Improve I-66 Commutes



The Commonwealth Transportation Board (CTB) voted June 20 to allow NVTC to

fund 15 projects using \$12 million in toll revenues in order to benefit commuters in the I-66 corridor. [The Commission had approved the projects in May.](#)

About 60 percent of the funds, or \$7.2 million, will support new or enhanced bus service; 22 percent, or \$2.6 million, will improve access to park-and-ride lots, bus stops, and Metrorail and Virginia Railway Express stations; 7 percent, or \$0.8 million, will improve incident response in the I-66 corridor; and 6 percent, or \$0.7 million, will support transit incentives, carpools and vanpools.

Grant recipients include Arlington, Fairfax and Loudoun counties; the cities of Fairfax, Falls Church, and Manas-

sas; and the Potomac and Rappahannock Transportation Commission/OmniRide in Prince William County. The grants also support NVTC's project oversight and program administration and will allow for targeted outreach to promote transit and other transportation options to help those who commute through the I-66 corridor.

NVTC previously funded 10 projects, totaling \$9.8 million, in the I-66 corridor, including popular bus service between Gainesville and the Pentagon; Fairfax County Government Center and downtown Washington, D.C.; and Loudoun County's Stone Ridge II park-and-ride lot and the District. I-66 Commuter Choice, a 40-year partnership between the Commonwealth and NVTC, is designed to move more people, enhance transportation connectivity, improve transit service, reduce roadway congestion, and increase travel options for commuters in the corridor.

## Dorsey to Serve as NOVA Region's Voting Member on WMATA Board

NVTC last Friday appointed Arlington County Board Member Christian Dorsey as its principal member on the WMATA Board of Directors. Dorsey, who has served as an alternate on the WMATA board since 2016, assumes the term of Fairfax County Supervisor Cathy Hudgins, which expires in 2021.

Dorsey was elected to the Arlington County Board in November 2015 and appointed a NVTC Commissioner two months later. He became an alternate member of the WMATA board shortly after joining NVTC.

The Commission also appointed Hudgins to serve as an alternate to WMATA Board Member Jim Corcoran, Virginia's gubernatorial appointee. Hudgins has served on the WMATA board since 2004. The Commission's vote came in anticipation of a new Virginia law that takes effect July 1, 2018, providing dedicated funding for

WMATA and governance reforms. Alexandria Council Member Paul Smedberg will continue to serve as an alternate to the seat now held by Dorsey.



## New Rosslyn Bus Tunnel to Improve Bus On-time Performance

WMATA officially opened [the Rosslyn bus tunnel](#) between North Moore and North Lynn streets on June 24, a move that is expected to ease traffic and improve its buses' on-time performance. The opening was tied to a number of route changes across the Metrobus system. The tunnel is also being used by Arlington's ART buses.

"For bus riders alone, it could save five minutes or more each trip for bus routes like the 5A to Dulles Airport that uses Interstate 66, the 38B that goes over the Key Bridge and through Georgetown or a number of routes that go down Lee Highway," noted WTOP radio. Separate work is underway to upgrade traffic lights and widen sidewalks and trails in the area.



## WMATA Begins Cash-Free Bus Fare Pilot

Metrobus' Route 79, the MetroExtra in the District of Columbia, is [piloting cash-free fares](#) as a way to improve trip speed. Customers boarding the bus must pay with a SmarTrip card. Cash and coins are not accepted. Passengers may not add money to their SmarTrip card on the bus. The rationale behind the change is that the elimination of cash and coins will make boarding faster, thereby improving travel times. The cash-free program could be extended to other limited-stop routes across the region as soon as this fall, including Metroway in Arlington and Alexandria and the REX Richmond Highway Express in Fairfax County.





## Legislation Introduced to Repeal Penalty for Transportation Benefits

Congressman Mike Conaway has introduced [legislation that would repeal the penalty on nonprofit organizations that offer transportation benefits](#). Last year's tax reform legislation, while maintaining pre-tax benefits for individuals, made it more expensive for nonprofits and universities to offer the transportation fringe benefit. Under the law, nonprofits and universities offering transportation benefits must pay a 21 percent Unrelated Business Income Tax on the amounts deducted by employees on a pre-tax basis or provided by employers as a subsidy. Conaway's bill would eliminate what many see as a barrier to nonprofits and universities offering parking and transit benefits.



## FTA Accepting Grant Applications for Buses and Bus Facilities

More than \$366 million is available for transit bus projects nationwide in fiscal year 2018 through the Federal Transit Administration (FTA). The Grants for Buses and Bus Facilities Infrastructure Investment Program is authorized by Congress to improve the condition of bus infrastructure nationwide by funding the replacement and rehabilitation of buses and related facilities. Eligible projects include those that replace, rehabilitate, lease, or purchase buses and related equipment as well as those allowing for the purchase, rehabilitation, construction, or leasing of bus-related facilities, such as buildings for bus storage and maintenance.

FTA will award the grants to designated recipients, states and local governmental entities that operate fixed route bus service as well as Indian tribes. Projects will be evaluated by criteria outlined in the [Notice of Funding Opportunity](#). The program allocates a minimum of 10 percent – \$36.6 million – to rural bus needs. The application period closes August 6.

Federal public transportation law (49 USC § 5339(b)) authorizes FTA's competitive Grants for Buses and Bus Facilities Infrastructure Investment Program through FY 2020. Funding for the program was increased by 76 percent, or \$161 million in Fiscal Year 2018, by the FY 2018 Consolidated Appropriations Act.

## NVTC Celebrates Fairfax

NVTC staff members joined their colleagues from Fairfax Connector, WMATA, VDOT, and the Northern Virginia Transportation Authority in early June to share the benefits of public transportation with visitors to Celebrate Fairfax! Hundreds of people stopped by our table at the Transportation Station to watch our I-66 Commuter Choice video, engage with staff, or pick up an I-66 Commuter Choice beach ball or cell phone wallet. The photo booth, replete with transportation-related props and hats, was a hit, attracting fairgoers to the Commuter Choice table.



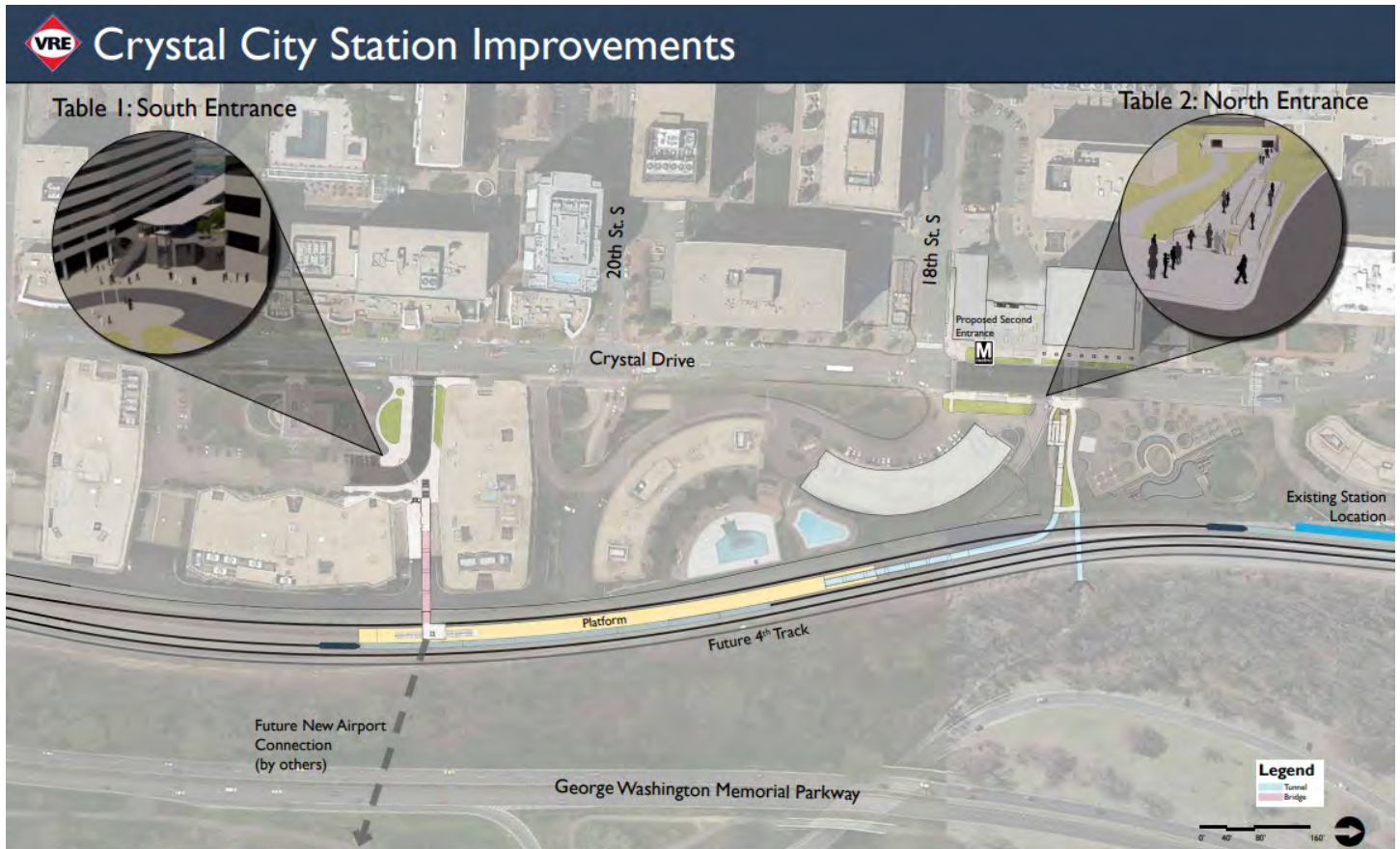
Patricia Happ, NVTC's transit program manager, and her daughter staff the I-66 Commuter Choice table at the Celebrate Fairfax! Transportation Station.



## VRE Seeks Input on Its Proposed Crystal City Station Improvements

[July 1 is the deadline for comments](#) on Virginia Railway Express' plan to improve its Crystal City Station. The proposed island platform would be able to accommodate 10-car trains and serve two trains simultaneously. Riders would be able to board using all train doors. Redesigned entrances would allow for pedestrian connections to

Crystal City's Underground, Metrorail, and Reagan National Airport. The project also would provide room for a future fourth track for DC2RVA high-speed rail. VRE has produced [two animated videos](#) that walk viewers through the north and south entrances.



## WMATA to Eliminate Free Metro Option for VRE & MARC Riders

To reduce fare-payment disputes, improve safety, and ensure that every rider is counted toward WMATA's funding grants, Metro is changing the use of its station-entrance emergency gates. Effective July 1, every rider must tap a SmarTrip® card for every ride. That means VRE and MARC customers may no longer ride Metro for free when either commuter rail system encounters service disruptions. The "Metro Option" had been an informal courtesy extended by WMATA that was carried forward over time. There was, however, no process for Metro to properly track or seek reimbursement for the cost of these trips, nor any agreement between MARC/VRE and Metro to govern the program.



## Loudoun County



The Loudoun County Library is teaming up with the county's Commuter Services this summer to bring residents a Commuter ePick each Monday, featuring specially selected eBooks and audiobooks.

**This week's COMMUTER ePICK**

Loudoun County Commuter Services  
Travel options. Information. Advice. Solutions.

**THE GIRL ON THE TRAIN**  
PAULA HAWKINS  
#1 NEW YORK TIMES BESTSELLER

Find thousands of free eBooks at [library.loudoun.gov/eBooks](http://library.loudoun.gov/eBooks)

## Transportation Planning Board



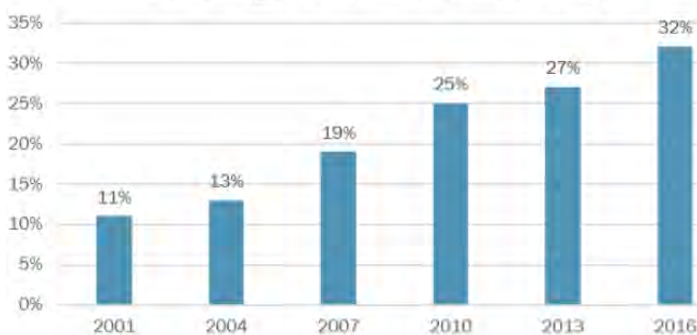
A [recent TPB analysis](#) looked at trends in how people in the region travel. The research found that changing demographics, population growth, expanding

non-auto travel options, and good planning are impacting how people get around the region.

Here are the top seven regional travel trends:

- The region added more people, but driving remained flat
- Fewer people are riding Metrorail
- More aging Baby Boomers are choosing to remain in our region
- More people live in Activity Centers
- Telework continues to grow
- The car is still king, but fewer people are driving to work
- Congestion remains about the same during the morning and evening rush

Percentage of Commuters Teleworking



## Northern Virginia Transportation Authority



The Northern Virginia Transportation Authority (NVTA) recently adopted its [FY2018-2023 Six Year Program](#), which includes 44 regionally significant, multimodal transportation projects totaling nearly \$1.3 billion. The action marks the first time NVTA has funded a six-year transportation program. Three earlier NVTA programs funded 78 transportation projects, valued at more than \$690 million.



## WMATA



Metro is honoring the Washington Capitals with a limited-edition commemorative SmarTrip card for winning the Stanley Cup, the first in the Caps' 44-year history.

Metro committed to the Caps and right wing T.J. Oshie, who along with defenseman Matt Niskanen rode Metro to both home games in the Stanley Cup finals, that Metro would issue a commemorative Capitals card if the team brought home the Stanley Cup. Usually reserved for Presidential Inaugurations and events of national significance, this is the first time a commemorative SmarTrip card has marked a DC sports championship.

The cards are being sold for the standard \$10- \$8 in Metro fare value plus \$2 for the cost of the card and [must be ordered online](#).

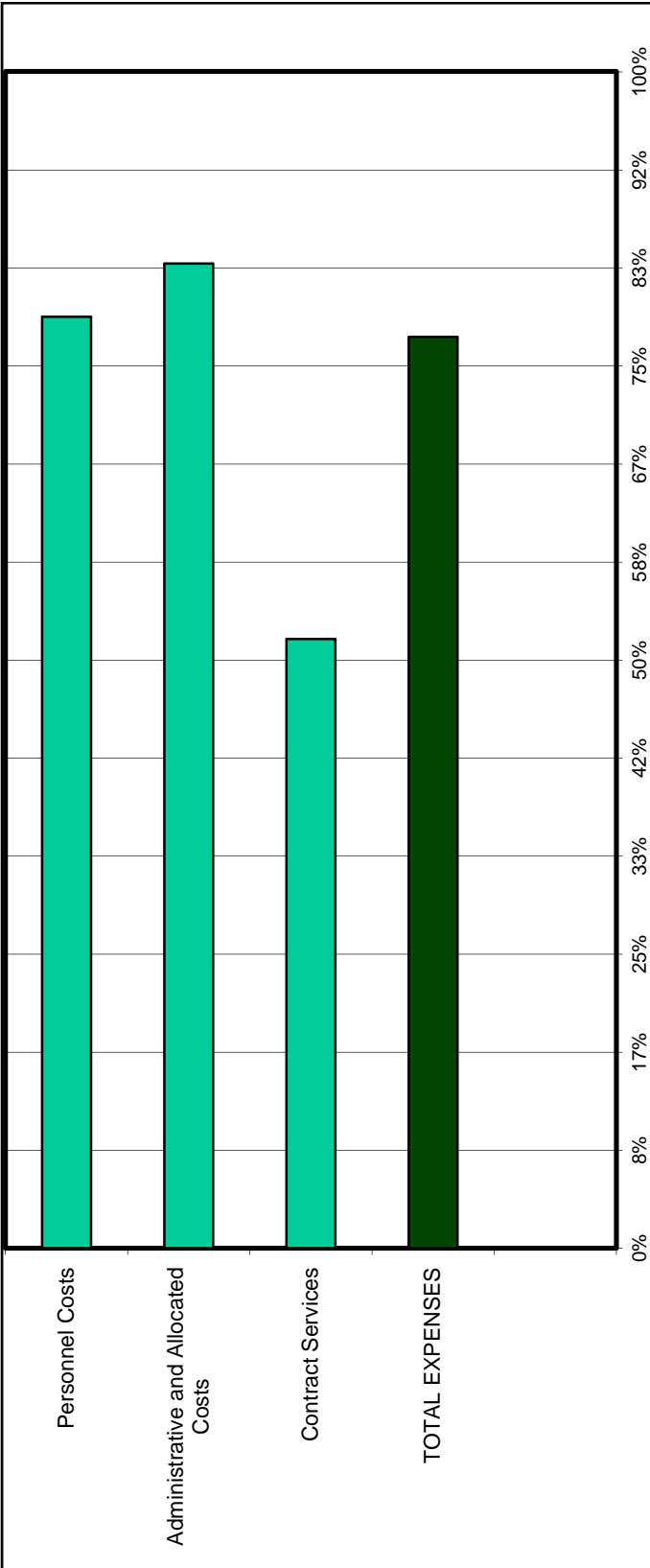


# Northern Virginia Transportation Commission

Financial Reports

May, 2018

Percentage of FY 2018 NVTC Administrative Budget Used  
May 2018  
(Target 91.7% or less)



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

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**May 2018**

	<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 Wages	\$ 109,305.41	\$ 1,100,287.03	\$ 1,390,500.00	\$ 290,212.97	20.9%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	109,305.41	1,100,287.03	1,390,500.00	290,212.97	20.9%
<u>Benefits</u>					
Employer's Contributions:					
FICA	6,873.42	75,899.52	93,500.00	17,600.48	18.8%
Group Health Insurance	8,280.23	85,951.38	130,700.00	44,748.62	34.2%
Retirement	10,596.00	116,556.00	123,500.00	6,944.00	5.6%
Workmans & Unemployment Compensation	114.00	1,805.17	4,900.00	3,094.83	63.2%
Life Insurance	-	2,927.22	5,100.00	2,172.78	42.6%
Long Term Disability Insurance	528.88	5,520.28	6,500.00	979.72	15.1%
Total Benefit Costs	26,392.53	288,659.57	364,200.00	75,540.43	20.7%
<u>Administrative Costs</u>					
Commissioners Per Diem	1,000.00	11,650.00	12,800.00	1,150.00	9.0%
<i>Rents:</i>					
Office Rent	20,845.18	223,964.46	246,000.00	22,035.54	9.0%
Parking & Transit Benefits	19,397.78	207,926.86	229,700.00	21,773.14	9.5%
	1,447.40	16,037.60	16,300.00	262.40	1.6%
<i>Insurance:</i>					
Public Official Bonds	640.35	6,730.45	6,800.00	69.55	1.0%
Liability and Property	200.00	1,633.00	2,000.00	367.00	18.4%
	440.35	5,097.45	4,800.00	(297.45)	-6.2%
<i>Travel:</i>					
Conference / Professional Development	4,411.32	25,325.74	30,300.00	4,974.26	16.4%
Non-Local Travel	2,075.00	11,998.17	17,000.00	5,001.83	29.4%
Local Travel, Meetings and Related Expenses	701.52	3,682.42	2,500.00	(1,182.42)	-47.3%
	1,634.80	9,645.15	10,800.00	1,154.85	10.7%
<i>Communication:</i>					
Postage	874.55	10,342.05	13,000.00	2,657.95	20.4%
Telephone and Data	(4.45)	901.84	1,700.00	798.16	47.0%
	879.00	9,440.21	11,300.00	1,859.79	16.5%
<i>Publications &amp; Supplies</i>					
Office Supplies	772.68	11,540.57	12,500.00	959.43	7.7%
Duplication and Paper	143.00	2,347.42	2,700.00	352.58	13.1%
Public Information	629.68	8,693.15	9,300.00	606.85	6.5%
	-	500.00	500.00	-	0.0%

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**May 2018**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>					
Furniture and Equipment (Capital)	1,839.05	17,027.68	45,500.00	28,472.32	62.6%
Repairs and Maintenance	1,192.48	10,622.82	11,000.00	377.18	3.4%
Computer Operations	-	66.00	1,000.00	934.00	93.4%
	646.57	6,338.86	33,500.00	27,161.14	81.1%
<i>Other General and Administrative:</i>					
Subscriptions	503.02	7,677.22	8,600.00	1,263.78	14.7%
Memberships	-	341.00	-	-	0.0%
Fees and Miscellaneous	80.75	1,106.00	1,400.00	294.00	21.0%
Advertising (Personnel/Procurement)	422.27	5,500.78	5,600.00	99.22	1.8%
Total Administrative Costs	-	729.44	1,600.00	870.56	54.4%
	30,886.15	314,258.17	375,500.00	61,582.83	16.4%
<u>Contracting Services</u>					
Auditing	-	16,000.00	22,600.00	6,600.00	29.2%
Contract Services and Support	10,036.25	59,393.92	150,000.00	90,606.08	60.4%
Legal	2,916.67	32,083.37	35,000.00	2,916.63	0.0%
Total Contract Services	12,952.92	107,477.29	207,600.00	100,122.71	48.2%
Total Gross G&A Expenses	\$ 179,537.01	\$ 1,810,682.06	\$ 2,337,800.00	\$ 527,458.94	22.6%



**NVTC**  
**RECEIPTS and DISBURSEMENTS**  
**May 2018**

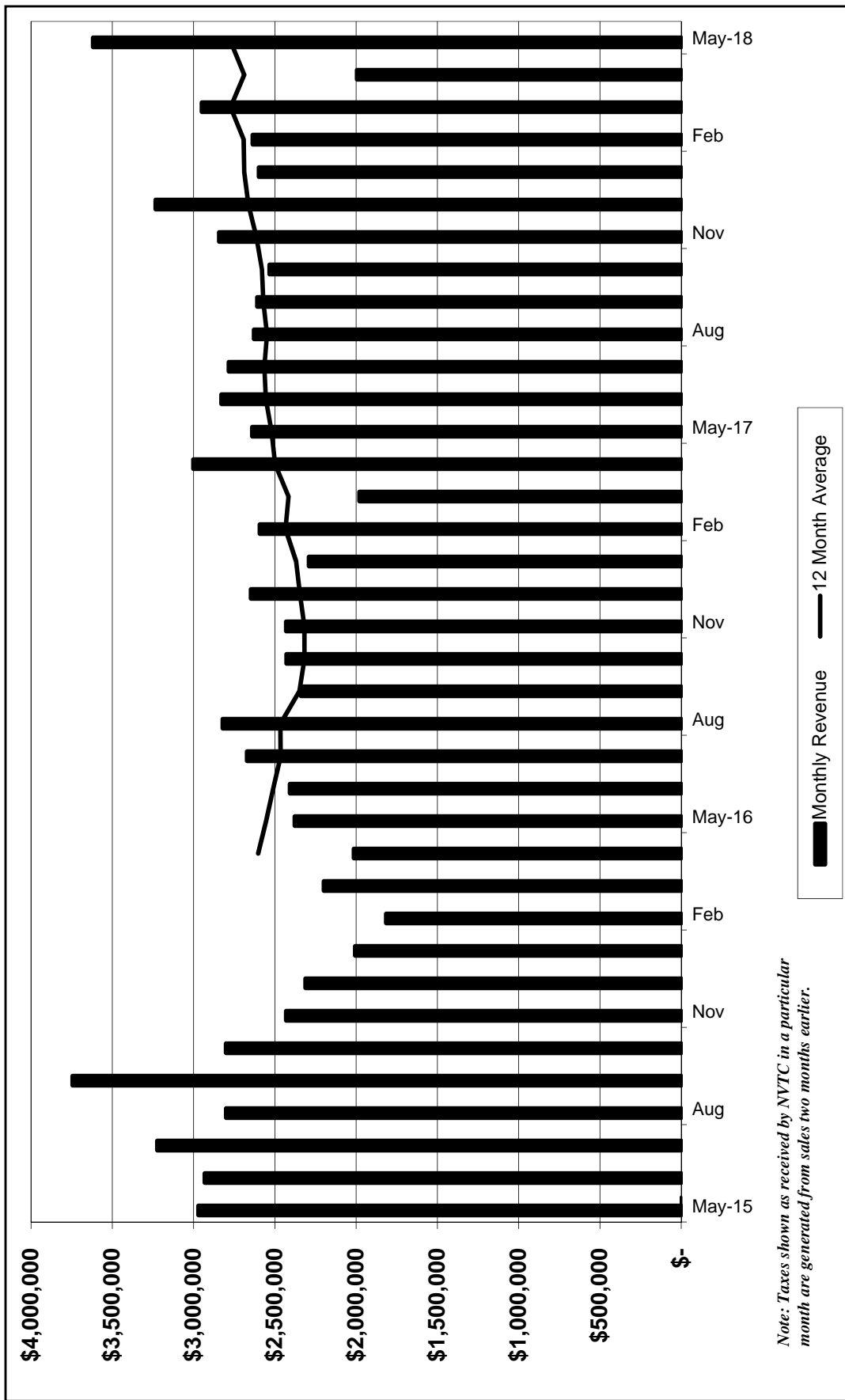
Date	Payer / Payee	Purpose	Wells Fargo Checking	Wells Fargo Savings	G&A / Project	Virginia LGIP Trusts
RECEIPTS						
1	DRPT	Capital grants receipts - Fairfax				\$ 84,924.00
3	DRPT	Technical assistance receipt - New fare			3,074.00	
7	DRPT	Capital grants receipts - Fairfax				470,957.00
8	Arlington County	G&A contribution		27,725.50		
8	VRE	Staff support		7,319.95		
15	DRPT	Operating assistance - WMATA				8,785,836.00
15	DRPT	Operating assistance - Arlington				731,204.00
15	DRPT	Operating assistance - City of Fairfax				194,417.00
15	DRPT	Operating assistance - Alexandria				896,971.00
15	DRPT	Operating assistance - Fairfax				3,857,577.00
16	DRPT	Capital grant receipt - Alexandria				60,480.00
21	DRPT	Capital grant receipt - Fairfax				173,123.00
22	DRPT	I-66 net toll revenue			3,213,087.00	
23	DRPT	Technical assistance receipt - New fare		8.44	4,611.00	
23	DRPT	Intern grant receipt			11,890.00	
31	DMV	Motor Vehicle Fuels Sales tax receipts				3,617,296.35
31	Banks	Investment earnings		35,053.89	18,690.21	155,426.15
			-		3,251,352.21	19,028,211.50
DISBURSEMENTS						
1-31	Various	G&A expenses	(188,869.92)			
3	Kimley Horn	Consulting - New fare collection	(6,147.51)			
22	Arlington	Commuter choice program reimbursement			(10,243.75)	
24	Stantec	Consulting - NTD data collection	(4,553.33)			
24	Kimley Horn	Consulting - New fare collection	(9,221.27)			
31	Banks	Service fees	(68.76)	(20.49)		
			(208,860.79)	(20.49)	(10,243.75)	-
TRANSFERS						
24	Transfer	From LGIP to checking	150,000.00		(150,000.00)	
24	Transfer	From LGIP to LGIP - NTD data collection	150,000.00	-	4,553.33	(4,553.33)
					(145,446.67)	(4,553.33)
			\$ (58,860.79)	\$ 35,033.40	\$ 3,095,661.79	\$ 19,023,658.17
NET INCREASE (DECREASE) FOR MONTH						

**NVTC  
INVESTMENT REPORT  
May 2018**

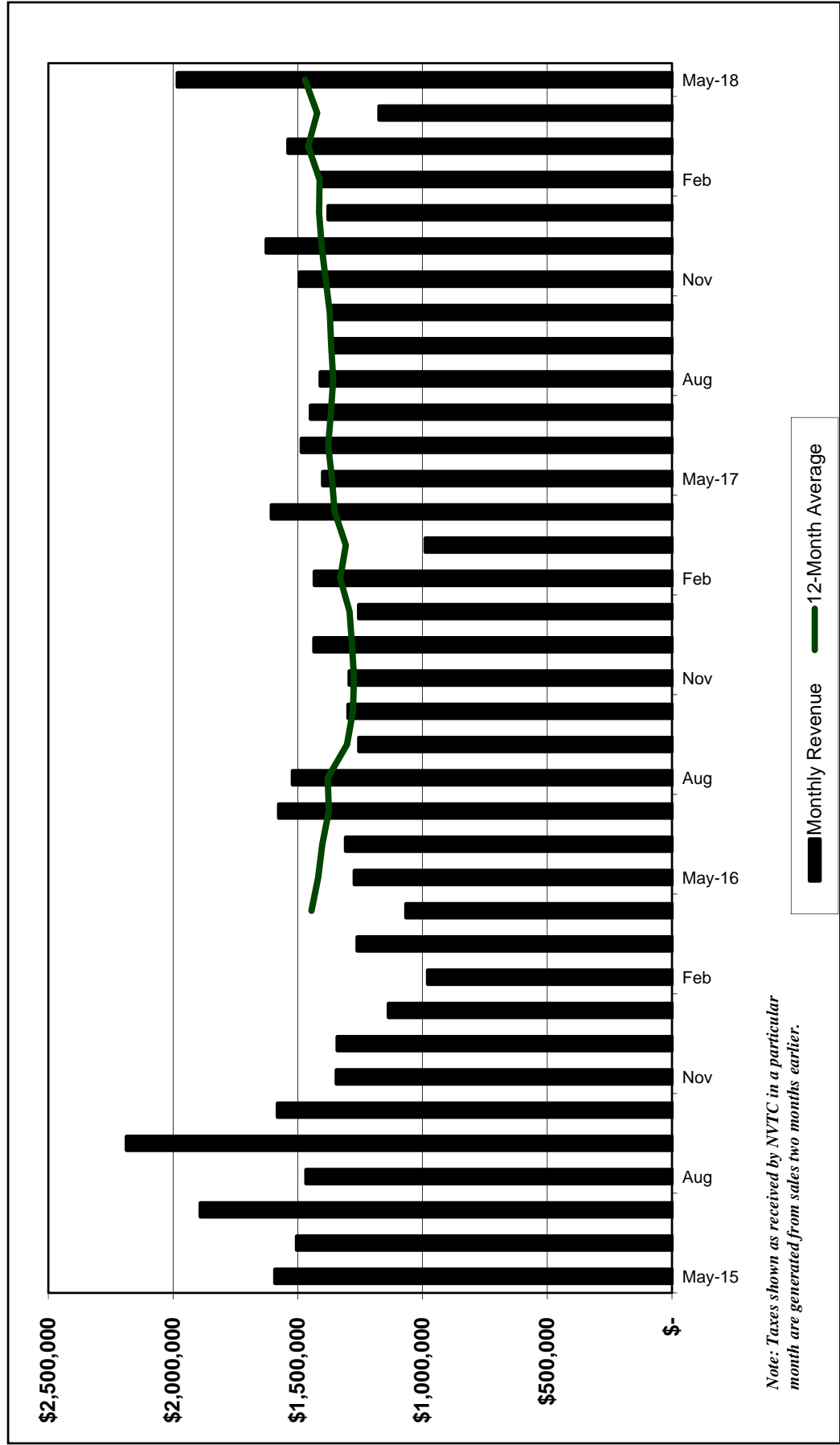
Type	Rate	Balance	Increase	Balance	Balance		
		4/30/2018	(Decrease)	5/31/2018	NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<b><u>Cash Deposits</u></b>							
Wells Fargo: NVTC Checking	N/A	\$ 162,529.99	\$ (58,860.79)	\$ 103,669.20	\$ 103,669.20	\$ -	\$ -
Wells Fargo: NVTC Savings	0.100%	72,444.31	35,033.40	107,477.71	107,477.71	-	-
<b><u>Investments</u></b>							
Bank of America: Virginia Local Government Investment Pool (LGIP)	1.936%	97,139,277.65	22,119,319.96	119,258,597.61	13,545,572.63	84,687,999.05	21,025,025.93
		<u>\$ 97,374,251.95</u>	<u>\$ 22,185,916.80</u>	<u>\$ 119,469,744.52</u>	<u>\$ 13,756,719.54</u>	<u>\$ 84,687,999.05</u>	<u>\$ 21,025,025.93</u>



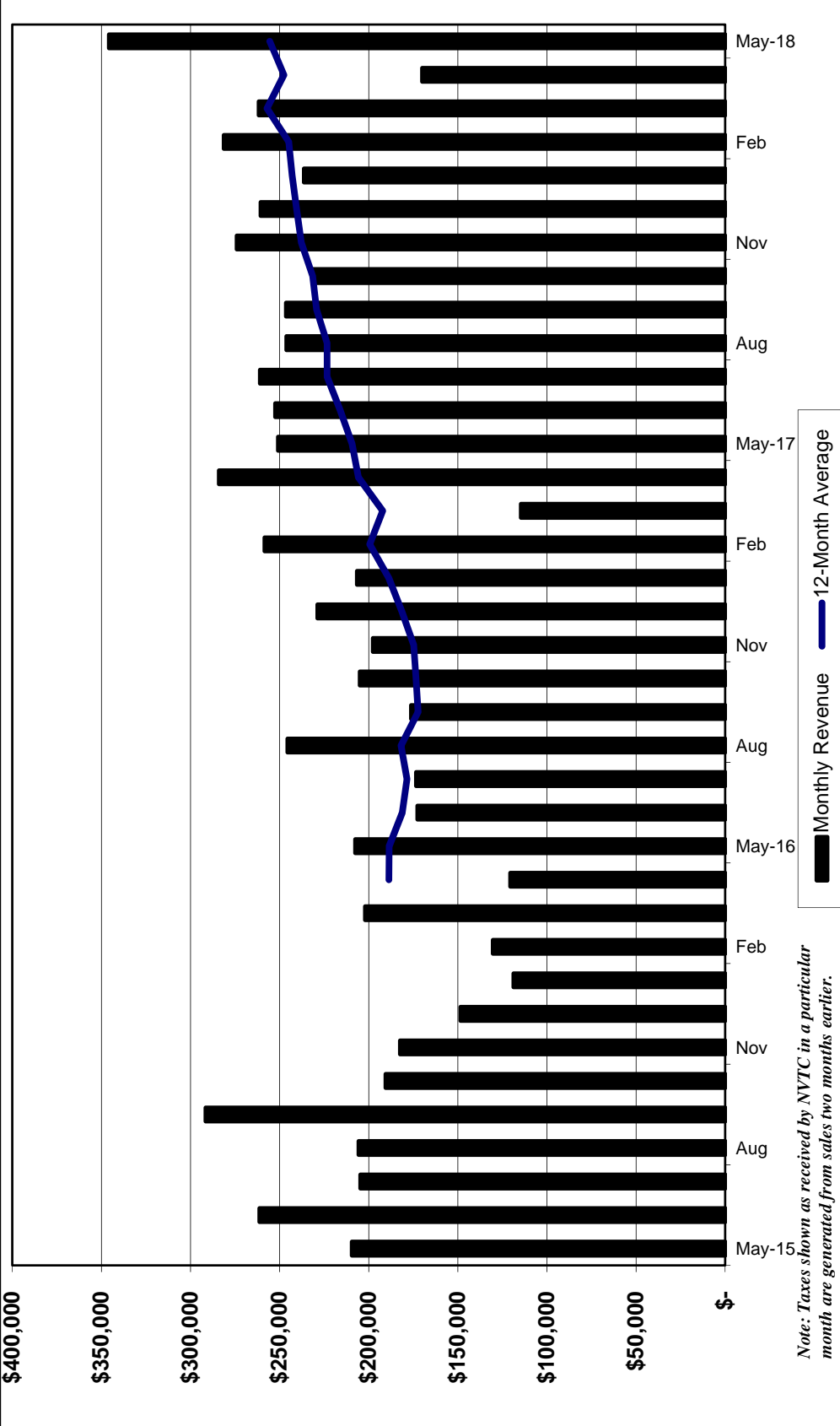
# NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2015-2018



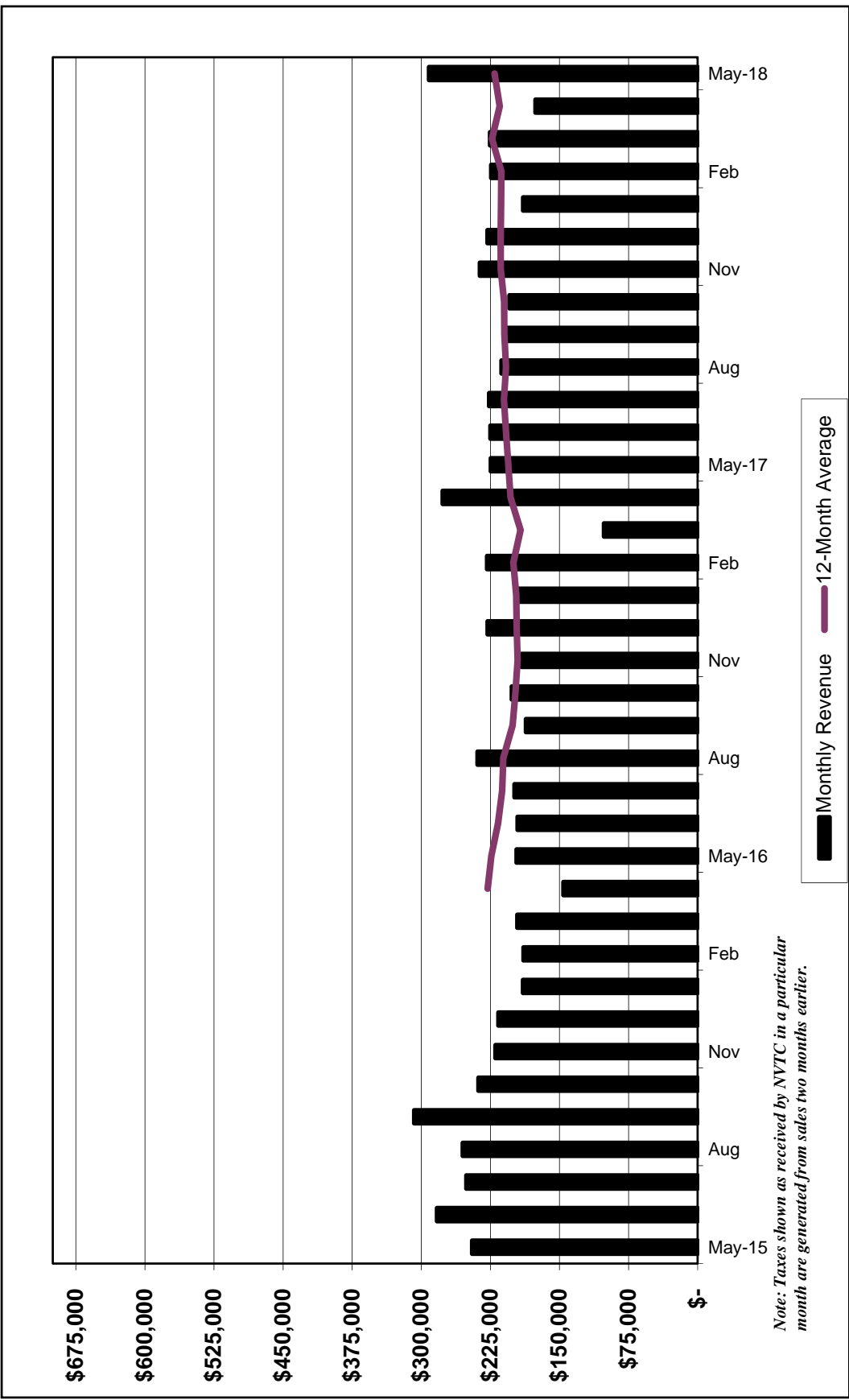
# NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2015-2018



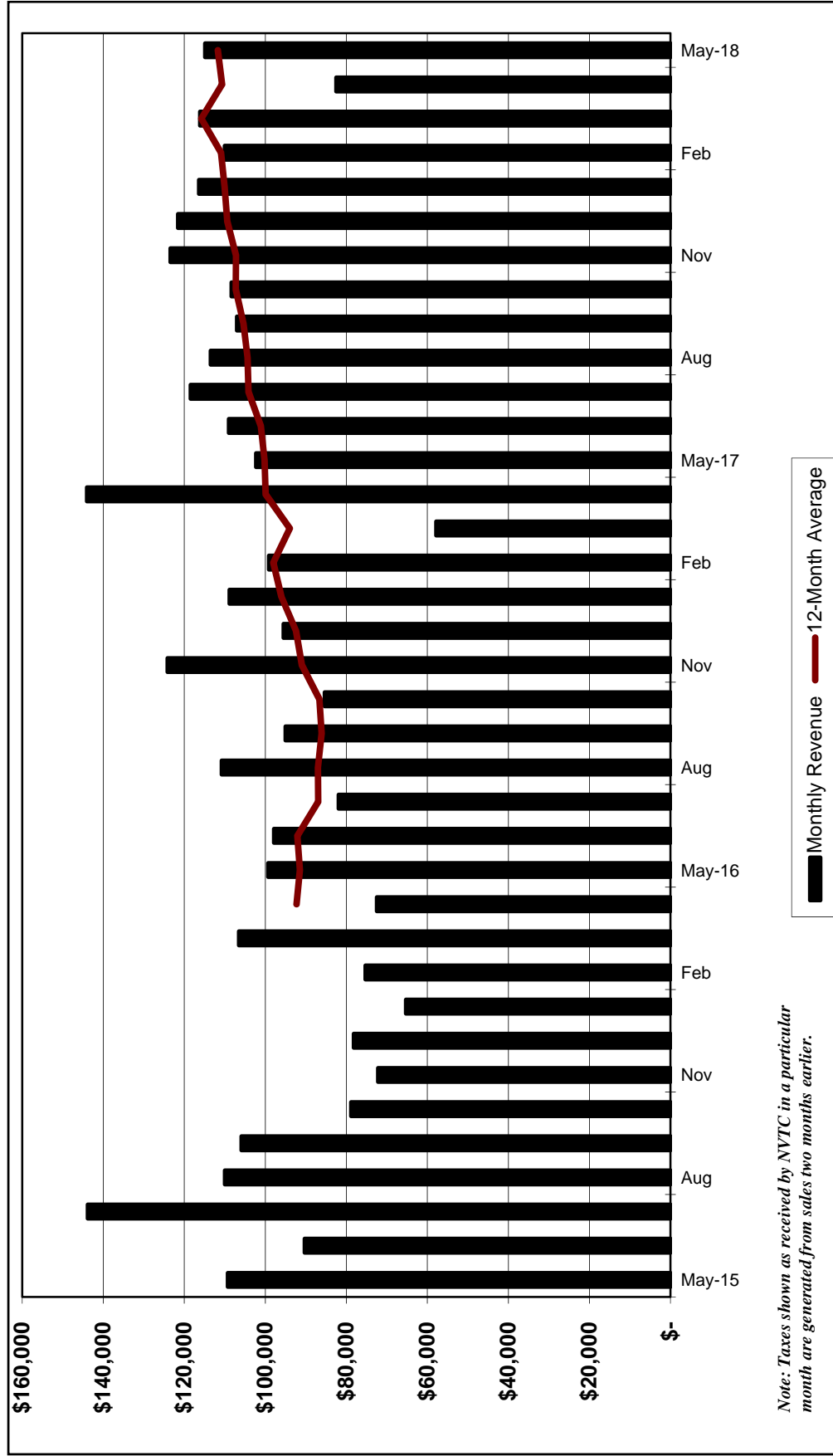
# NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2015-2018



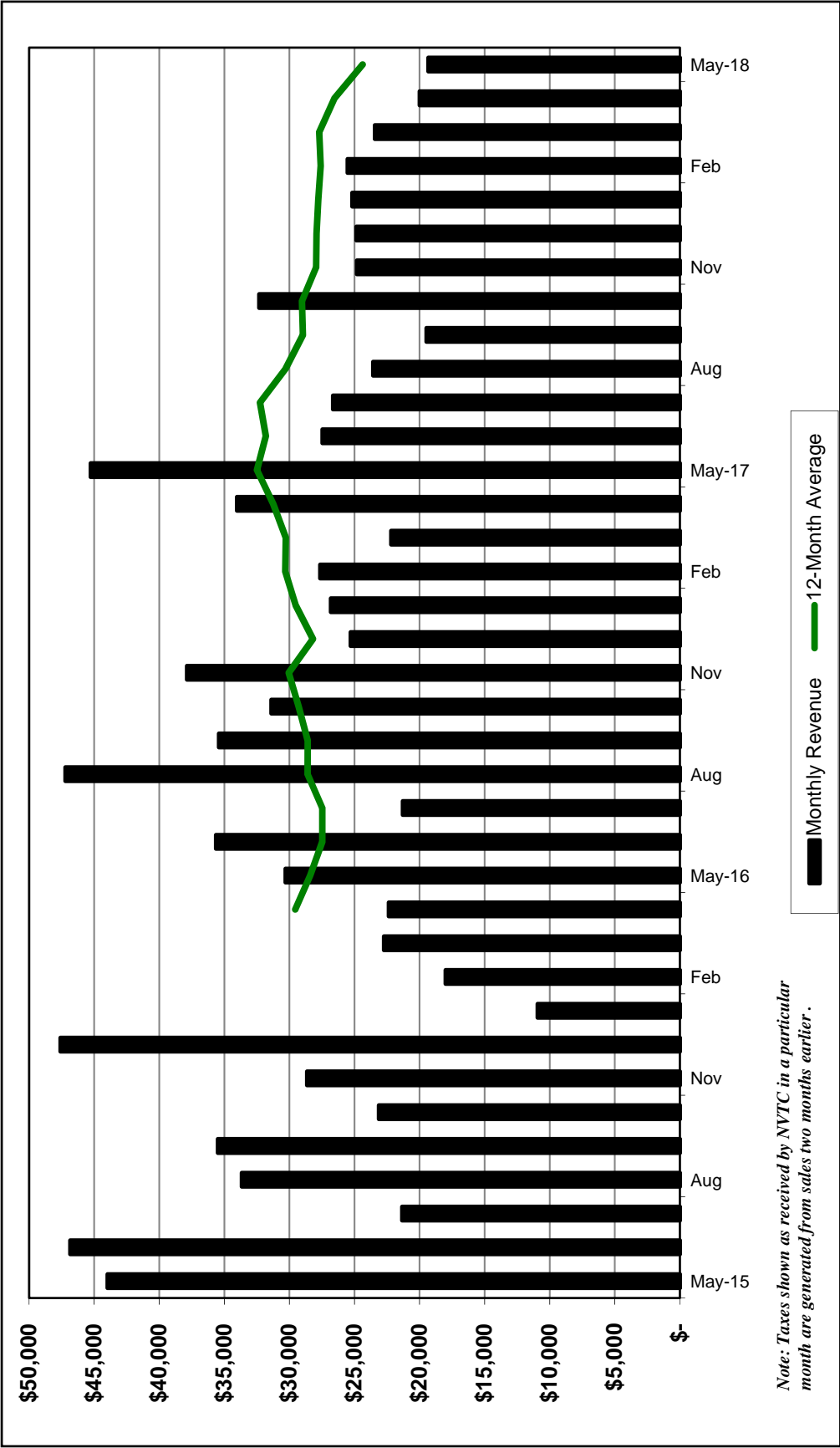
NVTC MONTHLY GAS TAX REVENUE  
ARLINGTON COUNTY  
FISCAL YEARS 2015-2018



# NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2015-2018



# NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2015-2018



NVTC MONTHLY GAS TAX REVENUE  
LOUDOUN COUNTY  
FISCAL YEARS 2015-2018

