

**MINUTES**  
**NVTC COMMISSION MEETING – JUNE 6, 2019**  
**FIRST FLOOR CONFERENCE ROOM – 2300 WILSON BLVD.**  
**ARLINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Letourneau at 7:09 P.M.

**Members Present**

Elizabeth Bennett-Parker  
Richard Black  
Sharon Bulova  
John Cook  
Katie Cristol  
Adam Ebbin  
John Foust  
Catherine Hudgins  
David LaRock  
James M. LeMunyon  
Matt Letourneau  
David Meyer  
Jennifer Mitchell (Alternate, Commonwealth of Virginia)  
M. David Skiles  
Raul “Danny” Vargas

**Members Absent**

Canek Aguirre  
Christian Dorsey  
Libby Garvey  
Jeff McKay  
Ron A. Meyer  
Paul Smedberg  
David Snyder

**Staff Present**

Kate Mattice, Executive Director  
Matt Cheng  
Joey de St. Aubin  
Allan Fye  
Rhonda Gilchrest  
Dinah Girma  
Dan Goldfarb  
Patricia Happ  
Aimee Perron Seibert  
Zach Smith  
Brittany Sumpter  
Jae Watkins  
Doug Allen (VRE)  
Karen Finucan Clarkson (VRE)

### Pledge of Allegiance and Opening Remarks

Following the Pledge of Allegiance, Chairman Letourneau welcomed everyone to the June 6<sup>th</sup> NVTC meeting.

Mr. Meyer observed that today, June 6, 2019, is the 75<sup>th</sup> anniversary of D-Day, the Allied invasion of Normandy, France during World War II. He asked for a moment of silence to reflect upon the sacrifices made 75 years ago.

Chairman Letourneau noted that the meeting is being streamed on YouTube Live and the public can also access the feed through a link on NVTC's Facebook page. He highlighted several guest speakers, including U.S. Department of Transportation Deputy Assistant Secretary for Governments Affairs Anthony Bedell, who will speak on the Trump Administration's priorities for infrastructure, as well as Dalia Leven and Jason Mumford of AECOM, who will give a presentation on the Washington Area Bus Transformation Project's Draft Report. He also reviewed the action items.

As announced last month, Chairman Letourneau stated that Senator Richard Black has been appointed to NVTC. Chairman Letourneau administered the ceremonial oath of office to Senator Black and welcomed him to NVTC.

Chairman Letourneau also presented Mr. LeMunyon with a Resolution of Commendation, which was approved at last month's meeting, recognizing DRPT Director Mitchell and Mr. LeMunyon for their help in the establishment of the Washington Metrorail Safety Commission.

### Minutes of the May 2, 2019 NVTC Commission Meeting

Ms. Cristol moved, with a second by Ms. Bulova, to approve the minutes of the May 2, 2019 meeting. The vote in favor was cast by Commissioners Black, Bulova, Cook, Cristol, Ebbin, Foust, Hudgins, LaRock, Letourneau, Meyer, Mitchell and Skiles. Mr. LeMunyon and Mr. Vargas abstained.

### Consent Agenda

Chairman Letourneau presented the Consent Agenda for approval:

- A. Approve Resolution #2382: Proclamation of Support for the 35<sup>th</sup> Annual Public Service Recognition Week Taking Place May 5-11, 2019

Mr. Skiles moved, with a second by Senator Black, to approve the Consent Agenda. The vote in favor was cast by Commissioners Black, Bulova, Cook, Cristol, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Meyer, Mitchell, Skiles and Vargas.

## Infrastructure and FAST Act Reauthorization Presentation

Chairman Letourneau explained that the federal highway and transit programs are authorized under what is called the “FAST Act,” which is set to expire next year. Currently, these two surface transportation programs are supported by a federal gas tax which has not been raised since 1993. That, in addition to the increasing need to invest in our highways and transit, does set up an interesting discussion in the coming months on how to tackle an infrastructure bill – and, most notably – how to pay for it.

Chairman Letourneau stated that NVTC is pleased to have U.S. Department of Transportation Deputy Assistant Secretary for Governmental Affairs Anthony Bedell, who will present the Trump Administration’s priorities for transportation infrastructure. Mr. Bedell was appointed and sworn in by U.S. Secretary of Transportation Elaine Chao on May 1, 2017. His areas of responsibilities include all congressional, intergovernmental and tribal issues for the department.

Mr. Bedell gave an overview of Secretary Chao’s priorities, which include safety, infrastructure, innovation and regulatory reform. He also noted that President Trump issued an Executive Order that designates one single department as the lead agency to approve an environmental impact study. This will reduce the decision-making process from 10 to two years. Anecdotal data is showing that it is working. The goal is to get this order codified. He stated that the FAST Act needs to be reauthorized by December 31, 2020. USDOT’s intention is to roll out proposals starting this June for the highway trust fund, transit, smart cities, rail, ports, innovation (to include addressing autonomous vehicles, drones, and hyperloop), and pipeline safety.

Mr. Bedell stated that Secretary Chao’s mission is to partner with states and localities, such as Northern Virginia and Richmond, on how to make the region successful in a highly congested areas like Northern Virginia. USDOT’s success will be based on the success of the local regions. USDOT wants to hear from localities and Mr. Bedell invited NVTC and its jurisdictions to come and meet with the Secretary Chao for her to hear the region’s transit priorities. USDOT already has a good working relationship with the Commonwealth, including VDOT, the Atlantic Gateway team, Secretary of Transportation Shannon Valentine and Deputy Secretary Nick Donohue, as well as Virginia’s P3 office. He also noted that the USDOT points to Virginia as an example of successfully implementing P3, tolling and congestion pricing.

Ms. Bulova stated that regarding WMATA, one of Northern Virginia’s biggest priorities is the Rosslyn Tunnel project, which cannot be accomplished without federal assistance. She stated it is important to make sure this project is on the Administration’s radar. Ms. Cristol agreed and stated that it is as important to the Metro system as the Long Bridge project is to VRE. She asked Mr. Bedell if a reallocation of transit funding is being considered so that transit funding is allocated to other areas. Mr. Bedell responded that currently 80 percent of transit funding is directed to only five areas/cities. The Washington, DC region is not one of the five. The Administration wants to work with localities on how best to impact and provide funding to transit projects that are highly rated, have ridership that shows that they are needed, and to reallocate funds that impact more than just those five cities.

Mr. Meyer stated that he is pleased to hear Secretary Chao's number one priority is safety. He encouraged the Administration to consider changing the gas tax to a percentage and include an escalation factor so when fuel prices go up, tax revenue would adjust with it.

Mr. Bedell asked staff to share his contact information with Commissioners and he would be happy to meet with them to discuss specific transit projects. Mr. Skiles noted that Virginia is looking at the long-term viability of the gas tax and he asked if the Administration has looked at other funding opportunities to replace the gas tax. Mr. Bedell responded that everything is on the table for consideration.

In response to a question from Mr. Vargas, Mr. Bedell stated that the estimate for the infrastructure package will be over \$1 trillion. USDOT will work with White House counsel on the package. USDOT has proposed a 5-8-year plan, which will help make it easier to stretch the \$1 trillion over a longer period. He stated that everyone agrees that the FAST Act needs to be reauthorized.

DRPT Director Mitchell stated that the Long Bridge project is a mega project that has national and regional significance and benefits transit as well as freight rail and highways. However, this is a project that does not fit into a specific funding program. DRPT is scheduled to meet with USDOT and she looks forward to discussing this important project.

Chairman Letourneau stated that he would like to see more federal assistance for WMATA, which is the second largest rail system in the nation. He echoed the need for federal funding for the Rosslyn Tunnel project, which will help expansion of the Silver Line going into Loudoun County.

Mr. LeMunyon stated that he hopes the Administration understands the infrastructure needs in this region, which functions differently than other areas. There is a concern about safety and cyber safety.

Chairman Letourneau thanked Mr. Bedell for his presentation. NVTC looks forward to working with him in the future.

#### Washington Area Bus Transformation Project

Chairman Letourneau stated that in September 2018 WMATA embarked on a major study aimed at "transforming" bus in the Washington region. The goals of the effort are to identify a set of recommendations that would improve service and the customer experience with a goal of creating a more cohesive area-wide system. NVTC and jurisdictional staff have been heavily involved in the effort since late last year as the outcomes from this study could have profound impacts on local bus systems as well as Northern Virginia's financial contribution to WMATA moving forward.

Chairman Letourneau stated that on May 6<sup>th</sup> the project team released a Draft Bus Transformation Strategy Report outlining recommendations for the future of the Washington region's bus network. He welcomed Dalia Leven and Jason Mumford of AECOM, who are the

consultant project managers leading the Bus Transformation Project, to give their presentation. In the room, as well were members of the project team including WMATA Planning staff.

Ms. Leven gave an overview of the draft study, the extensive public engagement and strategic direction. The goal is to incorporate the public comments into the study and create a “roadmap” of action items of how to create a regional bus network over then next 10 years. The project vision is that bus will be the mode of choice on the region’s roads by 2030, serving as the backbone of a strong and inclusive regional mobility system. There are five goals focusing on regional connectivity, rider experience, financial stewardship, sustainable economic health and access to opportunity, and equity. Ms. Leven stated that the strategy to achieve the vision and goals is built around six elements:

- 1) Bus system to be customer focused;
- 2) Priority to buses on major roads;
- 3) Providing frequent and convenient bus service to all areas of the region;
- 4) Balancing local and regional provider responsibilities;
- 5) Streamlining back-office functions and share innovation; and
- 6) Regional steward to transform the bus system.

Mr. Cook observed that from an academic perspective it makes sense, but in reality the localities developed their own bus systems because Metrobus service wasn’t good and the localities could run bus service better and cheaper. He asked what is the outcome the study is trying to accomplish. Ms. Leven stated that the study is to find a more ideal solution than what we have today. There is no recommendation that the Fairfax Connector should stop running service. Now is the time to look at incorporating all service into one system, but not necessarily with one operator.

Ms. Cristol stated she would like to see the concept of the local jurisdictions are the right home for local bus service to continue. There are implications for maintenance and storage. Mr. Mumford stated that many of the comments received reflect the need for a sense of fairness as well as a need for clarity of expectations of a regional service and how it is funded. Ms. Cristol asked if the study will help forward regional fare payment. Ms. Leven stated that off-board fare payment is not really addressed but next generation fare payment is included as part of the recommendations. Ms. Cristol asked for clarification that the study is not making a sweeping recommendation to the WMATA Board and Ms. Leven responded that she does not believe it is.

Ms. Bulova stated that she previously cautioned that the study not be perceived as interfering with local bus systems. If the intent is to help coordinate service, identify gaps in service, etc., then that is helpful. Mr. Mumford stated that the emphasis has been the sharing of best practices.

Chairman Letourneau thanked Ms. Leven and Mr. Mumford for giving their presentation. He then turned the Commission’s attention to a draft letter that was prepared by staff with contributions by jurisdictional staff. In general, the letter provides support for many of the draft recommendations. It articulates support for recommendations that prioritize investment in bus priority, maximize existing and emerging technology, and make the bus system more customer focused. The letter, however, also articulates concerns around the proposal for wholesale

changes to the balance of responsibilities between local and regional providers in Northern Virginia. The NVTC district is home to five other bus systems, all of which support the transit policy priorities of the individual jurisdictions. Local boards have endorsed and financially supported the various levels and types of bus services that each of the jurisdictions is providing. The local bus services are positioned to best serve the unique needs and characteristics of the individual jurisdictions. All of Northern Virginia transit agencies, however, work together to coordinate services when they cross boundaries, all have their regularly-updated transit development plans shared within the region, and routinely work with WMATA bus to coordinate efforts.

Chairman Letourneau also noted that – to the most part – the localities are financially responsible for supporting the bus services provided by WMATA. In a world where there is a legislated operational cap of three percent growth, it is important to emphasize that the recommendations coming from this study should not just be a shift from one budget line item to another but should focus on delivering real operational savings. Further, the outcomes from this study need to recognize the regional coordination work that is already underway in Northern Virginia.

Mr. Cook observed that the letter does not address if the study is trying to fix a specific problem. He asked what the purpose of a regional bus system is. There is the concept that transit serves economic centers not one regional interest.

Ms. Bennett-Parker arrived at 8:20 P.M. and joined the discussion.

Mr. Vargas stated that there is some value in having a clearinghouse of ideas to create a seamless system across the region.

Mr. Skiles moved, with a second by Mr. Vargas, to authorize the chairman to send the letter to the Washington Area Bus Transformation project team, after amending the second paragraph to read “NVTC appreciates the work and looks forward to seeing the further development of these recommendations.”

Mr. Cook observed that NVTC supports the “concepts” but has questions about how the study is trying to get there. Ms. Cristol suggested using “elements” which is a term used in the report. She observed that there are some good recommendations in the study but NVTC should be clear about its concerns. Mr. Skiles agreed to amend the motion to change “recommendations” to “elements.”

Mr. LeMunyon asked for clarification of the what is being amended. Chairman Letourneau stated that the word “recommendations” would be changed to “elements,” and there would be a reference to support economic development and recognize that there are multiple purposes of a bus system and not just one regional purpose.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Bennett-Parker, Bulova, Cook, Cristol, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Meyer, Mitchell, Skiles and Vargas. Senator Black abstained.

## Washington Metropolitan Area Transit Authority

Report from the Chair of the WMATA Committee. NVTC's WMATA Committee Chairman Hudgins reported that the WMATA Committee meeting has been rescheduled to June 27<sup>th</sup> at 5:00 P.M. NVTC staff met with jurisdictional staff to prepare research and background material requested by committee members on parking, fare policy, fare pass products, and other policy matters. At the June 27<sup>th</sup> meeting, the committee will provide staff with guidance on updating the strategies chapter of the annual report on WMATA. This is the last opportunity for committee feedback to staff, as staff will update and write the report over the summer.

Report from the Virginia WMATA Board Members. Chairman Letourneau noted that Mr. Smedberg and Mr. Dorsey were unable to attend this meeting. He encouraged Commissioners to read the written materials of recent WMATA actions. He noted that the Blue and Yellow Line Summer Shutdown is underway, and he asked Ms. Bennett-Parker for her insights on how it is going in Alexandria. She responded it is going as expected where people are finding alternatives, but traffic congestion is up and Alexandria retailer and hotel revenues are down. There have been some problems, especially at the Braddock Road station. Mr. Skiles observed that the first days were rough, with misdirected buses and other issues. Mr. Fye stated that NVTC is working closely with WMATA and other partners and there were some operational changes made and things are running smoother this week, which shows that the region is adapting service to respond to problems.

Chairman Letourneau reported that Mr. LeMunyon contacted him about an inquiry about WMATA's Ethics Committee investigation regarding the current board chair. That investigation occurred solely within a subset of the WMATA Executive Committee and the rest of the Board of Directors was only notified that the investigation was closed. There was then a press release noting that the current board chair would not be running for re-election for the WMATA Board chair. There has been no more information provided. He observed that this is concerning that there has not been transparency in the investigation. NVTC has drafted a letter asking the WMATA Board to share, to the greatest extent it can, information about the investigation and its outcome.

Chairman Letourneau moved, with a second by Senator Black, to authorize that the letter, which was amended by the Executive Committee prior to this meeting, be sent to the WMATA Board. Commissioners were provided with a red-lined version of the letter.

Mr. Cook asked if the WMATA Board has ethics rules. Chairman Letourneau, who is an alternate on the WMATA Board, stated that they do have ethics guidelines, which includes signing financial disclosure statements.

Ms. Cristol expressed her support for the letter and observed that the letter is open-ended enough so that a variety of communications from WMATA could satisfy NVTC's inquiry. Delegate LaRock expressed his opinion that the "ask" of the letter is weak and he would like to see it strengthened. He suggested asking for the basis of the investigation and the findings. After a lengthy discussion about what should be asked for and to what degree, the Commission agreed on changing the letter to read "NVTC requests that the Ethics Committee make public information related to the investigation, findings, outcomes, recommendations and actions,

including but not limited to relevant documentation, records, meeting minutes and supporting materials.”

Mr. Skiles called the question. The Commission then voted on the motion and it passed unanimously. The vote in favor was cast by Commissioners Bennett-Parker, Black, Bulova, Cook, Cristol, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Meyer, Mitchell, Skiles and Vargas.

Ms. Cristol then stepped out of the room at 8:55 P.M.

Mr. Skiles noted that the vote was on his motion to call the question and not on the letter itself.

The Commission then voted on the main motion to authorize the chairman to send the letter to WMATA, as amended. The vote in favor was cast by Commissioners Bennett-Parker, Black, Bulova, Cook, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Meyer, Mitchell, Skiles and Vargas.

Chairman Letourneau noted that Ms. Cristol stepped out before the motion on the letter and asked if Commissioners would allow her to cast her vote when she returns, since there was some confusion about what was being voted. He believes she would want to be on record as part of the vote. There were no objections.

### Commuter Choice Program

Chairman Letourneau stated that back in 2017, NVTC embarked on the Commuter Choice program – a competitive funding program that uses a portion of the toll revenues from some of Northern Virginia’s tolled express lanes to start and operate new transit and multimodal projects for commuters. NVTC is now in its third round of project selections for the I-66 Commuter Choice program and has just closed the application period for the first I-395/95 Commuter Choice program. The Commission is asked to approve three action items that are key to the continued implementation of these two programs.

Contract for I-66 and I-395/95 Commuter Choice Technical Support. Mr. Fye stated that the Commission is asked to authorize the executive director to execute a four-year contract with Kimley-Horn & Associates to provide technical support services to the Commuter Choice program for an amount not to exceed \$939,799.31. The contract includes the option for two additional two-year extensions, dependent on performance and funding availability. This contract will support technical services for both the I-66 and I-395/95 Commuter Choice programs. Under the scope of work, Kimley-Horn & Associates will provide support for calls for projects, development of program materials, application scoring and program development support and documentation, application and meeting support, and corridor overview research. Mr. Fye explained that the selection of Kimley-Horn & Associates was done as part of a competitive procurement process approved by the Commission at its March 2019 meeting. NVTC received proposals from five firms under the solicitation. Based upon evaluation of the proposals, NVTC determined that Kimley-Horn & Associates is the most qualified firm to perform this work.



Ms. Bulova moved, with a second by Mr. Skiles, to authorize the executive director to award a contract for I-66 and I-395/95 Commuter Choice technical support to Kimley-Horn & Associates. The vote in favor was cast by Commissioners Bennett-Parker, Black, Bulova, Cook, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Meyer, Mitchell, Skiles and Vargas.

I-66 Commuter Choice Program of Projects. Mr. Fye stated that the Commission is asked to approve Resolution #2384, which would approve the FY2020 I-66 Commuter Choice Program of Projects and forward to the Commonwealth Transportation Board, as well as authorize the executive director to execute the Standard Project Agreements. The FY2020 Program of Projects includes 13 projects totaling \$19,649,539 representing a diverse set of projects addressing the needs of the commuter and local bus riders, providing connections to key destinations, and helping encourage ridesharing and transit.

Mr. Fye explained that the proposed projects were selected by NVTC based upon the FY2020 project selection process and criteria approved by the Commission at its November 2018 meeting. This process includes eligibility screening, technical evaluation, prioritization, and a public input process. NVTC conducted a public comment period from April 5<sup>th</sup> to May 15, 2019. Projects recommended for funding under the FY2020 Program of Projects include nine new and enhanced bus services; three transportation demand management projects; and regional outreach and program administration.

In response to a question from Senator Black, Mr. Fye explained that a Standard Project Agreement is between NVTC and the jurisdiction receiving the funds for the selected project and is not connected to a Project Labor Agreement.

Ms. Cristol returned to the discussion at 9:04 P.M.

In response to a question from Mr. LeMunyon, Mr. Fye stated that jurisdictions are encouraged to move as fast as they can to implement their projects. The MOA calls for funds to be obligated within two years and expended within five years. Chairman Letourneau noted that NVTC tracks projects year to year. Mr. LeMunyon asked if the funds for the bus projects are being used to purchase equipment or for operating. Mr. Fye stated staff can provide the actual breakdown between capital and operating. The program allows well performed projects to be resubmitted for funding. Ms. Mattice stated that three of the projects came back for funding this round.

Delegate LaRock asked if there is a way to identify where public comments originated to determine if those individuals reside in the I-66 corridor. Mr. Fye responded that some can be identified and there were some comments from outside the corridor. Ms. Watkins stated that the webform asked for a residential zip code, so this information can be processed. Some of the bike comments did come from a bike group blast. Chairman Letourneau clarified that no bike project was selected for the FY2020 Program of Projects.

Mr. LaRock requested the projects be separated into two groups for voting purposes.

Chairman Letourneau moved, with a second by Ms. Bulova, to approve Resolution #2384 and to vote separately on two groups of projects. The first vote includes the following group of projects:

Enhanced Bus Service on Metrobus 3Y: Lee Highway-Farragut Square	Arlington County	\$1,040,000
Enhanced Bus Service from Government Center to D.C.	Fairfax County	\$1,939,500
Enhanced Bus Service from Stone Ridge to D.C.	Loudoun County	\$532,031
Enhanced Bus Service from Gainesville to D.C.	PRTC (OmniRide)	\$1,519,100
Enhanced Bus Service from Gainesville to Pentagon	PRTC (OmniRide)	\$4,671,700
New Bus Service from Haymarket to Rosslyn	PRTC (OmniRide)	\$776,700
New Bus Service from Stringfellow to Constitution Center	Fairfax County	\$4,326,000
New Bus Service from Stone Ridge to Pentagon	Loudoun County	\$1,257,226
New Bus Service from Purcellville to D.C.	Loudoun County	\$949,482

The Commission voted unanimously to approve the first group of projects. The vote in favor was cast by Commissioners Bennett-Parker, Black, Bulova, Cook, Cristol, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Meyer, Mitchell, Skiles and Vargas.

The Commission then considered the second group of projects:

New TDM Outreach to the I-66 Corridor	Prince William County	\$200,000
I-66 Slug Line Campaign	PRTC (OmniRide)	\$287,800
Expanded TDM Outreach to the I-66 Corridor	Arlington County	\$1,350,000
I-66 Commuter Choice: Marketing and Outreach, Program Administration, Evaluation and Oversight	NVTC	\$800,000

Delegate LaRock stated that he is comfortable supporting projects that invest in bus and transit, but not in the general category of Travel Demand Management. Also, in his opinion there has not been adequate information about spending another \$800,000 in administrative and marketing without knowing what was yielded in the first two rounds of projects. For those reasons he requested these projects be separated out to allow him to vote for the first group of projects.

In response to a question from Senator Black, Chairman Letourneau explained that in order to execute the Commuter Choice program, funding is needed for staff to administer the program and for the consultant to conduct the scoring and criteria evaluation. The \$800,000 also pays for advertising and marketing.

The Commission then voted on the second list of projects. The vote in favor was cast by Commissioners Bennett-Parker, Bulova, Cook, Cristol, Ebbin, Foust, Hudgins, LeMunyon, Letourneau, Meyer, Mitchell, Skiles and Vargas. Delegate LaRock and Senator Black voted in opposition. (A copy of the resolution is attached.)

Contract for the I-66 Commuter Choice Market Research and Marketing Communication Strategy. Chairman Letourneau stated that the Commission is asked to authorize the executive director to execute a contract with Southeastern Institute of Research, Inc. to provide market research and communications services for the I-66 Commuter Choice program at a cost not to exceed \$300,000 for a two-year period.

Ms. Mattice explained that in June 2018, NVTC and the Commonwealth Transportation Board approved funding for NVTC to conduct these marketing and outreach activities in support of the I-66 Commuter Choice program. NVTC staff will work with the contractor to conduct a gap analysis that will inform an integrated communications and marketing strategy and build Commuter Choice into a highly-visible, recognizable program.

Following the procurement process, NVTC staff determined that Southeastern Institute of Research, Inc. is the most qualified firm to perform this work. With the Commission's approval, NVTC will issue the contract for support services, including the following tasks: regional gap analysis; comprehensive review of existing market research; marketing audience analysis; integrated communications strategy; strategic marketing campaign plan; and earned media plan.

In response to a question from Mr. Vargas, Ms. Mattice stated that a media buy in is not included in this contract. Ms. Watkins stated that staff will be working with the jurisdictions on future media buy ins.

Mr. Skiles moved, with a second by Ms. Cristol, to authorize the executive director to award a contract for the I-66 Commuter Choice Market Research and Marketing Communication Strategy to Southeastern Institute of Research, Inc. The vote in favor was cast by Commissioners Bennett-Parker, Black, Bulova, Cook, Cristol, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Meyer, Mitchell, Skiles and Vargas.

Mr. Meyer left the meeting at 9:20 P.M. and did not return.

I-395/95 Commuter Choice Program. Mr. Fye gave a brief program update. He stated that at the April meeting, the Commission approved staff to issue a call for projects for the initial I-395/95 Commuter Choice program, with a goal to select projects that could be implemented on or near toll day one, scheduled for Fall 2019. During the application period that ended on May 15<sup>th</sup>, NVTC received 17 applications for \$31.3 million in funding. Applications were received from Arlington County, City of Fredericksburg, City of Alexandria (DASH), Fairfax County, Prince William County, OmniRide, Stafford County, and NVRC. NVTC staff have begun the initial screening for project eligibility and will be in ongoing contact with jurisdictional staff throughout the eligibility and project scoring process. Staff anticipates providing the Joint Commission Working Group, scheduled to meet on June 13, 2019, with an overview of eligible projects and an update on the inaugural I-395/95 program.

Mr. Fye stated that at the July NVTC and PRTC Commission meetings, staff will 1) provide a list of scored projects and 2) request authorization to open a public comment period on the scored projects (tentatively scheduled from August 5 to September 13).

### NVTC Resource Center - FY2019 3rd Quarter Ridership Report

Chairman Letourneau noted that this is a written report. He did observe that overall transit ridership was slightly down from 2018 to 2019 (winter). However, Metrorail and Fairfax Connector did see slight improvements. There were no questions.

### Virginia Railway Express

Mr. Allen gave his CEO Report, including an update on VRE staff safety and security activities. He noted April ridership was good at 19,000 daily riders, but on-time performance (OTP) was low at 57 percent systemwide. This was largely due to implementing Positive Train Control (PTC), but there were also delays due to train congestion and severe weather. VRE has responded to the delays by implementing an integrated communications plan, which includes more frequent rider notifications and platform announcements and more detailed explanations of delays. Incidents of PTC delays have reduced. On-time performance for this week is currently at 70 percent. Mr. Allen also reported that VRE has seen an increase in ridership since the Metro shut down, especially at the Franconia-Springfield station.

Senator Ebbin left at 9:24 P.M. and did not return.

Ms. Bulova moved, with a second by Ms. Cristol, the following VRE action items:

- Resolution #2385: Authorize the VRE CEO to Amend the Amtrak Access and Storage Agreement to Reduce the Cost of the Amtrak Step-Up Ticket
- Resolution #2386: Authorize the VRE CEO to Execute an Extension of the Existing Amended and Restated Operating/Access Agreement with CSX Transportation
- Resolution #2387: Authorize the VRE CEO to Execute an Amendment for the Fifth Year of the First Option Period of the Contract with Keolis Rail Services Virginia, LLC for Operating Services for Commuter Rail
- Resolution #2388: Authorize the VRE CEO to Execute an Amendment for the Fourth Year of the Contract with Keolis Rail Services Virginia, LLC for Maintenance Services for Commuter Rail

The Commission then unanimously voted to approve all four resolutions (copies attached). The vote in favor was cast by Commissioners Bennett-Parker, Black, Bulova, Cook, Cristol, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Mitchell, Skiles and Vargas.

Mr. Skiles left at 9:34 P.M. and did not return.

Mr. LeMunyon asked about the dip in VRE ridership in FY2018. Ms. Mattice noted that VRE ridership was impacted by the federal government shutdown. Mr. Allen stated that the vast majority of VRE riders are federal employees. Ms. Cristol stated that it is interesting to note that VRE revenues only went down slightly during the shutdown since many riders purchase monthly tickets.

### Department of Rail and Public Transportation (DRPT)

DRPT Director Mitchell reported that the Federal Railway Administration (FRA) and DRPT released the final Environmental Impact Statement on the Washington, DC to Richmond Southeast High-Speed Rail project (DC2RVA). The 30-day public comment period started on May 31, 2019. She also reported that the Commonwealth Transportation Board will act on the Six-Year Improvement Program (SYIP) at its June 19<sup>th</sup> meeting.

### Executive Director Report

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter. She reviewed several upcoming events:

- Commonwealth Transportation Board – June 18-19 (Richmond) – with action on the I-66 Commuter Choice FY2020 Program of Projects
- WMATA Committee Meeting – June 27 (NVTC Conference Room 5:00 P.M.) – with a discussion of NVTC’s Report of the Performance and Condition of WMATA
- Program Advisory Committee Workshop – August 1<sup>st</sup> (NVTC Conference Room 8:30-10:00 A.M.) – to review scoring criteria

Ms. Mattice reminded Commissioners that the July meeting will be held on July 11<sup>th</sup> due to the 4<sup>th</sup> of July holiday. The meeting will be held in Suite #230, which will provide an opportunity for Commissioners to see NVTC’s new office space.

Mr. LeMunyon suggested NVTC’s Report on the Performance and Condition of WMATA include or reference NVTC’s letter to WMATA regarding the ethics investigation.

Ms. Mattice noted that the Financial Report for April 2019 was provided to Commissioners and there were no questions.

### Adjournment

Without objection, Chairman Letourneau adjourned the meeting at 9:38 P.M.

Approved this 11<sup>th</sup> day of July 2019.

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Matthew F. Letourneau  
Chairman

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Sharon Bulova  
Secretary-Treasurer



## RESOLUTION #2383

**SUBJECT:** Approve NVTC's Title VI Program and Compliance Report and Authorize Submission to the Federal Transit Administration

**WHEREAS:** The Federal Transit Administration (FTA) requires grant recipients to submit a Title VI Program and Compliance Report every three years;

**WHEREAS:** Title VI of the 1964 Civil Rights Act requires that "No persons in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

**WHEREAS:** NVTC staff has reviewed these requirements and has prepared a program in compliance with Title VI of the Civil Rights Act of 1964;

**WHEREAS:** Subrecipients are required to have their own Title VI Programs and to submit their Title VI programs and compliance reports every three years to the direct recipient of FTA funds;

**WHEREAS:** Both the City of Falls Church and the City of Alexandria, as subrecipients of NVTC, have prepared their own Title VI programs and compliance reports which have been approved by their respective City Councils on May 13, 2019 and April 23, 2019, and both cities have submitted the programs and reports to NVTC; and

**WHEREAS:** NVTC has incorporated the City of Falls Church's and the City of Alexandria's Title VI programs and compliance reports as attachments to its own report.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves the Title VI Program and Compliance Report and authorizes staff to submit it to the Federal Transit Administration.

Approved this 6<sup>th</sup> day of June 2019.

Sharon Bulova  
Secretary-Treasurer

Matthew F. Letourneau  
Chairman





## RESOLUTION #2384

**SUBJECT:** Approve the FY2020 I-66 Commuter Choice Program of Projects and Forward to the Commonwealth Transportation Board and Authorize the Executive Director to Execute the Standard Project Agreements

**WHEREAS:** Under the *Amended and Restated Memorandum of Agreement Transform66: Inside the Beltway Project* (MOA), NVTC is responsible for selecting and administering multimodal projects that allow more people to travel faster and more reliably through the I-66 Inside the Beltway corridor;

**WHEREAS:** The principle objective of the Transform 66 Multimodal Project is to select projects that meet goals identified in the MOA, which are to (1) move more people, (2) enhance transportation connectivity, (3) improve transit service, (4) reduce roadway congestion, and (5) increase travel options;

**WHEREAS:** NVTC is responsible for component selection; financing and financial management; compliance, including evaluation, reporting, and quality assurance; and providing information to the public;

**WHEREAS:** NVTC's November 1, 2018 FY2020 Call for Projects produced 20 applications for a total of \$32 million in requests for projects designed to benefit toll payers by expanding transportation capacity in the I-66 Inside the Beltway corridor; and

**WHEREAS:** Based upon the evaluation by NVTC staff, the jurisdictional I-66 Commuter Choice Working Group, and the Program Advisory Committee, staff recommends approval of the I-66 Commuter Choice FY2020 Program of Projects, which includes 12 projects and NVTC's administrative and marketing costs, totaling \$19,649,539 (Attachment 1).

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves the I-66 Commuter Choice FY2020 Program of Projects and authorizes staff to forward the Program of Projects to the Commonwealth Transportation Board for action.

**BE IT FURTHER RESOLVED** that NVTC authorizes the executive director, or her designee, to execute the Standard Project Agreements.

Approved this 6<sup>th</sup> day of June 2019.

Sharon Bulova  
Secretary-Treasurer

Matthew F. Letourneau  
Chairman

**Attachment 1: Program of Projects Recommended for Funding  
under the FY2020 I-66 Commuter Choice Program**

<b>FY2020 I-66 Commuter Choice Project Name</b>	<b>Applicant</b>	<b>Total Funding Request</b>
Enhanced Bus Service on Metrobus 3Y: Lee Highway-Farragut Square	Arlington County	\$1,040,000
Enhanced Bus Service from Government Center to D.C.	Fairfax County	\$1,939,500
Enhanced Bus Service from Stone Ridge to D.C.	Loudoun County	\$532,031
Enhanced Bus Service from Gainesville to D.C.	PRTC (OmniRide)	\$1,519,100
Enhanced Bus Service from Gainesville to Pentagon	PRTC (OmniRide)	\$4,671,700
New Bus Service from Haymarket to Rosslyn	PRTC (OmniRide)	\$776,700
New TDM Outreach to the I-66 Corridor	Prince William County	\$200,000
New Bus Service from Stringfellow to Constitution Center	Fairfax County	\$4,326,000
I-66 Slug Line Campaign	PRTC (OmniRide)	\$287,800
New Bus Service from Stone Ridge to Pentagon	Loudoun County	\$1,257,226
New Bus Service from Purcellville to D.C.	Loudoun County	\$949,482
Expanded TDM Outreach to the I-66 Corridor	Arlington County	\$1,350,000
I-66 Commuter Choice: Marketing and Outreach, Program Administration, Evaluation and Oversight	NVTC	\$800,000
<b>Total</b>		<b>\$19,649,539</b>






## RESOLUTION #2385

- SUBJECT:** Authorize the VRE CEO to Amend the Amtrak Access and Storage Agreement to Reduce the Cost of the Amtrak Step-Up Ticket
- WHEREAS:** The Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission (the "Commissions") have an Access and Storage Agreement with Amtrak to access and store VRE trains at Washington Union Station;
- WHEREAS:** The Agreement includes the ability for monthly and multi-ride VRE passengers to ride Amtrak regional trains by purchasing an additional Step-Up ticket;
- WHEREAS:** The Agreement establishes the cost VRE pays to Amtrak for each Step-Up ticket sold;
- WHEREAS:** A provision within the Agreement allows for Amtrak to change the cost VRE pays to Amtrak for each Step-Up ticket sold if notified in writing by the Virginia Department of Rail and Public Transportation to make this change;
- WHEREAS:** The Department of Rail and Public Transportation, with the support of the Commonwealth Transportation Board, has notified Amtrak in writing and directed Amtrak to reduce the cost VRE pays for each Step-Up ticket to \$4 effective May 1, 2019, and continuing for the expected duration of the Metrorail platform improvement work and associated service disruption; and
- WHEREAS:** The VRE Operations Board recommends the following action.
- NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby retroactively authorizes the VRE Chief Executive Officer to amend the Amtrak Access and Storage Agreement to reflect a change to the cost to VRE for the Amtrak Step-Up ticket from \$13 per ticket to \$4 per ticket in a form approved by legal counsel.
- BE IT FURTHER RESOLVED** that NVTC authorizes the VRE Chief Executive Officer to amend the Amtrak Access and Storage Agreement to restore the cost to VRE for the Amtrak Step-Up ticket at the cost identified in the existing agreement when the Metrorail work is completed.

Approved this 6<sup>th</sup> day of June 2019.

  
Sharon Bulova  
Secretary-Treasurer

  
Matthew F. Letourneau  
Chairman



## RESOLUTION #2386

**SUBJECT:** Authorize the VRE CEO to Extend the Amended and Restated Operating/Access Agreement with CSX Transportation

**WHEREAS:** The Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission (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 June 30, 2019;

**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;

**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 FY2020 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 an extension of the existing Restated and Amended Operating/Access Agreement with CSXT through June 30, 2020 in a form approved by legal counsel.

Approved this 6<sup>th</sup> day of June 2019.

Sharon Bulova  
Secretary-Treasurer

Matthew F. Letourneau  
Chairman





## RESOLUTION #2387

**SUBJECT:** Authorize the VRE CEO to Execute an Amendment for the Fifth Year of the First Option Period of the Contract with Keolis Rail Services Virginia, LLC for Operating Services for Commuter Rail

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

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

**WHEREAS:** On May 20, 2016, the Operations Board authorized amending the agreement to remove the requirements for the maintenance of equipment and facilities after doing a procurement for a separate Maintenance Services Contract;

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

**WHEREAS:** On April 20, 2018, the Operations Board authorized the fourth year of the first option period, through June 30, 2019, in the amount of \$15,718,000, for a total contract value not to exceed \$163,124,557; 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 amend the Contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC by approving up to \$16,287,000 for the fifth year of the first option period, for a total contract value not to exceed \$179,411,557, through June 30, 2020.

Approved this 6<sup>th</sup> day of June 2019.

Sharon Bulova  
Secretary-Treasurer

Matthew F. Letourneau  
Chairman




## RESOLUTION #2388

- SUBJECT:** Authorize the VRE CEO to Execute an Amendment for the Fourth Year of the Contract with Keolis Rail Services Virginia, LLC for Maintenance Services for Commuter Rail
- WHEREAS:** In 2015 the VRE Operations Board recommended, and the Commissions authorized, a five-year Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC;
- WHEREAS:** The contract start date and total authorization was amended in May of 2016;
- WHEREAS:** On April 21, 2017 the Operations Board recommended, and the Commissions subsequently authorized, the second contract year, through June 30, 2018, in the amount of \$7,092,267, for a total contract value not to exceed \$14,344,638;
- WHEREAS:** On April 20, 2018 the Operations Board recommended, and the Commissions subsequently authorized, the third contract year, through June 30, 2019, in the amount of \$7,674,000, for a total contract value not to exceed \$22,018,638;
- WHEREAS:** The current contract authorization runs through June 30, 2019;
- WHEREAS:** The increase in contract authorization will allow for continued maintenance services and life cycle maintenance work scheduled for FY 2020; 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 amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC by increasing the total contract authorization by \$8,889,465, for a total amount not to exceed \$30,908,103 through June 30, 2020.

Approved this 6<sup>th</sup> day of June 2019.

  
Sharon Bulova  
Secretary-Treasurer

  
Matthew F. Letourneau  
Chairman