



# Commission Meeting Materials

*July 6, 2023*



**novatransit.org**

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# Meeting Overview



NVTC's July 6, 2023 meeting will be an in-person meeting. It can also be viewed via the [NVTC YouTube Link](#).

## Action Items

- Two Letters of Endorsement for Virginia Passenger Rail Authority's (VPRA) Federal Grant Submissions
- Updates to the NVTC Electronic Participation Policy
- Request for Proposals for NVTC Policy Research Roadmap
- Proposed NVTC Disadvantaged Business Enterprise (DBE) Goal-Setting Methodology for FFY 2024-2026 to the Federal Transit Administration
- Submission of VRE Projects to NVTA for FY 2024-2029 Six-Year Program Funding Consideration

## Other Meeting Highlights

- Presentation by WMATA General Manager/CEO Randy Clarke
- Zero- and Reduced-Fare Policy: A Northern Virginia and National Perspective
- Reports from the Virginia WMATA Board Members, VRE CEO and DRPT Director

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**NVTC COMMISSION MEETING  
THURSDAY, JULY 6, 2023  
MAIN FLOOR CONFERENCE ROOM  
2300 Wilson Blvd., Arlington, VA 22201  
[Public Streaming Via YouTube](#)  
7:00 p.m.**

**AGENDA**

**6:00 p.m. Boxed Dinners Available for Commissioners Only**  
**6:15 p.m. Executive Committee – NVTC Suite #230 Conference Room**  
**7:00 p.m. Commission Meeting – First Floor Large Conference Room ([public streaming](#))**

*NVTC is also receiving general public comments. **The deadline for written general public comments is 3:00 p.m., Thursday, July 6, 2023 via [NVTC's website](#).** Comments will be provided to Commissioners prior to the July 6 meeting.*

1. Opening Remarks
  - General Public Comments Received
2. **ACTION: Approve the Minutes of the June 1, 2023 NVTC Meeting**
3. **CONSENT AGENDA (subject to approval by chair)**
  - A. **Authorize the Chair to Sign and Send a Letter of Endorsement of Virginia Passenger Rail Authority's (VPRA) Franconia-Springfield Bypass Project Application Submitted under the Federal Railroad Administration's (FRA) FY 2022 Consolidated Rail Infrastructure and Safety Improvements (CRISI) Grant Program**
  - B. **Authorize the Chair to Sign and Send a Letter of Endorsement of Virginia Passenger Rail Authority's (VPRA) Transforming Rail in Virginia Phase 2 Project Application under the US Department of Transportation's Federal-State Partnership for Intercity Passenger Rail Grant Program**
  - C. **Approve Updates to the NVTC Electronic Participation Policy**
  - D. **Authorize the Executive Director to Issue a Request for Proposals for a NVTC Strategic Policy Research Roadmap**

4. Washington Metropolitan Area Transit Authority (WMATA)
  - A. WMATA General Manager/CEO Randy Clarke Presentation
  - B. Report from the Virginia WMATA Board Members
  - C. Report from the Chair of the NVTC WMATA Committee
5. Zero- and Reduced-Fare Policy: A Northern Virginia and National Perspective
  - A. NVTC Briefing on the Status of Transit Fare Policies
  - B. Alexandria/DASH Case Study
6. **NVTC Disadvantaged Business Enterprise (DBE) Goal-Setting Methodology**
  - A. **ACTION: Authorize the Executive Director to Submit the Proposed NVTC Disadvantaged Business Enterprise (DBE) Goal-Setting Methodology for FFY 2024-2026 to the Federal Transit Administration**
7. **Virginia Railway Express (VRE)**
  - A. VRE CEO Report and Minutes
  - B. **ACTION: Approve Resolution #2504: Approve and Authorize the VRE CEO to Submit VRE Projects to the Northern Virginia Transportation Authority (NVTA) for FY 2024-2029 Six-Year Program Funding Consideration**
  - C. VRE System Plan 2050 Strategic Retreat
8. Department of Rail and Public Transportation (DRPT)
9. Executive Director Report
  - A. Executive Director Newsletter
  - B. NVTC Financial Report

**MINUTES  
NVTC COMMISSION MEETING – JUNE 1, 2023  
FIRST FLOOR LARGE CONFERENCE ROOM – 2300 WILSON BLVD.  
ARLINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Chair Palchik at 7:03 p.m.

Members Present

Canek Aguirre  
Walter Alcorn  
Sarah Bagley  
Katie Cristol  
Jennifer DeBruhl (Alternate, Commonwealth of Virginia) *(via electronic participation)*  
Matt de Ferranti  
Adam Ebbin  
John Foust  
Libby Garvey  
Aimee Gilroy  
Takis Karantonis *(via electronic participation)*  
Matt Letourneau *(via electronic participation)*  
Jeff McKay  
Dalia Palchik  
Catherine Read  
M. David Skiles  
Paul Smedberg  
David Snyder  
John C. Tuck III  
James Walkinshaw *(via electronic participation)*

Members Not Present

John J. Bell  
Nick Clemente  
Mike Turner

Staff Present

Kate Mattice, Executive Director	Tenley O'Hara
Monique Blyther	Ben Owen
Genoveva Cutrell	Aimee Perron Siebert <i>(via electronic participation)</i>
Andrew D'huyvetter	Noman Sayed
Matt Friedman	Sophie Spiliotopoulos
Allan Fye	Nathan Varnell
Rhonda Gilchrest	Melissa Walker
Scott Kalkwarf	Ronnetta Zack-Williams
Xavier Harmony	Rich Dalton (VRE)
Rachel Inman	Steve MacIsaac (VRE)
Ben Mattice	Joe Swartz (VRE)
Ann McGrane	DJ Stadtler (VPRA)



## Opening Remarks

Chair Palchik welcomed everyone to the June 1, 2023 NVTC meeting and noted that the meeting is being livestreamed for the public on YouTube.

Chair Palchik recognized a couple of special guests representing the Virginia Passenger Rail Authority (VPRA), including Executive Director D.J. Stadtler and Board Member Jay Fisette who is a former NVTC Commissioner and former Arlington County Board member (he arrived later in the meeting). She also welcomed Takis Karantonis, who is an Arlington County Board member and was recently appointed to NVTC.

Chair Palchik reviewed the list of Commissioners participating electronically via Zoom: Ms. DeBruhl is participating electronically from Richmond under the provision of a member living 60 or more miles away from the meeting location; Mr. Letourneau is participating electronically for the WMATA Board Report portion of the meeting from Loudoun County due to a personal family reason; Mr. Karantonis is participating electronically from out of state for business travel; Mr. Walkinshaw is participating electronically due to a medical reason. Commission Secretary Rhonda Gilchrest confirmed an in-person quorum was present.

In response to a question from Chair Palchik, Ms. Mattice stated that NVTC did not receive any public comments this month.

## Commendation for Departing Commissioner Katie Cristol

Chair Palchik noted that tonight the Commission is saying goodbye to departing Commissioner Katie Cristol. Chair Palchik congratulated Ms. Cristol on being selected to serve as the chief executive officer of the Tysons Community Alliance, a new non-profit public-private partnership promoting equitable economic growth and community development in the Tysons area. Unfortunately, that means she is leaving early from the Arlington County Board. The good news is that NVTC looks forward to continuing to work with Katie in her new role to promote transit initiatives across the region.

Chair Palchik noted that Ms. Cristol was also honored at the Virginia Transit Association's (VTA) annual conference last week where she received VTA's Outstanding Contribution by an Individual Award. She has been a tireless advocate for Arlington County, NVTC, the VRE Operations Board and the region. NVTC was proud to join VRE and the Northern Virginia Transportation Authority (NVTA) in nominating her for this honor.

Chair Palchik stated that a Resolution of Commendation was prepared for Ms. Cristol who has served on NVTC since 2016 and as chair in 2020 and 2021. Although Chair Palchik did not read the entire resolution, she provided highlights. She noted that Ms. Cristol has been an advocate for:

- long-term, sustainable funding for transit;
- a truly multi-modal transportation network;

- economic growth and development;
- improved transit service; regional collaboration;
- zero- and reduced-fare initiatives; and
- transportation equity.

Mr. de Ferranti moved, with a second by Mr. McKay, to approve the Recommendation of Commendation for Ms. Cristol. (There were multiple makers and seconders of the motion.)

Mr. de Ferranti observed that after the murder of George Floyd in May 2020, then NVTC Chair Cristol opened the June meeting with an extraordinary invitation for transportation to play a role in improving the American story and he observed that her words were exactly the right tone to set. He noted that the balance between focusing on the big issues in the meetings and the critical details and as well as flexibility when needed has been a hallmark of Ms. Cristol's excellent leadership. He thanked her for her service.

Chair Palchik stated that she is thrilled that NVTC is working on projects like Envision Route 7 BRT, which begins in Tysons and travels through multiple jurisdictions. There will be continued opportunities to partner with Ms. Cristol in her new role.

The Commission then voted on the motion. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik, Read, Skiles, Smedberg, Snyder and Tuck. A roll call vote followed for Commissioners participating electronically and Mr. Karantonis, Mr. Letourneau and Mr. Walkinshaw voted in the affirmative. The motion passed unanimously.

Chair Palchik presented a copy of the resolution to Ms. Cristol. (A copy of the resolution is attached.)

Ms. Cristol thanked the Commission for the kind words. She stated that the work she has done on the Commission has been some of the most meaningful work she has done during her tenure on the Arlington County Board. She thanked her fellow Commissioners for being extraordinary colleagues. She stated that she has been sorting through her notebooks she has kept over the last eight years and one of the most impactful things she found was in her notes from a NVTC meeting in 2018 shortly after the General Assembly agreed to fund the Commonwealth's share of WMATA's capital needs, but it came at a significant cost to governance. It was a moment for regional leaders to rally to "join or die" and to wrap around the idea of speaking with one voice on the WMATA Board. It required everyone to place their trust in each other. That trust has been well-founded and has paid dividends. She observed that as the region faces other challenges for WMATA, as well as other incredible opportunities in the region such as the Route 7 BRT, it will once again require those leaders to keep their trust in one another.

### Oath of Office for a New Commissioner

Chair Palchik announced that Arlington County Board member Takis Karantonis has been appointed to replace Katie Cristol on NVTC. Chair Palchik welcomed him to NVTC and virtually administered the ceremonial oath of office. Commissioners welcomed Mr. Karantonis to NVTC.

Mr. Karantonis stated that he has important shoes to fill as he is replacing Katie Cristol. He thanked her for her contributions to Arlington County and NVTC.

### Minutes of the May 4, 2023 NVTC Meeting

Mr. Skiles moved, with a second by Mr. Aguirre, to approve the Minutes of the May 4, 2023 NVTC meeting. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik, Read, Skiles, Smedberg, Snyder and Tuck. Mr. de Ferranti abstained. A roll call vote followed for Commissioners participating electronically and Mr. Letourneau and Mr. Walkinshaw voted in the affirmative and Mr. Karantonis abstained. The motion passed.

### Consent Agenda

Chair Palchik stated that there are two action items on the Consent Agenda:

- A. Authorize the Executive Director to Execute an Extension to NVTC's State Legislative Liaison Services Contract
- B. Approve Resolution #2498: Appoint Takis Karantonis as a Principal Member to the VRE Operations Board

Mr. McKay moved, with a second by Ms. Bagley, to approve the Consent Agenda. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik, Read, Skiles, Smedberg, Snyder and Tuck. A roll call vote followed for Commissioners participating electronically and Mr. Karantonis, Mr. Letourneau and Mr. Walkinshaw voted in the affirmative. The motion passed.

### Commuter Choice Program

Chair Palchik stated that the Commission had an extensive presentation at the May meeting regarding the staff-recommended and Joint Commission Working Group-endorsed Commuter Choice I-395/95 Program of Projects for FY 2024-2025. Commuter Choice Senior Project Manager Ben Owen is back this month to present the two action items.

I-395/95 Commuter Choice FY 2024–2025 Program of Projects. Mr. Owen stated that staff is seeking Commission approval of Resolution #2499, which will adopt the recommended I-395/95 Commuter Choice FY 2024-2025 Program of Projects and refer the program to the Commonwealth Transportation Board (CTB) for final action later this month. The Potomac and



Rappahannock Transportation Commission (PRTC) is taking up a matching action this evening. He stated that the Program of Projects is the same as what was briefed to the Commission at last month's meeting. Since then, staff has wrapped up a very successful public comment period with 646 submissions, which is more than five times as many as in any prior round in either corridor. He stated that the meeting materials include a link to the 100 pages of comments received. Overall, the comments are very supportive of the projects being recommended for funding.

Mr. Owen provided a recap of the program: \$48 million for 13 projects that will support an estimated 11,000 additional weekday trips in the I-395/95 corridor while reducing greenhouse gas emissions by three-quarters and saving commuters \$4 million per year in fuel expenses relative to drive-alone travel. The programming action will also commit to funding the remaining \$18 million requested for two larger capital projects off the top in the next Program of Projects for FY 2026-2027. (The list of projects is included in the resolution.)

Chair Palchik observed NVTC received great feedback during the public comment period and she thanked the outreach team who did an incredible job.

Mr. McKay moved, with a second by Ms. Garvey, to approve Resolution #2499, which will approve the I-395/95 Commuter Choice FY 2024–2025 Program of Projects for submission to the Commonwealth Transportation Board and authorize the executive director to execute the Standard Project Agreements. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik, Read, Skiles, Smedberg, Snyder and Tuck. A roll call vote followed for Commissioners participating electronically and Mr. Karantonis, Mr. Letourneau and Mr. Walkinshaw voted in the affirmative. The motion passed. (A copy of Resolution #2499 is attached.)

#### Arlington Transportation Demand Management Standard Project Agreement Changes.

Mr. Owen stated that the Commission is asked to approve Resolution #2500, which will authorize the executive director to execute changes to the Commuter Choice Arlington Transportation Demand Management Standard Agreement. He explained that staff is seeking to modify the scope of Arlington County's existing I-66 Commuter Choice project that was awarded in June 2019 for transportation demand management activities. The change would direct the remaining funding on the award (\$566,000 of \$1.35 million) away from education and outreach to corridor commuters on their travel options and towards a short-term peak-period free-fare campaign on ART bus routes operating along or into the I-66 corridor. The shift would better reflect post-pandemic opportunities and needs for the funding – namely helping ART rebuild its ridership, which remains down – and with more readily measurable outcomes.

Mr. Owen explained that staff reviewed the proposed amended scope with Commonwealth partners for their concurrence to ensure that it would benefit I-66 toll payers and thus continue to meet the eligibility parameters of the program. The Arlington County Board approved the scope change at their May 13 meeting.

Mr. de Ferranti moved, with a second by Ms. Garvey, to approve Resolution #2500, which will authorize the executive director to execute changes to the Commuter Choice Arlington Transportation Demand Management Standard Agreement. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik,

Read, Skiles, Smedberg, Snyder and Tuck. A roll call vote followed for Commissioners participating electronically and Mr. Karantonis, Mr. Letourneau and Mr. Walkinshaw voted in the affirmative. The motion passed. (A copy of Resolution #2500 is attached.)

### Report from the Chair of the Legislative and Policy Committee

Chair Palchik stated that the Legislative and Policy Committee met in May. She asked Legislative and Policy Committee Chair Canek Aguirre to give an overview of the committee meeting and Executive Director Kate Mattice to introduce the action item.

Legislative and Policy Committee Meeting. Mr. Aguirre reported that the Legislative and Policy Committee met on May 17 and was briefed on the upcoming primary elections and the changing composition of the Northern Virginia delegation at the General Assembly. Educating incoming legislators on NVTC's transit priorities, policies and history will be a key focus moving into the next Session. The committee was also briefed on the updated Value of Northern Virginia Transit to the Commonwealth study and the Metro Operating Funding and Reform Working Group. He stated that the committee looks forward to working closely with the WMATA Committee and championing the findings of the Value of Transit Study as the committee develops NVTC's legislative agenda for next year. He then turned it over to Ms. Mattice to introduce the Value of Northern Virginia Transit to the Commonwealth study and the associated action.

Value of Northern Virginia Transit to the Commonwealth Study. Ms. Mattice stated that the Commission is asked to take action to accept the findings of the Value of Northern Virginia Transit to the Commonwealth study, which ties into the much larger conversation that the Commission and the entire DC metro area will have about long-term sustainable operating funding for Metro. As the WMATA Committee and Legislative and Policy Committee have heard over the last few months, a staff-level, technical working group is examining potential revenue sources for consideration in Virginia. The working group's efforts will feed into the larger regional conversation and will inform NVTC's legislative agenda heading into 2024.

Ms. Mattice asked NVTC's Senior Program Manager Ann McGrane to present the key findings of the study and noted that the presentation supports the justification for ongoing and increased investment in the region's transit network and shows how the transit network benefits every resident across the entire Commonwealth. The full technical report of the methodology and findings is posted online at <https://novatransit.org/valueoftransit>.

Ms. McGrane stated that Northern Virginia is shaped by its transit network. The region has grown and job locations have been influenced by the presence of high-quality transit in the region. By quantifying the value of transit in terms of personal income and sales tax revenue to the Commonwealth, NVTC has created a more tangible metric that demonstrates transit's value – especially to those who live outside the region in areas that are less dependent on transit for their continued success.

Ms. McGrane explained that the study findings show that Northern Virginia transit (local and regional buses, Metrorail and VRE) generates \$1.5 billion in personal income and sales tax

revenue to the Commonwealth each year. This is money that flows to Richmond to be used for programs and services in all parts of the Commonwealth. Of that, it is estimated that at least \$1 billion can be attributed to Metrorail. Compared to the 2018 Report, this study was more robust and included local and regional buses. She noted that the study uses 2025 as the analysis year, which means the analysis adjusted for the impacts of the COVID-19 pandemic while also looking at a period further from COVID's direct effects. It also includes growth around Amazon HQ2, Silver Line phase 2, etc. The study calculated indirect and induced employment impacts and it captures the interconnectedness of the region's economy and employment. This is a key difference from the previous study.

Ms. McGrane explained that the study used travel modeling to compare a status quo scenario for 2025 to a 2025 scenario where no transit existed in Northern Virginia. This results in seeing the difference in trips, miles traveled and congestion to help to better understand transit's impact. Without transit, more people would shift to cars, with approximately 278,000 new vehicle trips per day (a 5% increase); 1.8 million more miles traveled by car (a 6% increase); and 209,000 additional hours stuck in traffic (a 64% increase). These are somewhat incomprehensibly large numbers to understand, so some takeaways are:

- If you lined up cars to represent each new trip, that line would stretch from New York City to Chicago.
- The increase in delay is much greater than the increase in miles traveled. This means that typical trips take longer, so the number of destinations people can reach within a 30-minute drive would decrease.

Ms. McGrane explained that without transit, drivers concentrate in areas that transit previously served. For destinations in particular, it would most likely be work locations. A main takeaway here is that many more people will try to drive into already congested office and retail areas. She also noted that without Metrorail, VRE and regional buses crossing the Potomac River, the river becomes even more of a barrier. There would be about 155,000 additional vehicles crossing the Potomac River each day. To better understand these numbers, she compared this with the Hampton Roads area. This increase in traffic volume is equivalent to the daily traffic on the two bridge-tunnels for I-64 and I-664. Another comparison is that it is about the population of Roanoke and Harrisonburg combined. If the bridges in this region were widened to address increased congestion, it would take two additional lanes on the Memorial, Roosevelt and Wilson Bridges; and three additional lanes on the 14<sup>th</sup> Street Bridge.

Ms. McGrane explained that after understanding the impact of having no transit would have on travel in the region, the study moved to the next step in the process. This removed employment and households from the model until traffic acted like it did in the 2025 base scenario. It results in the number of jobs and households that transit supports. If transit did not exist, 157,000 existing jobs would need to be removed from Northern Virginia to return the transportation network to its normally congested state. Seventy-six percent of these jobs are within ½ mile of a Metro station, again pointing to the impact of Metrorail in particular. Low-income households are also disproportionately affected in a no transit scenario. They make up 17% of the labor force but represent about 32% of the job losses.

Ms. McGrane stated that as she mentioned earlier, this study is more robust than NVTC's previous study because it considers indirect and induced employment. The previous study would have stopped at 157,000 jobs lost. However, that doesn't address the total employment impacts that would occur. Job losses in one area often lead to jobs losses elsewhere. Indirect impact refers to jobs that provide goods and services to firms that were directly impacted in this no transit scenario. For example, attorneys, accountants or a local office supply store might reduce their headcounts or close due to fewer businesses to serve in the region. This then leads to the induced impact, in which people who previously worked at a directly or indirectly impacted firm no longer have wages to spend on their morning coffee, work lunch or trip to the movies. Taken as a whole, not having transit would impact 311,000 jobs with nearly 41,000 of those in areas outside of Northern Virginia. Ms. McGrane also noted the substantial impact to the region's households. 128,000 households would need to be removed to return traffic levels to normal. That's about 13% of the region's housing stock.

Ms. McGrane stated that the study calculated user and environmental costs to workers and residents of Northern Virginia. While \$1.5 billion in revenue for the Commonwealth is the key takeaway for this study, things like additional emissions, serious injuries and value of time wasted sitting in traffic are equally important. \$1.5 billion in revenue helps fund programs and services for people across Virginia and it is about 5% of Virginia's general fund revenue, as well as a 160% return on investment. She also emphasized the impact on freight as Virginia has inland ports near Front Royal and Richmond and they rely on I-66 and I-95 being reliable.

Chair Palchik commended Ms. McGrane on the study. Chair Palchik stated that there are also impacts from traffic accidents resulting in physical and economic costs, as well as the impact to public safety and emergency response. Ms. McGrane stated that the technical report provides more information about these kinds of impacts.

Ms. Bagley stated that she grew up in Hampton Roads and can really appreciate that comparison. She asked if the study looks at health impacts such as asthma and other side effects of increased congestion. Ms. McGrane stated that the study calculated emissions but did not quantify those kinds of impacts.

Ms. Garvey stated that transit does not stop at the river, so without transit the entire region would collapse. Mr. Foust stated this is excellent analysis. In response to his question, Ms. McGrane stated the initial methodology was based on what was done in the 2018 study, which used the regional travel model. For the economic piece, there were established guidance that was used. Mr. Karantonis stated that even a small degradation of transit will impact land values. He asked how NVTC can convey to the General Assembly and the Commonwealth that the worse scenario starts at the tipping point in degradation.

Mr. Letourneau left the meeting and did not reconnect.

Mr. Snyder suggested making the \$1.5 billion figure real to the rest of the Commonwealth, such as how many more teachers or police officers can be funded. Mr. McKay stated that the most important thing is how NVTC uses this study and who is the target audience, which needs to be broader than just the General Assembly. The audience needs to be business groups, trade organizations, media, constituents (who will talk to their General Assembly members on how it

affects them and their locality), and targeted social media. These target audiences need to go beyond this region to other parts of the Commonwealth. He suggested telling a story for people to understand how it impacts people in other parts of the Commonwealth. Ms. Mattice stated that since the 2018 report, NVTC's communications team has grown and is better equipped to get the word out. The team worked with Virginia Transit Association to spread today's press release to media throughout the entire Commonwealth. Staff will work with key partners and business groups. Chair Palchik suggested radio as well. Mr. Aguirre expressed his support for targeted social media.

Mr. Foust asked about the \$1.5 billion figure and the net profit. Ms. McGrane stated that the net profit is in the \$600 million range (in 2021 dollars). Mr. Foust stated that both numbers are relevant.

Mr. Alcorn moved, with a second by Ms. Garvey, to accept the findings of the Value of Northern Virginia Transit to the Commonwealth study. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik, Read, Skiles, Smedberg, Snyder and Tuck. A roll call vote followed for Commissioners participating electronically and Mr. Karantonis and Mr. Walkinshaw voted in the affirmative. The motion passed.

Chair Palchik stated that there are no state or federal legislative updates this month.

#### Washington Metropolitan Area Transit Authority (WMATA)

Chair Palchik asked the WMATA Board members to give their report.

Report from the WMATA Board Members. Mr. Smedberg stated that Mr. Letourneau sends his apologies for having to drop off from the meeting. Mr. Smedberg stated that the Safety and Operations Committee received an update on the Q3 FY 2023 Metro Performance Report. Most notably, Metrorail customer satisfaction was 79% in Q3 FY 2023, which is a 10% increase from the prior year. This large increase reflects improved train service and reliability. The new Silver Line Phase 2, which opened in November 2022, served more than 1.1 million riders in its first five months, with Washington Dulles International Airport and Ashburn as the most popular stations. Part 1 crimes were above target, with parking lot crimes more than tripled with motor vehicle thefts increasing. On Metrobus, the employee assault rate did not meet target and has been increasing over the course of the fiscal year.

Mr. Smedberg also reported that WMATA released a report on an ongoing cyber investigation initiated by the Office of Inspector General (OIG) regarding allegations of a data security breach or leak. In January 2023, the OIG was alerted by WMATA's cyber security group that it detected abnormal network activity originating in Russia. WMATA's initial findings found that the credentials of a contractor who was no longer working for WMATA had been used to access a sensitive WMATA directory from Russia. The continuing investigation revealed that WMATA failed to follow its own data handling policies and procedures as well as other policies and procedures establishing minimum levels of protection for handling and transmitting various types of data collected by WMATA. While the investigation is still ongoing, OIG issued a management

assistance report in order to elevate the multitude of IT-related critical recommendations, policy violations and unsound IT practices that continue to plague WMATA. He stated that WMATA contacted the Federal Bureau of Investigations (FBI), consulted with Dark Team Microsoft, and hired a new cyber-IT director starting next week.

Mr. Smedberg also announced that the Yellow Line reopened earlier in the month following an eight-month rehabilitation project to repair the deteriorating 1970's tunnel and bridge. The reopening will provide a faster, more direct connection for customers between Virginia and downtown DC, including travel to/from Washington National Airport. Additionally, the Potomac Yard Metro station opened on May 19 connecting one of Alexandria's fastest growing communities to the region.

Mr. Smedberg stated that WMATA has now shifted its focus to rail replacement work on the Orange Line in Virginia. During the construction, which will be done in two phases, Metro will replace the original 40-year-old steel rail between the Ballston-MU and Vienna stations. From June 3 - 25, stations will be closed from Vienna to East Falls Church and from June 26 - July 16, only Vienna and Dunn Loring will be closed. During the first phase, the Silver Line will run in two segments from Ashburn to McLean and Ballston to Downtown Largo. There will be free local and express shuttles available, as well as limited-stop service between Washington Dulles International Airport, McLean and Rosslyn. Metro staff has also been working with jurisdictional partners to coordinate efforts and has been active with customers online through social media, emails and other forums to provide information about the project and travel alternatives.

Mr. Smedberg reported that ridership is increasing. With Capitol One bringing employees back to the office, Metro has seen an increase in ridership at the McLean Station. He stated that WMATA is even having some capacity issues.

Mr. Snyder asked for crime data by jurisdiction. Mr. Smedberg stated that WMATA staff can provide this information to Commissioners. He stated that WMATA is doing everything it can to improve safety. Ms. Gilroy asked about the 79% increase in customer satisfaction and if there is a correlation with increased security. Mr. Smedberg stated that people are concerned with security but overall satisfaction is due to higher service frequency, reduced headways and other initiatives such as weekend flat fares, etc.

Chair Palchik stated that WMATA General Manager/CEO Randy Clarke will join the Commission at its July 6 meeting.

Report from the Chair of the NVTC WMATA Committee. Mr. Alcorn stated that the June 15 WMATA Committee meeting has been cancelled. The next NVTC WMATA Committee meeting is scheduled for July 20 at 6:00 p.m. and as always, all Commissioners are welcome to attend.



## Transit Resource Center – Opportunities for Bus Priority in Northern Virginia

Chair Palchik announced that Xavier Harmony and Sophie Spiliotopoulos are back this month to give a presentation on their research that quantifies the cost of congestion to the region's bus providers. This information will be shared with the local transit providers to help them prioritize which bus corridors should be considered first to invest in infrastructure such as transit signal priority. Ultimately, investing in capital infrastructure can save a lot of transit operating dollars over the years.

Mr. Harmony explained that the research looked at opportunities for improving bus priority on key corridors in Northern Virginia where certain types of technology and service improvements could reduce the operational cost of these bus services. The report has two main goals. First, the report documents existing speed and congestion issues for buses in Northern Virginia, giving insight into the severity of congestion problems in the region. Second, the report provides a way to prioritize bus priority treatments by focusing on their financial impacts to agencies and jurisdictions. He noted that Fairfax CUE Bus data was not available so they are not included in the analysis. He presented a case study of Metrobus 28A.

Ms. Spiliotopoulos summarized the research findings. She stated that bus speeds in Northern Virginia are slow due to buses getting stuck in the same congestion as other traffic. As a result of congestion, bus speed and travel times along a bus route vary greatly throughout the day, leading to increased costs to provide bus service. Congestion-related bus delays cost transit agencies serving Northern Virginia up to \$19 million per year. Metro and Fairfax rank in the top two and account for most congestion in their schedules. Rankings change when considering route length and population density. Metrobus 28A consistently ranks as the highest cost route no matter the method.

Mr. Harmony reviewed the key takeaways. He stated that understanding bus speed and congestion helps identify opportunities for studying bus priority treatment candidate locations and study new potential BRT corridors. This work affects funding by highlighting packages of projects for funding to help the region's bus system, providing a way to prioritize funding and demonstrating how increases in capital funding can save operating dollars. He stated that regional analysis allows for a holistic understanding of street congestion. This analysis supports related regional work, including Metro's Better Bus Network Redesign, NVTC's Regional Bus Analysis and Northern Virginia Transportation Authority's Bus Rapid Transit Preliminary Deployment Plan. NVTC will share the analysis with local jurisdictions to support the development of capital projects that increase bus speeds, such as transit signal priority, queue jump lanes, and dedicated bus lanes. Each bus corridor will require additional analysis to determine the correct bus priority treatment for each corridor.

Mr. Harmony stated that the report still has several levels of review before it is finalized and shared with Commissioners.

Chair Palchik noted the importance of north-south travel for buses, which is critical to the overall transit network. She asked how staff would describe some of the other treatment opportunities. Mr. Harmony gave an overview of different bus priority treatments, such as BRT. He stated that one slide taken out of the presentation to save time showed overlapping routes and he offered

to provide this to Commissioners. He noted that targeting a small segment with a couple BRT improvements can improve multiple routes. The jurisdictions can use this research to take the next steps to make these types of improvements.

Ms. Bagley stated that with King Street, signal prioritization could be one example of making improvements. She asked if the study goes to this level for the jurisdictions. Mr. Harmony explained that the scope of the study is broad to allow the jurisdictions to go deeper. He also explained how costs were calculated.

Ms. Mattice stated that there are opportunities for the localities to look at regional grant applications, such as Smart Scale. There could also be some economies of scale for jurisdictions to come together for these types of investments.

Several Commissioners had technical questions, which Mr. Harmony responded. Mr. Foust asked if staff are communicating with jurisdictional staff about this research. Mr. Harmony responded that the report has been sent out to the jurisdictions for their buy-in and has also been presented to the Management Advisory Committee. Mr. Foust requested that staff give the Commission an update in six to 12 months on how the report was used and its impact.

Mr. Smedberg left the meeting at 8:49 p.m., followed by Mr. Skiles and Mr. Tuck at 8:50 p.m. They did not return.

#### Virginia Passenger Rail Authority Presentation

Chair Palchik stated that in 2020 the Commonwealth of Virginia created the Virginia Passenger Rail Authority (VPRA) to promote, sustain and expand the availability of passenger and commuter rail service in the Commonwealth. This includes both the Virginia funded Amtrak services and investments that support the Virginia Railway Express. As a co-owner of VRE, NVTC is interested in the efforts and progress of the VPRA. She again welcomed VPRA's Executive Director DJ Stadtler, who is present to give an update on the Transforming Rail in Virginia program and how NVTC as a VRE co-owner can best engage with them.

Mr. Stadtler introduced VPRA Chief Operating Officer Mike McLaughlin and he also recognized VPRA Board Chair Jennifer DeBruhl and Board Members Jay Fisette and Rich Dalton. Mr. Stadtler explained that VPRA was given all powers necessary for carrying out its statutory purposes:

- Manage passenger rail in Virginia
- Design, build, finance and maintain rail facilities
- Direct recipient of USDOT Grants
- Partners with Amtrak and VRE to operate passenger and commuter rail service
- Governed by a 15-member Board
- Partners with Amtrak and VRE to operate passenger and commuter rail service

Mr. Stadtler stated that VPRA is doing projects throughout all corners of the Commonwealth. He reviewed the Virginia Passenger Rail Network, which includes four state-supported Amtrak routes (eight daily roundtrips to Roanoke, Richmond, Newport News and Norfolk); two VRE

commuter routes (16 daily roundtrips to Manassas and Fredericksburg); five Amtrak long distance roundtrips; and one North Carolina-supported roundtrip. He also provided ridership data.

Mr. Stadtler then reviewed several of the major Transforming Rail in Virginia projects in the Northern Virginia region. The process has been crafted so that the major projects in Phase 1 will be completed by 2026, thus unlocking more service. By 2030, when the Long Bridge and the Franconia-Springfield bypass are done, more service can be added to allow for nearly hourly service with more train slots for Amtrak and VRE.

Mr. Stadtler gave a detailed overview of the two phases of the Long Bridge project (south package and north package) and many of the complex challenges. Currently, the project is 30% design complete and working through comments from stakeholders. The procurement process is already underway. The full project will be completed by 2030.

For the Crystal City Amtrak Platform, Mr. Stadtler explained that Amtrak and VPRA have jointly applied for a \$33.8 million grant for the \$42.3 million project, which includes design and construction of a new Crystal City high level platform located on the southern end of the planned new VRE Crystal City island platform. Along with improvements related to Amazon HQ2 there will be direct access to Reagan National Airport from the Amtrak platform.

Mr. Stadtler also noted that final design is expected by the end of 2023 to construct a new fourth track from Alexandria Station to Rosslyn interlocking. The Franconia-Springfield Bypass project is a 1.3-mile bypass to be located just south of the Franconia-Springfield Station. The project will design and construct a single track on a bypass bridge with accommodations for a future second track and will allow passenger trains to crossover to serve VRE stations on the west/north of Franconia and on the east/south of Franconia. This will result in reducing conflicts between passenger trains and freight trains. The project is at 30% of the design phase.

Chair Palchik commended the General Assembly and others who had the foresight to create this coordinated authority to move the future of passenger and commuter rail forward in Virginia. Mr. Stadtler stated that it is only possible with the great partnerships here at NVTC and VRE, as well as with many others. He noted that congestion in the region is not sustainable and it is important to get people on more trains.

Mr. de Ferranti asked Mr. Stadtler to let NVTC and the localities know how they can help to keep the Long Bridge project, especially the north package, on track for completion by 2030. Mr. Aguirre asked about what North Carolina is doing to improve rail service. Mr. Stadtler stated that Virginia has partnered with North Carolina to improve rail service to Raleigh. VPRA also works with Maryland. Ms. Garvey asked about high-speed trains. Mr. Stadtler stated that the hope is to get speeds up to 79 miles per hour, with the understanding that there are places where the trains cannot go that fast and there are heat restrictions in the summer that can affect speed. Ms. Bagley gave a personal example of the benefits of riding trains. She also observed that train delays are a national problem and asked if VPRA is seeking best practice lessons from other states making similar efforts. Mr. Stadtler explained that there are a few states that own rail infrastructure and there has been a big movement over the last decade for states to work

together and with Amtrak as part of the State Amtrak Intercity Passenger Rail Committee to improve performance.

### Virginia Railway Express (VRE)

Chair Palchik welcomed VRE CEO Rich Dalton and asked him to give his report. She noted that Mr. Walkinshaw asked Mr. Alcorn to present the action items on his behalf.

VRE CEO Report. Mr. Dalton reported that for the month of May overall on-time performance was 85% and average daily ridership was at about the mid-6,000 range. He announced that VRE will be running excursion trains at the annual Manassas Railway Festival on June 3. He recognized DRPT Director DeBruhl who recently participated in a VRE system tour. He invited other Commissioners to reach out to him if they would like a tour.

In response to a question from Chair Palchik, Mr. Dalton stated that fare summons are not directly related to on-time delays. In response to a question from Mr. Foust, Mr. Dalton stated that VRE is not seeing any increase in crime. He also responded to Mr. Snyder's question about average daily ridership compared to pre-pandemic timeframe. VRE is seeing ridership at 30-35% of pre-pandemic levels. Comparing ridership in January 2022 from May 2023, VRE has seen ridership increase up to 80%, so ridership is gradually increasing over time. VRE staff is closely watching changes in ridership patterns and looking for opportunities to meet the demand. Until planned track improvements are completed, VRE needs to be creative as capacity on tracks is constrained.

VRE Maintenance Services for Commuter Rail Contract. Mr. Alcorn stated that the VRE Operations Board recommends Commission approval of Resolution #2501, which will authorize the VRE CEO to execute an amendment to the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by approving up to \$11,825,500 for the third year of the first option period, for a total contract value not to exceed \$70,751,779 through June 30, 2024. This action will authorize the continuation of contracted services for the maintenance, inspection, and repair of VRE locomotives, passenger rail cars and maintenance facilities for FY 2024.

Ms. Garvey moved, with a second by Mr. Aguirre, to approve Resolution #2501 (copy attached). The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik, Read and Snyder. A roll call vote followed for Commissioners participating electronically and Ms. DeBruhl (voting as Mr. Smedberg's alternative), Mr. Karantonis and Mr. Walkinshaw voted in the affirmative. The motion passed.

VRE Operating Services for Commuter Rail Contract. Mr. Alcorn stated that the VRE Operations Board recommends Commission approval of Resolution #2502, which will authorize the VRE CEO to execute an amendment to the contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by approving up to \$19,129,000 for the fourth year of the second option period, for a total contract value not to exceed \$249,717,057 through June 30, 2024. This action will authorize the fourth year of the final option period and continue the

contracted services for management, supervision and certified locomotive engineers and conductors to operate VRE commuter rail trains for FY 2024.

Ms. Garvey moved, with a second by Mr. Aguirre, to approve Resolution #2502 (copy attached). The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik, Read and Snyder. A roll call vote followed for Commissioners participating electronically and Ms. DeBruhl, Mr. Karantonis and Mr. Walkinshaw voted in the affirmative. The motion passed.

VRE Operating Access Agreement with Norfolk Southern. Mr. Alcorn stated that the VRE Operations Board recommends Commission approval of Resolution #2503, which will authorize the VRE CEO to execute a letter agreement to extend the current term of the Operating Access Agreement with Norfolk Southern Railway Company for one year to expire on June 30, 2024. The term of the current Operating Access Agreement with Norfolk Southern Railway Company will expire June 30, 2023. VRE and Norfolk Southern staff have been in discussions on terms for a new agreement and both parties agree more time is needed. All other existing terms and conditions will remain the same through the extension period ending June 30, 2024.

Ms. Garvey moved, with a second by Ms. Bagley, to approve Resolution #2503 (copy attached). The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Foust, Garvey, Gilroy, McKay, Palchik, Read and Snyder. A roll call vote followed for Commissioners participating electronically and Ms. DeBruhl, Mr. Karantonis and Mr. Walkinshaw voted in the affirmative. The motion passed.

VRE Fare Free Friday Initiative. Mr. Alcorn announced that that VRE has started a new fare-free Friday initiative, which runs June 2 through September 1, 2023. This fare free initiative is intended to promote VRE service and attract new riders.

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

DRPT Director DeBruhl encouraged Commissioners to read the written DRPT Report. She stated that the final FY 2024-2029 Six-Year Improvement Program (SYIP) will go before the Commonwealth Transportation Board later this month for approval. This SYIP is the largest program to-date with \$6.5 billion over six years for both transit and rail.

Ms. DeBruhl announced that DRPT is welcoming a new Chief Financial Officer, Deanna Oware, on June 10. Ms. Oware comes to DRPT after 20 years of progressively responsible experience with the State of Indiana, including serving as Deputy State Budget Director.

Ms. DeBruhl stated that Virginia Passenger Rail Authority's FY 2024 budget shows a funding gap in its program of projects. She asked for the Northern Virginia region to help advocate for several federal grants VPRA is seeking to help fund the gap to complete the Long Bridge and Franconia - Springfield Bypass projects. In conclusion, she commended VRE staff for an excellent tour of the VRE system.

Ms. Garvey and Mr. Snyder suggested NVTC do a letter of support for VPRA federal grant applications. Ms. Mattice agreed to find out more details.

### Executive Director Report

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter, which highlights some of NVTC's recent efforts and events. She then introduced several new staff members. Noman Sayed has joined NVTC as a Financial Analyst and will be working closely with Director of Finance Scott Kalkwarf and Comptroller Colethia Quarles. Noman will be monitoring and analyzing NVTC's regional gas tax revenue, as well as performing a variety of financial and accounting functions including special projects. Noman comes to NVTC from Morgan Stanley where he used his analytical skills as an Equity Swaps Product Controller.

Ms. Mattice thanked DRPT for their ongoing funding support of NVTC's Transit Fellow Program, which seeks to prepare students and recent graduates for a career in transportation. She introduced Rachel Inman, a new transit fellow, who is a recent graduate from Virginia Tech with a bachelor's degree in public and urban affairs, majoring in smart and sustainable cities with a minor in landscape architecture. This summer, Rachel will be working on a Northern Virginia Bus Stop Survey during the summer with the Transit Resource Center team. Rachel's project will help NVTC to understand what bus stop amenities exist, what factors influence the inclusion of different amenities and who benefits from different amenities.

Ms. Mattice also welcomed Ben Mattice as a part-time assistant to the communications team supporting graphic design for NVTC's social platforms. Ben is a student-athlete working towards a bachelor's in advertising: art direction at Temple University in Philadelphia.

Ms. Mattice reminded Commissioners of upcoming committee meetings. WMATA Committee meeting on June 15 is cancelled, but the committee will meet on July 20 at 6:00 p.m. The Program Advisory Committee is scheduled to meet on July 26 at 6:00 p.m. Staff is working to schedule a Legislative and Policy Committee meeting in late August/early September. The next Commission meeting is July 6 at 7:00 p.m., with the Executive Committee – serving as the Audit Committee – meeting prior to that meeting at 6:15 p.m.

Ms. Mattice announced that the "Ride with Us" marketing campaign launched today. Commissioners were shown the website. She thanked the localities and DRPT for helping fund the campaign.

The May Financial Report was provided in the written meeting materials. There were no questions from Commissioners.



### Adjournment

Without objection, Chair Palchik adjourned the meeting at 9:29 p.m.

Approved this 6<sup>th</sup> day of July 2023.

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Dalia Palchik  
Chair

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David F. Snyder  
Secretary-Treasurer



## RESOLUTION OF COMMENDATION

**SUBJECT:** Commending the Honorable Katie Cristol on Her Departure from the Northern Virginia Transportation Commission

**WHEREAS:** The Northern Virginia Transportation Commission (NVTC) serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient investment in public transit to foster economic growth and vitality in the region and the Commonwealth;

**WHEREAS:** The Honorable Katie Cristol took office in 2016 as a member of the Arlington County Board and during her tenure has represented the county on three regional transportation agencies – NVTC, the Northern Virginia Transportation Authority (NVTA), and the Virginia Railway Express (VRE) Operations Board – immersing herself in transportation policy and helping guide and advance numerous transit initiatives;

**WHEREAS:** Ms. Cristol has served as a Commissioner of the Northern Virginia Transportation Commission since 2016 and served as chair in 2020 and 2021;

**WHEREAS:** Ms. Cristol has been an advocate of long-term, sustainable funding for transit, a truly multi-modal transportation network, economic growth and development, improved transit service, regional collaboration, zero- and reduced-fare initiatives and transportation equity;

**WHEREAS:** During her tenure as NVTC chair, Ms. Cristol skillfully led the Commission during the COVID-19 pandemic ensuring Commission business was conducted in a timely and effective manner; continued NVTC's strong support of WMATA and VRE as they managed pandemic-related budget and ridership challenges; built upon the collaboration and consensus-building for which NVTC is known; and advocated for high-quality, high-capacity transit in Northern Virginia; and

**WHEREAS:** Ms. Cristol also served on the VRE Operations Board and championed VRE and Transforming Rail in Virginia initiatives that will dramatically improve VRE, Amtrak, and freight rail service in the region.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby commends the Honorable Katie Cristol for her service on NVTC, to the citizens of Northern Virginia and to the Commonwealth of Virginia.

**BE IT FURTHER RESOLVED** that NVTC congratulates Ms. Cristol on being selected as the chief executive officer of the Tysons Community Alliance, a new non-profit public-private partnership promoting equitable economic growth and community development in the Tysons area.

**BE IT FURTHER RESOLVED** that NVTC looks forward to continuing to work with Ms. Cristol in her new role to advance transit in the region.

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

Approved this 1<sup>st</sup> day of June 2023.

A handwritten signature in purple ink that reads "Dalia Palchik".

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Dalia Palchik  
Chair

**RESOLUTION #2498**

**SUBJECT:** Appoint Takis Karantonis to Serve as a Principal Member to the VRE Operations Board

**WHEREAS:** NVTC is empowered to make appointments to the VRE Operations Board;

**WHEREAS:** On January 5, 2023 NVTC appointed Katie Cristol to serve as a principal member to the VRE Operations Board, representing Arlington County;


**WHEREAS:** Katie Cristol has announced that her term on the Arlington Board is ending early as she has been selected to serve as the chief executive officer of the Tysons Community Alliance;

**WHEREAS:** With Ms. Cristol's departure, this leaves a vacancy on the VRE Operations Board; and

**WHEREAS:** Arlington County has selected Takis Karantonis to replace Ms. Cristol as the principal member to the VRE Operations Board, with Libby Garvey continuing as the alternate member.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby appoints Takis Karantonis to serve as a principal member to the VRE Operations Board.

Approved this 1<sup>st</sup> day of June 2023.



David F. Snyder  
Secretary-Treasurer



Dalia Palchik  
Chair

**RESOLUTION #2499**

- SUBJECT:** Approve the I-395/95 Commuter Choice Fiscal Year (FY) 2024-2025 Program of Projects for Submission 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 Regarding the Annual Transit Investment from the 395 HOT Lanes (MOA), NVTC and the Potomac and Rappahannock Transportation Commission (PRTC) are responsible for selecting and administering multimodal projects under I-395/95 Commuter Choice;
- WHEREAS:** The principal objective of the Commuter Choice program is to support projects that meet goals identified in the MOA, which are to (1) maximize person throughput and (2) implement multimodal improvements to (i) improve mobility along the corridor, (ii) support new, diverse travel choices and (iii) enhance transportation safety and travel reliability;
- WHEREAS:** According to the *Agreement between NVTC and PRTC for Distribution and Allocation of I-395 Annual Transit Investment Funds*, NVTC staff is responsible for Commuter Choice project evaluation; financing and financial management; compliance, including evaluation, reporting, and quality assurance; and providing information to the public;
- WHEREAS:** From November 2022 to January 2023, NVTC conducted an I-395/95 Commuter Choice FY 2024-2025 call for projects which yielded 16 eligible applications that support the program goals with a total funding request of \$88 million;
- WHEREAS:** Up to \$48 million is available for new projects over the FY 2024-2025 period;
- WHEREAS:** Based upon technical evaluation results and review with the NVTC-PRTC Joint Commission Working Group and Commissions, NVTC staff recommends approval of the I-395/95 Commuter Choice FY 2024-2025 Program of Projects (Table 1) that includes 13 projects, totaling \$47,925,952, and NVTC's program administration costs (\$500,000) for a total of \$48,425,952 that would subsequently be included in the FY 2024-2029 Six-Year Improvement Program upon the Commonwealth Transportation Board's action; and
- WHEREAS:** As permitted under adopted program policy, the recommended FY 2024-2025 Program of Projects includes partial funding (\$20,786,281) for two capital construction projects, with the balance of project funding (\$18,000,000) allocated from that available for the FY 2026-2027 Program of Projects per the MOA's payment schedule.

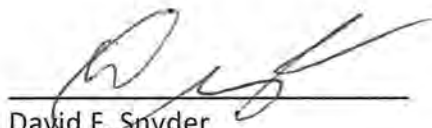


**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves the I-395/95 Commuter Choice FY 2024-2025 Program of Projects (Table 1) and authorizes staff to submit the Program of Projects to the Commonwealth Transportation Board for action, contingent upon the Potomac and Rappahannock Transportation Commission's approval of a comparable action.

**BE IT FURTHER RESOLVED** that NVTC will hereby include the full balances of funding requested for two capital construction projects, with the balance of funding (\$18,000,000) allocated off the top from the funding available for the FY 2026-2027 Program of Projects (Table 2) that is brought forth for adoption and approval, contingent for each project upon inclusion in the final approved FY 2024-2025 Program of Projects, the availability of FY 2026-2027 funding to complete the award and the project remaining active.

**BE IT FURTHER RESOLVED** that NVTC hereby authorizes the executive director, or her designee, to execute the Standard Project Agreements for the I-395/95 Commuter Choice FY 2024-2025 Program of Projects following approval by the Commonwealth Transportation Board.

Approved this 1<sup>st</sup> day of June 2023.



David F. Snyder  
Secretary-Treasurer



Dalia Palchik  
Chair

**Table 1: Recommended I-395/95 Commuter Choice FY 2024-2025 Program of Projects**

	<b>I-395/95 Commuter Choice Project Name</b>	<b>Applicant</b>	<b>FY 2024-2025 Award</b>
1	Metrobus 16M Service Enhancement: Skyline to Crystal City	Arlington County	\$5,000,000
2	DASH Line 35 Service Enhancement: Van Dorn Street Station to the Pentagon (Continuation)	DASH	\$7,290,000
3	DASH Line 36A/B Service Enhancement: Mark Center to Potomac Yard-VT Station (Continuation)	DASH	\$3,774,000
4	DASH Line 35 Bus Fleet Capacity Expansion with Electric Buses: Van Dorn Street Station to the Pentagon	DASH	\$3,452,000
5	Fairfax Connector Route 396: Backlick North Park and Ride to the Pentagon (Continuation)	Fairfax County	\$1,750,915
6	Richmond Highway Bus Rapid Transit Implementation: Fort Belvoir to Huntington Station	Fairfax County	\$10,000,000
7	OmniRide Route D-200 Service Enhancement: Dale City to Ballston (Continuation)	OmniRide	\$304,626
8	OmniRide Prince William Metro Express Service Enhancement: Dale City to Franconia-Springfield Station (Continuation)	OmniRide	\$671,678
9	OmniRide Route 1 Local Service Enhancement: Quantico to Woodbridge Station (Continuation)	OmniRide	\$755,020
10	OmniRide Route 543: Staffordboro to Downtown Washington, D.C. (Continuation)	OmniRide	\$1,025,441
11	OmniRide Route 942: Staffordboro to the Pentagon (Continuation)	OmniRide	\$1,638,926
12	TDM Strategy: Amtrak Step-Up Reinstatement on VRE Fredericksburg Line	Virginia Railway Express	\$1,477,065
13	Crystal City Station Expansion	Virginia Railway Express	\$10,786,281
		<b>TOTAL FOR PROJECTS</b>	<b>\$47,925,952</b>
	<i>Program Administration and Oversight for FY 2024-2025</i>	<i>NVTC</i>	<i>\$500,000</i>




**Table 2: Funding Awards to be Completed in the  
I-395/95 Commuter Choice FY 2026-2027 Program of Projects**

	<b>I-395/95 Commuter Choice Project Name</b>	<b>Applicant</b>	<b>FY 2026-2027 Award</b>
1	Richmond Highway Bus Rapid Transit Implementation: Fort Belvoir to Huntington Station	Fairfax County	\$10,000,000
2	Crystal City Station Expansion	Virginia Railway Express	\$8,000,000
		<b>TOTAL FOR PROJECTS</b>	<b>\$18,000,000</b>

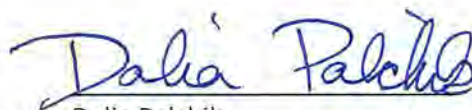
**RESOLUTION #2500**

- SUBJECT:** Authorize the Executive Director to Execute an Amended Standard Project Agreement for Arlington County's FY 2020 Expanded Transportation Demand Management Outreach to the I-66 Corridor Project
- WHEREAS:** Under the *Third Amended and Restated Memorandum of Agreement Transform66: Inside the Beltway Project* (MOA), NVTC is responsible for selecting and administering multimodal projects under I-66 Commuter Choice that allow more people to travel faster and more reliably through the I-66 Inside the Beltway corridor;
- WHEREAS:** The MOA allows that NVTC may seek to modify a project that does not perform comparably to its performance targets, particularly in terms of increased corridor person-throughput;
- WHEREAS:** Arlington County undertook good-faith efforts to measure person-throughput increases with its prior, engagement-based transportation demand management (TDM) project scope aimed at increasing commuters' use of transit and other alternatives to driving alone and, given challenges in quantifying the impacts of these efforts, Arlington County now wishes to adopt a specific, directly measurable TDM strategy with the project's remaining funding in the form of a short-term free-fare campaign on Arlington Transit (ART) bus routes serving the I-66 corridor;
- WHEREAS:** NVTC staff support the proposed change, have obtained concurrence from the Virginia Department of Rail and Public Transportation that the proposed change meets the requirements of the program MOA, and wish to obtain Commission support for substantive changes to funded Commuter Choice projects;
- WHEREAS:** The remaining \$566,236 of the original \$1,350,000 would be applied to the free-fare campaign, with changes pending to the Standard Project Agreement to reflect the changes in the project description and performance metrics; and
- WHEREAS:** The Arlington County Board of Supervisors approved the Standard Project Agreement amendment and authorized the county manager or his designee to sign the amended Standard Project Agreement at its May 13, 2023 meeting.
- NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the executive director, or her designee, to execute the amended Standard Project Agreement for Arlington County's FY 2020 Expanded Transportation Demand Management Outreach to the I-66 Corridor Project.

Approved this 1<sup>st</sup> day of June 2023.



David F. Snyder  
Secretary-Treasurer



Dalia Palchik  
Chair





## **RESOLUTION #2501**

- SUBJECT:** Authorize the VRE CEO to Execute an Amendment for the Third Year of the First Option Period to the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC
- WHEREAS:** In 2015, the Virginia Railway Express (VRE) Operations Board recommended, and the Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC) (the "Commissions") approved, a five-year Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV);
- WHEREAS:** The contract start date and total authorization was amended in May of 2016;
- WHEREAS:** On April 21, 2017, the Operations Board recommended, and the Commissions subsequently approved 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 approved 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:** On May 17, 2019, the Operations Board recommended, and the Commissions subsequently approved the fourth contract year, through June 30, 2020, in the amount of \$8,889,465 for a total contract value not to exceed \$30,908,102;
- WHEREAS:** On May 15, 2020, the Operations Board recommended, and the Commissions subsequently approved the fifth contract year, through June 30, 2021, in the amount of \$9,012,749 for a total contract value not to exceed \$39,920,852;
- WHEREAS:** On May 21, 2021, the Operations Board recommended, and the Commissions subsequently approved the first year of the first option period, through June 30, 2022, in the amount of \$8,980,774 for a total contract value not to exceed \$48,901,626;
- WHEREAS:** On May 20, 2022, the Operations Board recommended, and the Commissions subsequently approved the second year of the first option period, through June 30, 2023, in the amount of \$10,024,653 for a total contract value not to exceed \$58,926,279;
- WHEREAS:** The current contract authorization runs through June 30, 2023;
- WHEREAS:** The increase in contract authorization will allow for continued maintenance services and life cycle maintenance work scheduled for FY 2024; 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 amendment to the contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) increasing the total contract authorization by \$11,825,500 for the third year of the first option period, for a total contract value not to exceed \$70,751,779 through June 30, 2024.

Approved this 1<sup>st</sup> day of June 2023.

  
Dalia Palchik  
Chair

  
David F. Snyder  
Secretary-Treasurer



**RESOLUTION #2502**

- SUBJECT:** Authorize the VRE CEO to Execute an Amendment for the Fourth Year of the Second Option Period of the Contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC
- WHEREAS:** On October 16, 2009, following a competitive solicitation process, the Virginia Railway Express (VRE) Operations Board approved a five-year contract with Keolis Rail Services Virginia for VRE operations and maintenance services and mobilization in the amount of \$18,459,348 through June 30, 2011;
- WHEREAS:** A contract amendment was approved on December 17, 2010, in the amount of \$2,085,000;
- WHEREAS:** On May 20, 2011, the Operations Board approved the second contract year, through June 30, 2012, in the amount of \$17,954,527, for a total contract value not to exceed \$38,498,875;
- WHEREAS:** On April 20, 2012, the Operations Board approved the third contract year, through June 30, 2013, in the amount of \$18,008,591, for a total contract value not to exceed \$56,507,466;
- WHEREAS:** On April 19, 2013, the Operations Board approved the fourth contract year, through June 30, 2014, in the amount of \$18,974,041, for a total contract value not to exceed \$75,481,507;
- WHEREAS:** On April 18, 2014, the Operations Board approved the fifth contract year, through June 30, 2015, in the amount of \$20,115,047, for a total contract value not to exceed \$95,596,554;
- WHEREAS:** On May 15, 2015, the Operations Board approved the first year of the first option period, through June 30, 2016, in the amount of \$20,931,000, for a total contract value not to exceed \$116,527,554;
- WHEREAS:** On May 20, 2016, the Operations Board further authorized amending the contract to remove the requirements for the Maintenance of Equipment and Facilities;
- WHEREAS:** On May 20, 2016, the Operations Board approved the second year of the first option period, through June 30, 2017, in the amount of \$15,463,003, for a total contract value not to exceed \$131,990,557;
- WHEREAS:** On April 21, 2017, the Operations Board approved the third year of the first option period, through June 30, 2018, in the amount of \$15,416,000, for a total contract value not to exceed \$147,406,557;

**WHEREAS:** On April 20, 2018, the Operations Board approved 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;

**WHEREAS** On May 17, 2019, the Operations Board approved the fifth year of the first option period, through June 30, 2020, in the amount of \$16,287,000, for a total contract value not to exceed \$179,411,557;

**WHEREAS:** On May 15, 2020, the Operations Board approved the second and final five-year option period;

**WHEREAS:** On May 15, 2020, the Operations Board approved the first year of the second option period through June 30, 2021, in an amount of \$16,591,500, for total contract value not to exceed \$196,003,057;

**WHEREAS:** On May 21, 2021, the Operations Board approved the second year of the second option period through June 30, 2022, in an amount of \$16,787,500, for total contract value not to exceed \$212,790,557;

**WHEREAS:** On May 20, 2022, the Operations Board approved the third year of the second option period through June 30, 2023, in an amount of \$17,797,500, for total contract value not to exceed \$230,588,057;

**WHEREAS:** Approval of this resolution will allow for continued train operations in FY 2024; 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 amendment to the Contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total contract authorization by \$19,129,000 for the fourth year of the second option period, for a total contract value not to exceed \$249,717,057 through June 30, 2024.

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



David F. Snyder  
Secretary-Treasurer



Dalia Palchik  
Chair



**RESOLUTION #2503**

**SUBJECT:** Authorize the VRE CEO to Extend the Term of the Operating Access Agreement with Norfolk Southern

**WHEREAS:** The Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission ("the Commissions") currently have an Operating Access Agreement with Norfolk Southern Railway Company;

**WHEREAS:** The current agreement expires June 30, 2023;

**WHEREAS:** Virginia Railway Express (VRE) staff and Norfolk Southern have been in discussions regarding the terms of a new agreement;

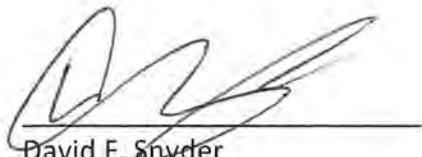
**WHEREAS:** Both parties agree more time is needed;

**WHEREAS:** A letter agreement is being proposed that will extend the term until June 30, 2024; and

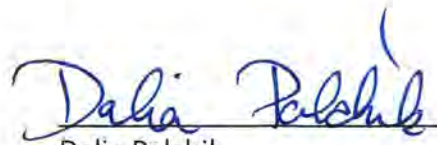
**WHEREAS:** The VRE Operations Board recommends the following action.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the VRE Chief Executive Officer to execute a letter agreement, in a form approved by legal counsel, to extend the term of the current Operating Access Agreement with Norfolk Southern Railway Company for one year to expire on June 30, 2024.

Approved this 1<sup>st</sup> day of June 2023.



David F. Snyder  
Secretary-Treasurer



Dalia Palchik  
Chair

**TO:** Chair Palchik and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** June 29, 2023  
**SUBJECT:** Consent Agenda

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At the July meeting, the Commission will be asked to approve the Consent Agenda, which includes four action items: two letters of endorsement for Virginia Passenger Rail Authority grant applications, proposed changes to the NVTC Electronic Participation Policy, and a Request for Proposals for NVTC's Strategic Policy Research Roadmap.

**ACTION: Approve the Consent Agenda (subject to approval of chair)**

**A. Authorize the Chair to Sign and Send a Letter of Endorsement of Virginia Passenger Rail Authority's (VPRA) Franconia-Springfield Bypass Project Application Submitted under the Federal Railroad Administration's (FRA) FY 2022 Consolidated Rail Infrastructure and Safety Improvements (CRISI) Grant Program**

The Commission is asked to authorize the chair to sign and send a [letter of endorsement of Virginia Passenger Rail Authority's \(VPRA\) Franconia-Springfield Bypass Project Application](#) submitted under the Federal Railroad Administration's (FRA) FY 2022 Consolidated Rail Infrastructure and Safety Improvements (CRISI) Grant Program. VPRA's executive director previewed this request with the Commission at the June meeting.

The [Franconia-Springfield Bypass](#) project, one of the Transforming Rail in Virginia projects, will design and construct an approximately 0.9-mile-long, dedicated passenger rail bridge located just south of VRE's Franconia-Springfield Station in Fairfax County. The bridge, which will cross over two CSXT mainline freight tracks, will be owned by the Commonwealth of Virginia and will allow for unimpeded crossing of passenger trains over freight tracks. The project will provide a connection for passenger trains between the west side of the corridor north of the bridge and the east side of the corridor south of the bridge. This will improve the safety, reliability, and efficiency of rail services in the corridor by eliminating conflicts between freight rail and passenger rail. Per the Transforming Rail in Virginia agreement with CSX Transportation (CSXT), the completion of the Franconia-Springfield Bypass Project will also allow for increased passenger and commuter rail service in Virginia.

While the Franconia-Springfield Bypass project has independent utility, it will also enable the region to maximize the benefits of other rail infrastructure investments planned or underway in Virginia and North Carolina. The significant investments by Virginia and North Carolina in the acquisition of railroad right-of-way between Washington, DC, and Raleigh, NC will connect mega-regions over publicly owned right-of-way and allow for new connections and reduced travel time

from Charlotte, NC to the Northeast Corridor. Improvements including Long Bridge, Alexandria Fourth Track, and Franconia to Lorton Third Track projects, in combination with the Franconia-Springfield Bypass will increase the capacity of the corridor and allow for additional passenger rail service.

**B. Authorize the Chair to Sign and Send a Letter of Endorsement of Virginia Passenger Rail Authority's (VPRA) Transforming Rail in Virginia Phase 2 Project Application under the US Department of Transportation's Federal-State Partnership for Intercity Passenger Rail Grant Program**

The Commission is asked to authorize the chair to sign and send a [letter of endorsement of Virginia Passenger Rail Authority's \(VPRA\) Transforming Rail in Virginia Phase 2 Project Application](#) under the US Department of Transportation's Federal-State Partnership for Intercity Passenger Rail Grant Program. VPRA's executive director previewed this request with the Commission at the June meeting.

This VPRA [Transforming Rail in Virginia](#) Phase 2 project ("Project") is a project of national significance; once completed it will deliver enhanced passenger, commuter and freight rail services for people and goods along the East Coast and further to national and international markets. Funding for this Project will complete final design and construction of Phase 2 of the Transforming Rail in Virginia program, advancing the separation of passenger and freight operations along the rail corridor from Washington DC to Richmond (DC2RVA). Through the construction of a new Long Bridge, L'Enfant Fourth Track, and three sidings, the Project will complete a four-track corridor between Alexandria and Washington, D.C. and add a third track in key sections of the corridor, providing additional capacity to improve reliability and support the growth of intercity passenger rail. Completion of Phase 2 will allow for three additional roundtrip state-supported Amtrak trains between Richmond Main Street Station and Washington, D.C., resulting in nearly hourly service between Richmond and DC.

This Project will provide the capacity to deliver substantial increases in Amtrak state-supported service and Virginia Railway Express (VRE) service. In addition to regional benefits, the Project is integral to the development of an intercity passenger rail corridor between Washington, D.C. and Charlotte, North Carolina. The Project will unlock the bottleneck between the north and southeast, facilitating connecting trains over the Long Bridge to the Northeast Corridor (NEC) and allow for greater reliability and efficiency of passenger service routes along the southeast corridor.

**C. Approve Updates to the NVTC Electronic Participation Policy**

The Commission is asked to approve the [Proposed Updates to the NVTC Electronic Participation Policy](#) to be effective July 7, 2023. Although the [Freedom of Information Act](#) statute does not expressly require a vote to approve electronic participation, the language implies one is required and NVTC staff and legal counsel are recommending this be added to the NVTC Electronic Participation Policy. This will also align NVTC with its sister organizations, the Potomac and Rappahannock Transportation Commission (PRTC) and the Virginia Railway Express (VRE), in regard to their standard practice to vote to approve those participating electronically.

#### **D. Authorize the Executive Director to Issue a Request for Proposals for a NVTC Strategic Policy Research Roadmap**

The Commission is asked to authorize the executive director to issue a Request for Proposals (RFP) for a consultant to support the development of a NVTC Strategic Policy Research Roadmap to guide NVTC-led policy research for the next 4-6 years. This effort will allow the Commission to provide strategic guidance to NVTC staff in the development of future policy research as well as identify partners for funding and collaboration.

On June 1, the Executive Committee provided feedback to staff on developing a strategic framework to guide future NVTC policy research activities. This effort would create a roadmap and prioritize NVTC-led policy research activities for the next 4-6 years, leveraging the timing of the conclusion of current major policy work along with NVTC's 60<sup>th</sup> anniversary.

The contract would be based upon a budget not to exceed \$150,000 and a timeline of approximately nine months. Funding for this effort is included in NVTC's approved FY 2024 General and Administrative Budget and there is no need for additional resources from jurisdictions.

#### **Background**

Over the past five years, NVTC has led the development of numerous policy research efforts including zero-emission bus strategies, regional bus service opportunities, fare payment technologies, value of transit to the Commonwealth, Metro funding options, microtransit guidance, opportunities for bus priority, the NoVA Transit Data Dashboard, environmental benefits of the Commuter Choice program, and zero/reduced transit fare approaches, just to name a few. As the landscape of transit in the region and across the country continues to rebound and the operational and funding complexities of transit service in Northern Virginia continue to grow, NVTC would benefit from a strategic approach and plan for future research activities.

The timing of this effort would align with the 60<sup>th</sup> anniversary celebration of NVTC in 2024. During its 60<sup>th</sup> anniversary year staff are already planning several opportunities to highlight and celebrate NVTC's accomplishments so far as well as lay out NVTC's plan for regional transit research and analysis into the future.

Consultant tasks for the NVTC's Strategic Policy Research Roadmap will include:

- Supporting NVTC staff develop a strategy and guidance for regional transit policy research over the next 4-6 years.
- Identifying and developing reference materials to help support future work, including research partnerships, new or alternative funding sources and additional opportunities for disseminating work.

- Facilitating engagement with a variety of stakeholders including Commissioners, jurisdictional and regional staff, and other public sector and non-profit researchers to help ensure the previously mentioned tasks represent the priorities of the NVTC jurisdictions and leadership.

At the Management Advisory Committee (MAC) meeting on June 20, 2023, NVTC staff provided jurisdictional staff with an overview of the scope of the project, and it was well received. Since that time, NVTC staff provided a detailed scope of work and budget to jurisdictional staff for review and comment. These comments will be incorporated in the RFP that will be issued.

Staff will return in the fall to seek Commission authorization for the executive director to execute a contract with the selected consultant team.





July 7, 2023

--DRAFT--

**Chair**  
Hon. Dalia A. Palchik

**Vice-Chair**  
Hon. Matt de Ferranti

**Secretary-Treasurer**  
Hon. David F. Snyder

**City of Alexandria**  
Hon. Canek Aguirre  
Hon. Sarah Bagley

**Arlington County**  
Hon. Katie Cristol  
Hon. Matt de Ferranti  
Hon. Libby Garvey

**Fairfax County**  
Hon. Walter L. Alcorn  
Hon. John Foust  
Hon. Jeffrey C. McKay  
Hon. Dalia A. Palchik  
Hon. James R. Walkinshaw

**City of Fairfax**  
Hon. Catherine Read

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

**Loudoun County**  
Hon. Matthew Letourneau  
Hon. Michael R. Turner

**Commonwealth of Virginia**  
Hon. Paul C. Smedberg

**Virginia General Assembly**

**Senate**  
Hon. John J. Bell  
Hon. Adam Ebbin

**House of Delegates**  
Nick Clemente  
Aimee S. Gilroy  
M. David Skiles  
John C. Tuck III

**Executive Director**  
Katherine A. Mattice

The Honorable Pete Buttigieg  
Secretary, U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Re: FY 2022 Consolidated Rail Infrastructure and Safety Improvements Program

Dear Secretary Buttigieg:

I am writing to share the Northern Virginia Transportation Commission's support for Virginia Passenger Rail Authority's (VPR) **Franconia-Springfield Bypass Project** application submitted under the Federal Railroad Administration's (FRA) FY 2022 Consolidated Rail Infrastructure and Safety Improvements (CRISI) grant program for fiscal year 2022.

Virginia recognizes that our nation's highway systems are overburdened and investing in rail infrastructure is vital to both the Commonwealth's and the nation's economies. The rail corridor running between Washington, D.C. and Richmond, Virginia is a central component of the east coast rail transportation system, connecting the northeast and southeast freight rail networks and extending the spine of the nation's intercity passenger rail system from the Northeast Corridor to the Southeast. Investing in rail improvement projects to support projected increases in freight and passenger rail traffic along this corridor is crucial to continued economic growth and enhanced mobility. For this reason, Virginia, through the Transforming Rail in Virginia Program, is investing heavily in rail projects to add capacity and improve the reliability of service along this corridor.

The Franconia-Springfield Bypass project, one of the Transforming Rail in Virginia projects, will design and construct an approximately 0.9-mile-long, dedicated passenger rail bridge located just south of the Franconia-Springfield Station in Fairfax County, Virginia. The bridge, which will cross over two CSXT mainline freight tracks, will be owned by the Commonwealth of Virginia and will allow for unimpeded crossing of passenger trains over freight tracks. The project will provide a connection for passenger trains between the west side of the corridor north of the bridge and the east side of the corridor south of the bridge. This will improve the safety, reliability and efficiency of rail services in the corridor by eliminating conflicts between freight rail and passenger rail. Per the Transforming Rail in Virginia agreement with CSX Transportation (CSXT), the completion of the Franconia-Springfield Bypass project will also allow for increased passenger and commuter rail service in Virginia.



While the Franconia-Springfield Bypass project has independent utility, it will also enable the region to maximize the benefits of other rail infrastructure investments planned or underway in Virginia and North Carolina. The significant investments by Virginia and North Carolina in the acquisition of railroad right-of-way between Washington, DC, and Raleigh, North Carolina will connect mega-regions over publicly-owned right-of-way and allow for new connections and reduced travel time from Charlotte, North Carolina to the Northeast Corridor. Improvements including Long Bridge, Alexandria Fourth Track, and Franconia to Lorton Third Track projects, in combination with the Franconia-Springfield Bypass will increase the capacity of the corridor and allow for additional passenger rail service.

Please accept this letter of recommendation as an indication of NVTC's support for VPRA's request for the ***Franconia-Springfield Bypass Project*** under the FRA's FY 2022 Consolidated Rail Infrastructure and Safety Improvements (CRISI) funding opportunity.

Thank you for your consideration of the Franconia-Springfield Bypass Project application.

Sincerely,

Dalia Palchik  
NVTC Chair



July 7, 2023

--DRAFT--

**Chair**  
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**Vice-Chair**  
Hon. Matt de Ferranti

**Secretary-Treasurer**  
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**House of Delegates**  
Nick Clemente  
Aimee S. Gilroy  
M. David Skiles  
John C. Tuck III

**Executive Director**  
Katherine A. Mattice

The Honorable Pete Buttigieg  
Secretary, U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Re: Federal-State Partnership for Intercity Passenger Rail Grant Program

Dear Secretary Buttigieg:

This letter is to express the Northern Virginia Transportation Commission's support for the Virginia Passenger Rail Authority's (VPRA) **Transforming Rail in Virginia Phase 2 Project** (Project) application under the U.S. Department of Transportation's Federal-State Partnership for Intercity Passenger Rail Grant Program. This Project is a project of national significance, and, once completed, it will deliver enhanced passenger, commuter and freight rail services for people and goods along the East Coast and further to national and international markets.

Funding the Project will complete final design and construction of Phase 2 of the Transforming Rail in Virginia program, advancing the separation of passenger and freight operations along the rail corridor from Washington D.C. to Richmond (DC2RVA). Through the construction of a new Long Bridge, L'Enfant Fourth Track, and three sidings, the Project will complete a four-track corridor between Alexandria, Virginia and Washington, D.C. and add a third track in key sections of the corridor, providing additional capacity to improve reliability and support the growth of intercity passenger rail. Completion of Phase 2 will allow for three additional roundtrip state-supported Amtrak trains between Richmond Main Street Station and Washington, D.C., resulting in nearly hourly service between Richmond and DC.

This project will provide the capacity to deliver substantial increases in Amtrak state-supported service and Virginia Railway Express (VRE) service. Pre-pandemic, Virginia Railway Express commuter service was 4.4 million annually with anticipated growth to 8.7 million annual commuter trips by 2030, while Amtrak service ridership is anticipated to grow from 1.48 million annual riders pre-pandemic up to approximately 2.0 million annually by 2030.

In addition to regional benefits, the Project is integral to the development of an intercity passenger rail corridor between Washington, D.C. and Charlotte, North Carolina. The Project will unlock the bottleneck between the north and southeast, facilitating connecting trains over the Long Bridge to the Northeast Corridor (NEC) and allow for greater reliability and efficiency of passenger service routes along the southeast corridor.

Please accept this letter of recommendation as an indication of NVTC's support for VPRA's request for funding of the **Transforming Rail in Virginia Phase 2 Project** under the Federal-State Partnership for Intercity Passenger Rail Grant Program.

Thank you for your consideration of the Transforming Rail in Virginia Phase 2 Project.

Sincerely,

Dalia Palchik  
NVTC Chair



## NVTC ELECTRONIC PARTICIPATION POLICY

Proposed for NVTC Adoption 07-06-2023 to be effective July 7, 2023

(NEW PROVISIONS INDICATED BY RED TEXT)

Occasions may arise when the Northern Virginia Transportation Commission (“NVTC”) determines it is necessary to hold an all-virtual public meeting or when a NVTC Commissioner is unable to be physically present at a public meeting. Under certain circumstances, the Virginia [Freedom of Information Act](#), Virginia Code Ann. §§ 2.2-3700 et seq., (the “Act”) permits a public body, such as NVTC and its duly appointed committees, to conduct all-virtual public meetings and also permits members of a public body to participate in meetings through electronic means such as telephone and video conferencing. The Act limits the instances in which this may occur and prescribes procedures that must be followed, including adoption of a policy governing electronic meetings. The NVTC Electronic Participation Policy (“Policy”), as hereafter set forth, identifies the instances when NVTC and its duly appointed committees and sub-committees may conduct all-virtual public meetings, including during a declared state of emergency, and when a Commissioner may participate electronically in an in-person NVTC meeting, including NVTC appointed committee and subcommittee meetings, and the procedures that apply.<sup>1</sup>

**Nothing in this Policy should be construed to prohibit the use of audio or audio/visual means to increase public participation at meetings even if no NVTC Commission members are participating electronically. NVTC welcomes the use of electronic means to increase public access to its meetings.** The specific requirements and limitations on electronic participation described herein apply only to the members of NVTC holding a public meeting.

### Circumstances When Electronic Participation By a Member Is Permitted for In-Person Meetings

A Commissioner may participate in an in-person NVTC Commission or NVTC committee or subcommittee meeting through electronic communication means from a remote location that is not open to the public under the following circumstances:

- A. A Commissioner who is unable to attend the meeting due to a **medical reason**:
  - 1) A Commissioner’s temporary or permanent disability or other medical condition that prevents the Commissioner’s physical attendance;
  - 2) A medical condition of a member of a Commissioner’s family that requires the Commissioner to provide care and prevents the Commissioner’s physical attendance;
  - 3) The above subsections A.1 and 2 allows an unlimited number of times a Commissioner can participate electronically due to disability, medical condition or care for a family member.

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<sup>1</sup> This Policy does not apply to the Virginia Railway Express Operations Board, which is a joint committee of NVTC and the Potomac and Rappahannock Transportation Commission (“PRTC”). A separate policy, approved by NVTC and PRTC, shall apply to the Operations Board.

- B. A Commissioner who is unable to attend the meeting due to a **personal reason** and identifies with specificity the nature of the personal matter. However, a Commissioner may not use remote participation due to personal matters more than two meetings per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

(Example: if NVTC holds 10 or 11 Commission meetings a year, a Commissioner could participate electronically for a personal reason 2.5 or 2.75 times, rounded up to three (3) meetings a year. For NVTC committees and subcommittees that do not have an annual meeting schedule or that do not actually hold each meeting on the schedule, the number of times a Commissioner may participate in a meeting remotely is not readily calculated and should be done only in consultation with the commission secretary).

- C. A Commissioner whose **principal residence is more than 60 miles from the meeting location** identified in the required notice for such meeting.

### **Procedural Requirements for Remote Participation By a Member in In-Person Meetings**

The term “remote participation” is defined by the Act to mean “participation by an individual member of a public body by electronic communication means in a public meeting where a quorum of the public body is otherwise physically assembled.”

Remote participation by a NVTC Commissioner as authorized above (by A-C) shall be only under the following conditions:

1. A quorum of NVTC Commissioners is physically assembled at the primary or central meeting location.
2. NVTC or its committee or subcommittee, as applicable, can make arrangements for the voice of the Commissioner who is participating remotely to be heard by all persons at the primary or central meeting location.
3. A Commissioner must notify the applicable chair (Commission chair or committee chair), with notification copied to the executive director and commission secretary, on or before the day of the meeting, not later than eight (8) hours prior to the start of the meeting, that such Commissioner is unable to attend and identify the reason in A, B, or C above that prevents physical attendance. The request can be made verbally but should be followed up in writing as soon as possible.
4. The minutes must reflect that (1) the existence of a disability or medical condition (which need not be disclosed with specificity) of the Commissioner, or of a family member who requires the Commissioner’s care, prevents the Commissioner’s in-person attendance at the meeting; (2) a personal matter, described with specificity, prevents the Commissioner’s in-person attendance at the meeting; or (3) the Commissioner’s primary residence is 60 miles or more from the

meeting location. The minutes must also reflect a general description of the remote location from which the Commissioner is participating in the meeting electronically.

5. After calling the meeting to order and establishing a quorum is physically present, the Commission chair or committee chair, as applicable, will inform the Commission or committee of a Commissioner's request to participate through electronic means, identify the reason in A, B or C above that prevents physical attendance, and request a motion and second to approve the request. The Commission or committee will vote on the matter. The Commissioner requesting to participate remotely shall not vote on the motion. If the Commissioner's participation from a remote location is disapproved because such participation would violate the provisions of this Policy or the Act, such disapproval shall be recorded in the minutes with specificity.
6. A Commissioner's remote participation must be in accordance with this Policy.

**NOTE:** As stated above, if a Commissioner's remote participation is disapproved, the Commissioner may still monitor the meeting by listening or watching by electronic communication means. However, the member cannot be counted as present and cannot participate. The minutes shall reflect the names of Commissioners monitoring a meeting. In such a situation, as a matter of best practices, the chair should make a statement to inform the public and the other members, such as: *"Please observe that [member name] could not attend today's meeting but is [listening/watching] the meeting by [speakerphone, videoconferencing, or whatever electronic communications means is being utilized]. However, [member name] is only monitoring the meeting and is not counted as present, and cannot make motions, vote or otherwise participate."*

### **Guidelines for the NVTC Electronic Participation Policy for Remote Participation by a Member in In-Person Meetings**

The determination of whether requests by Commissioners to participate in NVTC Commission meetings, as well as committee or subcommittee meetings, from remote locations complies with the NVTC Electronic Participation Policy ("Policy") shall be made by the NVTC chair or the appropriate committee or subcommittee chair, subject to final approval by the Commission or committee or subcommittee. The following guidelines shall be used by the chair and NVTC or committee or subcommittee in considering and acting upon requests:

1. This Policy applies to NVTC meetings, including Commission, committee and subcommittee meetings, provided the technology is available to accommodate remote participation.
2. This Policy shall be applied strictly and uniformly, without exception, to all Commissioners and without regard to the identity of the Commissioner requesting to participate remotely or the matters that will be considered or voted on at the meeting.
3. Notification of the request to participate electronically shall be provided by the Commissioner seeking to participate remotely to the applicable chair (Commission chair or committee chair), with notification copied to the executive director and commission secretary, at the earliest



practicable time, not later than eight (8) hours before the meeting start time. The request can be made verbally but should be followed up in writing as soon as possible.

4. Individual participation from a remote location shall be approved unless such participation would violate this Policy or the provisions of the Act. If the Commission or committee or subcommittee votes to disapprove the member's remote participation because such participation would violate this Policy or the Act, such disapproval shall be recorded in the minutes with specificity.
5. The Commissioner requesting to participate remotely shall provide sufficient specificity as to the nature of the matter as is necessary for the chair, and the Commission or committee or subcommittee, to determine whether the circumstances warrant remote participation.
6. For purposes of this Policy, a personal matter includes circumstances that prevent a member from physically attending a meeting including personal and business travel.
7. For purposes of this Policy, a temporary or permanent disability or a medical condition of either a Commissioner or their family member who requires the Commissioner's care that prevents physical attendance at the meeting should be evident based on the nature of the disability or the condition. Examples include temporary hospitalization or being confined to home, contagious illness or any disability that prevents travel to the meeting location.
8. Disclosure of specific medical conditions or disabilities, and medical verification of a medical condition or physical disability shall not be required.
9. More than one Commissioner may participate electronically at the same meeting, as long as a physical quorum is present at the primary meeting location.
10. Commissioners participating remotely are allowed to fully participate in NVTC Commission or NVTC committee or subcommittee public meetings, which includes but is not limited to making motions and voting.
11. The Commissioner may participate remotely in a NVTC Commission or NVTC committee or subcommittee public meeting, using all available electronic communication means including telephone and video conferencing. For the purposes of this Policy, "electronic communication" is defined to mean "the use of technology having electrical, digital, magnetic, wireless, optical, electromagnetic or similar capabilities to transit or receive information." The definition is applicable to all types of electronic participation described in this Policy.
12. Remote participation shall be permitted only under circumstances where all attendees at the primary meeting location, including the public, can, at a minimum, hear the remote member. If the means used for participation in the meeting, or other circumstances at the remote location, are disruptive to the meeting, the chair, subject to Commission or committee or subcommittee approval, may deny or withdraw the approval to participate remotely, including during the

meeting. While not required, the Commissioner participating remotely is encouraged to monitor the meeting via electronic means to the extent it is available.

13. NVTC's commission secretary shall be responsible for ensuring a Commissioner does not participate electronically for personal reasons more than two times per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

### **NVTC All-Virtual Public Meetings**

An "all-virtual public meeting" is defined by the Act to mean "a public meeting conducted by a public body (i) using electronic communication means (ii) during which **all members of the public body who participate do so remotely rather than being assembled in one physical location** and (iii) to which public access is provided through electronic communication means."

The Act limits the number of times per calendar year NVTC and its committees and subcommittees can conduct all-virtual meetings. NVTC and each of its committees and subcommittees **shall not** conduct an all-virtual public meeting more than two times per calendar year or 25% of their respective meetings held per calendar year rounded up to the next whole number, whichever is greater, OR consecutively with another of their all-virtual public meeting.

Since there is a limited number of times the Commission and its committees and subcommittees can conduct all-virtual meetings during a calendar year, the Commission and its committees and subcommittees will be strategic in planning for these types of meetings, in order to respond to quorum issues or other factors that could influence being able to hold an in-person meeting (i.e. scheduling conflicts such as jurisdictional budget hearings or holidays close to regularly scheduled meetings, etc.). The Commission and its committees and subcommittees may include planned all-virtual meetings as part of its approved meeting schedule. Throughout the year, the Commission and its committees and subcommittees also reserve the right to change the type of meeting to an all-virtual meeting, as long as the required meeting notification procedures are followed.

NVTC staff, in consultation with the Commission chair or appropriate committee or subcommittee chair, will determine whether a public meeting will be all-virtual prior to posting the meeting agenda. NVTC staff will follow all meeting notice requirements required by the Act to inform Commissioners and the public of any change in the type of meeting (in-person or all-virtual).

If a quorum is determined to be not achievable for a regularly scheduled in-person meeting, the executive director will consult with the chair to discuss if the meeting should be changed to an all-virtual meeting. If an all-virtual meeting is determined to be needed, staff will notify Commissioners and the public at least 72 hours in advance of the meeting. The agenda will be updated with the all-virtual meeting information and will be posted on NVTC's website.

The all-virtual meeting provisions of this Policy apply to all NVTC public meetings, including the Commission, committees and subcommittees.

**Guidelines for All-Virtual Public Meetings**

The following guidelines shall be used by the Commission and committee and subcommittee chairs and NVTC staff in conducting all-virtual meetings:

1. The required meeting notice shall indicate whether the meeting will be an in-person or all-virtual public meeting along with a statement notifying the public that the method by which the Commission or its committee or subcommittee chooses to meet shall not be changed unless the Commission or its committee or subcommittee provides a new meeting notice in accordance with the provisions of the Act;
2. Public access to the all-virtual public meeting will be provided via electronic communication means;
3. The electronic communication means used will allow the public to hear all members of the Commission or its committee or subcommittee participating in the all-virtual public meeting and, when audio-visual technology is available, to see the members as well;
4. A phone number or other live contact information will be provided to alert the Commission or its committee or subcommittee if the audio or video transmission of the meeting fails; the Commission or its committee or subcommittee will monitor such designated means of communication during the meeting; and the Commission or its committee or subcommittee will take a recess until public access is restored if the transmission fails for the public;
5. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of the Commission or its committee or subcommittee for a meeting will be made available to the public in electronic format at the same time that such materials are provided to members of the Commission or its committee or subcommittee;
6. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at those public meetings when public comment is customarily received;
7. No more than two members of the Commission or its committee or subcommittee are together in any one remote location unless that remote location is open to the public to physically access it;
8. If a closed meeting is held during an all-virtual public meeting, transmission of the meeting to the public will resume before the Commission or its committee or subcommittee votes to certify the closed meeting as required by the Act;
9. The Commission or its committee or subcommittee will not convene an all-virtual public meeting (i) more than two times per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual public meeting; and

10. Minutes of an all-virtual public meeting held by electronic communication means will be taken as required by the Act and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held. If a member's participation from a remote location pursuant to this subsection is disapproved because such participation would violate the Policy or the Act, such disapproval shall be recorded in the minutes with specificity.

### **NVTC Electronic Participation During a Declared State of Emergency**

The Act allows any public body to meet by electronic communication means without a quorum of the public body physically assembled at one location under certain circumstances. As part of its NVTC Electronic Participation Policy, the Commission and its committees and subcommittees will adhere to § 2.2-3708.2. which reads:

*Any public body, or any joint meeting thereof, may meet by electronic communication means without a quorum of the public body physically assembled at one location **when the Governor has declared a state of emergency pursuant to § 44-146.17 or the locality in which the public body is located has declared a local state of emergency pursuant to § 44-146.21**, provided that:*

- (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location; and*
- (ii) the purpose of the meeting is to provide for the continuity of operations of the public body or the discharge of its lawful purposes, duties and responsibilities.*

*The public body convening a meeting in accordance with this section shall:*

- 1. Give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided members of the public body conducting the meeting;*
- 2. Make arrangements for public access to such meeting through electronic communication means, including videoconferencing if already used by the public body;*
- 3. Provide the public with the opportunity to comment at those meetings of the public body when public comment is customarily received; and*
- 4. Otherwise comply with the provisions of this section.*

*The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes.*

*The provisions of this section shall be applicable only for the duration of the emergency declared pursuant to § 44-146.17 or § 44-146.21.*

NVTC and its committees and subcommittees shall adopt a resolution at each meeting held by electronic means during a declared emergency finding that the need for the electronic meeting exists based on the nature of the emergency, and that the purposes of the meeting as set forth in the meeting agenda comply with the Act.



**TO:** Chair Palchik and NVTC Commissioners  
**FROM:** Kate Mattice, Andrew D’huyvetter and Ronnetta Zack-Williams  
**DATE:** June 29, 2023  
**SUBJECT:** Washington Metropolitan Area Transit Authority (WMATA)

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At the July meeting, the Commission will welcome WMATA General Manager/CEO Randy Clarke as well as receive reports from the Virginia WMATA Board members and the NVTC WMATA Committee Chair.

**A. WMATA General Manager/CEO Randy Clarke Presentation**

WMATA General Manager/CEO Randy Clarke will provide an update to the Commission on activities at WMATA.

**B. Report from the Virginia WMATA Board Members**

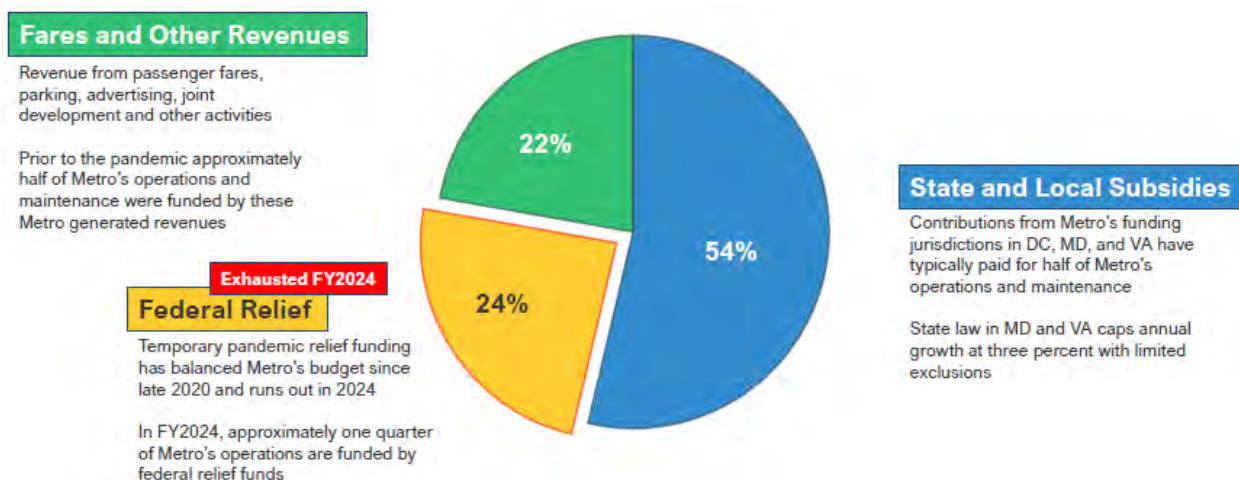
▪ Future Financial Planning FY 2025-2035

On June 22, the Finance and Capital Committee received a [presentation on the financial outlook of Metro](#), which included the value WMATA provides to the region, key points for decision makers and stakeholders on the \$750 million operating budget deficit in FY 2025 and the implications of not resolving WMATA’s immediate and structural financial operating gap.

*Operating Budget Gap*

WMATA is a vital component of economic vitality in the National Capitol Region as the region continues to grow, the Metro system continues to play a vital role in providing connectivity to work, entertainment and other essential destinations throughout the region, as well as reduce traffic congestion on roadways and greenhouse gases in the atmosphere. The COVID-19 pandemic accelerated an impending structural challenge of WMATA’s operating budget. With the severe reduction in ridership, WMATA’s fare and other revenues significantly declined and were offset with federal covid relief aid which will be exhausted in FY 2024 (Figure 1). Jurisdictional subsidies funded 54% of the FY 2024 operating budget, and the rate that these can increase is capped by Virginia and Maryland law.

**Figure 1: FY 2024 Operating Budget**



Source: June 22, 2023 – WMATA Finance and Capital Committee

WMATA is not the only U.S. transit agency facing an operating budget deficit after FY 2024. Many of WMATA's peer transit agencies will also face an operating deficit once their federal covid aid is exhausted (Figure 2). Through additional state and local funding made possible by their respective state legislatures, New York's Metropolitan Transportation Authority (MTA) and California's Bay Area Rapid Transit (BART) have recently solved their anticipated deficit for FY 2024 and FY 2025, respectively. While WMATA is not isolated in facing this issue, it is the only transit agency among its peers with no dedicated revenue sources for operations.

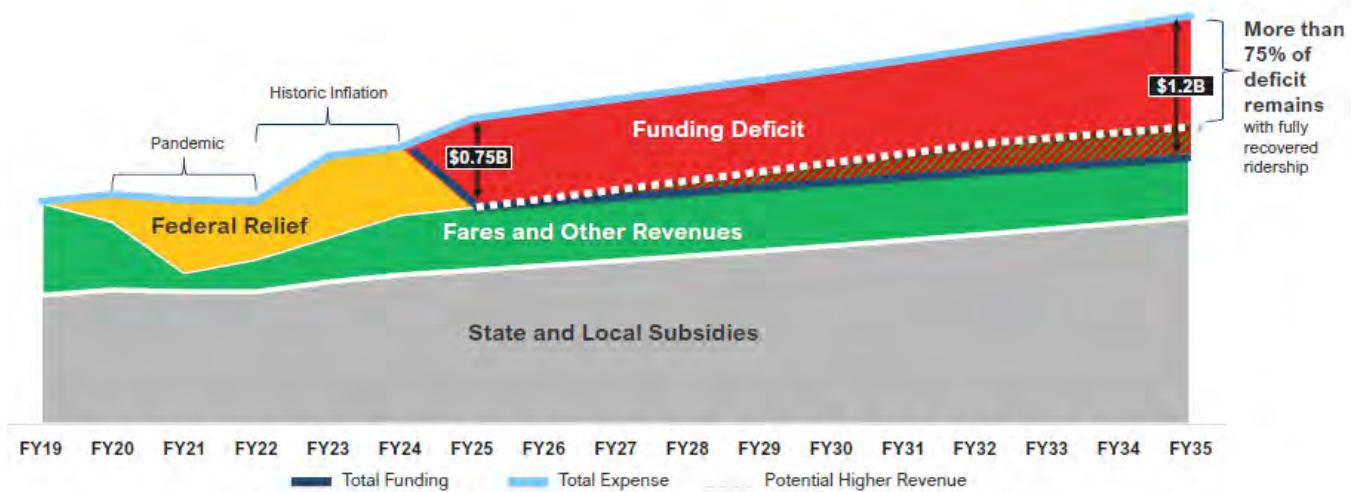
**Figure 2: Operating Deficits of Peer Transit Agencies**

	WMATA	NY MTA	BART	CTA	LA Metro	MBTA	NJ Transit	SEPTA
<b>Dedicated Sources<sup>1</sup></b>	0%	37%	35%	57%	80%	59%	26%	44%
<b>State/Local Subsidies<sup>1</sup></b>	53%	6%	3%	1%	14%	7%	4%	10%
<b>Anticipated Deficit When Federal Covid Relief is Exhausted (\$ in M)</b>								
<b>FY2024<sup>2</sup></b>		\$1,600+						
<b>FY2025<sup>2</sup></b>	\$750	\$1,600+	\$100		\$400+		\$100+	
<b>FY2026<sup>3</sup></b>	\$830	\$2,000+	\$300+	\$700+	\$1,000+	\$400+	\$900+	\$60+

Source: June 22, 2023 – WMATA Finance and Capital Committee

In FY 2025, WMATA will face a \$750 million operating budget funding deficit that will continue to grow through 2035 (Figure 3). The scale of the FY 2025 operating deficit far exceeds savings from past service cuts and fare increases. WMATA needs the region's support in closing this operating gap.

**Figure 3: FY 2019 – FY 2035 Budget Outlook**



Projection as of June 2023

[Source: June 22, 2023 – WMATA Finance and Capital Committee](#)

There are three primary factors that are driving the \$750 million FY 2025 operating deficit: a jurisdictional subsidy credit, decreased revenue since the pandemic, and inflation and collective bargaining agreements (Figure 4).

- *Jurisdictional Subsidy Credit*

WMATA provided support to jurisdictions in the form of a subsidy reduction and waiving 3% increases at the beginning of pandemic. Without this credit, the jurisdictional subsidy would be \$196 million higher in FY 2025

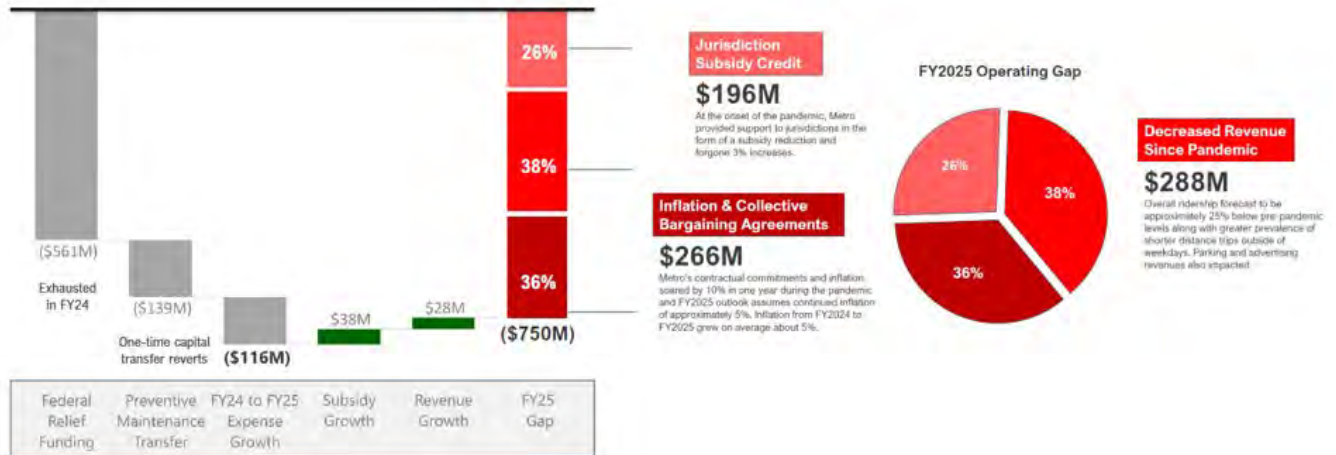
- *Decreased Revenue Since the Pandemic*

WMATA also saw decreased revenue since the pandemic with ridership forecasted to be 25% below pre-pandemic levels in FY 2025. Shorter distance and weekend trips have recovered faster, which resulted in less revenue. Other revenues like parking and advertising continue to suffer which results in approximately \$288 million below pre-pandemic levels.

- *Inflation and Collective Bargaining Agreements*

Lastly, the majority of WMATA's workforce, which operates and maintains the system, participates in collective bargaining. WMATA must comply with mandated annual increases under the terms of the respective collective bargaining agreements, which indexes compensation levels to inflation. This cost growth is responsible for \$266 million.

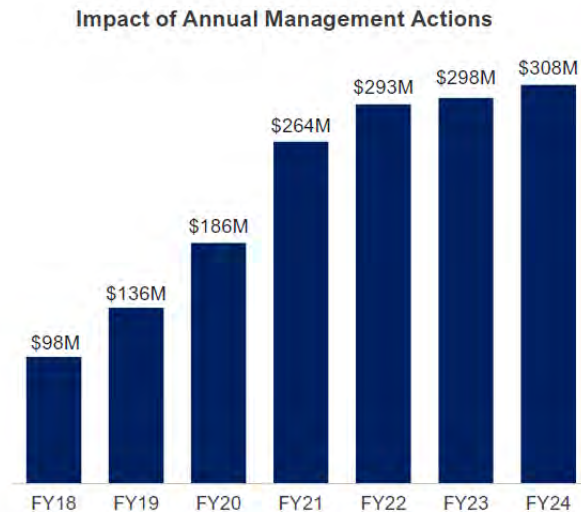
**Figure 4: FY 2025 Operating Deficit Drivers in Detail**



Source: June 22, 2023 – WMATA Finance and Capital Committee

WMATA has taken several actions to realize savings within the budget (Figure 5). These actions include healthcare cost-sharing, maximizing real estate assets, regional office consolidation, elimination of positions through efficiencies and planned reductions, hiring/vacancy freeze, deferring of material supply purchase, non-revenue fleet reduction, enhanced contractor management and a recovery plan. Since 2018, WMATA's actions have achieved an ongoing annual cost savings of \$308 million. In FY 2025, WMATA will take action to create costs savings through call center consolidation.

**Figure 5: Management Actions to Create Savings**



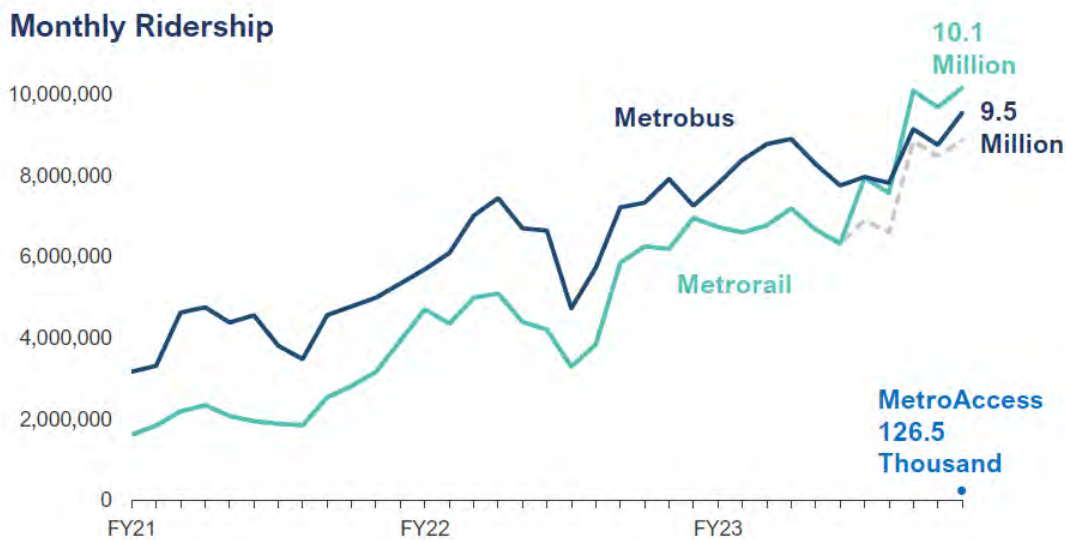
Source: June 22, 2023 – WMATA Finance and Capital Committee

As WMATA is facing this looming challenge, ridership continues to grow on all modes (Figure 6). In May, rail ridership reached 50% of pre-pandemic levels on weekdays and 89% on weekends, bus ridership reached 88% of pre-pandemic levels on weekdays and 93% on weekends and MetroAccess ridership recovered at 56% of pre pre-pandemic levels. WMATA is adapting to new



travel patterns in the region to better meet customer needs by providing added frequent all-day service with rail and bus satisfaction increased compared to the same time period last year.

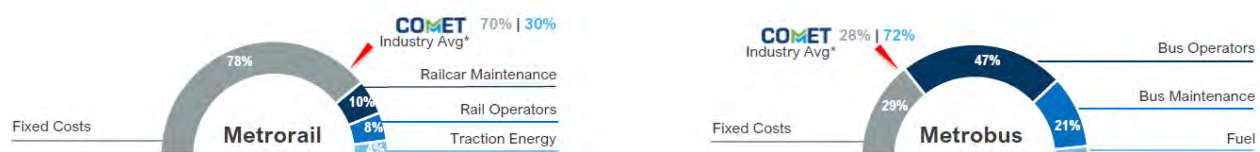
**Figure 6: FY 2021 - FY 2023 Monthly Ridership**



[Source: June 22, 2023 - Finance and Capital Committee](#)

A considerable portion of WMATA's operating costs are fixed and do not vary directly based on service. When compared to global peers by mode (Figure 7), WMATA's fixed costs are noticeably larger, particularly on Metrorail. For Metrorail 78% of Metrorail costs are fixed compared to the global industry average of 70%. For Metrobus 29% of Metrobus costs are fixed compared to the global industry average of 28%.

**Figure 7: Metro's Cost Structure Compared to Global Peers**



[Source: June 22, 2023 – WMATA Finance and Capital Committee](#)

Direct service cuts would include a 67% cut of rail and bus service with no service after 9:30 p.m. (Figure 8), customers who remain on the system will experience 20-30 minute wait times on bus and rail, 98 of 135 bus lines would be eliminated, and the MetroAccess service area and operating hours would be reduced.



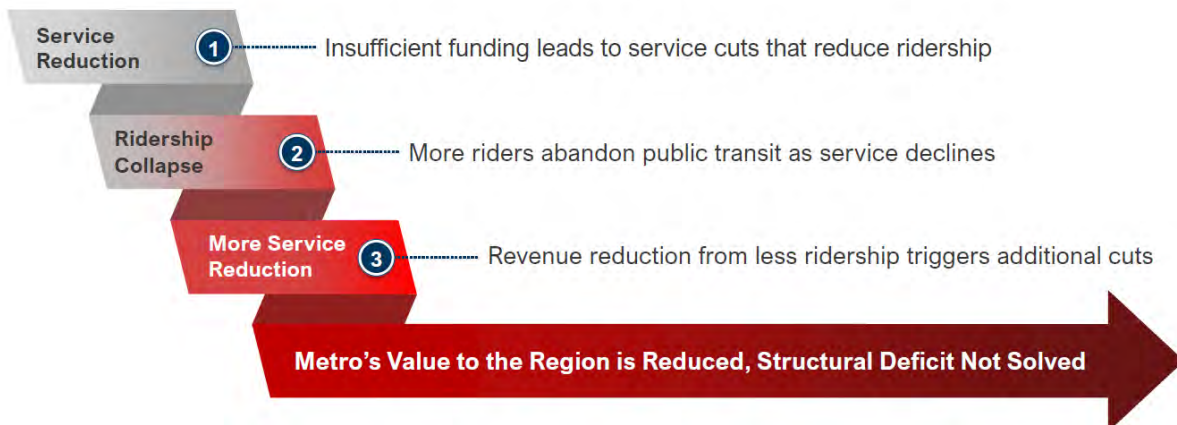
**Figure 8: Potential Service Cut on Metrorail and Metrobus**

Operational Reduction			Operational Reduction		
	FY2024	67% Cut		FY2024	67% Cut
Trains in Service	124	52	Bus Lines	135	37
Frequency	Day: 5-12 mins Night: 7.5-15 mins	Day: 20-30 mins Night: No service	Frequency	Peak: up to 6 mins 21 lines: 12 min or better all day Systemwide: varies	Every 20 to 30 mins
Closing times	Weekdays: Midnight Weekends: 1 AM	Daily: 9:30 PM No special event service	Operating Hours	Late Night & 24-Hour Network	No buses after 9:30 pm

Source: June 22, 2023 – WMATA Finance and Capital Committee

In addition to direct service cuts, WMATA would be forced to reduce maintenance, police and customer service functions, which would in turn reduce service quality and safety. Closing WMATA's funding deficit through fare increases would require unrealistic fare increases of approximately 545%; full fare rail fares would vary from \$11 to \$33 and bus far would be approximately \$11 or more. Closing the budget gap through fare increases and service reductions would potentially lead WMATA into a death spiral loss of ridership and the Metro system as the region is familiar with pre-pandemic would collapse (Figure 9).

**Figure 9: Service Cuts Could Trigger a Metro Death Spiral**



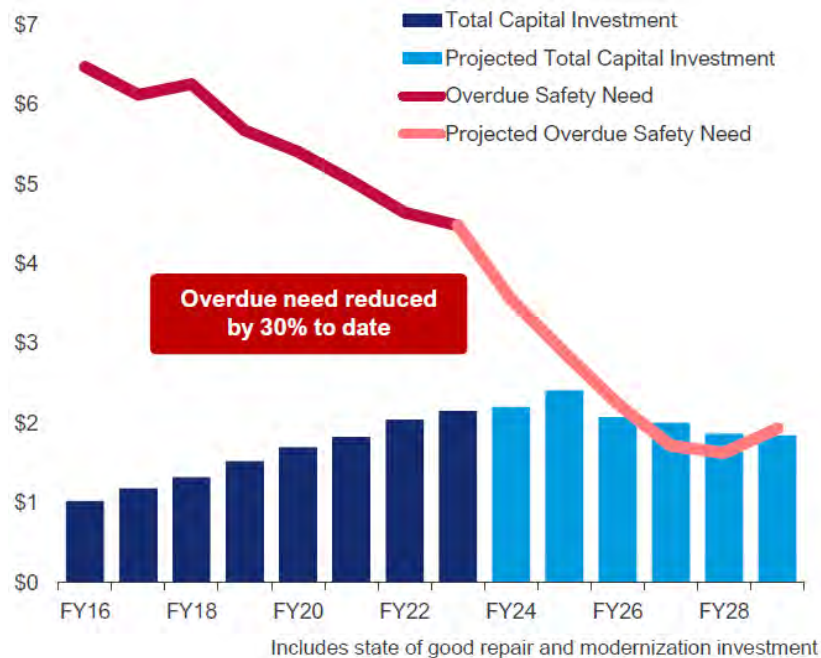
Source: June 22, 2023 – WMATA Finance and Capital Committee

### Capital investment and State of Good Repair Update

In 2018, the Commonwealth of Virginia, the State of Maryland and the District of Columbia worked together to commit \$500 million a year in dedicated funding for capital investments at Metro. This capital investment enabled WMATA to address the long-neglected state of good backlog and renew system assets by leveraging the funding stream through bonding. This allowed WMATA to more than double annual capital investments between FY 2015 and FY 2022. Since

FY 2016, the overdue state of good repair needs has been reduced by 30% to date. As investments continue, the overdue safety need is projected to decrease until dedicated capital funding borrowing capacity is projected to be exhausted in FY 2029. Additional dedicated capital funding will be needed to address ongoing system safety, renewal and modernization needs.

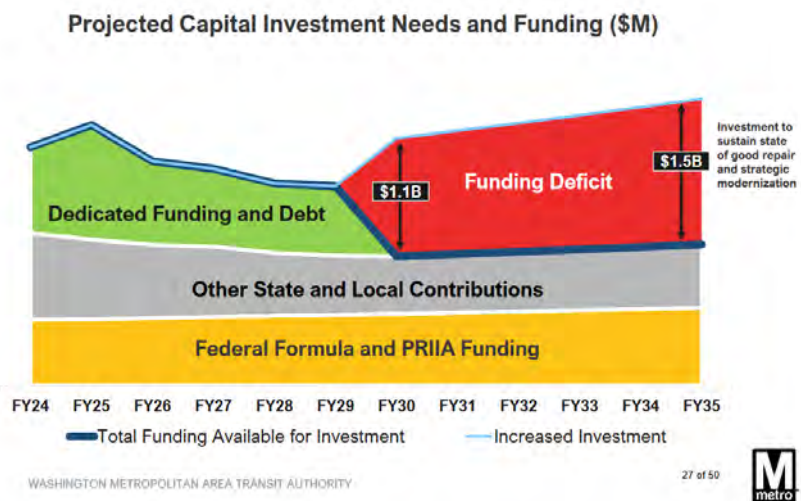
**Figure 10: Overdue State of Good Repair Need (billions) and Capital Investment**



Source: June 22, 2023 – WMATA Finance and Capital Committee

**Figure 11: Capital Funding Deficit Approaching**

**Dedicated capital funding borrowing capacity projected to be exhausted in FY2029 and new capital funding will be needed to address ongoing system safety, renewal and modernization needs**



Source: June 22, 2023 – WMATA Finance and Capital Committee

- Fleet of the Future Design Review

On June 22, the Safety and Operations Committee received a [presentation on the 8000-series \(8K\) rail car design](#). In order to replace the oldest trains in its fleet, which are 40 years old, WMATA awarded Hitachi Rail a base contract for 256 railcars in 2021. The newly designed 8K railcar design will update the 7000-series railcars to accommodate all customers with several design improvements including car pairs with open gangways, reconfigured seating, expanded security camera coverage, new LED red/green lights at doors indicate opening/closing and space for wheelchairs, bicycles, luggage and strollers (Figure 12). The new railcars will also generate energy savings of approximately \$25 million from in-floor heating and a return to aluminum train bodies. In April and May 2023, WMATA conducted a survey and in-person outreach on the 8K rail design. Crowding was the most mentioned concern in the survey with two out of three respondents in support of open gangway. In-person outreach found that 89% of customers believe the new trains meet their needs, 83% prefer open gangways and 82% approved of dedicated space for bicycles, strollers and luggage. WMATA will utilize this information as it finalizes the design of the trains. Hitachi will provide a soft mock-up and final mock-up in March 2024 and February 2025, respectively. The first pilot cars are expected to be delivered to Metro in Q4 2025.

**Figure 12: 8000-series Railcar Design**



[Source: June 22, 2023 - Safety and Operations Committee](#)

- FY2024 Officer Nominations

On June 22, the WMATA Elections Committee nominated officers for FY 2024. Mr. Smedberg was selected as WMATA Board Chair, Mr. McAndrew as 1<sup>st</sup> Vice Chair and Ms. Hadden Loh as 2<sup>nd</sup> Vice Chair. The FY 2024 nominated officers were approved at the June 22 WMATA Board meeting.

- Joint Development Portfolio Update

On June 8, the Finance and Capital Committee received an [update on Metro's Strategic Plan for Joint Development](#). In April 2022, WMATA published its first 10-year Strategic Plan for Joint Development, which includes a goal to establish 20 new joint development agreements by 2032. The plan identified 40 stations with land available for development which could support more than 31 million square feet of new mixed-use development, approximately 26,000 housing units and generate an additional \$340 million of annual property, sales and incomes taxes for state and local governments at full build-out. WMATA has delivered over 55 buildings at 30 Metro stations since 1978 which are estimated to generate more than \$194 million dollars of annual property, sales and incomes taxes for state and local governments.

Following the release of the plan, three Metro office buildings (as part of its regional office consolidation plan) have been delivered in District of Columbia, Maryland and Virginia and a 161-unit residential building has been delivered at the Navy Yard Metro Station. There has also been five closings and groundbreakings that will deliver a total of 1,495 housing units as well as four compact public hearings to improve facilities and enable transit-oriented development at the Franconia-Springfield, East Falls Church, West Falls Church and Takoma Metro Stations. As WMATA continues to work on joint development projects, close collaboration and coordination with regional jurisdictions is critical. WMATA has defined its role as right-sizing capacity and footprint of parking and bus facilities, applying commercial design standards, reinvesting or deferring land value to address investment needs and securing Board approval for changes to transit facilities as early as possible, while jurisdictional partners coordinate state and local funding, pursue federal assistance, leverage affordable housing and economic development programs, and expedite rezonings/permits and reduce requirements.

- Metro Lift Income-Qualified Fare Program

On June 8, the Finance and Capital Committee received a [presentation on the launch of the Metro Lift Program](#). Metro Lift is an income-qualified fare program that will provide 50% off Metrorail and Metrobus trips for customers in the District of Columbia, Maryland and Virginia who qualify for the Supplemental Nutritional Assistance Program (SNAP). The new Metro Lift Program is comparable to the reduced fares WMATA offers for people with disabilities and seniors but distributed as a pass instead of a separate card. Metro Lift aligns with [WMATA's Strategic Transformation Plan](#) which launched in February 2023 and acts as a guide for long-term strategy and directing Metro's day-to-day decision making over the next five plus years. The program launched on June 20 with online enrollment and in-person scheduling, and in-person enrollment began on June 26. There will be a \$4 million program cost, which is already included in the FY 2024 budget, and approximately 5 million trips estimated to be taken with Metro Lift.

### **C. Report from the Chair of the NVTC WMATA Committee**

The next NVTC WMATA Committee meeting is scheduled for July 20 at 6:00 p.m. Agenda topics include discussion of WMATA's FY 2025 budget gap and structural budget gap, NVTC's 2023 Annual Report on the Performance and Condition of WMATA, and an update on NVTC's Metro Operating Funding and Reform Working Group.



**TO:** Chair Palchik and NVTC Commissioners

**FROM:** Kate Mattice, Allan Fye and Ann McGrane

**DATE:** June 29, 2023

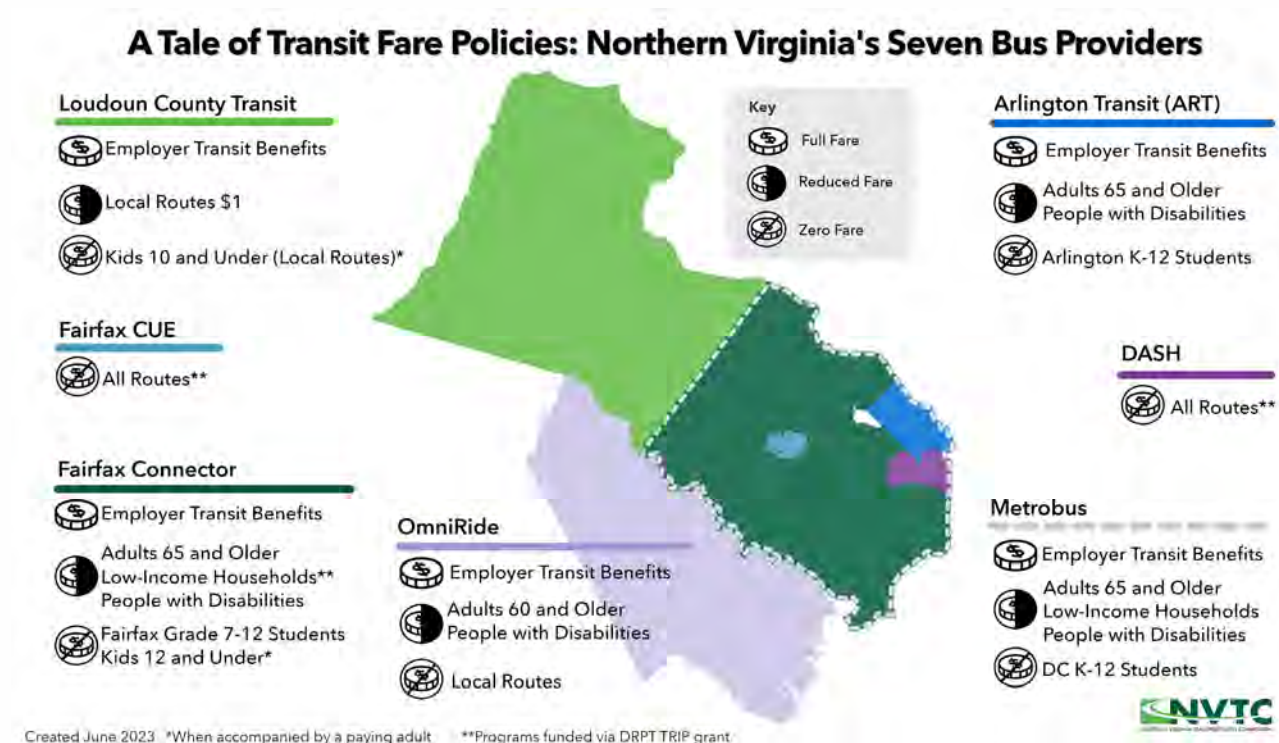
**SUBJECT:** Zero- and Reduced-Fare Policy: A Northern Virginia and National Perspective

At the July meeting the Commission will receive presentations from NVTC and DASH staff as part of a roundtable discussion regarding the status of zero-fare and reduced-fare programs in Northern Virginia and across the nation.

### A. NVTC Briefing on the Status of Transit Fare Policies

NVTC Executive Director Kate Mattice will provide a status update on zero-fare and reduced-fare options among bus providers in Northern Virginia within the context of larger national trends. She will share insights about implementation, policy and funding considerations from conversations with other transit executives.

The figure below provides a summary of transit fare policies across Northern Virginia.



Source: NVTC and Agency Websites



## **B. Alexandria/DASH Case Study**

DASH General Manager/CEO Josh Baker will provide a status update on DASH's transition to zero-fares. Mr. Baker first presented to the Commission on this topic in July 2021 and is returning to discuss lessons learned since then.

**TO:** Chair Palchik and NVTC Commissioners  
**FROM:** Kate Mattice and Brittany Sumpter  
**DATE:** June 29, 2023  
**SUBJECT:** NVTC Disadvantaged Business Enterprise (DBE) Goal-Setting Methodology

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At the July meeting, the Commission will be asked to approve the proposed NVTC Disadvantaged Business Enterprise (DBE) Goal-Setting Methodology for fiscal years 2024-2026, as required as a condition of receiving Federal Transit Administration (FTA) funding. NVTC's Senior Grants and Procurement Manager and DBE Liaison Officer Brittany Sumpter will present the background and methodology to the Commission.

**A. ACTION: Authorize the Executive Director to Submit the Proposed NVTC Disadvantaged Business Enterprise (DBE) Goal-Setting Methodology for FFY 2024-2026 to the Federal Transit Administration**

The Commission is asked to authorize the executive director to submit the proposed NVTC Disadvantaged Business Enterprise (DBE) Goal-Setting Methodology for FFY 2024–2026 to the Federal Transit Administration (FTA) for review and concurrence. FTA requires that any recipient who reasonably anticipates awarding more than \$250,000 in FTA funds in prime contracts in a federal fiscal year must develop an overall DBE goal for DBE participation on work conducted with FTA funding.

In recent years, NVTC has managed FTA grants on behalf of two subrecipients, the cities of Alexandria and Falls Church, to fund specific transportation projects in those jurisdictions. As a result, NVTC's DBE goals have historically reflected DBE participation on work conducted with FTA funds by the cities of Alexandria and Falls Church only. Since NVTC was recently awarded a \$2 million FTA grant to fund Envision Route 7 BRT design and National Environmental Policy Act (NEPA) work, NVTC's proposed DBE goal for FFY 2024-2026 also includes this project, which will be conducted by NVTC.

Accordingly, NVTC, with the assistance of city staff, determined that the proposed DBE goal is 16% for FFY 2024-2026. The DBE goal must be updated and submitted to FTA for review every three years. The deadline for submission is August 1, 2023.



# **DISADVANTAGED BUSINESS ENTERPRISE**

**Goal Setting Methodology  
FFY 2024 - 2026**

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## Introduction

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In accordance with 49 CFR 26.45, the Northern Virginia Transportation Commission (NVTC) presents its Proposed Overall Disadvantaged Business Enterprise (DBE) Goal and Goal-Setting Methodology for the Federal triennial period of fiscal years 2024 through 2026.

The purpose of the DBE goal-setting process is to ensure nondiscrimination in the award and administration of FTA-assisted contracts, to create a level playing field on which DBEs can compete fairly for those contracts and to ensure the DBE Program is narrowly tailored in accordance with applicable law.

## Background

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NVTC was established to manage and control the functions, affairs and property of the Northern Virginia Transportation District, which was created by the Transportation District Act of 1964 (§ 33.2-1900 through 33.2-1935 of the Virginia Code). The purpose of the Act is to facilitate “the development of transportation systems [...] for the orderly growth and development of the urban areas of the Commonwealth; for the safety, comfort and convenience of its citizens; and for the economical utilization of public funds.” NVTC provides a policy forum for the region and allocates over \$300 million in state, regional and federal transit assistance each year among member jurisdictions.

According to 49 CFR 26.45(a), FTA recipients who reasonably anticipate awarding more than \$250,000 in FTA funds in prime contracts in a federal fiscal year must develop overall goals for DBE participation in FTA-assisted contracts once every three years. NVTC is a recipient of Federal Transit Administration (FTA) funds in excess of \$250,000, some of which it passes directly to its two subrecipients, the cities of Alexandria and Falls Church, Virginia. As a condition of receiving this financial assistance, NVTC must, therefore, comply with the FTA’s DBE goal requirements.

Since NVTC passes some federal funds to subrecipients, it considered the upcoming activity of its subrecipients to determine where potential contract awards and opportunities exist for DBE participation. Through this evaluation, NVTC determined that the City of Alexandria is the only subrecipient that will have awards during the FFY 2024-2026 triennial period.<sup>1</sup> Therefore, NVTC’s FFY 2024-2026 overall DBE goal captures the opportunities for DBE participation in both NVTC and the City of Alexandria’s FTA-assisted contracts.

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<sup>1</sup> Although the City of Falls Church receives FTA funds through NVTC, the city does not anticipate any contract awards during FFY 2024-2026.



## 1. Summary

The Northern Virginia Transportation Commission (NVTC) has determined that the overall **Disadvantaged Business Enterprise (DBE) goal for Federal Fiscal Years (FFY) 2024-2026 is 16%** of the federal monies it will expend in Federal Transit Administration (FTA)-assisted contracts. NVTC estimates that, in meeting its 16% overall goal, 8% will be obtained through race/gender-neutral measures and 8% through race/gender-conscious participation.

## 2. FFY 2024-2026 FTA-Assisted Contracts

NVTC made its FFY 2024-2026 FTA-funded contract projections by first assessing the federal funds it currently has remaining in each of the active FTA grants it manages on behalf of the City of Alexandria. NVTC then worked with the city to determine where, within those active grants, potential contract awards exist during the FFY 2024-2026 triennial period. Through this analysis, the city anticipates that it will award FTA-funded contracts during the FFY 2024-2026 triennial period in its Eisenhower Avenue Pedestrian Improvements and Potomac Yard Metroway Extension projects.<sup>2</sup>

In addition, NVTC has been awarded \$2 million in federal Community Project Funding (CPF) funds to advance the final planning stages and NEPA analysis for its Envision Route 7 BRT project. These earmark funds will be programmed in a federal grant, which will then fund a federal procurement to carry out this effort during the FFY 2024-2026 triennial period. Therefore, NVTC also included this project in its list of anticipated awards.

**Table 1** displays the active grant(s)/funding source associated with each project, the project name and the amount of FTA-assistance that will be attributed to the project.

TABLE 1: ANTICIPATED AWARDS			
	FTA Grant	Project Name	FTA Assistance
City of Alexandria	VA-95-X107 VA-04-0048	Eisenhower Avenue Pedestrian Improvements Phase II	\$ 3,334,716
	VA-2022-033	Potomac Yard – Metroway Extension to the North	\$ 1,256,416
NVTC	Route 7 Earmark	Route 7 Design and NEPA Analysis	\$ 2,000,000
Total			\$ 6,591,132

Next, NVTC and the city evaluated the possible subcontracting opportunities within these larger projects. **Table 2** displays the actual categories of work that will be available during FFY

<sup>2</sup> Transportation projects that are funded by FTA but have been awarded in previous years were not included for consideration in this goal-setting methodology.

2024-2026, the appropriate six-digit North American Industry Classification System (NAICS) codes, and their respective cost estimates.<sup>3</sup>

<b>TABLE 2: WORK CATEGORIES</b>		
<b>Work Categories</b>	<b>NAICS</b>	<b>Estimated FTA Dollars per NAICS</b>
Public opinion research and polling services	541910	\$ 100,000
Engineering consulting services	541330	\$ 2,000,000
Hauling	484220	\$ 72,000
Maintenance of Traffic	561990	\$ 100,000
Electrical Contractors and Other Wiring Installation Contractors	238210	\$ 80,000
Construction Site Walls	238190	\$ 96,000
Landscape Services	561730	\$ 56,000
Construction Management	237310	\$ 500,000
Public Relations	541820	\$ 104,000
Surveying	541370	\$ 40,000
Landscape Architectural Services	541320	\$ 50,000
<b>Totals</b>		<b>\$ 3,198,000</b>

NVTC and the city believe that these categories of work accurately reflect where opportunities, both prime and subcontracting, truly exist for DBE participation during the FFY 2024-2026 triennial period.

### 3. Local Market Area Determination

NVTC and the City of Alexandria find most of their contractors and subcontractors in the following jurisdictions:

- City of Alexandria, Virginia
- Arlington County, Virginia
- Fairfax County, Virginia
- City of Fairfax, Virginia
- City of Falls Church, Virginia
- Loudoun County, Virginia
- Prince William County, Virginia
- District of Columbia
- Montgomery County, Maryland
- Prince George's County, Maryland

<sup>3</sup> The work category costs estimates were provided by staff and included for the purposes of weighting.

Thus, NVTC has determined that these cities and counties represent its local market area. The local market area is depicted in the geographical area map below:



## 4. Methodology

According to federal guidance, the overall DBE goal must be based on demonstrable evidence of the availability of ready, willing and able DBEs relative to all businesses ready, willing and able to participate on a federal recipient's FTA-assisted contracts. The goal must reflect its determination of the level of DBE participation it would expect absent the effects of discrimination.

In determining its overall goal, NVTC strictly followed federal guidance. The following steps outline the methodology used:

## 4.1 Step One: Base Figure Determination (49 CFR 26.45(c))

During Step One of the goal-setting process, NVTC calculated a base figure for the relative availability of DBE firms that are ready, willing and able to compete for the FTA-assisted contracts that NVTC and the city intend to award during FFY 2024-2026.

### *Base Figure Formula*

Federal guidance provides the following formula for determining the base figure percentage of ready, willing and able DBE firms for FTA-assisted contracts:

$$\text{Step One Base Figure} = \frac{\text{Ready, willing, and able DBEs}}{\text{All firms ready, willing, and able (including DBEs and non-DBEs)}}$$

The following steps were used to calculate the relative availability of DBEs:

- The Commonwealth of Virginia Unified Certification Program (UCP) DBE Directory is the source of data used to identify the DBE firms that are ready, willing and able to bid. The Directory provides an all-inclusive list of DBE firms which have been certified by the Commonwealth of Virginia and is maintained by the Virginia Department of Small Business Supplier Diversity.
- The United States Census Bureau County Business Patterns database is the source of data used to identify all firms (both DBE and non-DBE) for each NAICS category that are ready, willing and able to bid.
- In order to ensure an apples-to-apples comparison between the UCP DBE Directory and the Census database, NVTC only included certified DBE firms located within its local market area.
- NVTC then divided the number of DBE firms identified for each NAICS works category that are ready, willing and able to bid on the contracts NVTC and the city intend to award during FFY 2024-2026 by the number of all firms (DBE and non-DBE) that are also ready, willing and able to bid.

**Table 3** below represents the results:

TABLE 3: RELATIVE AVAILABILITY OF DBE FIRMS			
Work Categories	NAICS	Total # of DBE Firms	Total # of All Firms (DBE and non-DBE)
Public opinion research and polling services	541910	23	156
Engineering consulting services	541330	147	1783
Hauling	484220	176	192
Maintenance of Traffic	561990	13	205
Electrical Contractors and Other Wiring Installation Contractors	238210	64	754
Construction Site Walls	238190	11	73
Landscape Services	561730	27	1264
Construction Management	237310	90	107
Public Relations	541820	28	814
Surveying	541370	21	56
Landscape Architectural Services	541320	16	80
<b>Total</b>		<b>616</b>	<b>5484</b>

$$\begin{aligned}
 \text{Step One Base Figure} &= 616 \text{ DBEs} / 5484 \text{ Total Firms} \\
 &= .1123 \\
 &= 11.2\%
 \end{aligned}$$

The Step One Base Figure calculated is **11.2%**, which indicates that there are 11.2% ready, willing and able DBEs in NVTC's market area to perform work in each selected NAICS code.

### Weighting

Federal guidance suggests that weighting can help ensure that the Step One Base Figure is as accurate as possible. NVTC weighted the Step One Base Figure of 11.2% by incorporating the amount of estimated FTA-assistance that will be spent under each NAICS code. The weight was determined by dividing the estimated amount of FTA dollars per NAICS by the total amount of FTA dollars per NAICS. NVTC then multiplied the weight by the respective relative availability of DBEs in each NAICS category. This produced the weighted availability of DBE firms for each NAICS category. The weighted availability of DBE firms in all NAICS categories was then added to determine the total weighted availability of DBEs, which is **22.63%**.



See **Table 4** below:

TABLE 4: WEIGHTED AVAILABILITY OF DBE FIRMS						
Work Categories	NAICS	Total # of DBE Firms	Total # of All Firms (DBE and non-DBE)	Estimated FTA Dollars per NAICS	Weight	Weighted Availability of DBEs
Public opinion research and polling services	541910	23	156	\$ 100,000	0.031269543	0.00461025
Engineering consulting	541330	147	1783	\$ 2,000,000	0.625390869	0.05156055
Hauling	484220	176	192	\$ 72,000	0.022514071	0.0206379
Maintenance of Traffic	561990	13	205	\$ 100,000	0.031269543	0.00198295
Electrical Contractors and Other Wiring Installation	238210	64	754	\$ 80,000	0.025015635	0.00212334
Construction Site Walls	238190	11	73	\$ 96,000	0.030018762	0.00452338
Landscape Services	561730	27	1264	\$ 56,000	0.017510944	0.00037405
Construction Management	237310	90	107	\$ 500,000	0.156347717	0.13150743
Public Relations	541820	28	814	\$ 104,000	0.032520325	0.00111864
Surveying	541370	21	56	\$ 40,000	0.012507817	0.00469043
Landscape Architectural	541320	16	80	\$ 50,000	0.015634772	0.00312695
<b>Totals</b>		<b>616</b>	<b>5484</b>	<b>\$ 3,198,000</b>		<b>0.22625586</b>

## 4.2 Step Two: Base Figure Adjustment (49 CFR 26.45(d))

According to 49 CFR 26.45(d), once a federal recipient has calculated a base figure, it must examine all of the evidence available in its jurisdiction to determine what adjustment, if any, is needed to the base figure to arrive at its overall goal.

During Step Two of the goal-setting process, NVTC considered several factors to determine if an adjustment to the Step One Base Figure is necessary. These factors include the following:

- The current capacity of DBEs to perform work in NVTC and the city's FTA-assisted contract opportunities, as measured by the volume of work DBEs have performed in recent years
- Evidence from disparity studies conducted in NVTC's market area
- Evidence from related fields that affect the opportunities for DBEs to form, grow and compete

### 4.2.1 Past Participation

Federal guidance states that the first step in adjusting the Step One Base Figure for past participation is to determine the "median" past participation percentage. The median, as opposed to the average, is recommended because the process of determining the median excludes all outliers (abnormally high or abnormally low past participation percentages).

See **Table 5** for NVTC’s DBE Attainment for the past three federal fiscal years<sup>4</sup>:

TABLE 5: DBE ATTAINMENT	
FFY 2020	16%
FFY 2021	0%
FFY 2022	9%

The median past participation percentage is 9%.<sup>5</sup>

NVTC then added the weighted base figure of 22.63% to the median of the past three years, 9%, and divided that figure by 2 to get the average:

$$22.63 + 9 = 31.63\%$$

$$31.63 / 2 = 15.82\%$$

After establishing the weighted base figure obtained in Step One and analyzing past DBE participation in Step Two, the resultant adjusted base figure for past participation is 15.82%, rounded up to **16%**.

#### 4.2.2 Disparity Studies

Neither NVTC nor the City of Alexandria have commissioned or conducted a disparity study regarding DBEs. However, a 2020 Commonwealth of Virginia Disparity Study was completed in January 2021, prepared by BBC Research and Consulting for the Department of Small Business and Supplier Diversity.<sup>6</sup> BBC conducted the disparity study based on contracts and procurements that Commonwealth executive branch agencies and higher education institutions awarded between July 1, 2014 and June 30, 2019. The study evaluated the effectiveness of the Virginia Small, Women, and Minority-owned Business (SWaM) Program in encouraging the participation of minority- and woman-owned businesses in state contracts and procurements.

The study concluded that disparities exist in contracting opportunities for minority and women-owned businesses within the Commonwealth’s construction, professional services, and goods and other services contracts and procurements. However, NVTC has determined that because

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<sup>4</sup> DBE Attainment for FFY 2020 through FFY 2022 was determined by analyzing the **Awards and Commitments (Section A)** of the DBE Semi-annual Uniform Reports previously submitted, by NVTC, to FTA in TrAMS.

<sup>5</sup> It is worth noting that although there may have been periods when NVTC and the city did not make any “new awards” to DBEs and DBE Attainment was, therefore, low; there was significant “ongoing payments” made to DBE firms already present in existing contracts during this time.

<sup>6</sup> BBC Research & Consulting. *Commonwealth of Virginia 2020 Disparity Study*. Prepared for Virginia Department of Small Business and Supplier Diversity. [www.sbsd.virginia.gov/wp-content/uploads/2021/01/2020-Commonwealth-of-Virginia-Disparity-Study-Final.pdf](http://www.sbsd.virginia.gov/wp-content/uploads/2021/01/2020-Commonwealth-of-Virginia-Disparity-Study-Final.pdf)

its DBE program is based on the participation of DBEs on *federal* contracts, and not *state* contracts, it is inappropriate for NVTC to rely on the results of this disparity study to further adjust the DBE goal.

#### 4.2.3 Other Evidence

NVTC determined that it does not have enough relevant evidence regarding statistical disparities in DBEs' ability to obtain financing, bonding or insurance, or enough data on education, training and union apprenticeship programs to further adjust the 16% DBE goal.

In consideration of these factors, NVTC adjusted its Step One Base Figure DBE Goal to **16%**.

## 5. Race/ Gender-Neutral and Race/ Gender-Conscious Breakdown (49 CFR 26.51)

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According to 49 CFR 26.51, the maximum feasible portion of the overall goal must be met by using race/gender-neutral means of facilitating DBE participation. Race-neutral DBE participation includes any time a DBE wins a prime contract through customary competitive procurement procedures or is awarded a subcontract on a prime contract that does not carry a DBE contract goal.

According to the U.S. Department of Transportation's "Tips for Goal-Setting in the DBE Program," the following tools are helpful to consider when projecting the race/gender-neutral participation one can expect in the future:

- The amount by which a federal recipient exceeded its overall goals in past years
- Past participation obtained by DBE prime contractors
- Past participation obtained by DBE subcontractors on contracts without goals<sup>7</sup>

### 5.1 Amount Exceeded Overall Goals in Past Years

Federal guidance suggests that looking at the median amount by which a federal recipient exceeded its overall goals in past years can be a useful tool in helping you project the race/gender-neutral participation you can expect in the future.

**Table 6** below displays the amount NVTC exceeded its DBE Goal over the past three federal fiscal years:

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<sup>7</sup>Tips for goal-setting in the Disadvantaged Business Enterprise (DBE) program. U.S. Department of Transportation. [www.transportation.gov/osdbu/disadvantaged-business-enterprise/tips-goal-setting-disadvantaged-business-enterprise](http://www.transportation.gov/osdbu/disadvantaged-business-enterprise/tips-goal-setting-disadvantaged-business-enterprise)

TABLE 6: AMOUNT EXCEEDED DBE GOAL			
	DBE Overall Goal	DBE Attainment	Amount Exceeded
FFY 2020	15%	16%	+1
FFY 2021	15%	0%	-15
FFY 2022	15%	9%	-6

The DBE participation obtained during this time was through contracts all awarded by the city using race-conscious measures.<sup>8</sup> Thus, since the overall DBE goal for FFY 2024-2026 now captures the opportunities for DBE participation in both the City of Alexandria *and* NVTC's FTA-assisted contracts, it is inappropriate for NVTC to rely solely on this data to determine its race/gender-neutral projections for FFY 2024-2026.<sup>9</sup>

## 5.2 DBE Prime Contractors

Neither NVTC nor the city obtained any of its past participation through the use of DBE primes. Therefore, it is not reasonable to consider this factor.

## 5.3 DBE Subcontractors

Federal guidance suggests that if a portion of DBE attainment resulted from the participation of DBE subcontractors on contracts without goals, and thus from race/gender-neutral means, then it may be appropriate to assume that the federal recipient will be able to achieve similar results in the future. While NVTC did not obtain any of its past participation through the use of DBE subcontractors on *federal* contracts without DBE goals, it did obtain an exceptionally high amount of DBE participation on its *non-federal* contracts without DBE goals.<sup>10</sup>

**Table 7** below displays the non-federal contracts NVTC awarded over the last 3 years that received DBE participation:

TABLE 7: DBE ATTAINMENT ON NON-FEDERAL CONTRACTS				
Contract Name		Total Dollars Awarded	Total Dollars to DBE Subcontractors	DBE Attainment
Route 7 Mobility Study		\$ 453,176	\$ 57,062	13%
ZEB Strategic Plan		\$ 466,295	\$ 135,210	29%
Regional Bus Transit Analysis		\$ 299,900	\$ 99,773	33%

The median amount of DBE participation was 29%, which is higher than the proposed overall goal of 16%, and these contracts reflect similar types of contracts that NVTC will be awarding

<sup>8</sup> During this period, NVTC was only a pass-through entity and, therefore, reported on the DBE activity of its subrecipient, the City of Alexandria.

<sup>9</sup> Federal guidance states that it is appropriate to consider past history of inability to meet goals when determining how much of its goal a federal recipient should meet through race/gender-neutral means.

<sup>10</sup> To ensure that NVTC remains compliant with FTA's requirement to administer a narrowly tailored DBE Program, it does not apply DBE goals to contracts that do not have federal funding.

during FFY 2024-2026. Therefore, it is reasonable to assume that NVTC will replicate similar levels of participation by DBE subcontractors on these types of contracts during FFY 2024-2026.

Accordingly, NVTC believes that it can achieve at least 50% of its FFY 2024-2026 overall goal through race/gender-neutral measures. This will be the first triennial period where the overall DBE goal captures the opportunities for DBE participation in both NVTC *and* the City of Alexandria's FTA-assisted contracts. As a result, NVTC believes that 50% accurately accounts for the significant DBE participation NVTC obtained on its non-federal contracts without DBE goals but also acknowledges the times that the city did not meet or exceed the established DBE goals in past years.

NVTC remains committed and steadfast on ensuring that the maximum feasible portion of the overall goal will be met by using race/gender-neutral means. To that end, NVTC will begin the triennial period by utilizing race/gender-conscious measures only to ensure that the goal is met.<sup>11</sup> NVTC will closely monitor and assess DBE participation while using contract goals, and, if it is determined that NVTC will exceed its overall goal, it will immediately eliminate the use of contract goals and begin using race/gender-neutral measures for the remainder of the triennial period. NVTC believes that this is the appropriate order to carry out the 50/50 split for its race/gender-neutral and race/gender-conscious projections.

In addition, the following are some of the efforts NVTC and the city will continue to implement to foster race/gender-neutral DBE participation:

- Arrange solicitation times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate participation by DBEs and other small businesses and make contracts more accessible to small businesses;
- Provide assistance in overcoming limitations such as inability to obtain bonding or financing (e.g., by such means as simplifying the bonding process, reducing bonding requirements, eliminating the impact of surety costs from bids, and providing services to help DBEs and other small businesses obtain bonding and financing);
- Deliver information and communication programs on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBEs and other small businesses on recipient mailing lists for bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors; provision of information in languages other than English, where appropriate);
- Ensure distribution of the DBE Directory, through electronic means, to the widest feasible universe of potential prime contractors;
- Perform outreach to non-certified DBEs, which will include activities related to building the population of available DBEs to perform work on FTA-assisted contracts; and
- Provide technical assistance as needed.

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<sup>11</sup> Federal guidance states that if a recipient has relied exclusively on race/gender-conscious measures in the past to meet its overall goals, but has not been able to achieve them, this may justify relying exclusively on race/gender-conscious means to meet its goal for the upcoming year.



Thus, NVTC estimates that, in meeting its 16% overall goal, **8% will be obtained through race/gender-neutral measures and 8% through race/gender-conscious participation.**<sup>12</sup>

## 6. Public Consultation

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According to 49 CFR 26.45(g)(1)(i), in establishing an overall goal, federal recipients must provide for consultation with minority, women's and general contractor groups, community organizations, and other officials or organizations which could be expected to have information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and its efforts to establish a level playing field for the participation of DBEs. The consultation must include a scheduled, direct, interactive exchange (e.g., a face-to-face meeting, video conference, teleconference) with as many interested stakeholders as possible focused on obtaining information relevant to the goal setting process.

On Thursday, April 20, 2023, NVTC hosted a Virtual DBE Public Consultation event via Microsoft Teams. NVTC sent out invitations to the following individuals:

- Tenley O'Hara (Northern Virginia Transportation Commission)
- Murphy Ng (Alexandria Department of Project Implementation)
- Christina Alexander (Alexandria Department of Project Implementation)
- Lisa Robrahn (Alexandria Department of Project Implementation)
- Daphne Kott (City of Alexandria Department of Project Implementation)
- Jennifer Monaco (Alexandria Department of Project Implementation)
- Chris Ziemann (City of Alexandria Transportation Planning Section)
- Reginald Arno (City of Alexandria Department of Project Implementation)
- Gloria Flanagan (Alexandria Small Business Development Center)
- Tony Curry-Fisher (Alexandria Chamber of Commerce)
- John Schneidawind (American Road and Transportation Builders Association)
- Robinson Vasquez (American Road and Transportation Builders Association)
- Richard Gordon (Virginia Department of Small Business and Diversity)
- Ramon Ceballos (Metropolitan Washington Airports Authority)
- Michael Zajur (Virginia Hispanic Chamber of Commerce)
- Susana Marino (Northern Virginia Hispanic Chamber of Commerce)
- My Lan Tran (Asian Chamber of Commerce)
- Sheila Dixon (NOVA Black Chamber of Commerce)
- Rene Malone (VDOT BOWD Center)
- Leslie Martin (VDOT NOVA District Civil Rights Manager)
- Sharon Plymire (Virginia Department of Transportation)
- Andres Echeverr (Greater Washington Hispanic Chamber of Commerce)
- Karen Smaw (Fairfax County, Director of Diversity Business Investment and Entrepreneurship)

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<sup>12</sup> The race/gender-conscious percentage was determined by calculating the difference between the overall goal (16%) and the race/gender-neutral percentage (8%).

Below is the invitation that was sent out:

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*Greetings!*

*As a recipient of Federal Transit Administration (FTA) funding, the Northern Virginia Transportation Commission (NVTC) is committed to leveling the playing field by providing small businesses owned and controlled by socially and economically disadvantaged individuals a fair opportunity to compete for our federally funded transportation contracts. To accomplish this effort, we have developed a Disadvantaged Business Enterprise (DBE) goal for DBE participation in our FTA-assisted projects over the next three years and we want to hear from you!*

*We invite you to join us on **April 20, 2023** from 1 PM to 2 PM for a Virtual Consultation, where we will be sharing the process we used to calculate our proposed DBE goal with representatives of minority, women's, and community organizations that may have information concerning the availability of disadvantaged and non-disadvantaged businesses and the effects of discrimination on opportunities for DBEs. Due to your unique position in the community, we believe that you can provide us with valuable feedback about our goal setting process, identify areas that we may have overlooked for DBE participation in our federally funded transportation contracts, and offer insight on ways we can further establish a level playing field for the participation of DBEs.*

*Your participation in this discussion is vital! We look forward to connecting with you soon!*

*Kind Regards,*

*Brittany Sumpter, J.D.*

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The following individuals participated in the virtual meeting:

- Brittany Sumpter (Northern Virginia Transportation Commission)
- Tenley O'Hara (Northern Virginia Transportation Commission)
- Xavier Harmony (Northern Virginia Transportation Commission)
- My Lan Tran (Asian Chamber of Commerce)
- Christina Alexander (Alexandria Department of Project Implementation)
- Richard Gordon (Virginia Department of Small Business and Diversity)
- Jennifer Monaco (Alexandria Department of Project Implementation)
- Arnold Jolivet (Metropolitan Washington Airports Authority)
- Karen Smaw (FFX County Director of Diversity Business Investment and Entrepreneurship)
- Rene Malone (VDOT BOWD Center Manager)
- Murphy Ng (Alexandria Department of Project Implementation)
- Phillipe Simon (Alexandria Department of Project Implementation)
- Robinson Vasquez (American Road and Transportation Builders Association)

- Sheila Dixon (NOVA Black Chamber of Commerce)
- Reginald Arno (Alexandria Department of Project Implementation)
- 4 DBE Firms

After introductions were made, Brittany Sumpter, NVTC's DBE Liaison Officer, gave a presentation which explained what DBE firms are, how firms can become certified, and the step-by-step process that was followed to develop the overall FFY 2024-2026 DBE goal.

While NVTC engaged in a healthy discussion with participants regarding the DBE Program in general and DBE firm development, it did not receive any feedback related to its goal-setting process during the Public Consultation event.

## 7. Public Notice

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According to 26.45(g)(1)(ii), a federal recipient must provide a published notice announcing its proposed overall goal before submission to the operating administration on August 1st. The notice must be posted on its official Internet Web site and may be posted in any other sources (e.g., minority-focused media, trade association publications).

On May 30, 2023, NVTC posted the proposed overall DBE goal to its website. See confirmation below:



## **PUBLIC NOTICE: DISADVANTAGED BUSINESS ENTERPRISE (DBE) GOAL FOR FFY 2024–FFY 2026**

The Northern Virginia Transportation Commission (NVTC) announces a proposed **Disadvantaged Business Enterprise (DBE) goal of 16%** for DBE participation on work conducted with Federal Transit Administration (FTA) funding during the Federal triennial period of 2024 through 2026.

The purpose of the DBE goal is to ensure nondiscrimination in the award and administration of FTA-assisted contracts, to create a level playing field on which DBEs can compete fairly for those contracts, and to ensure the DBE Program is narrowly tailored in accordance with applicable law.

The 16% proposed goal was derived using the Virginia Department of Small Business and Supplier Diversity's DBE Directory; U.S. Census Bureau database; and consultation with local, minority, and small business organizations.

In accordance with 49 CFR Part 26.45(g), NVTC invites maximum public participation and solicits comments regarding the proposed goal. Please submit comments regarding the proposed DBE goal to NVTC's DBE Liaison Officer, Brittany Sumpter, via mail or email at the following addresses:

Mail: Attn: Brittany Sumpter  
2300 Wilson Boulevard, Suite 230  
Arlington, VA 22201

Email: [brittanysumpter@novatransit.org](mailto:brittanysumpter@novatransit.org)

**Comments on the proposed DBE goal will be accepted from May 30, 2023 to June 29, 2023.**

## Disadvantaged Business Enterprise

Comments on the proposed DBE goal will be accepted from **May 30, 2023 to June 29, 2023**

The Disadvantaged Business Enterprise (DBE) program is a Federal program designed to remedy ongoing discrimination and the continuing effects of past discrimination in federally-assisted highway, transit and airport contracting markets nationwide. The primary remedial goal and objective of the DBE program is to level the playing field by providing small businesses owned and controlled by socially and economically disadvantaged individuals a fair opportunity to compete for federally-funded transportation contracts.

NVTC has developed and implemented a DBE program and overall agency goal that conforms to the U.S. Department of Transportation's (DOT) standards set forth in 49 CFR Part 26. The overall agency goal is updated on a triennial basis.

### [PUBLIC NOTICE: Disadvantaged Business Enterprise Triennial Goal For FFY 2024- FFY 2026](#)

The objectives of NVTC's DBE program are:

- To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
- To ensure that only firms fully meeting the eligibility requirements of the DBE program are permitted to participate as DBEs;
- To help create a level playing field on which DBEs can fairly compete for DOT-assisted contracts;
- To help remove barriers to the participation of DBEs in DOT-assisted contracts;
- To promote the use of DBEs in all types of federally-assisted contracts and procurement activities conducted by NVTC and its subrecipients;
- To assist in the development of firms that can compete successfully in the marketplace outside of the DBE program; and
- To ensure that the DBE program is narrowly tailored in accordance with applicable federal, state and local laws;

These objectives will be implemented through NVTC's DBE program utilizing race-neutral measures to the maximum extent feasible.

Small businesses interested in participating in DOT-assisted contracts with NVTC under the DBE program must be Virginia DBE certified. More information regarding the certification process for the Commonwealth of Virginia can be found by visiting the [Virginia Department of Small Business and Supplier Diversity](#).

## 8. Public Comment

According to 26.45(g)(2), at its discretion, a federal recipient may inform the public that the proposed overall goal and its rationale are available for inspection during normal business hours at its principal office and for a 30-day comment period. Notice of the comment period must include addresses to which comments may be sent.

On May 30, 2023, NVTC informed the public that the goal and methodology were available for inspection and comments. NVTC utilized the following means to notify the public and solicit comments:

- Posting the goal and methodology to its website on May 30, 2023, with Brittany Sumpter being directed as the point of contact
- Posting a notice on NVTC's LinkedIn

The Public Comment period concluded on June 29, 2023 and no comments were received.

## 9. Conclusion

In conclusion, NVTC has determined that the overall DBE goal for FFY 2024-2026 is **16%** of the federal monies it will expend in FTA-assisted contracts. NVTC understands that this goal is only a projection for what it believes it can achieve during FFY 2024-2026. As a result, it will continue to monitor DBE participation during each year to determine whether this projection



is on target. This will be done by analyzing the DBE awards and commitments reported to the FTA on a semi-annual basis for actual DBE participation.

If the DBE awards/commitments are *less* than the overall DBE goal, NVTC will develop a written analysis of the shortfall and create a corrective action plan, which will be implemented to remedy the shortfall. Conversely, if the DBE awards/commitments are *greater* than the overall DBE goal, NVTC will reduce or eliminate the use of contract goals to the extent necessary to ensure that the use of contract goals does not result in exceeding the overall goal, as required by Federal guidance.<sup>13</sup> Also, in the event that any significant changes are made to NVTC's or the City of Alexandria's FTA-assisted contract projections, NVTC will re-calculate the overall DBE goal and, if warranted, submit an adjusted overall DBE goal for FTA approval.

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<sup>13</sup> Per 49 CFR 26.51(f)(2), if, during the course of any year in which a federal recipient is using contract goals, it determines that it will exceed its overall goal, it must reduce or eliminate the use of contract goals to the extent necessary to ensure that the use of contract goals does not result in exceeding the overall goal. If it determines that it will fall short of its overall goal, then it must make appropriate modifications in its use of race-neutral and/or race conscious measures to allow it to meet the overall goal.

**TO:** Chair Palchik and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** June 29, 2023  
**SUBJECT:** Virginia Railway Express (VRE)

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At the July meeting, VRE CEO Rich Dalton will update the Commission on recent VRE activities. The Commission will be asked to take action on one item regarding a grant submission to the Northern Virginia Transportation Authority. The Commission will also receive a briefing on the VRE Strategic Retreat.

**A. VRE CEO Report and Minutes**

VRE CEO Rich Dalton will provide his report. The [VRE CEO Report for June 2023](#) and the [Minutes of the June 16, 2023 VRE Operations Board meeting](#) are attached.

**B. ACTION: Approve [Resolution #2504](#): Approve and Authorize the VRE CEO to Submit VRE Projects to the Northern Virginia Transportation Authority (NVTa) for FY 2024-2029 Six-Year Program Funding Consideration**

The VRE Operations Board recommends Commission approval of [Resolution #2504](#), which will approve submission of the Alexandria Station, Backlick Road Station and Franconia-Springfield Station Improvements, as well as the Broad Run Expansion project to the Northern Virginia Transportation Authority (NVTa) for evaluation and funding consideration in its Fiscal Year (FY) 2024-2029 Six-Year Program (SYP). The resolution will also authorize the VRE CEO to submit the approved projects for funding, make any necessary corrections to project amounts or descriptions in the applications, and execute all project funding agreements that may result from consideration of the projects.

VRE has identified a group of capital improvements to support planned service enhancements identified in the VRE FY 2024-2029 Capital Improvement Program that benefit regional travelers and contribute to congestion reduction by offering a high-capacity transit option as an alternative to single occupancy vehicles and increases VRE station and facility capacity. If authorized, VRE will apply for funding for these improvements from the NVTa FY 2024-2029 Six-Year Program (SYP). Applications are due July 28, 2023, and the NVTa will adopt the FY 2024-2029 SYP in July 2024. Each project below is proposed as a separate NVTa application:

- Alexandria Station Improvements, Requested Funding \$6,290,000
- Backlick Road Station Improvements, Requested Funding \$6,550,000
- Franconia-Springfield Station Improvements, Requested Funding \$7,100,000
- Broad Run Expansion, Requested Funding \$39,500,000

The [attached VRE memorandum](#) provides more information about each project and the NVTA SYP process.

### **C. VRE System Plan 2050 Strategic Retreat**

VRE Operations Board Chair James Walkinshaw will provide a brief overview of the Board's System Plan 2050 Strategic Retreat held on June 16. The retreat objectives included:

1. Update on System Plan progress
2. Solicit feedback from Board Members on analysis results
3. Discuss implications of market analysis and ridership projections on future service
4. Solicit feedback and seek direction on 2030 service scenario preference from Board
5. Provide guidance to staff on System Plan next steps

The [retreat presentation slides](#) provide an overview of the survey results, travel market analysis and ridership projections, 2030 service scenarios, and a discussion of where VRE goes from here. VRE surveyed the Operations Board, general population, VRE member jurisdictions' staff and partner agencies, and riders for the purpose of defining current and future travel trends and ridership patterns as well as to align VRE goals and future operating scenarios to public sentiments/trends.

# CEO REPORT

JUNE 2023



# 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 2023

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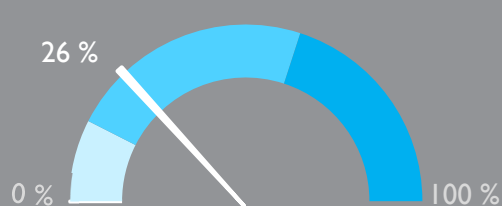
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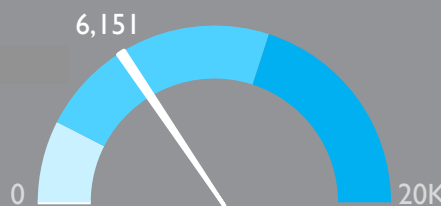


# PERFORMANCE AT A GLANCE



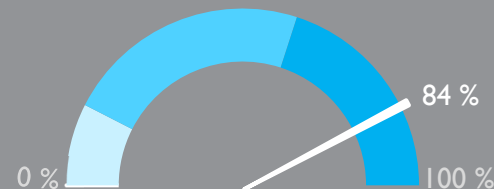
## PARKING UTILIZATION

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



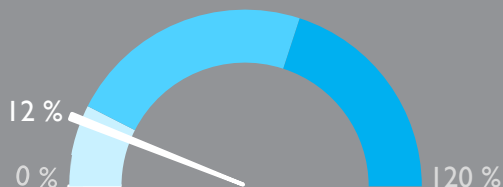
## AVERAGE DAILY RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings and reduced, "S" schedule, service.  
Same month, previous year: 4,777



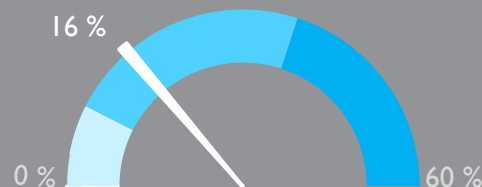
## ON-TIME PERFORMANCE

Percent of trains arriving at their destination within 5 minutes of the schedule.  
Same month, previous year: 71%



## SYSTEM CAPACITY

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



## OPERATING RATIO

*Through April 2023*

Year-to-date operating revenues divided by year-to-date operating expenses, which represents the share of operating costs paid by the riders.

**May 2023**

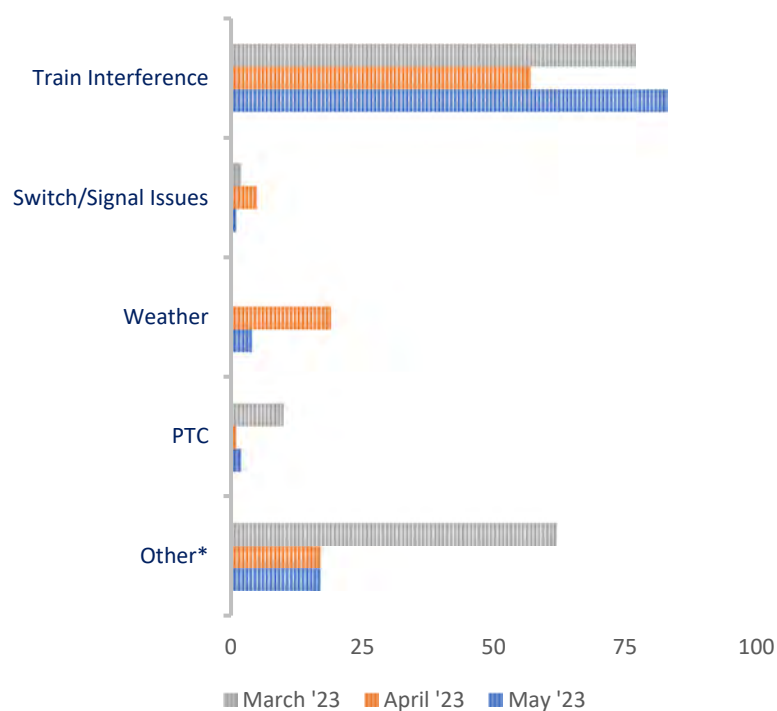


# ON-TIME PERFORMANCE

## OUR RECORD

	May 2023	April 2023	May 2022
Manassas Line	84%	88%	41%
Fredericksburg Line	85%	81%	90%
Systemwide	84%	85%	71%

## PRIMARY REASON FOR DELAY



VRE operated 680 trains in May. The on-time rate for the month was 84 percent.

One-hundred seven trains arrived more than 5 minutes late to their final destinations. Of those late trains, 55 were on the Manassas Line (51 percent), and 52 were on the Fredericksburg Line (49 percent).

Train interference continues to lead all categories and was significantly higher than in April.

\*Includes trains that were delayed due to operational testing and passenger handling.

## LATE TRAINS

	System Wide			Fredericksburg Line			Manassas Line		
	Mar.	Apr.	May	Mar.	Apr.	May	Mar.	Apr.	May
Total late trains	156	99	107	102	60	52	54	39	55
Average minutes late	19	14	14	19	14	13	19	14	15
Number over 30 minutes	24	6	6	17	3	2	7	6	4
Heat restrictions	0	8	3	0	8	3	0	0	0

ON-TIME PERFORMANCE

VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



# AVERAGE DAILY RIDERSHIP

## VRE SYSTEM



## FREDERICKSBURG LINE



## MANASSAS LINE





## RIDERSHIP UPDATES

Average daily ridership for the month was 6,151.  
There were 22 service days.

	May 2023	April 2023	May 2022
Monthly Ridership	135,314	124,664	100,319
Average Daily Ridership	6,151	6,233	4,777
Bicycles on Trains	1,674	1,370	N/A
Full Service Days	22	20	21
"S" Service Days	0	0	0

## SUMMONSES ISSUED

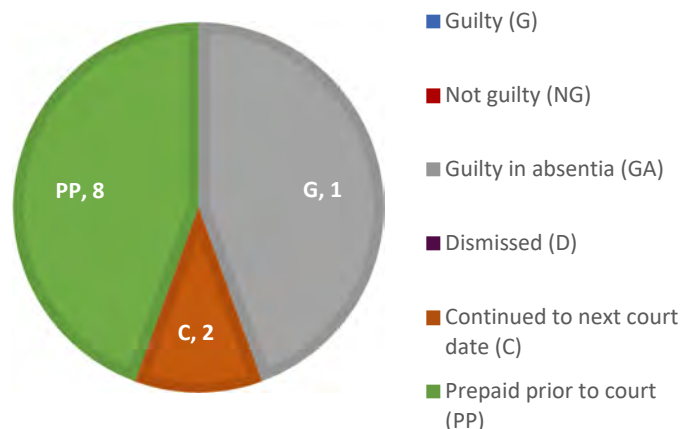
### VRE SYSTEM



### SUMMONSES WAIVED OUTSIDE OF COURT

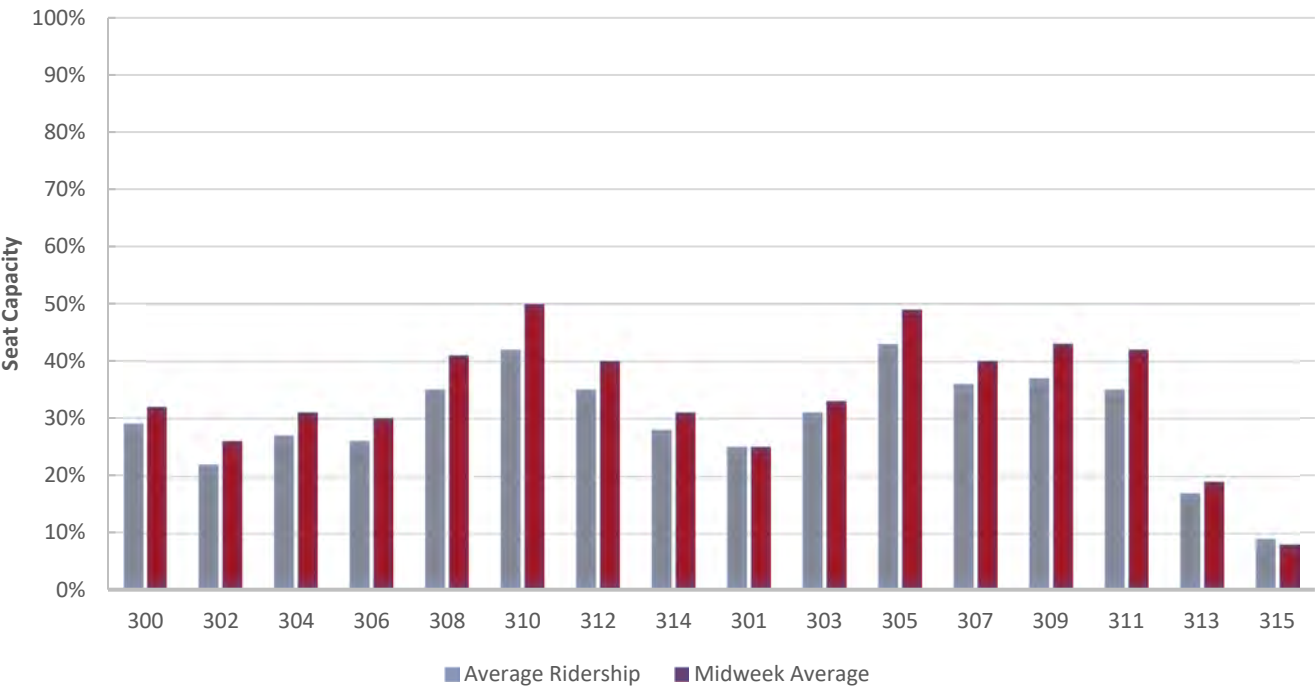
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	3
One-time courtesy	1
Per the request of the conductor	0
Defective ticket	0
Per ops manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	1
<b>Total Waived</b>	<b>5</b>

### MONTHLY SUMMONSES COURT ACTION

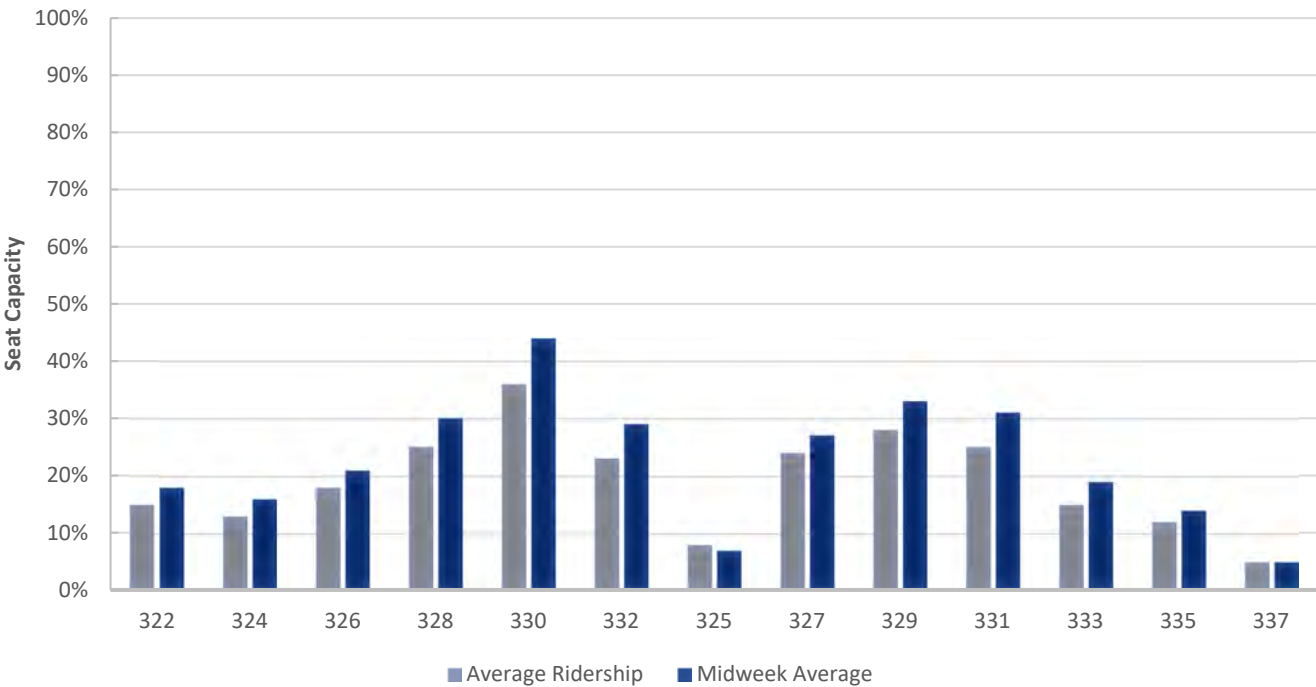


# TRAIN UTILIZATION

## FREDERICKSBURG LINE

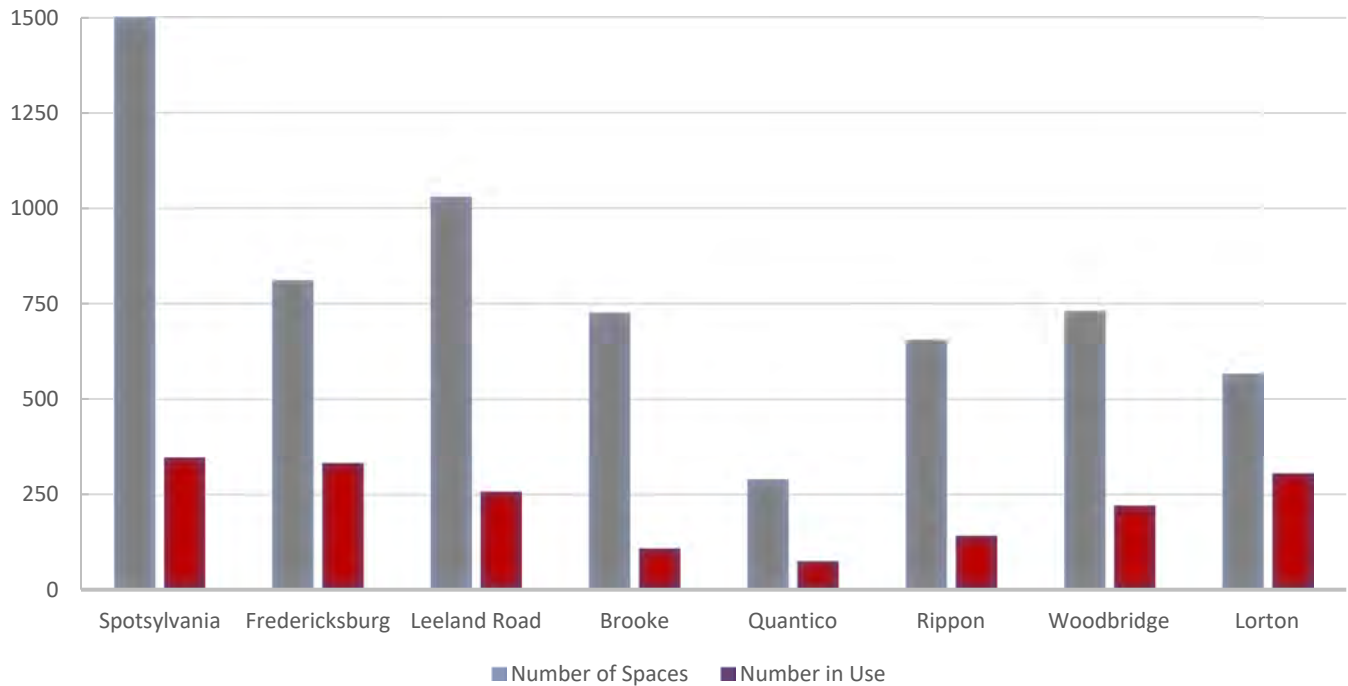


## MANASSAS LINE

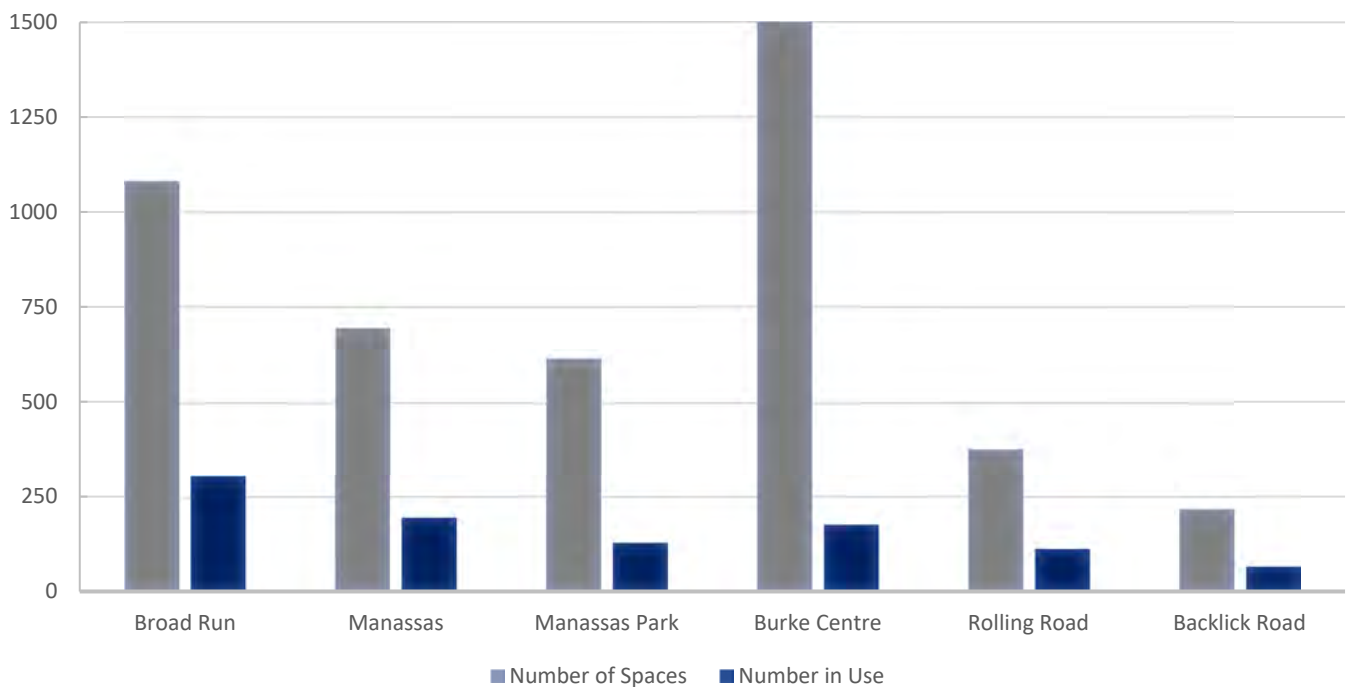


## PARKING UTILIZATION

### FREDERICKSBURG LINE



### MANASSAS LINE



# FACILITIES UPDATE

The following is a status update of VRE facilities projects.

## Completed projects:

1. Replacement of Quantico station pedestrian crossing
2. Replacement of tile flooring in Crossroads MASF offices
3. Execution of new Maintenance/Custodial and Seasonal Services for VRE Facilities contracts



New tile flooring in Crossroads MASF offices

## Projects scheduled to be completed this quarter:

1. Replacement of waste and recycling receptacles at various stations
2. Replacement of benches at various stations
3. Sealcoating and restriping of parking lots at Woodbridge and Rippon stations
4. Replacement/installation of pathfinder signage for Franconia-Springfield, Lorton, Woodbridge, Rippon, Quantico, Backlick Road, Rolling Road, Burke Centre, Manassas Park, Manassas and Broad Run stations
5. Installation of 988 Suicide & Crisis Lifeline signage on station inter-track fences, pending availability of CSX protection
6. Installation of No Trespassing signage at Rippon, Spotsylvania and Broad Run station parking lots



New waste and recycling receptacles

## Projects scheduled to be initiated this quarter:

1. Minor repairs to concrete platform at Alexandria station
2. Modernization of east elevator at Woodbridge station
3. Replacement of LED lighting at Woodbridge station parking garage
4. Replacement of windscreen plexiglass panels at Lorton and Woodbridge stations
5. Improvements to various elements of Quantico station building
6. Repairs to steel railings at Brooke station
7. Repairs to steel railings at Backlick Road station
8. Replacement of electrical cabinet at Rolling Road station

JUNE 2023

9. Installation of bird control netting at Rolling Road station
10. Repairs to steel railings at Burke Centre station
11. Pressure washing of exterior and interior of Manassas station parking garage
12. Replacement of existing lighting with LED lighting at Manassas station parking garage
13. Replacement of parking lot entrance signs at various stations

Ongoing projects:

1. Minor structural concrete repairs at Woodbridge station parking garage, pending permit issuance
2. Procurement of construction contract for L'Enfant Station Waiting Area project, pending permit issuance

## UPCOMING PROCUREMENTS

1. Modernization of VRE Woodbridge station east elevator
2. Alexandria station improvements
3. Broad Run and Crossroads security camera system power and network infrastructure upgrade
4. Locomotive master controllers
5. Hosted back-office services for positive train control
6. Variable messaging system replacement
7. Locomotive layover battery chargers



CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Alexandria Station Improvements	Passenger safety will be improved by replacing an at-grade pedestrian track crossing with elevators to connect the two platforms. The elevators and the current and proposed stairs, will connect to the existing tunnel between the two platforms. Adjustments to platform elevation will eliminate the need for step-boxes to access VRE and Amtrak trains. The center platform will be widened and lengthened to accommodate trains on both tracks.	Final Design	\$ 37,288,433.00	Coordinating potential minor adjustments to CSXT 60% track plans and 30% bridge plans in the vicinity of VRE platforms. Upon resolution, VRE plans to be updated. (May)
Broad Run Expansion	To accommodate forecasted ridership growth and increase service reliability, improvements are needed at both the Maintenance and Storage Facility (MSF) and station. An enlarged MSF can store longer trains and additional equipment. That requires shifting the existing platform and adding a pedestrian tunnel between the platform and existing and proposed parking lots. A second, 600-space lot and third main track will be constructed.	Final Design	\$ 139,381,862.00	Revaluating property needs based on latest project design footprint and will revisit our new approach with FTA later in May. (May)
Brooke Station Improvements	Design and construction of a platform extension up to 700 feet to accommodate full-length VRE trains.	Development	\$ 9,461,455.00	VRE has reengaged this project and returned it to the CIP budget for future years. Project schedule updates pending input from various stakeholders. (Apr/May)
Crystal City Station Improvements	Improved station access and service reliability will result from a new station. The platform at the relocated station will allow for the simultaneous boarding of two full-length trains. The station's design will accommodate a future pedestrian/bicycle connection between the station and the airport.	Development	\$ 68,900,900.00	VRE advancing station design to 60%. Coordination ongoing with JBG, Amtrak, CSXT and VPRA. (May)
Franconia-Springfield Station Improvements	Extended platforms will be able to accommodate eight-car trains, eliminating the need for passengers near the rear to move to a different railcar when disembarking. Enhanced passenger safety and reduced station dwell times will result. The longer platforms will increase operational flexibility and capacity. The design will allow for a future third mainline track.	Final Design	\$ 25,351,100.00	Survey and soil borings performed. Data to be analyzed and used to advance design. Concurrently working through the Section 106 process. (May)

CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Fredericksburg Station Rehabilitation	The rehabilitation of platforms, stairs and bridges will improve passenger safety and better accommodate the boarding and disembarking of riders from VRE and Amtrak trains. New stairs will allow passengers to move between the platform and a parking lot without crossing the street at grade level. New signage, sidewalks, lighting and paint are included, as is installation of a low-clearance warning sign to a bridge that has experienced numerous vehicle strikes.	Construction	\$ 11,480,622.00	Bridge Repair ongoing at Charles Street throughout April. (May/June)
HQ Office Renovations	The project will improve employee safety and security and maximize workspace efficiency at VRE Headquarters, and will include modifications to kitchen, supply room, mail room, bathroom/shower, office and cubicle areas in the north and south wings. The east wing will be modified to include additional offices.	Construction	\$ 250,000.00	Planning glass wall-enclosed work/meeting spaces adjacent to communications room. (May/June)
Leeland Road Parking Improvements	This project will expand the surface parking lot at the Leeland Road station by approximately 225 spaces to accommodate future demand.	Development	\$ 12,044,433.00	The project is funded through Virginia SMART SCALE. Funding is allocated for FY20 and 22. A funding agreement is pending. (May/June)
Leeland Road Station Improvements	Design and construction of a platform extension to accommodate full-length VRE trains.	Development	\$ 10,361,037.00	VRE has reengaged this project and returned it to the CIP budget for future years. Project schedule updates pending input from various stakeholders. (May/June)
L'Enfant Station Waiting Area	The existing platform at the L'Enfant station experiences overcrowding during the evening service period. The proposed project will create an additional paved area behind the existing platform, currently landscaped with shrubs and grass, for riders to wait for trains or to bypass riders waiting on the platform.	Final Design	\$ 350,000.00	D&C team initiating STV GEC 8 construction management task order. (May/June)
L'Enfant Track and Station Improvements	Expansion of the VRE L'Enfant Station to provide two platform edges and serve full-length trains. Add a new mainline track between LE and VA interlockings.	Development	\$ 110,857,683.00	Operations Board approved a preferred alternative in Nov. 2022. (May/June)

- continued next page -

CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Lifecycle Overhaul and Upgrade (LOU) Facility	Featuring 33,000 square feet of maintenance space, the LOU will allow VRE to cost-effectively maintain rolling stock, as well as systems and components, in a state of good repair. It will optimize maintenance and reduce costs by allowing the in-house replacement of items before they fail. The LOU will house two tracks that can hold up to four cars at one time and be equipped with a drop table and wheel truing machine. To maintain storage capacity within Crossroads Yard three new tracks are being constructed to provide enhanced flexibility to our operations crews for train movements and storage.	Construction	\$ 52,783,632.00	Fire alarm passed with final plumbing and building inspections this week. Certificate of Occupancy anticipated by mid-May. (May/June)
Manassas Park Parking Expansion	A new garage will nearly double the 600 spaces currently available in the existing surface lot. A pedestrian bridge will provide grade-separated access to the existing platform and lot. The VRE station and garage are an integral part of the City Center Redevelopment District, the proposed transit-accessible high-density mixed-use town center of Manassas Park.	Final Design	\$ 31,779,600.00	Contract execution imminent with notice to proceed (NTP) anticipated in mid-June. (May/June)
Manassas Station Improvements	The project expands the VRE Manassas Station platform to serve full length trains and enhances pedestrian access to the station. Alternatives to increase the platform length to enable boarding and alighting from all passenger cars will be evaluated.	Development	\$ 9,125,000.00	This project is funded with I-66 OTB funding. Initiation of project planning pending completion of a Force Account Addendum with Norfolk Southern Railway. (May/June)
New York Avenue Midday Storage Facility	This new facility will store trains currently located in Amtrak's Ivy City coach yard, as Amtrak now has need for the storage tracks. The New York Avenue site, which is proximate to Washington Union Station, will be able to accommodate additional VRE trains.	Development	\$ 137,362,557.00	Meeting held on Apr. 26 at Amtrak HQ to discuss the overall project and the MOU. Amtrak to resubmit to VRE based on those discussions. (May/June)
Potomac Shores Station	This new station, in a master-planned community in Prince William County, is being funded, designed, and constructed by the developer of Potomac Shores in consultation with VRE and other stakeholders. The station will be just a short walk from the town center. A new side platform will be constructed which is designed to be converted into an island platform in the future when the 3rd track is added to corridor operations.	Final Design	\$ -	Biddle Real Estate Ventures held groundbreaking ceremony for station parking garage in May. (May/June)

- continued next page -

# CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Quantico Station Improvements	Service and safety will be enhanced through the construction of a new center platform, ADA-compliant pedestrian bridges, existing platform extension, and third track. These improvements will allow the station to accommodate additional passengers and more frequent and longer trains and operations flexibility with three boardable platform edges.	Construction	\$ 25,573,060.00	Soil nail wall/ballast retainer wall nearing completion. Platform concrete/canopy complete. Tower/ped bridge/utilities work ongoing. Coordinating with CSX track schedule. (May/June)
Real-Time Multimodal Traveler Information System	The passenger experience will be enhanced through the provision of real-time train arrivals. Software upgrades are required to provide these real-time data feeds and integrate them with VRE Mobile and other third-party apps and websites, as well as on display screens at VRE stations and other locations along the I-66 corridor.	Development	\$ 3,481,000.00	Scope of work with procurement. Drawings to be complete by 3/31/23. Contractor updating DIV specs. (May/June)
Rolling Road Station Improvements	An extended platform will accommodate eight-car trains, eliminating the need for passengers near the rear to move to a different railcar when disembarking. Enhanced passenger safety and reduced station dwell times will result. Rehabilitation and repair of the existing platform, replacement of stairs and the existing canopy roof, and an upgrade of the lighting and communication systems are planned.	Construction	\$ 5,000,000.00	Minor amendments being filed to Final Completion package. Final closeout and retainage release anticipated in the near future. (May/June)
Security Cameras	Safety and security will be improved through the modernization and expansion of VRE's security camera system. New cameras will be placed at 22 locations.	Final Design	\$ 1,939,305.00	Bids received April 5. Contract approved at April 2023 Operations Board meeting. (May/June)
Variable Messaging System Replacement	The effectiveness of VREoperations will be enhanced through the installation of new variable message signs (VMS) throughout the rail system. The new VMS system will allow VRE to communicate multi-modal transit data and general transit feed specification data to VDOT for use in its VMS system.	Final Design	\$ 1,000,000.00	Scope of work with procurement. Drawings to be complete by 3/31/23. Contractor updating DIV specs. (May/June)
Woodbridge Station Improvements	Expanded platforms will allow passengers to access trains from all station tracks.	Development	\$ 2,740,618.00	The scope and schedule for this project is being coordinated with the commonwealth's Transforming Rail in Virginia initiative, post-Phase 2 project. (May/June)

For more information about VRE capital projects, visit <https://projects.vre.org/list>

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## VIRGINIA RAILWAY EXPRESS

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[VRE.ORG](http://VRE.ORG)





## MINUTES

### VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING

June 16, 2023

14700 Potomac Mills Road, Woodbridge, VA 22192

#### **Members Present**

\*Walter Alcorn (NVTC)  
 \*Sarah Bagley (NVTC)  
 \*Meg Bohmke (PRTC)  
 \*Margaret Franklin (PRTC) \*\*  
 \*Monica Gary (PRTC)  
 \*Takis Karantonis (NVTC)  
 \*Matt Kelly (PRTC)  
 \*Jeanine Lawson (PRTC)  
 \*Michael McLaughlin (VPRA) \*\*  
 \*Alanna Mensing (PRTC)  
 \*Ralph Smith (PRTC)  
 \*Daniel G. Storck (NVTC)  
 \*James Walkinshaw (NVTC)

#### **Jurisdiction**

Fairfax County  
 City of Alexandria  
 Stafford County  
 Prince William County  
 Stafford County  
 Arlington County  
 City of Fredericksburg  
 Prince William County  
 Commonwealth of Virginia  
 City of Manassas Park  
 City of Manassas  
 Fairfax County  
 Fairfax County

#### **Members Absent**

Andrea Bailey (PRTC)  
 Lori Hayes (PRTC)

Prince William County  
 Spotsylvania County

#### **Alternates Present**

\*Deborah Frazier (PRTC)

Spotsylvania County

#### **Alternates Absent**

Canek Aguirre (NVTC)  
 Victor Angry (PRTC)  
 Pete Candland (PRTC)  
 Libby Garvey (NVTC)  
 Jason Graham (PRTC)  
 Jeffrey C. McKay (NVTC)  
 Darryl Moore (PRTC)  
 Pam Sebesky (PRTC)  
 Emily Stock (DRPT)  
 Ann Wheeler (PRTC)  
 Pamela Yeung (PRTC)

City of Alexandria  
 Prince William County  
 Prince William County  
 Arlington County  
 City of Fredericksburg  
 Fairfax County  
 City of Manassas Park  
 City of Manassas  
 Commonwealth of Virginia  
 Prince William County  
 Stafford County

\*Voting Member

\*\*Arrived/departed following the commencement of the Operations Board Meeting. Notation of exact arrival/departure time is included in the body of the minutes.

‡ Participated remotely via Webex in accordance with the Electronic Participation Policy

### **Staff and General Public**

Alexander Buchanan – VRE

Karen Finucan Clarkson- VRE

Rich Dalton – VRE

John Duque – VRE

Renee Henley – WBA Research

Chris Henry - VRE

Christine Hoeffner - VRE

Lezlie Lamb – VRE

Dalia Leven – Cambridge Systematics, Inc.

Steve MacIsaac – VRE Chief Counsel

Kate Mattice -VRE

Jason Mumford – STV, Inc.

Kristin Nutter - VRE

Dallas Richards - VRE

Nick Ruiz - VRE

Bob Schneider - PRTC

Mark Schofield – VRE

Rebecca Sprouse – STV, Inc.

Joe Swartz – VRE

Ty Vedhuisen – WBA Research

Chair Walkinshaw called the meeting to order at 9:00 a.m.; the roll call followed.

### **Safety Moment – 3**

CEO, Rich Dalton briefed attendees on safety procedures and assigned specific tasks to qualified staff members in case of an emergency.

### **Approval of the Agenda - 4**

Mr. Kelly moved, with a second by Ms. Bohmke, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Alcorn, Bagley, Bohmke, Gary, Karantonis, Kelly, Lawson, Mensing, Smith, Storck, and Walkinshaw.

### **Approval of the Minutes of the May 19, 2023 VRE Operations Board Meeting – 5**

Mr. Kelly moved, with a second by Ms. Gary, to approve the Minutes from May 19, 2023. The vote in favor was cast by Members, Bagley, Bohmke, Gary, Kelly, Lawson, Smith, and Walkinshaw. Members Alcorn, Frazier, Karantonis, Mensing, and Storck abstained. The total weight of the affirmative votes did not meet the 60% threshold, and therefore, the motion failed.

[Ms. Franklin arrived at 9:05 a.m.]

### **Chair's Comments – 6**

Chair Walkinshaw welcomed everyone to the June VRE Operations Board meeting and introduced newly appointed member Takis Karantonis of Arlington County. Mr. Karantonis has a background in economics and urban and regional planning.

The Chair announced that it was Supervisor Alcorn's last VRE Operations Board meeting. Supervisor Alcorn joined the VRE Operations Board in January 2020. The Chair thanked Supervisor Alcorn for his service to VRE and presented him with a plaque commemorating his tenure.

Chair Walkinshaw expressed the hope that the Board can get through the business on the agenda quickly. There is a planning workshop for System Plan 2050 immediately following the conclusion of the regular meeting.

[Mr. McLaughlin arrived at 9:08 a.m.]

## **Chief Executive Officer's Report – 7**

Mr. Dalton briefed the Operations Board on the following items of interest:

- Performance
- Ridership
- Meet the Management

## **Public Comment Time – 8**

The Chair opened the floor for public comments. There were no speakers and no written comments had been submitted.

## **Consent Items – 9**

Authorization to Issue an Invitation for Bids for Window Gaskets for VRE Railcars – 9A

Authorization to Issue a Request for Proposals for Facility Security Services – 9B

Mr. Kelly moved, with a second by Ms. Bohmke, to approve the consent agenda. The vote in favor was cast by Members Alcorn, Bagley, Bohmke, Cristol, Franklin, Gary, Karantonis, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

## **Action Items – 10**

Authorization to Execute a Sole Source Contract for the Automated Fare Collections System Preventative and Remedial Maintenance, Software Support, Hosting Services, and Point-to-Point Encryption Technology – 10A

Mr. Kelly moved, with a second by Ms. Bagley, to authorize the CEO to execute a sole source contract with Scheidt and Bachmann for a base year and three option years with the CEO exercising the option years at his discretion. The vote in favor was cast by Members Alcorn, Bagley, Bohmke, Franklin, Gary, Karantonis, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Recommend Approval and Authorize Submission of VRE Projects to NVTa for FY 2024-2029 Six-Year Program Funding Consideration – 10B

Ms. Franklin moved, with a second by Mr. Karantonis, to recommend the commission to approve and authorize the submission of VRE project to NVTa for the FY 2024-2029 Six-Year Program Funding consideration. The vote in favor was cast by Members Alcorn, Bagley, Bohmke, Franklin, Gary, Karantonis, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

## **Information Items – 10**

Spending Authority Report – 10A

In November, the following purchases greater than \$50,000 but less than \$100,000 were made:

- On May 23, 2023, VRE issued a Task Order in the amount of \$143,800 to HDR Engineering, Inc. under the General Engineering Consulting Services contract for pedestrian bridge, parking garage, and station inspection services. The scope of work for this Task Order requires HDR to inspect the pedestrian bridges at the Franconia-Springfield, Woodbridge, Rippon and Brooke stations and the garage structures at the Woodbridge and Manassas stations. HDR shall also be responsible for inspecting other station elements throughout the system to include platforms,

canopies, stairs, ramps, roofs, railings, drainage elements, etc.

- On May 10, 2023, VRE issued a Task Order in the amount of \$157,659 to Fresh Air Duct Cleaning, LLC under the Custodial and Seasonal Services for VRE Facilities contract to paint the L'Enfant, Lorton, and Burke Centre stations.

### **Members Time – 11**

Mr. Alcorn thanked members of the Board and complimented the organization.

Without objection Chair Walkinshaw adjourned the meeting at 9:20 a.m.

Approved this 21<sup>st</sup> day of July 2023

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James Walkinshaw  
Chair

---

Ralph Smith  
Secretary

### **CERTIFICATION**

This certification hereby acknowledges the minutes for the June 16, 2023 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Leslie M. Lamb



**RESOLUTION #2504**

**SUBJECT:** Approve and Authorize the VRE CEO to Submit VRE Projects to the Northern Virginia Transportation Authority (NVTA) for FY 2024-2029 Six-Year Program Funding Consideration

**WHEREAS:** On May 1, 2023, the Northern Virginia Transportation Authority (NVTA) opened a call for projects for the NVTA Fiscal Year (FY) 2024-2029 Six-Year Program (SYP);

**WHEREAS:** VRE staff have identified a group of capital improvements, including \$6.29 million for the Alexandria Station Improvements, \$6.55 million for the Backlick Road Station Improvements, \$7.1 million for the Franconia-Springfield Station Improvements, and \$39.5 million for the Broad Run Expansion, that support and implement current and planned VRE service enhancements;

**WHEREAS:** Each of the projects are included in the TransAction long-range regional transportation plan (TransAction Project ID 300, VRE Manassas Line Rail Capacity Enhancements and TransAction Project ID 301, Fredericksburg Line Service Expansion);

**WHEREAS:** The requested funding fills a shortfall in the construction budget for each project and will enable construction of the proposed improvements to move forward on schedule; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves submission of the Alexandria Station, Backlick Road Station, and Franconia-Springfield Station Improvements, and Broad Run Expansion projects to the Northern Virginia Transportation Authority for evaluation and funding consideration in its FY 2024-2029 Six-Year Program.

**BE IT FURTHER RESOLVED** that NVTC authorizes the VRE Chief Executive Officer to submit the approved projects for funding, make any necessary corrections to project amounts or descriptions in the applications, and execute all project funding agreements, in a form approved by legal counsel, that may result from consideration of the projects.

Approved this 6<sup>th</sup> day of July 2023.

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Dalia Palchik  
Chair

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David F. Snyder  
Secretary-Treasurer



VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

**Agenda Item 10-B**  
**Action Item**

**To: Chair Walkinshaw and the VRE Operations Board**

**From: Rich Dalton**

**Date: June 16, 2023**

**Re: Recommend Approval and Authorize Submission of VRE Projects to NVTA for FY 2024-2029 Six-Year Program Funding Consideration**

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**Recommendation:**

The VRE Operations Board is asked to recommend the Commissions approve submission of the Alexandria Station, Backlick Road, and Franconia-Springfield Station Improvements and Broad Run Expansion projects to the Northern Virginia Transportation Authority (NVTA) for evaluation and funding consideration in its Fiscal Year (FY) 2024-2029 Six-Year Program (SYP); and authorize the Chief Executive Officer to submit the approved projects for funding, make any necessary corrections to project amounts or descriptions in the applications, and execute all project funding agreements that may result from consideration of the projects.

**Summary:**

VRE has identified a group of capital improvements to support planned service enhancements identified in the VRE FY24-29 Capital Improvement Program that benefit regional travelers and contribute to congestion reduction by offering a high-capacity transit option as an alternative to single occupancy vehicles and increases VRE station and facility capacity. If authorized, VRE will apply for funding for these improvements from the NVTA FY24-29 SYP.

**Background:**

NVTA issued a call for regional transportation projects for its FY2024-2029 SYP on May 1, 2023. NVTA can only consider projects for funding that are included in the TransAction long-range regional transportation plan. Candidate projects are subjected to a comprehensive evaluation process that includes consideration of quantitative and qualitative factors. Applications are due July 28, 2023, and the NVTA will adopt the FY24-29 SYP in July 2024.



Northern Virginia  
Transportation Commission  
2300 Wilson Blvd., Suite 230  
Arlington, VA 22201  
703-524-3322



Virginia Railway Express  
1500 King Street, Suite 202  
Alexandria, VA 22314  
703-684-1001  
VRE.org



Potomac and Rappahannock  
Transportation Commission  
14700 Potomac Mills Road  
Woodbridge, VA 22192  
703-580-6121

VRE staff have identified a group of capital improvements included in TransAction that support and implement planned VRE service enhancements and are proposed for a VRE application(s). Consistent with VRE procedures for grant applications, the Operations Board must recommend the submission of grant applications to the Commissions for their authorization. Each project below is proposed as a separate NVTA application.

**Alexandria Station Improvements, Requested Funding \$6,290,000**

This project modifies both the east and west station platforms to serve trains up to eight cars long. Improvements to the east platform will enable it to serve trains from either side of the platform in an “island” configuration. The west platform adjacent to the station building will be modified to raise its height relative to the top of rail and expand the useable boarding area. The project also constructs elevators at the east and west station platforms to provide a grade-separated, ADA-compliant path between each platform via the existing pedestrian tunnel. The requested funding fills a shortfall in the construction budget for the project and will enable construction of the station improvements to move forward on schedule.

**Backlick Road Station Improvements, Requested Funding \$6,550,000**

The existing platform at the VRE Backlick Road Station on the Manassas Line only accommodates five-car train sets for boarding and detraining. Some passengers must move to different cars for detraining longer trains. The platform extension project will construct an approximately 300-foot platform extension to accommodate eight-car trains. The requested funding fills a shortfall in the construction budget for the project and will enable construction of the station improvements to move forward on schedule.

**Franconia-Springfield Station Improvements, Requested Funding \$7,100,000**

The project modifies both the east and west station platforms to serve trains up to eight cars long and provide continuous and safe pedestrian access and improve pedestrian flow at the station to allow for improved operations. The project is within the limits of the VPRA Franconia to Lorton Third Track project, which will block existing access to the east platform when constructed. This project also constructs a pedestrian ramp and tunnel entrance to maintain access to the east platform. The requested funding fills a shortfall in the construction budget for the project and will enable construction of the station improvements to move forward on schedule.

**Broad Run Expansion, Requested Funding \$39,500,000**

This project expands the Broad Run Maintenance and Storage Facility (MSF) and Station to support expanded Manassas Line service. Improvements include expansion of the MSF site and construction of storage tracks for additional trains and equipment, construction of additional station parking and platform modifications to provide access to expanded parking, and construction of about 1.8 miles of third track within the Norfolk Southern right-of-way. Property acquisition from multiple owners to expand the station and MSF footprint and accommodate the third track is also included in the project. The requested funding fills a shortfall in the construction budget for the project and will enable construction of the proposed improvements to move forward on schedule.

**Fiscal Impact:**

There is no fiscal impact associated with this request. The NVTA SYP will provide 100% of the requested funds and no match is required. If selected for NVTA SYP funding, an item in the FY2025 Capital Budget to reflect the receipt of the NVTA funds would be presented to the Operations Board for approval and referral to the Commissions.

**Virginia Railway Express  
Operations Board Resolution**

**10B-06-2023**

**Recommend Approval and Authorize Submission of VRE Projects to NVTA for  
FY 2024-2029 Six-Year Program Funding Consideration**

**WHEREAS**, on May 1, 2023, the Northern Virginia Transportation Commission (NVTA) opened a call for projects for the NVTA Fiscal Year (FY) 2024-2029 Six-Year Program (SYP); and,

**WHEREAS**, VRE staff have identified a group of capital improvements, including \$6.29 million for the Alexandria Station Improvements, \$6.55 million for the Backlick Rd. Station Improvements, \$7.1 million for the Franconia-Springfield Station Improvements, and \$39.5 million for the Broad Run Expansion, that support and implement current and planned VRE service enhancements; and,

**WHEREAS**, each of the projects are included in the TransAction long-range regional transportation plan (TransAction Project ID 300, VRE Manassas Line Rail Capacity Enhancements and TransAction Project ID 301, Fredericksburg Line Service Expansion); and

**WHEREAS**, the requested funding fills a shortfall in the construction budget for each project and will enable construction of the proposed improvements to move forward on schedule; and,

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions approve submission of the Alexandria Station, Backlick Road, and Franconia-Springfield Station Improvements and Broad Run Expansion projects to the Northern Virginia Transportation Authority for evaluation and funding consideration in its FY 2024-2029 Six-Year Program; and authorize the Chief Executive Officer to submit the approved projects for funding, make any necessary corrections to project amounts or descriptions in the applications, and execute all project funding agreements that may result from consideration of the projects

Approved this 16<sup>th</sup> day of June 2023

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James Walkinshaw  
Chair

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Ralph Smith  
Secretary



**TO:** Chair Palchik and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** June 29, 2023  
**SUBJECT:** Department of Rail and Public Transportation (DRPT)

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At the July meeting, DRPT Director Jen DeBruhl will give her report. The [monthly DRPT Report](#), which provides updates on DRPT programs and initiatives, is attached.



## COMMONWEALTH of VIRGINIA

Jennifer B. DeBruhl  
Director

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION  
600 EAST MAIN STREET, SUITE 2102  
RICHMOND, VA 23219-2416

(804) 786-4440  
FAX (804) 225-3752  
Virginia Relay Center  
800-828-1120 (TDD)

TO: Chair Palchick and NVTC Commissioners

FROM: Jennifer DeBruhl, Director

DATE: June 27, 2023

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

The Commonwealth Transportation Board (CTB) met on June 20 and 21 in Richmond. The \$1.040 billion FY24 DRPT budget and \$6.348 billion FY24-29 Six Year Improvement Program (SYIP) were reviewed at the [workshop](#) and approved at the [action meeting](#).

The Rail and Transit Subcommittee [agenda](#) included a presentation from NVTC on the I-95/395 Commuter Choice program. The \$48 million FY 24-.25 program was included in the CTB's approval of the FY24-29 SYIP.

The \$836.4 million transit program in the FY24-29 SYIP includes \$209.7 million to NVTC to assist with local jurisdictional WMATA capital and operating subsidies. It also fully funds Virginia's \$154.5 million dedicated funding obligation and includes \$50 million in state match for federal PRIIA funding for WMATA. Total FY 24 state transit funding for the Northern Virginia (NOVA) District is \$572.9 million. The final FY24 SYIP can be found in the [Open Data Portal](#) on DRPT's website. Details include local, state, federal, and other funding by service provider for all capital projects as well as operating assistance. It is searchable by CTB Construction District and transportation service provider.

**TO:** Chair Palchik and NVTC Commissioners  
**FROM:** Kate Mattice  
**DATE:** June 29, 2023  
**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 (TPB) and the Northern Virginia Transportation Authority (NVTA).

The July 2023 Executive Director Newsletter will be provided to Commissioners at the Commission meeting and posted online at <https://novatransit.org/news-and-media/newsletter/>.

**B. NVTC Financial Report**

The [May 2023 Financial Report](#) is provided as information.



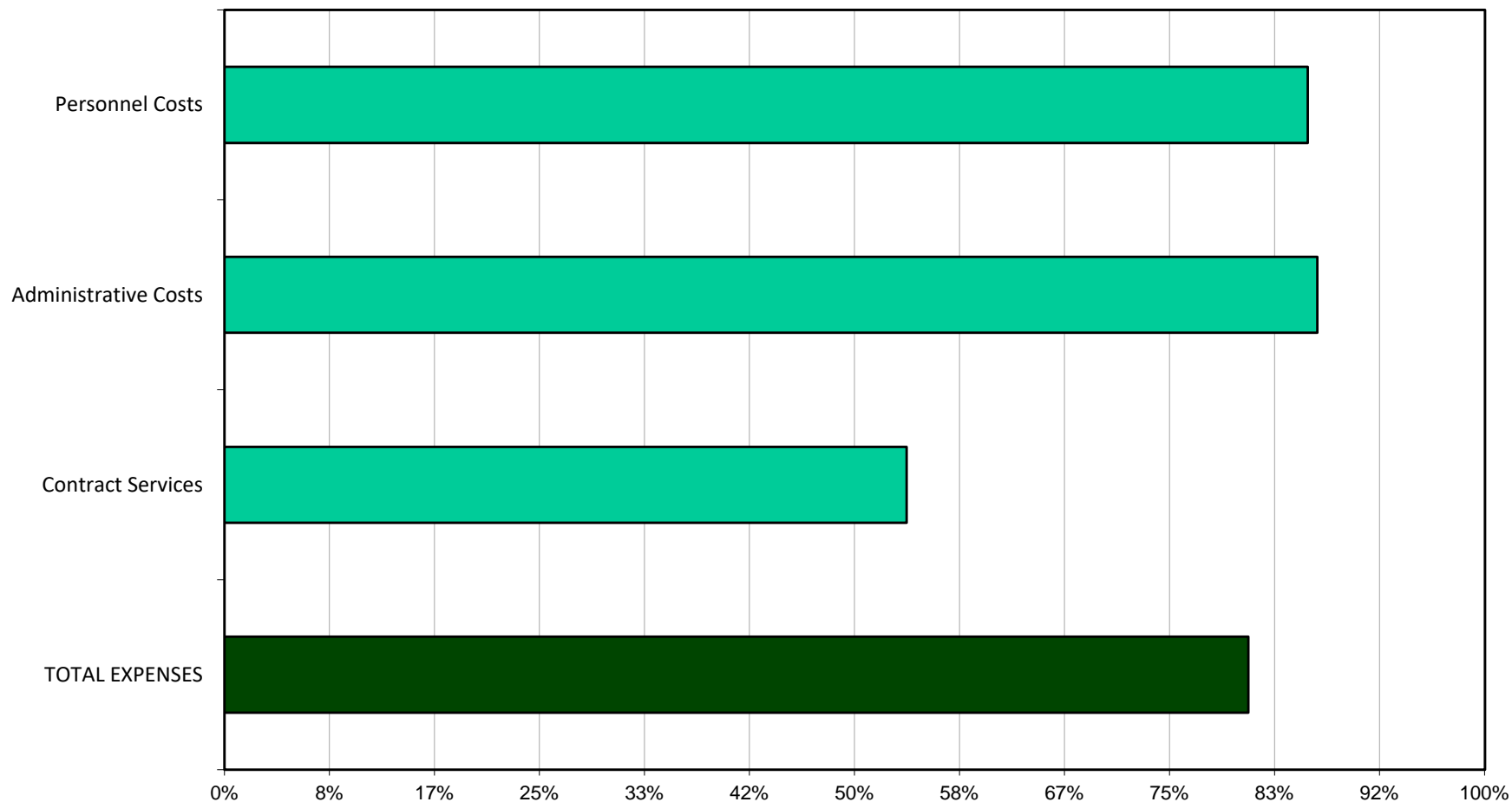
# Northern Virginia Transportation Commission

Financial Reports

May 2023

## PERCENTAGE OF FY 2023 NVTC ADMINISTRATIVE BUDGET USED

May 2023  
(TARGET 91.7% OR LESS)



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



**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**May 2023**

	<b><u>Current Month</u></b>	<b><u>Year To Date</u></b>	<b><u>Annual Budget</u></b>	<b><u>Balance Available</u></b>	<b><u>Balance %</u></b>
<b><u>Personnel Costs</u></b>					
Salaries and Wages	\$ 198,105.94	\$ 1,984,484.69	\$ 2,296,500.00	\$ 312,015.31	13.6%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>198,105.94</u>	<u>1,984,484.69</u>	<u>2,296,500.00</u>	<u>312,015.31</u>	<u>13.6%</u>
<b><u>Benefits</u></b>					
Employer's Contributions:					
FICA	12,727.94	145,651.46	155,300.00	9,648.54	6.2%
Group Health Insurance	14,316.48	136,476.92	200,400.00	63,923.08	31.9%
Retirement	14,167.00	159,557.00	170,000.00	10,443.00	6.1%
Workmans & Unemployment Compensation	159.33	3,826.29	5,100.00	1,273.71	25.0%
Life Insurance	646.41	3,805.55	6,600.00	2,794.45	42.3%
Long Term Disability Insurance	1,124.52	12,132.08	12,500.00	367.92	2.9%
Total Benefit Costs	<u>43,141.68</u>	<u>461,449.30</u>	<u>549,900.00</u>	<u>88,450.70</u>	<u>16.1%</u>
<b><u>Administrative Costs</u></b>					
Commissioners Per Diem	1,350.00	12,800.00	14,700.00	1,900.00	12.9%
<i>Rents:</i>	<i>33,988.80</i>	<i>382,360.93</i>	<i>419,100.00</i>	<i>36,739.07</i>	<i>8.8%</i>
Office Rent	33,009.15	364,950.88	394,900.00	29,949.12	7.6%
Parking & Transit Benefits	979.65	17,410.05	24,200.00	6,789.95	28.1%
<i>Insurance:</i>	<i>667.35</i>	<i>7,160.66</i>	<i>7,300.00</i>	<i>139.34</i>	<i>1.9%</i>
Public Official Bonds	200.00	2,400.00	2,300.00	(100.00)	-4.3%
Liability and Property	467.35	4,760.66	5,000.00	239.34	4.8%
<i>Travel:</i>	<i>8,119.73</i>	<i>49,755.82</i>	<i>65,800.00</i>	<i>16,044.18</i>	<i>24.4%</i>
Conference / Professional Development	4,477.13	33,421.38	47,100.00	13,678.62	29.0%
Non-Local Travel	-	1,857.00	2,500.00	643.00	25.7%
Local Travel, Meetings and Related Expenses	3,642.60	14,477.44	16,200.00	1,722.56	10.6%

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**May 2023**

	<b>Current Month</b>	<b>Year To Date</b>	<b>Annual Budget</b>	<b>Balance Available</b>	<b>Balance %</b>
<i>Communication:</i>	1,650.11	16,983.02	17,200.00	216.98	1.3%
Postage	-	1,075.30	1,400.00	324.70	23.2%
Telephone and Data	1,650.11	15,907.72	15,800.00	(107.72)	-0.7%
<i>Publications &amp; Supplies</i>	675.27	19,859.76	28,900.00	9,040.24	31.3%
Office Supplies	20.28	1,059.86	2,500.00	1,440.14	57.6%
Duplication and Paper	406.00	6,911.77	8,900.00	1,988.23	22.3%
Public Engagement	248.99	11,888.13	17,500.00	5,611.87	32.1%
<i>Operations:</i>	10,267.40	34,507.90	53,300.00	18,792.10	35.3%
Furniture and Equipment (Capital)	7,720.07	10,484.65	25,500.00	15,015.35	58.9%
Repairs and Maintenance	53.05	3,019.50	1,000.00	(2,019.50)	-202.0%
Computer Operations	2,494.28	21,003.75	26,800.00	5,796.25	21.6%
<i>Other General and Administrative:</i>	1,135.22	10,863.05	10,000.00	(863.05)	-8.6%
Memberships	85.67	1,347.37	1,600.00	252.63	15.8%
Fees and Miscellaneous	644.48	8,196.68	6,900.00	(1,296.68)	-18.8%
Advertising (Personnel/Procurement)	405.07	1,319.00	1,500.00	181.00	12.1%
Total Administrative Costs	<u>57,853.88</u>	<u>534,291.14</u>	<u>616,300.00</u>	<u>82,008.86</u>	<u>13.3%</u>
<u>Contracting Services</u>					
Auditing	-	17,055.00	27,600.00	10,545.00	38.2%
Contract Services and Support					
Commuter Choice	42,272.59	117,996.13	234,700.00	116,703.87	49.7%
Research Support	29,302.69	95,548.09	200,000.00	104,451.91	52.2%
Other Technical	5,930.00	76,025.52	120,000.00	43,974.48	36.6%
Legal	<u>2,500.00</u>	<u>27,500.00</u>	<u>35,000.00</u>	<u>7,500.00</u>	<u>21.4%</u>
Total Contract Services	80,005.28	334,124.74	617,300.00	283,175.26	45.9%
 Total Gross G&A Expenses	<u><u>\$ 379,106.78</u></u>	<u><u>\$ 3,314,349.87</u></u>	<u><u>\$ 4,080,000.00</u></u>	<u><u>\$ 765,650.13</u></u>	<u><u>18.8%</u></u>

NVTC  
RECEIPTS and DISBURSEMENTS  
May 2023

May 2023			Virginia LGIP				
Date	Payer / Payee	Purpose	Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
RECEIPTS							
1	DRPT	Technical assistance - NTD project			\$ 37,342.00		
1	VRE	Reimbursement for staff support		\$ 14,557.90			
1	DMV	Motor Vehicle Fuels Sales tax receipt					1,882,659.76
1	DMV	CROC			1,250,000.00		
3	VRE	Expense reimbursement		1,984.00			
12	NVTC	Commuter Choice reimbursement receipt			125,447.00		
12	NVTC	Commuter Choice reimbursement receipt			221,555.00		
15	DRPT	Operating assistance - Fairfax					7,227,637.00
15	DRPT	Operating assistance - Arlington					1,571,510.00
15	DRPT	Operating assistance - Alexandria					1,807,465.00
15	DRPT	Operating assistance - City of Fairfax					342,459.00
15	DRPT	Operating assistance - VRE			6,119,223.00		
24	DRPT	Operating and capital assistance - WMATA					16,736,688.00
30	DMV	Motor Vehicle Fuels Sales tax receipt					2,256,321.09
30	DMV	CROC			1,250,000.00		
31	Banks	Investment earnings		194.11	2,964.17	332,502.54	1,827,573.70
TOTAL RECEIPTS			-	16,736.01	9,006,531.17	332,502.54	33,652,313.55

NVTC  
RECEIPTS and DISBURSEMENTS  
May 2023

May 2023			Virginia LGIP				
Date	Payer / Payee	Purpose	Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
DISBURSEMENTS							
1-31	Various	G&A expenses	(266,047.51)				
1	VRE	CROC			(1,250,000.00)		
4	AECOM	Consulting - Value of Transit project	(29,302.69)				
12	NVTC	Commuter Choice - I-66 administrative costs				(125,447.00)	
12	NVTC	Commuter Choice - I-395/95 administrative costs				(221,555.00)	
15	Arlington	Other capital					(13,319,575.00)
15	VRE	Grant revenue			(6,119,223.00)		
16	Fairfax	Commuter Choice I-395/95 projects reimbursement				(813,048.00)	
16	Kittelson	Consulting - Envision Route 7	(40,225.52)				
16	Parsons	Consulting - Zero Emissions project	(36,531.19)				
16	Stantec	Consulting - NTD project	(29,886.79)				
16	Alexandria	Commuter Choice I-395/95 projects reimbursement				(861,942.00)	
16	Fairfax	Commuter Choice I-66 projects reimbursement				(1,361,769.00)	
17	Loudoun	Commuter Choice I-66 projects reimbursement				(541,221.00)	
23	Arlington	Other operating					(4,822,246.00)
23	City of Fairfax	Other operating					(728,000.00)
30	VRE	CROC			(1,250,000.00)		
31	Kimley-Horn	Consulting - Commuter Choice	(40,458.75)				
31	Banks	Service charges		(78.15)			
TOTAL DISBURSEMENTS			(442,452.45)	(78.15)	(8,619,223.00)	(3,924,982.00)	(18,869,821.00)
TRANSFERS							
5	Transfer	From LGIP to checking	210,000.00		(210,000.00)		
17	Transfer	From LGIP to checking	210,000.00		(210,000.00)		
17	Transfer	From LGIP to LGIP (NTD project)			29,886.79		(29,886.79)
31	Transfer	From LGIP to LGIP (NTD project)			66,832.74		(66,832.74)
NET TRANSFERS			420,000.00	-	(323,280.47)	-	(96,719.53)
NET INCREASE (DECREASE) FOR MONTH			\$ (22,452.45)	\$ 16,657.86	\$ 64,027.70	\$ (3,592,479.46)	\$ 14,685,773.02

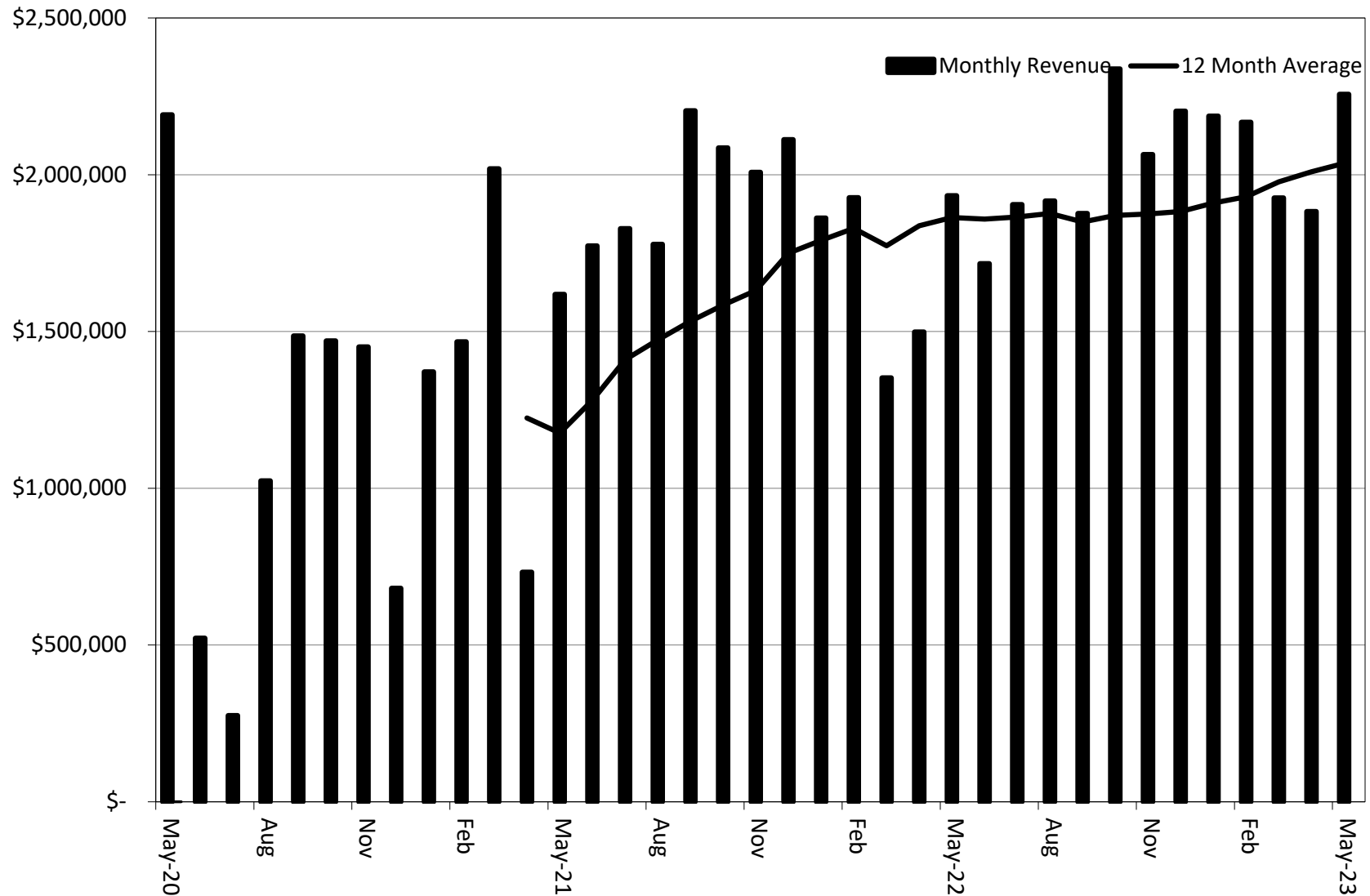
**NVTC  
INVESTMENT REPORT  
May 2023**

Type	Rate	Balance 4/30/2023	Increase (Decrease)	Balance 5/31/2023	Balance			
					NVTC G&A/Project	Commuter Choice	Jurisdictions Trust Fund	Loudoun Gas Tax Trust Fund
Cash Deposits								
Wells Fargo: NVTC Checking	N/A	\$ 56,731.32	\$ (22,452.45)	\$ 34,278.87	\$ 34,278.87	\$ -	\$ -	
Wells Fargo: NVTC Savings	1.000%	213,869.55	16,657.86	230,527.41	230,527.41	-	-	
Investments								
Bank of America: Virginia Local Government Investment Pool	5.274%	492,641,823.30	11,157,321.26	503,799,144.56	755,796.17	74,353,246.38	369,250,616.55	59,439,485.46
		\$ 492,912,424.17	\$ 11,151,526.67	\$ 504,063,950.84	\$ 1,020,602.45	\$ 74,353,246.38	\$ 369,250,616.55	\$ 59,439,485.46

# NVTC MONTHLY GAS TAX REVENUE

## ALL JURISDICTIONS

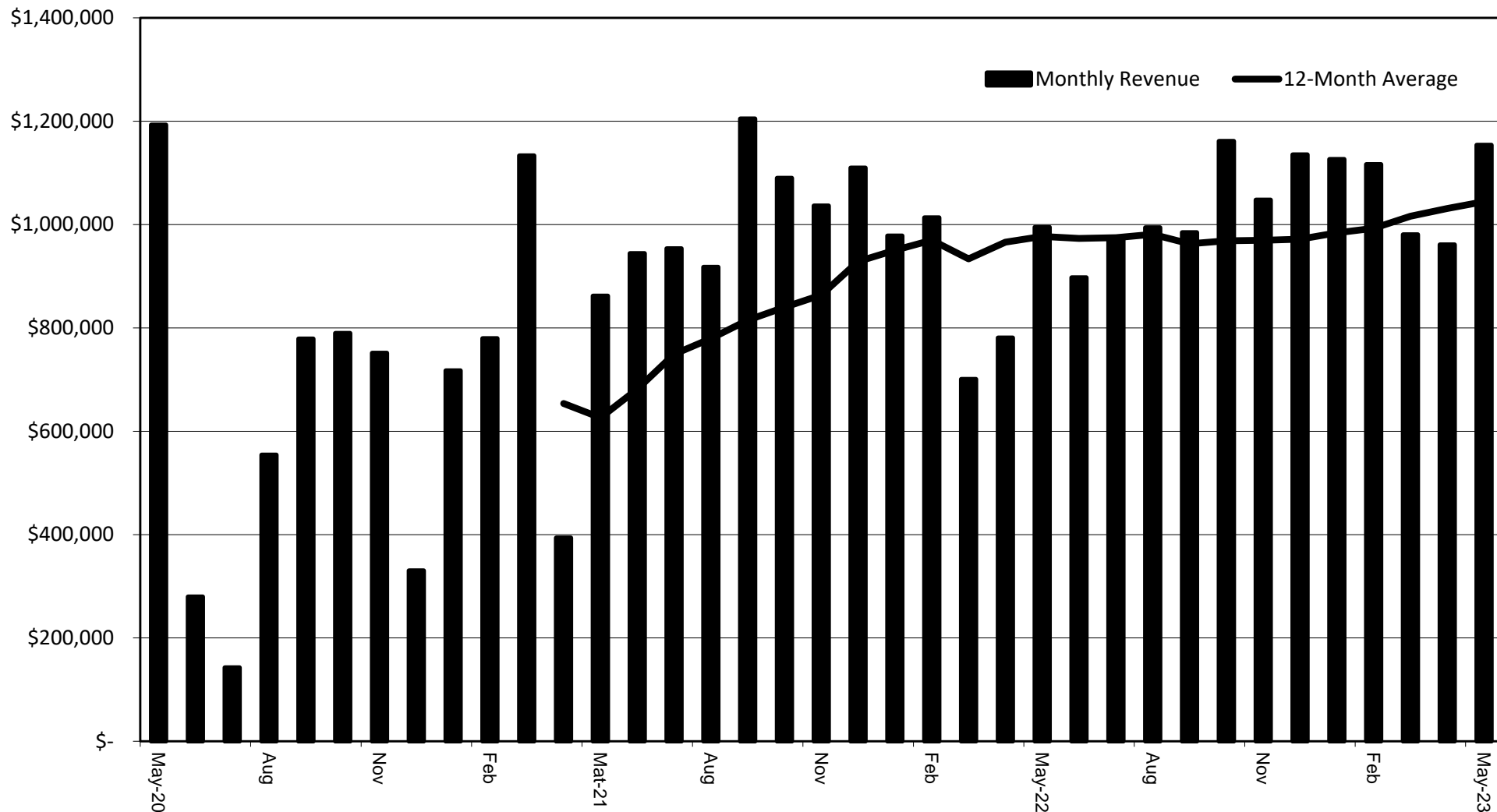
### FISCAL YEARS 2020-2023



Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.



# NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2020-2023

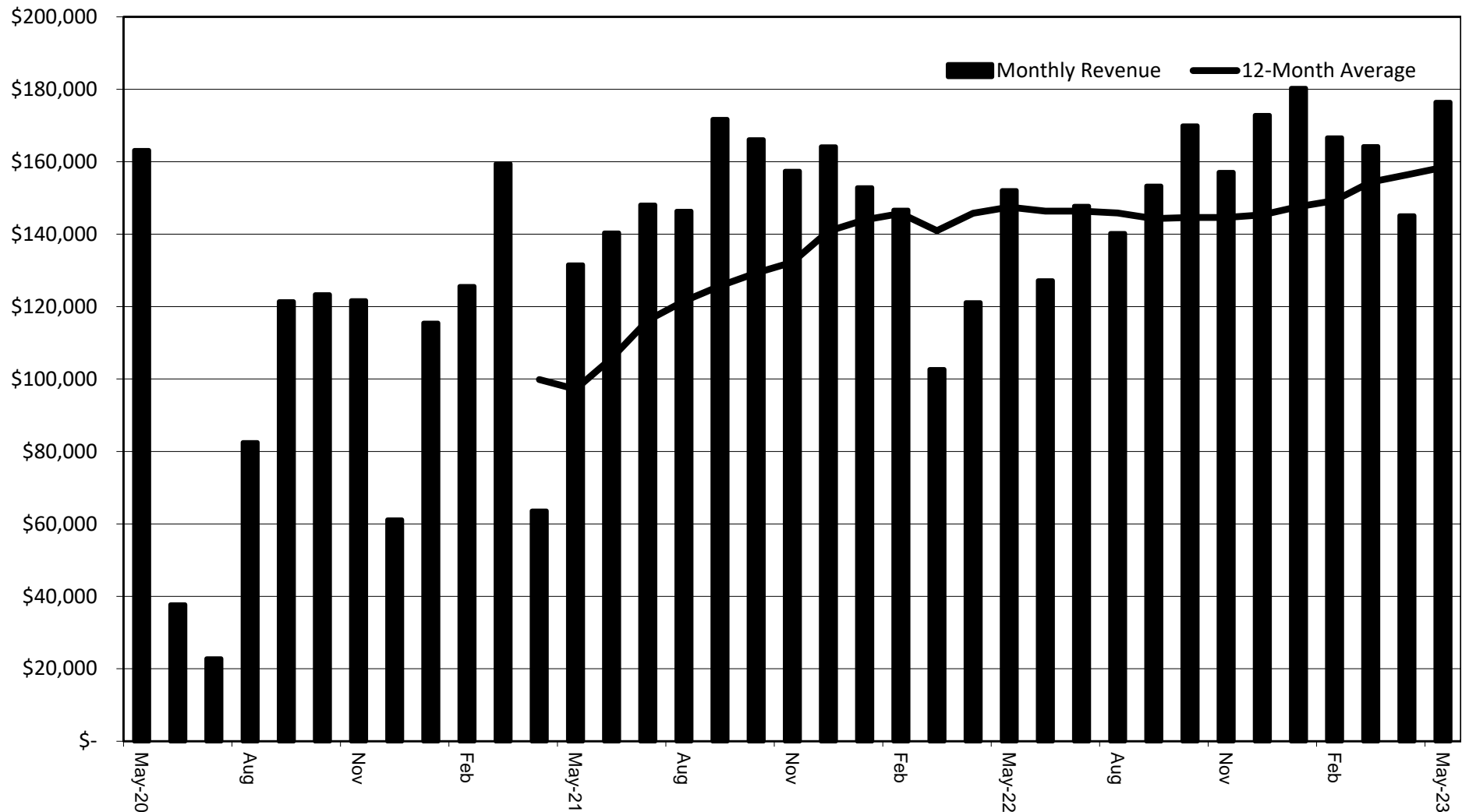


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# NVTC MONTHLY GAS TAX REVENUE

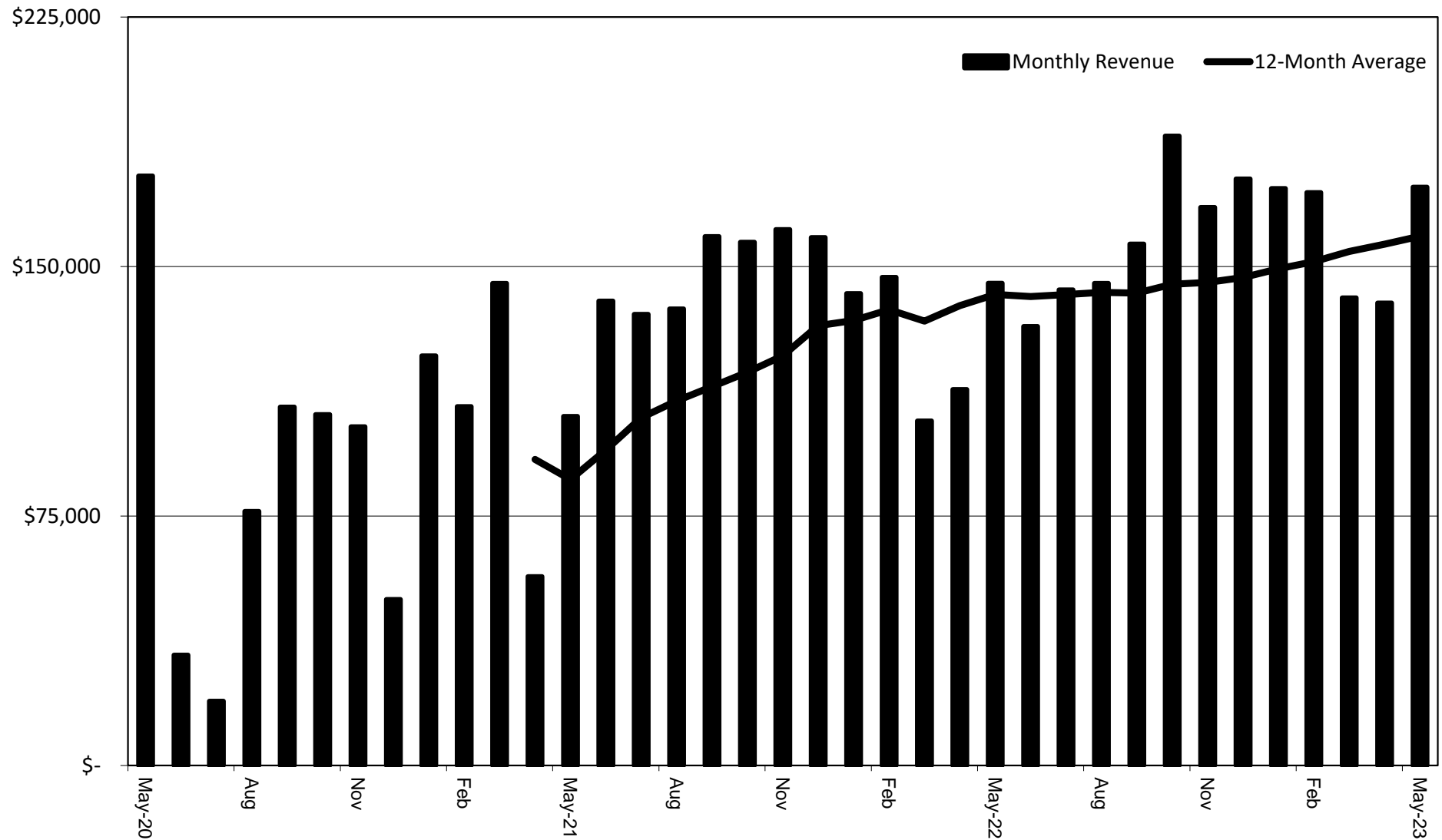
## CITY OF ALEXANDRIA

### FISCAL YEARS 2020-2023



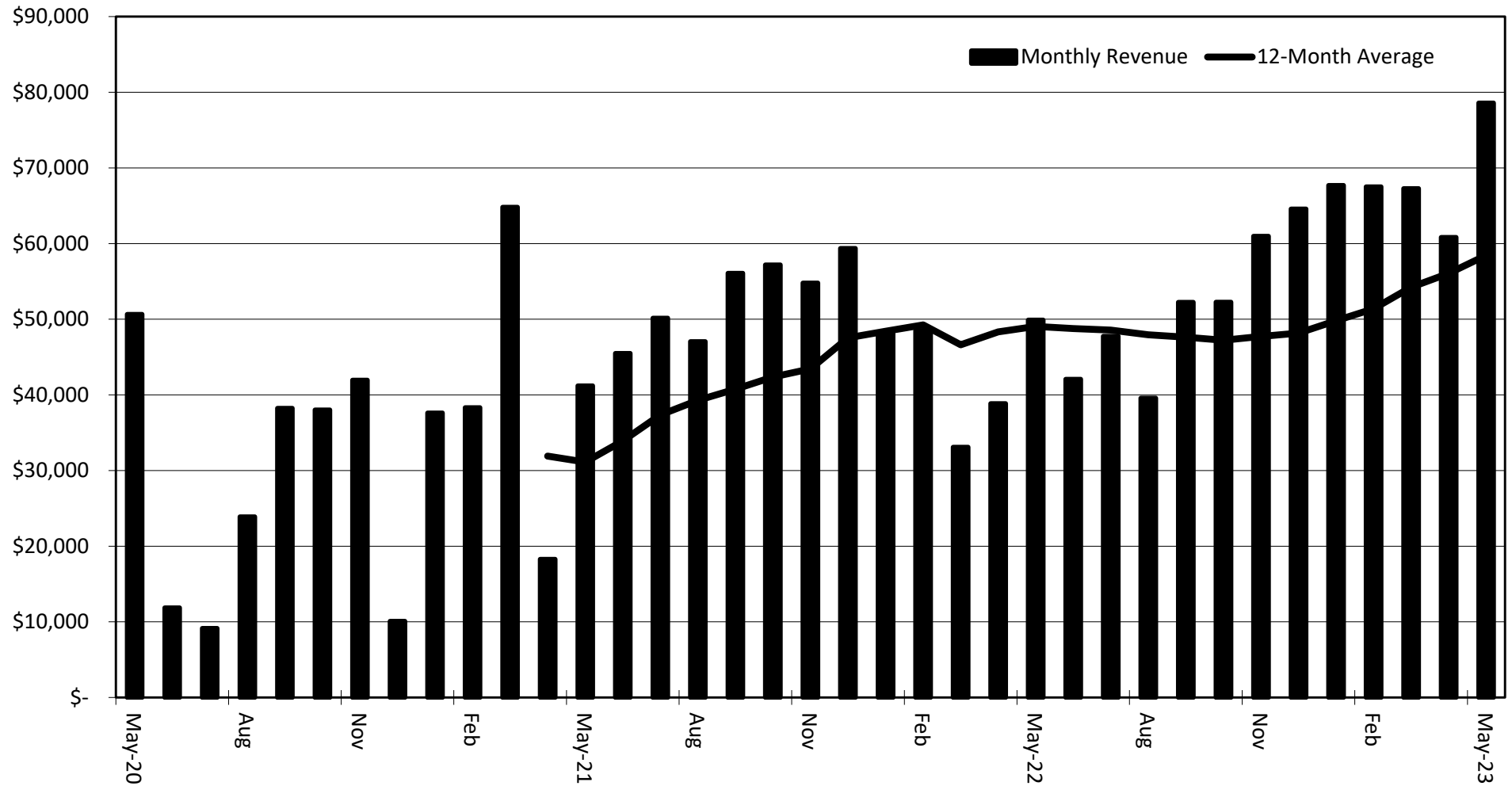
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# NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2020-2023



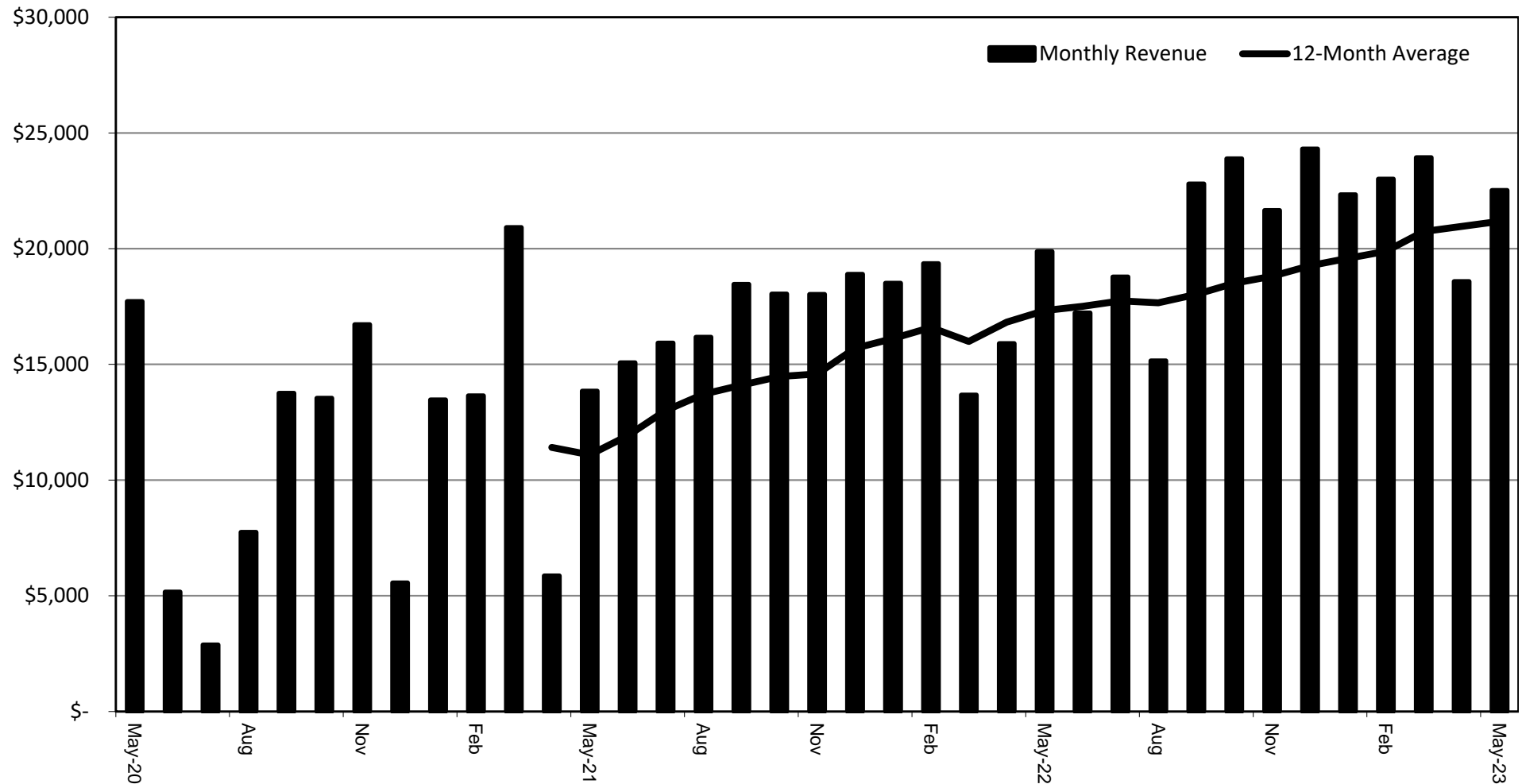
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

# NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2020-2023



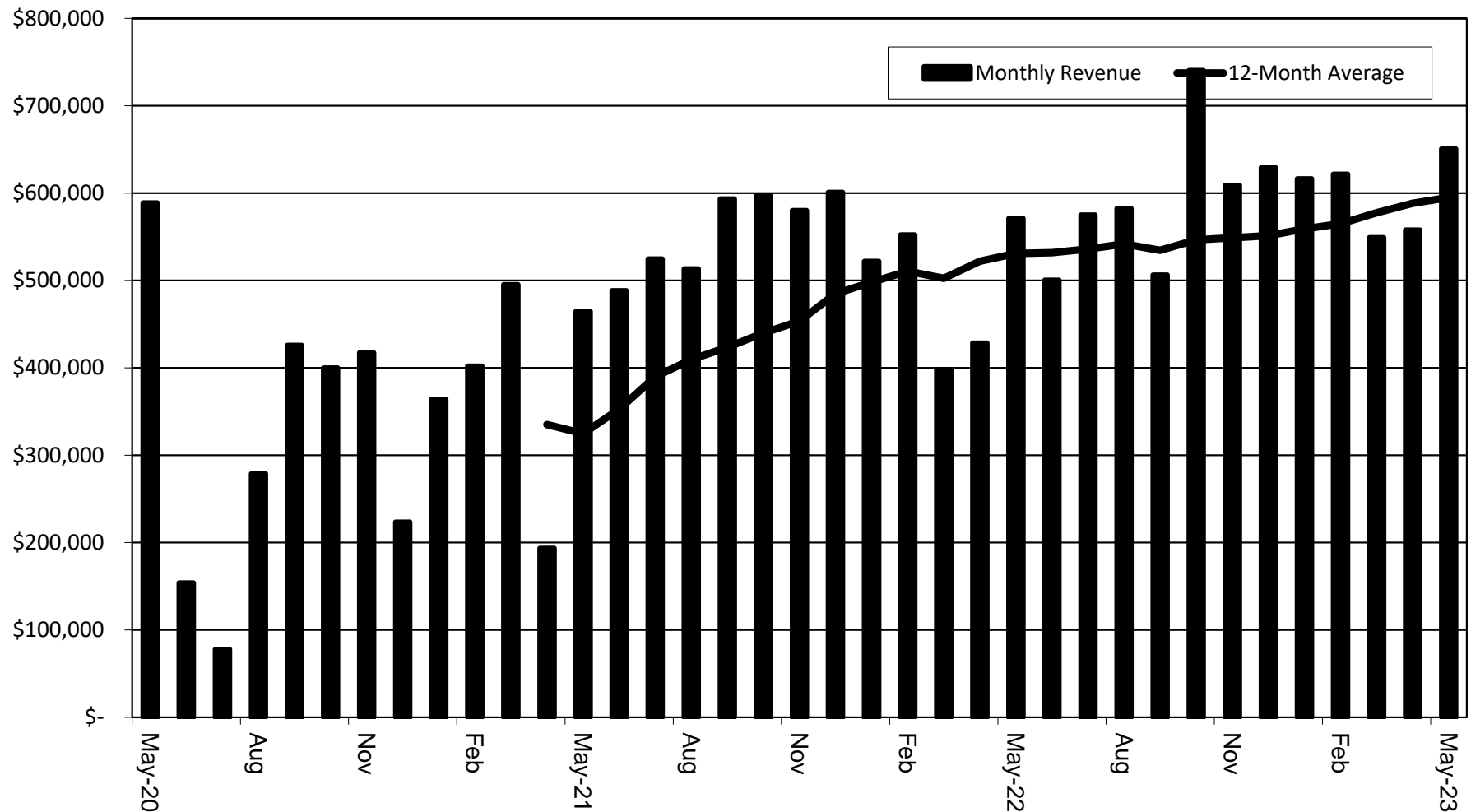
*Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.*

# NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2020-2023



*Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier .*

# NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2020-2023



*Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.*