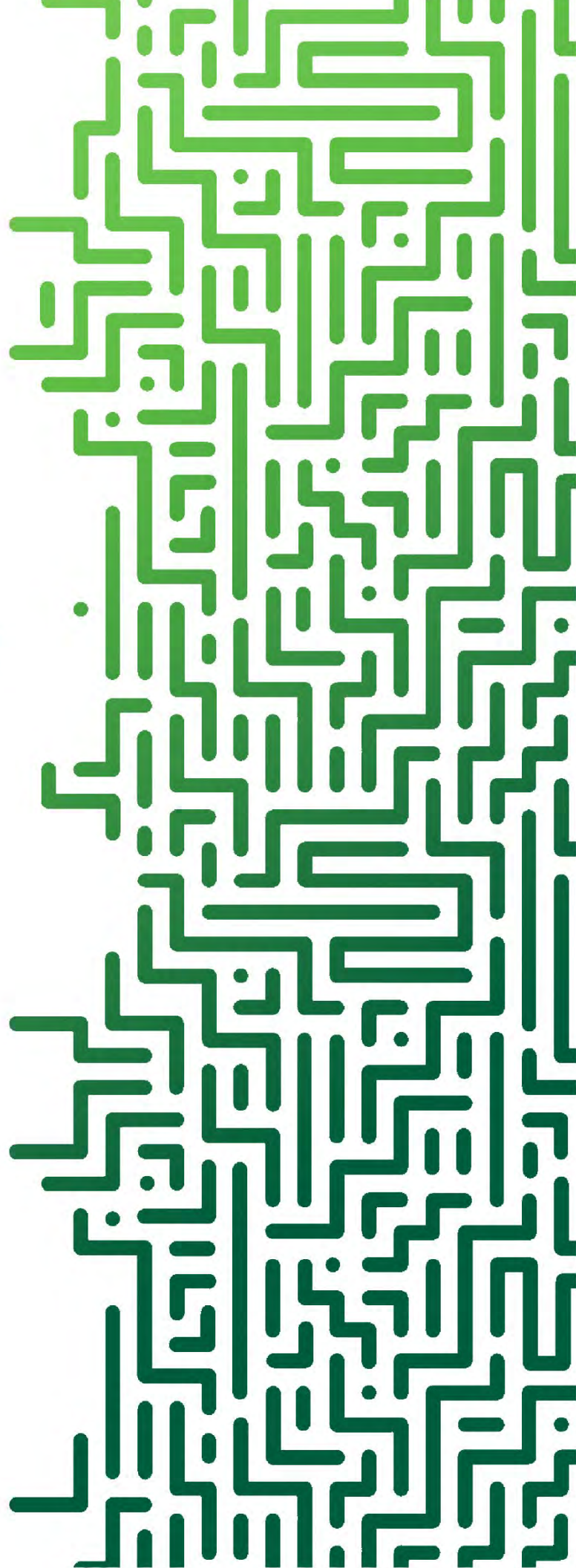




Commission Meeting Materials

July 18, 2024
All-Virtual

NoVaTransit.org | @NoVaTransit
2300 Wilson Boulevard, Suite 230
Arlington, VA 22201
(703) 524-3322





Meeting Overview

NVTC’s July 18, 2024 meeting will be an all-virtual meeting. The meeting will be livestreamed via the [NVTC YouTube Link](#).

Action Items

- Contract Award for State Government Relations Services
- NVTC Strategic Research Roadmap
- Resolution #2538: Request WMATA to Allocate Commonwealth of Virginia Operating Subsidy Assistance using the NVTC Subsidy Allocation Model Formula (SAM)
- Endorsement Letter for City of Alexandria’s federal CFI grant application

Other Meeting Highlights

- NVTC Work Towards Long-Term Sustainable Dedicated Funding Update, including a briefing on the Regional Bus Analysis
- VRE Closed Session
- Written Reports: WMATA, Report from the Chairs of the WMATA Committee/Legislative and Policy Committee, DRPT and Executive Director

Table of Contents

NVTC July 18, 2024 Meeting Agenda	3
Agenda Item 1 Opening Remarks	
Agenda Item 2 Minutes and Meeting Summary	5
Agenda Item 3 Consent Agenda	35
Agenda Item 4 NVTC Work Towards Long-Term Sustainable Funding	83
Agenda Item 5 Virginia Railway Express (VRE)	86
Written Reports:	
Agenda Item 6 Washington Metropolitan Area Transit Authority (WMATA)	113
Agenda Item 7 Report from the Chairs of the WMATA Committee/Legislative and Policy Committee	122
Agenda Item 8 Department of Rail and Public Transportation (DRPT)	128
Agenda Item 9 Executive Director Report	131



NVTC COMMISSION MEETING
THURSDAY, JULY 18, 2024
Via Electronic Participation
[Public Streaming Via YouTube](#)
7:00 p.m.

AGENDA

6:00 p.m. Executive Committee Meeting – ([public streaming](#))
7:00 p.m. Commission Meeting – ([public streaming](#))

*These meetings are ALL-VIRTUAL public meetings as permitted under the Virginia Freedom of Information Act and NVTC's Electronic Participation Policy. The meetings may be viewed via the [NVTC YouTube Link](#). If the meeting method is changed, NVTC will provide a new meeting notice in accordance with the provisions of the Freedom of Information Act, and will notify Commissioners, staff and public at least 72 hours in advance of the meeting. **If the livestream transmission fails, please contact NVTC staff via email at support@novatransit.org, which will be monitored during the meeting.***

Public Comment: NVTC is receiving written public comment. Persons wishing to provide **written public comments should submit them by 3:00 p.m. on Thursday, July 18, 2024** via [NVTC's website](#). Comments will be provided to Commissioners prior to the July 18 meeting.

1. Opening Remarks
 - General Public Comments Received
2. Minutes and Meeting Summary
 - A. **ACTION: Approve the Minutes of the June 6, 2024 NVTC Meeting**
 - B. **ACTION: Approve the Meeting Summary of June 14, 2024 NVTC Transit Innovation Summit**
3. **ACTION: Approve the Consent Agenda (subject to approval of the chair)**
 - A. **Approve the Contract Award for State Government Relations Services**
 - B. **Accept the NVTC Strategic Research Roadmap**
 - C. **Approve Resolution #2538: Request WMATA to Allocate Commonwealth of Virginia Operating Subsidy Assistance using the NVTC Subsidy Allocation Model Formula (SAM)**
 - D. **Authorize the Chair to Send a Letter of Endorsement for the City of Alexandria's US Department of Transportation's Charging and Fueling Infrastructure (CFI) Discretionary Grant Program Application**

4. NVTC Work Towards Long-Term Sustainable Dedicated Funding
 - A. NVTC Regional Bus Analysis
 - B. NVTC Staff-Level Transit Funding Working Group
 - C. SJ 28: Northern Virginia Growing Needs of Public Transit Joint Subcommittee
 - D. DMVMoves

5. Virginia Railway Express (VRE)
 - A. VRE CEO Report and Minutes
 - B. Closed Session

Written Reports:

6. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Report from the Virginia WMATA Board Members

7. Report from the Chairs of the NVTC WMATA Committee/Legislative and Policy Committee
 - A. NVTC WMATA Committee/Legislative and Policy Committee July 11 Meeting Preview
 - B. Federal Grant Funding Overview

8. Department of Rail and Public Transportation (DRPT)

9. Executive Director Report
 - A. Executive Director Newsletter
 - B. NVTC Financial Reports



AGENDA ITEM #2 Minutes and Meeting Summary

TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice and Rhonda Gilchrest
DATE: July 11, 2024
SUBJECT: Minutes and Meeting Summary

At the July meeting, the Commission will be asked to approve the minutes and meeting summary.

A. ACTION ITEM: Approve the Minutes of the June 6, 2024 NVTC Meeting

The Commission will be asked to approve the [Minutes of the June 6, 2024 NVTC Meeting](#).

B. ACTION ITEM: Approve the Meeting Summary of the June 14, 2024 NVTC Transit Innovation Summit

The Commission will be asked to approve the [Meeting Summary of the June 14, 2024 NVTC Transit Innovation Summit](#).

NVTC held its first Transit Innovation Summit as part of Commission's 60th anniversary celebration. The Summit was held on June 14 at the George Mason University Schar School in Arlington. The sold-out event was comprised of three panel discussions and a keynote address. Attendees heard about "Scaling up the Zero-Emission Bus Fleet: Lessons Learned and Next Steps Following Initial Deployment," "Bus Priority in Northern Virginia: Opportunities and Challenges" and "Transit Looking Forward." PRTC/OmniRide Executive Director Bob Schneider's keynote address tackled "Stuff They Didn't Teach in Planning School: Opportunities for Transit Excellence in a Post-Pandemic World." There were about 160 attendees, which included 10 Commissioners. The video recording of the Summit, as well as the presentation slides, can be viewed on NVTC's [website](#).

MINUTES
NVTC COMMISSION MEETING –JUNE 6, 2024
FIRST FLOOR LARGE CONFERENCE ROOM – 2300 WILSON BLVD.
ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chair de Ferranti at 7:01 p.m.

Members Present

Canek Aguirre
Walter Alcorn
Sarah Bagley
James Bierman, Jr.
Juli Briskman
Matt de Ferranti
Adam Ebbin
Libby Garvey
Takis Karantonis
Paul Krizek
Matt Letourneau
Alfonso Lopez
Dalia Palchik
Catherine Read
David Reid
Saddam Azlan Salim
Mark Sickles
Paul Smedberg
David Snyder
Daniel Storck
James Walkinshaw

Staff Present

Kate Mattice, Executive Director
Monique Blyther
Genoveva Cutrell
Andrew D’huyvetter
Matt Friedman
Allan Fye
Rhonda Gilchrest
Adam Hager
Will Heltzel
Scott Kalkwarf
Daniel Knickelbein
Ann McGrane
Tenley O’Hara
Ben Owen
Robert Rudesill

Noman Sayed
Vikram Sinha
Sophie Spiliotopoulos
Colie Touzel
Melissa Walker
Aimee Perron Seibert (*via electronic participation*)
Rich Dalton (VRE)
Steve MacIsaac (VRE)
Joe Swartz (VRE)

Opening Remarks

Chair de Ferranti welcomed everyone to the June 6, 2024 NVTC meeting and noted that the meeting is being livestreamed for the public on YouTube. Chair de Ferranti asked for a moment of silence to commemorate the 80th anniversary of D-Day (World War II Invasion of Normandy) and for those who sacrificed their lives for our freedom.

Board Administrator Rhonda Gilchrest confirmed an in-person quorum.

Chair de Ferranti noted one change to the meeting agenda. Agenda Item #4: Resolution of Commendation for Mary Hynes has been removed as Ms. Hynes is ill and unable to attend. NVTC will honor her at a future Commission meeting. Because it's a full agenda, he also proposed block votes for the Commuter Choice and VRE actions items. There were no objections.

Ms. Mattice stated that NVTC received one general public comment this month from an Amtrak user in Fredericksburg who shared concerns about how more VRE trains on that corridor may affect the more "express" Amtrak trains. Ms. Mattice noted that the comment was shared with Commissioners prior to the meeting, as well as forwarded to VRE staff.

Oath of Office for New Commissioners

Chair de Ferranti welcomed Delegate David Reid, who is returning to NVTC as a Commissioner. Chair de Ferranti administered the ceremonial oath of office to Delegate Reid. Commissioners welcomed him to NVTC. (Mr. Reid was officially sworn in prior to the meeting.)

Mr. Reid stated that it is great to be back at NVTC and to have the opportunity to address the issues of mass transit in the Northern Virginia region.

Minutes of the May 2, 2024 Meeting

Ms. Garvey moved, with a second by Mr. Alcorn, to approve the Minutes of the May 2, 2024 meeting. The vote in favor of the motion was cast by Commissioners Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Lopez, Read, Reid, Salim, Sickles, Smedberg, Snyder, Storck and Walkinshaw. Commissioners Aguirre, Letourneau and Palchik abstained. The motion passed.

Consent Agenda

Chair de Ferranti stated that the Consent Agenda includes two action items:

- A. Authorize the Executive Director to Send a Letter Certifying Receipt of Certain Documents from WMATA Required by State Code
- B. Adopt the NVTC Electronic Participation Policy

Mr. Ebbin moved, with a second by Mr. Karantonis, to approve the Consent Agenda. The vote in favor of the motion was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Letourneau, Lopez, Palchik, Read, Reid, Salim, Sickles, Smedberg, Snyder, Storck and Walkinshaw. The motion passed.

Washington Metropolitan Area Transit Authority (WMATA)

Chair de Ferranti asked Mr. Smedberg and Mr. Letourneau to give their report.

Report from the WMATA Board Members. Mr. Smedberg reported that WMATA is conducting its third and final phase of public outreach for the Better Bus Network Redesign. Feedback collected between May and July will inform a finalized 2025 (Year 1) Network which is slated to roll out next summer. As part of the Better Bus implementation, the Metrobus subsidy allocation formula will be updated this fall. NVTC spent time this past fall and winter discussing some of the current issues with the existing formula, namely the fact that service provided is not directly tied to funding provided. The WMATA Board will also be working closely with staff and regional partners to update the Metrorail subsidy allocation formula. WMATA is also working on an update to its rail fleet management plan.

Mr. Smedberg also commented on a WMATA reserve fund, which the Finance Committee will discuss this summer. Unlike its transit agency peers and the state and local governments that fund WMATA, WMATA has no reserve fund, and certainly with the current fiscal situation would struggle to fund one. Nonetheless, the WMATA Board would like to explore the idea in the context of the larger funding conversations and provide an incentive for management to manage expenses aggressively.

Mr. Letourneau reported that the American Public Transportation Association (APTA) awarded WMATA with the 2024 Gold Safety Award for Heavy Rail Systems at the APTA Rail Conference in Cleveland, Ohio. WMATA was awarded this award for its Station Overrun/Just Culture Pilot program. He noted that this is a good indication of the positive results from the changes WMATA has made.

Mr. Letourneau also spoke on the topic of a fiscal reserve. He noted that it is highly unusual for a large transit to not have some kind of reserve. It will be important for WMATA to establish a policy and then figure out how it is funded. This is the time to establish a reserve policy as the region is looking for a long-term reliable source of funding and long-term needs for the organization. He provided more information about the process of developing this policy, as it is one of his priorities as chair of the WMATA Finance and Capital Committee.

Ms. Briskman stated that she appreciates the idea of building more confidence in WMATA. She asked when the last time WMATA had a budget surplus and what is the policy now and if a surplus reverts back to the jurisdictions. Mr. Letourneau responded that there really isn't a policy. It is more of managing a surplus throughout the year knowing that there are no other sources of funding. On the flip side, WMATA has also had to divert capital projects or reduce service when there is a deficit. Mr. Walkinshaw stated that from a governance perspective, establishing a fiscal

reserve policy makes sense. It seems to him, however, that without a dedicated source of revenue, in the end the jurisdictions will have to pay anyway.

Mr. Karantonis asked how this compares with other transit systems and what will be the definition of a “rainy day” fund. Mr. Letourneau agreed that the definition needs to be clear and he assured Commissioners that there will be future discussions regarding the policy. A reserve fund/fiscal policy could also positively impact WMATA’s bond ratings. He stated that the policy needs to be clearly defined and action will be needed to implement it. The WMATA Board will be working on this over the summer. Ms. Palchik observed that it is standard practice for school boards to have reserves, so lessons can be learned from them. Transparency is also very important. Mr. Smedberg stated that the Virginia WMATA Board members will be advocating for strict policies.

In response to Mr. Reid’s question, Mr. Letourneau explained some of the uniqueness of WMATA being a multi-jurisdictional transit agency. Mr. Snyder asked about the subsidy allocation. Mr. Letourneau stated that WMATA is reviewing all the subsidy allocation formulas. Mr. D’huyvetter stated that NVTC staff will be watching this space closely for the jurisdictions. Mr. Snyder stated that it will be important for NVTC to be involved and that this topic come back to NVTC before WMATA Board approval. Mr. Letourneau stated that this will not be done in a vacuum. Mr. Alcorn stated that this topic can be added to future WMATA Committee agendas.

Mr. Smedberg announced that WMATA’s new Inspector General will start on June 9.

Report from the Chairs of the WMATA Committee and the Legislative and Policy Committee

Legislative and Policy Committee Chair Canek Aguirre reported that the WMATA Committee and the Legislative and Policy Committee met for a joint meeting on May 16. The committees received a legislative update on the May 13 Special Session, when the General Assembly passed and Governor Youngkin signed the biennial compromise budget. In particular, the budget temporarily suspends for the next two fiscal years (FY 2025 to FY 2026) the 3% cap that limits the growth in operating assistance that the Virginia localities provide to WMATA. The budget also includes \$60.2 million in FY 2025 and \$84.5 million in FY 2026 of additional state aid to support NVTC jurisdictions with their WMATA payments, as well as requires WMATA to benchmark operating costs against other large transit providers.

Legislative Liaison Aimee Perron Seibert provided more information on the Special Session and thanked legislators for their efforts. She reviewed the membership of the 11-member SJ 28 Northern Virginia Growing Needs of Public Transit Joint Subcommittee, which includes Delegates Sickles, Delaney, McClure and Austin; Senators Ebbin, Boysko and Surovell; WMATA Board Chair Paul Smedberg; NVTC Commissioner Walter Alcorn, NVTC Executive Director Kate Mattice; the Secretary of Transportation or his designee. Northern Virginia Transportation Alliance Executive Director Jason Stanford was appointed as the representative of Northern Virginia businesses to be a member of the Subcommittee’s technical working group.

Ms. Briskman asked about HB 285 regarding a bus stop improvement program and if jurisdictions can tap into this program for funding. Ms. Mattice explained that this bill was about streamlining the approval process and does not provide any additional funding.

Mr. Sickles stated that the \$60 million in WMATA funding for FY 2025 is slightly higher than what was requested and it is his understanding that the intent is that the additional funds could be used for a consultant for the SJ 28 study. Mr. Snyder gave a huge thanks to the Northern Virginia delegation for their work during this Session.

Ms. Mattice gave an update on federal grant opportunities, which included highlighting the Federal Transit Administration (FTA) FTA's Pilot Program for Transit-Oriented Development (TOD) Planning, in which \$10.5 million in competitive grant funds are available for agencies to plan transit-adjacent development. Applications are due July 22, so jurisdictions could request NVTC endorsement letters for action at the July 18 Commission meeting. She stated that NVTC provides information on grant opportunities to jurisdictional staff on a regular basis.

WMATA Committee Chair Walter Alcorn reported that at the May 16 joint committee meeting, they had a chance to talk about all of the parallel efforts that are underway to achieve the shared goal of long-term sustainable dedicated funding for transit – work going on at NVTC, within Virginia, and across the greater DC area. There are lots of moving parts and NVTC is right in the middle of all this vital work. He stated that Mr. Fye will walk the Commission through a high-level overview of the efforts with a focus on the work and value added that NVTC brings to the table. He reminded everyone that this is the beginning of the work and there will be more opportunities to talk about dedicated funding at Commission and committee meetings going forward.

Mr. Fye stated NVTC and the region have been talking about the need for long-term dedicated funding for WMATA since the 1970's, so it is not a new topic. NVTC continues to be in the middle of the current work to find a long-term solution. NVTC's work includes the Annual Report on the Performance and Condition of WMATA, the Metro Operating Funding and Reform Working Group Report, Value of Transit to the Commonwealth Report, and the ongoing Regional Bus Analysis. All of this work will feed into the regional DMVMoves initiative and the SJ 28 study. NVTC will continue to coordinate with jurisdictional staff and keep Commissioners informed. Mr. Fye stated that NVTC's goals in this effort are to:

- Seek long-term sustainable dedicated funding (capital and operating) for all Northern Virginia transit agencies – WMATA, VRE and local transit systems
- Maintain partnership with Commonwealth to ensure transit funding commitments
- Seek cost containment – i.e. 3% cap for a post-pandemic transit industry
- Document and communicate Northern Virginia transit agency needs
- Educate regional and General Assembly stakeholders about unique funding and governance structure in Virginia
- Coordinate policy, funding and legislative analysis

Mr. Fye reviewed the Regional Bus Analysis work NVTC is doing to analyze the capital and operating needs of the six bus operators based in Northern Virginia. He explained that Metrobus is excluded from this analysis since those needs are addressed through WMATA's Capital Improvement Program (CIP). He then talked about the larger financial considerations. Many

factors impact cost estimates and many factors are in a state of flux (i.e., inflation, supply chain, bus manufacturer consolidation, and labor agreements). The flip side is the jurisdiction-level funding sources to pay for transit, since there are other services competing for funding. Mr. Fye then reviewed the timeline for NVTC’s work, DMVMoves and the SJ 28 study.

Mr. Sickles stated that it will be important for the SJ 28 study to not be done in isolation from the other Metro funding jurisdictions and he encouraged coordination with Maryland and the District.

Report from the Chair of the Program Advisory Committee

Chair de Ferranti asked Program Advisory Committee Chair Dalia Palchik to give her report. Ms. Palchik reported that the Program Advisory Committee (PAC) had a busy spring and staff have produced an amazing amount of high-quality work for the Commission. For tonight’s meeting, there are two actions related to the I-66 Commuter Choice program, followed by a presentation on the Route 7 BRT project in which staff will lay out their approach to enhancing the existing transit service on Route 7. Finally, staff have included in the written materials a draft of NVTC’s Strategic Transit Policy Research Roadmap, which the Commission will consider next month for adoption. She turned it over to Mr. Fye to walk through the Commuter Choice action items.

I-66 Commuter Choice Program of Projects for FY 2025 – 2026. Mr. Fye stated that the Commission is asked to approve Resolution #2534, which will adopt the I-66 Commuter Choice FY 2025-2026 Program of Projects (listed in the table below) and refer it to the Commonwealth Transportation Board (CTB) for final action at its June 18 meeting. The recommended \$31 million Program of Projects includes funding for all 15 eligible proposals given good overall scoring results, strong cumulative benefits and support for program goals of moving more people and creating viable, effective transportation options. The Program Advisory Committee endorsed this program in April and the Commission and CTB Rail and Public Transportation Subcommittee were briefed on it in May. The resolution will also authorize the executive director to execute Standard Project Agreements with funding recipients following the CTB’s final approval of the Program of Projects as part of the Commonwealth-wide Six-Year Improvement Program (SYIP).

Recommended I-66 Commuter Choice FY 2025-2026 Program of Projects

	I-66 Commuter Choice Project Name	Applicant	FY 2025-2026 Award
1	ART 75 Service Enhancement: Shirlington to Virginia Square	Arlington County	\$397,160
2	Fairfax Connector Route 697: Stringfellow Road Park-and-Ride to L’Enfant Plaza (Continuation)	Fairfax County	\$2,130,488
3	Fairfax Connector Route 698: Stringfellow Road Park-and-Ride to the Pentagon (Continuation)	Fairfax County	\$1,506,053
4	Fairfax Connector Route 699: Monument Drive Park-and-Ride to Downtown Washington, D.C. (Continuation)	Fairfax County	\$2,592,444

	I-66 Commuter Choice Project Name	Applicant	FY 2025-2026 Award
5	Fairfax Centre Bikeshare Expansion	Fairfax County	\$510,000
6	Fairfax Connector Route 610: Centreville to George Mason University *	Fairfax County	\$1,826,943
7	Loudoun County Transit Route 281/681 Service Enhancement: Stone Ridge Park-and-Ride to Downtown Washington, D.C. (Continuation)	Loudoun County	\$553,000
8	Loudoun County Transit Route 483/883: Harmony Park-and-Ride to Downtown Washington, D.C. (Continuation)	Loudoun County	\$281,000
9	OmniRide Route 612: Gainesville to the Pentagon (Continuation)	OmniRide	\$2,393,125
10	OmniRide Route 622: Haymarket to Rosslyn (Continuation)	OmniRide	\$1,621,275
11	OmniRide Route 653: Warrenton and Gainesville to L'Enfant Plaza *	OmniRide	\$3,805,125
12	OmniRide Route 671: Front Royal, Linden, and Gainesville to Downtown Washington, D.C. *	OmniRide	\$3,228,625
13	TDM Strategy: I-66 OmniRide Fare Buy-Down	Prince William County	\$1,000,000
14	TDM Strategy: Amtrak Step-Up Reinstatement on VRE Manassas Line	Virginia Railway Express	\$537,420
15	Crystal City Station Expansion **	Virginia Railway Express	\$8,000,000
Program Administration			
	<i>Program Administration and Oversight for FY 2025-2026</i>	<i>NVTC</i>	<i>\$350,000</i>
	<i>I-66 Corridor Needs Assessment</i>	<i>NVTC</i>	<i>\$250,000</i>
Total Recommended Award			\$30,982,658

Mr. Fye gave an overview of the public comment process. NVTC solicited public comment from April 12 through May 13, 2024 on the 15 eligible projects under consideration for funding. As with previous public comment periods, staff produced all published materials in both English and Spanish. To spur public engagement, NVTC conducted geotargeted social media advertising in English and Spanish and asked applicants to spread word of the comment opportunity to their residents and riders. NVTC received 92 responses during the public comment period. The comments were broadly supportive of individual projects under consideration for funding as well as the program in general. NVTC's ads on Facebook and Instagram with PAC Chair Palchik's greeting video reached over 9,300 users and yielded 900 link clicks to learn more (both stats roughly split between English and Spanish) and there were about 1,500 views of the comment webpages. Commissioners were provided with the complete summary of the public comments received in their meeting materials.

Request for Proposals for a I-66 Needs Assessment and to Execute the Contract Award. Senior Program Analyst Daniel Knickelbein stated that the Commission is asked to authorize the executive director to issue a Request for Proposals (RFP) for consulting services and execute an eventual contract award for a needs assessment study for the I-66 corridor. The needs assessment, to be undertaken in partnership with DRPT, would evaluate current and anticipated future travel needs in the I-66 corridor between Haymarket and Rosslyn and identify multimodal

transportation projects to address these needs that could be supported through I-66 Commuter Choice and/or DRPT's I-66 Outside the Beltway funding.

Mr. Knickelbein explained that NVTC and DRPT wish to identify a robust pipeline of short- and long-term transit and other multimodal improvements that their respective grant programs could support. NVTC and DRPT anticipate a \$500,000 total budget for the needs assessment, with each agency contributing \$250,000. If approved by the Commission, NVTC and DRPT anticipate issuing an RFP shortly, using DRPT's general planning consultant (GPC) bench contract, which includes consultants that were competitively procured in compliance with the Virginia Public Procurement Act. Tonight's action would authorize NVTC's executive director to execute a contract with the competitively selected firm, saving time in the procurement process to ensure that the final I-66 needs assessment study will be completed with sufficient time to inform the next I-66 Commuter Choice call for projects, which opens in fall 2025.

In response to a question from Ms. Palchik, Mr. Fye stated that funding for the Commuter Choice program to-date for both corridors is close to \$180 million. Ms. Palchik observed that this is a good time to do a needs assessment given the size of the program.

Ms. Briskman moved, with a second by Mr. Karantonis, to approve the following two actions as a block vote:

- Approve Resolution #2534: Approve the I-66 Commuter Choice Program of Projects (FY 2025 – 2026) for Submission to the Commonwealth Transportation Board and Authorize the Executive Director to Execute the Standard Project Agreements
- Authorize the Executive to Issue an RFP for a I-66 Needs Assessment and to Execute the Contract Award

The vote in favor of the motion was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Letourneau, Lopez, Palchik, Read, Reid, Salim, Sickles, Smedberg, Snyder, Storck and Walkinshaw. The motion passed. (A copy of Resolution #2534 is attached.)

Commissioners Letourneau and Smedberg left the meeting at 8:03 p.m. and did not return.

Route 7 BRT Strategic Implementation Plan. Mr. Fye explained that this briefing will focus on a new approach NVTC staff has been developing to advance BRT along Route 7. He introduced Senior Program Manager Vikram Sinha to give the presentation on the Envision Route 7 Bus Rapid Transit (BRT) Strategic Implementation Plan.

Mr. Sinha stated that this project is part of Northern Virginia's expansive transit network, which connects to Metrorail and planned BRT, provides access to major job centers, and is one of five BRT projects planned in the Northern Virginia region. The vision for Route 7 BRT is a 14-mile route going through four jurisdictions from Tysons (Spring Hill Metro) to Falls Church (linking West and East Falls Church Metro stations), Seven Corners, Bailey's Crossroads and Mark Center (linking West End Transitway). It will include frequent, high-capacity service with amenities.

Mr. Sinha stated that Route 7 already has a thriving, frequent service with Metrobus 28A. Ridership on the 28A is 67% above pre-pandemic levels, which is the 9th highest ridership in the Metrobus system. It connects to five Metrorail stations (Spring Hill, Tysons Corner, West Falls Church, East Falls Church, King Stret). The Route 7 BRT project wants to build on this success. The proposed approach to transform the 28A into BRT is to break it into two phases. One is to layer bus improvements and increase frequencies to the existing 28A and then to implement BRT on a longer timeline. He provided more details about the vision.

Mr. Sinha stated that the region has \$518 million in capital projects in the pipeline that support Route 7 BRT roadway widening, including transit signal priority and upgrades, intersection improvements, and BRT-supportive infrastructure improvements.

Mr. Sinha reviewed NVTC's continuing role, which includes overseeing the execution of the Strategic Implementation Plan; managing federal community project funding and DRPT grant; scoping out environmental analysis work; leading the Phase 4-2 Study (Fall 2024), which includes looking at the Alexandria BRT southern terminus and the Falls Church analysis (business activity turning lanes (BAT) vs. HOV, queue jump layout/cross-section); providing a coordination forum to resolve topics such as Sycamore/Roosevelt bus priority, 28A and BRT alignments, and transit connectivity between Columbia Pike and Route 7 bus routes. Staff will continue to update the Commission, the Program Advisory Committee, the Management Advisory Committee, and city and county boards.

Mr. Sinha also reviewed the federal and regional coordination as well as the project's next steps. The Strategic Implementation Plan will come back to the Commission for action in the fall.

Ms. Bagley asked about the southern terminus and community engagement. She observed that in that specific corridor there are Arabic, Amharic and other languages being spoken. Mr. Fye responded that NVTC staff can work closely with City of Alexandria staff on outreach. Ms. Bagley also encouraged staff to work with city staff to utilize the successes of recent outreach efforts.

Mr. Bierman asked if the Virginia Department of Transportation (VDOT) is on board with these good ideas, such as queue jumps, signal prioritization, etc. Mr. Sinha stated that it is his understanding that Fairfax County staff have been consulting with VDOT. Mr. Bierman stated that he looks forward to the Route 7 BRT briefing to the Fairfax County Transportation Committee meeting later this month. Ms. Palchik agreed with Ms. Bagley's comments and noted that Fairfax County's new Office of Public Affairs' language team is exceptional and she offered to connect staff with them. She also asked about partners for funding. Mr. Sinha stated that DRPT's MERIT program is a possibility and as capital projects move forward, NVTA funding is an option. He also spoke about federal grant programs.

Mr. Karantonis stated that it can be helpful to show that a project is serving multiple communities. He asked if NVTC collects this kind of data. Mr. Sinha stated that he can follow up with Mr. Karantonis on language data. In response to another question from Mr. Karantonis, Mr. Sinha explained that this is a planning phase to look at what opportunities there are and what are the next steps. Mr. Karantonis stated that coordination of frequency and service are important. Mr. Aguirre stated that he is pleased to see that the Southern Towers is being looked at as a possible terminus. He also agreed that outreach to other languages is important.

Strategic Transit Policy Research Roadmap. Chair de Ferranti reminded Commissioners that there is a written report in the meeting materials regarding the draft NVTC Strategic Transit Policy Research Roadmap. Action to accept the Roadmap will be requested at the July 18 meeting.

Virginia Railway Express (VRE)

Chair de Ferranti asked VRE CEO Rich Dalton to give his report followed by VRE Operations Board Vice-Chair Bagley to present the action items prior to the block vote.

VRE CEO Report. Mr. Dalton reported that VRE ridership is continuing to increase, with the month of May being the second strongest ridership month in the last 12 months. On-time performance is still not meeting the 90% target, but VRE is working with the host railroads to add measures to address the issues.

Mr. Dalton also referenced the press release provided to Commissioners announcing that the Virginia Passenger Rail Authority (VPRA) is in discussions with Norfolk Southern for the acquisition of the Manassas Line. He hopes to provide more information at the July 18 NVTC meeting.

Fifth Year of the Second Option Period of the Contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC. Ms. Bagley stated that the VRE Operations Board recommends Commission approval of Resolution #2535, which will authorize the VRE CEO to amend the contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC by approving up to \$19,763,000 for the fifth year of the second option period, for a total contract value not to exceed \$269,480,057 through June 30, 2025. This will continue the contracted services for management, supervision and certified locomotive engineers and conductors to operate VRE commuter rail trains for FY 2025. This is the final year of the five-year option period for this contract.

Fourth Year of the First Option Period of the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC. Ms. Bagley stated that the VRE Operations Board recommends Commission approval of Resolution #2536, which will authorize the VRE CEO to amend the contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC by approving up to \$12,273,550 for the fourth year of the first option period, for a total contract value not to exceed \$83,025,329 through June 30, 2025. This action will authorize contracted services for the maintenance, inspection, and repairs of VRE locomotives, passenger rail cars and maintenance facilities for FY 2025.

Operating Access Agreement with Norfolk Southern. Ms. Bagley stated that the VRE Operations Board recommends Commission approval of Resolution #2537, which will authorize the VRE Chief Executive Officer to extend the current term of the Operating Access Agreement with Norfolk Southern Railway Company to expire on December 31, 2024. The term of the current Operating Access Agreement with Norfolk Southern Railway Company will expire June 30, 2024. VRE and Norfolk Southern staff have been in discussions on terms for a new agreement and both parties agree more time is needed.

There were no questions from Commissioners.

Ms. Bagley moved, with a second by Mr. Storck, to approve the following three actions as a block vote:

- Approve Resolution #2535: Authorize the VRE CEO to Execute an Amendment for the Fifth Year of the Second Option Period of the Contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC
- Approve Resolution #2536: Authorize the VRE CEO to Execute an Amendment for the Fourth Year of the First Option Period to the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC
- Approve Resolution #2537: Authorize the VRE CEO to Extend the Term of the Operating Access Agreement with Norfolk Southern

The vote in favor of the motion was cast by Commissioners Aguirre, Alcorn, Bagley, Bierman, Briskman, de Ferranti, Ebbin, Garvey, Karantonis, Krizek, Lopez, Palchik, Read, Reid, Salim, Sickles, Snyder, Storck and Walkinshaw. The motion passed. (Copies of the resolutions are attached.)

Transit Resource Center

Chair de Ferranti stated that Senior Program Analyst Sophie Spiliotopoulos will give a presentation on Northern Virginia Transit Trends. He stated that this is great work to show how transit has changed in the Northern Virginia area over the past 15 years. He reminded Commissioners that NVTC has a fantastic Transit Data Dashboard on its website that provides updates on ridership, access to jobs, transit service provided and other transit data nuggets – for each of the transit systems.

Ms. Garvey left the meeting at 8:40 p.m. and did not return.

Ms. Spiliotopoulos explained that the Northern Virginia Transit Trend Report is a high-level summary of transit over a period of time and an analysis of transit within a geographic area. She observed that it is important to look back on what's been going on in the region as it can help inform decisions going forward. This report looks at trends over time, looking at a 15-year period (2008 to 2022), noting consistencies and developments in transit trends in the region. It also looks at the trends from a geographic perspective – using one sample year to look at how people move in the region. This is important because this region is complicated and change is constant.

Ms. Spiliotopoulos reviewed some of the performance metrics. Depending on the trend, data shows that Northern Virginia transit trends exceeded the national trends. For most of the period, commuter rail (VRE) has performed better than the national average for commuter rail ridership. Northern Virginia bus ridership also exceeded national trends. Commuting trends have also changed over time, with distinct differences pre- and post-pandemic. Before the pandemic, consistently 10 to 11% of commutes were by transit. In 2021 and 2022 have shown a slight uptick and staff will continue to watch the data. Compared to the national trend, Northern Virginia

residents commute more, and then bounced back faster than the national average. The large decline in ridership is likely related to the large share of the federal workforce in this region. She also provided a snapshot of regional movement, which shows that public transit is used more for getting to the District and Maryland and cars are used more to travel within Virginia. Of all trips starting or ending in Northern Virginia, 19% of them are commutes. This means that more than 80% of trips aren't related to commuting.

Ms. Spiliotopoulos mentioned that this study only covers up to 2022 because of data availability, but there is some more recent data that is worth sharing. Comparing December 2020 ridership to December 2023 transit ridership, there has been an increase of 180%. In April, the Commission heard from WMATA General Manager/CEO Randy Clarke about both Metrorail and Metrobus strong ridership recovery. Weekend bus and rail ridership above pre-pandemic levels (responding to more frequent service). DASH hit 4.5 million riders in FY 2023 (highest annual riders since inception in 1985). Transit ridership has increased statewide as well.

Ms. Spiliotopoulos stated that the three takeaways from the report include:

1. Transit is disproportionately used for commuting, but most trips in Northern Virginia are not work related. Agencies should investigate options to better meet non commute travel.
2. Region's buses have slowed. Northern Virginia should invest in opportunities for bus priority, such as dedicated bus lanes, queue jumps, transit signal priority.
3. Finally, many transit riders use routes that take them outside of Northern Virginia, to DC or Maryland. Local agencies should prioritize options that can help move more people inside Northern Virginia using transit.

Mr. Krizek stated that it would be interesting to overlay the chart with non-transit usage. He asked about tourism and if tourists ride buses. Ms. Spiliotopoulos stated that staff can look into this. Mr. Aguirre stated that in the City of Alexandria tourists do use transit. Mr. Alcorn also asked for numbers of total non-transit trips for Northern Virginia as well as non-transit trips going into the District. Mr. Walkinshaw asked if the data regarding HOT lane usage can be mapped with speeds, to show the correlation between increased speeds on corridors with HOT lanes. Mr. Fye stated that with the Commuter Choice program there can be some storytelling on how the opening of the HOT lanes has allowed transit operators to provide more service for the same amount of money since they can run more trips using the HOT lanes. Ms. Briskman observed that most transit trips are not work related, but transit has been designed to be used by commuters. she asked if the data can be aggregated by gender, race, etc. to see what types of trips are not being served by transit. Ms. Spiliotopoulos stated that staff is waiting for the new Metropolitan Washington Council of Governments data to become available. Ms. Palchik asked that the data on slide #6 to be aggregated more. She also asked if this research can be used to help other bus systems to be more efficient in this region. Ms. Mattice stated that this information is provided to the Management Advisory Committee. Ms. Palchik announced that a new bus service will be launched hopefully in the fall that will run between Tysons Corner and Bethesda to provide some new connections.

Ms. Bagley asked how this information becomes a part of SJ 28 study and the DMVMoves. She also asked what is included in the "other" category. Ms. Spiliotopoulos stated that "other" refers

to such things as bikes, taxis, walking and any other mode not captured in the main categories. Ms. Bagley stated that there has been an uptick in people bringing their bikes on transit for multimodal use and she wonders how this data can be captured to see growth in multimodal choices. She also observed that this data shows that it's not all about commuting. By default, transit design and decisions are made using traditional commuting timing, but it should be about other timing. This data can inform the thinking of when frequency matters. Mr. Reid also asked about slide #6 and data on telecommuting. Ms. Spiliotopoulos stated that staff are still waiting for new data on this. Mr. Reid stated that telecommuting is the new normal and transit planning may need to be adjusted.

Transit Technology Program

Chair de Ferranti introduced Senior Program Manager Ann McGrane to give a quick update on the Northern Virginia Zero-Emission Bus Strategic Plan, which was launched earlier this year.

Northern Virginia Zero-Emission Bus (ZEB) Strategic Plan. Ms. McGrane gave an update on NVTC's progress to date on implementing the strategies of the ZEB Strategic Plan that was released in January of this year. She provided some background information for the new Commissioners on the overall goal of the Transit Technology Program, which is to coordinate among the local agencies on any technologies of interest that improve transit – both for operators and riders. Over the past two years, NVTC has taken a role in guiding the regional conversation about zero-emission buses by hosting a working group with Northern Virginia staff that discusses implementation challenges for ZEBs, participating in a variety of other ZEB-related committees hosted by WMATA, DRPT and APTA (American Public Transportation Association), as well as sharing information among the local agencies. Given the costs of zero-emission infrastructure, staff also pay close attention to grant opportunities or potential shared infrastructure opportunities for local agencies.

Ms. McGrane provided a progress report on what NVTC is doing compared to other agencies across the country. She noted that this region is in line with what's happening across the nation regarding zero-emission buses. The outlier in all these conversations is California, which was an early adopter of ZEBs. The median number of ZEBs funded, ordered, delivered or deployed in agencies nationwide is eight buses. Both Fairfax Connector and DASH surpass that number with 12-14 ZEBs in service and more on the way. Loudoun and Arlington have orders in. There is progress being made.

Ms. McGrane reviewed strategies 3 and 4 of NVTC's Northern Virginia ZEB Strategic Plan, which are funding coordination and shared charging infrastructure. The region has had a number of big wins in the past year. WMATA, DASH and Loudoun all won Low/No Emission grants from the Federal Transit Administration in what is a very competitive discretionary grant process. The WMATA win was the largest offered that round with \$104 million going to electrify the Cinder Bed Road facility in Fairfax County, which has the benefit of also supporting a future Fairfax Connector electric fleet from that facility. Additionally, Fairfax Connector recently applied for its own low/no grant. This is all to say that local agencies are actively going after federal grants, especially for zero-emission technologies. Two other recent federal wins were the earmark for on-route charging that the City of Alexandria received and the free technical assistance that NVTC

received from Joint Office of Energy and Transportation to conduct a feasibility study of shared on-route charging. This summer, with the help of NVTC's newest transit fellow, Will Heltzel, staff will identify less traditional grant opportunities for which transit agencies are eligible.

Ms. McGrane stated that NVTC's shared on-route charging feasibility study launched in March and is the result of the free technical assistance from the Joint Office. Staff are hoping to identify whether there are locations where multiple agencies have overlapping stops that are also locations where battery electric buses could recharge during a day's block. The study is also looking at the operational and logistical considerations for managing charging among multiple agencies. NVTC continues to work with local staff to progress this effort. NVTC's consultants anticipate a draft report later in the year.

Ms. McGrane stated that if Commissioners want to learn more about ZEBs and the challenges, she recommends they attend NVTC's Transit Innovation Summit on June 14. She will be moderating a panel discussion with staff from WMATA, DASH and Fairfax Connector about scaling up their zero-emission fleets.

Department of Rail and Public Transportation (DRPT)

Chair de Ferranti encouraged Commissioners to read the written DRPT Report since there is no one attending from DRPT to give the report. NVTC awaits news of DRPT Director Debruhl's successor.

Executive Director Report

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter, which highlights some of NVTC's recent efforts and events.

Ms. Mattice announced that NVTC's regional "Ride with Us" marketing campaign won top prizes at the Virginia Transit Association annual conference and at the National Association of Government Communicators conference. NVTC staff also shined at the VTA conference with keynote presentation on the Value of Transit study and storytelling by Ann McGrane and Sophie Spiliotopoulos and participating in a panel on Visualizing Transit Data done by Xavier Harmony and Sophie. Ms. Mattice also reported that she spoke about workforce development at the annual conference of the Association of Construction Engineering Companies' Washington DC.

Ms. Mattice stated that this is the final call for Commissioners to rsvp to the Transit Innovation Summit at George Mason on Friday, June 14. Also, invitations will be going out for NVTC's 60th anniversary celebration and documentary premiere set for the evening of Thursday, September 5. There will be a quick Executive Committee meeting prior to the event.

Ms. Mattice introduced a new transit fellow, Will Heltzel, who joined NVTC in May to support the zero-emission bus efforts, as well as other work in the Transit Technology program. Will is a student at Virginia Tech who just completed his first year in their master of urban and regional planning program. She thanked DRPT for their ongoing support of NVTC's Transit Fellow program,

which seeks to prepare the next generation of transit professionals. NVTC is saying goodbye to another transit fellow, Robert Rudesill, who has been working with the communications team since January, supporting the upcoming 60th anniversary event and documentary planning, social media posts, daily headlines, and weekly and monthly newsletters. Robert is an enthusiastic support of public transit and NVTC wishes him the best of luck.

Ms. Mattice then reviewed upcoming meetings, including a joint WMATA Committee/Legislative and Policy Committee meeting on July 11 at 4:30 p.m. The next Commission meeting is on July 18 at 7:00 p.m., with the Executive Committee meeting at 6:00 p.m. Both meetings will be all-virtual. She reminded Commissioners of the new Code in the Electronic Participation Policy, which was approved earlier tonight. For all-virtual meetings, when audio-visual technology is available, for purposes of a quorum, a Commissioner will be considered absent from any portion of the meeting if visual communication with the member is voluntarily disconnected or otherwise fails or during which audio communication involuntarily fails. She reviewed some of the important procedures in the Electronic Participation Policy.

Ms. Mattice stated that the April Financial Reports were provided in the meeting materials. There were no comments or questions.

Mr. Snyder stated that there is a sense of urgency regarding seeking federal funding for regional transit projects and asked staff to make this a priority.

Adjournment

Without objection, Chair de Ferranti adjourned the meeting at 9:22 p.m.

Approved this 18th day of July 2024.

Matt de Ferranti
Chair

Sarah Bagley
Secretary-Treasurer

RESOLUTION #2534

- SUBJECT:** Approve the I-66 Commuter Choice Fiscal Year (FY) 2025-2026 Program of Projects for Submission to the Commonwealth Transportation Board and Authorize the Executive Director to Execute the Standard Project Agreements
- 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 Commuter Choice on the I-66 corridor that allow more people to travel faster and more reliably through the I-66 Inside the Beltway corridor;
- WHEREAS:** The principal objective of the Commuter Choice program is to select 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:** NVTC is responsible for Commuter Choice project selection; financing and financial management; compliance, including evaluation, reporting and quality assurance; and providing information to the public;
- WHEREAS:** From October 2023 to December 2023, NVTC conducted an I-66 Commuter Choice FY 2025-2026 call for projects, for which 15 eligible projects with a total funding request of \$30,382,658 are under consideration for funding;
- WHEREAS:** Three of the proposals are also under consideration for funding from the Virginia Department of Rail and Public Transportation's (DRPT) I-66 Outside the Beltway funding program based on the location and nature of their anticipated benefits, and are included in DRPT's draft Six-Year Improvement Program;
- WHEREAS:** A total of \$40 to \$50 million in I-66 corridor revenue is available for programming to new projects; and
- WHEREAS:** Based upon technical evaluation results and review with the NVTC Program Advisory Committee and Commission, NVTC staff recommends approval of the I-66 Commuter Choice FY 2025-2026 Program of Projects (Table 1) totaling \$30,382,658, that includes all 15 eligible projects, NVTC's program administration costs (\$350,000), and funding to conduct a needs assessment study for the I-66 corridor in partnership with DRPT (\$250,000), that would subsequently be included in the FY 2025-2030 Six-Year Improvement Program upon the Commonwealth Transportation Board's action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby approves the I-66 Commuter Choice FY 2025-2026 Program of Projects (Table 1) and authorizes staff to submit the Program of Projects to the Commonwealth Transportation Board for action.

BE IT FURTHER RESOLVED that, should DRPT funding be approved for any or all of the three asterisked projects in Table 1, I-66 Commuter Choice funding of up to \$8,860,693 will not be obligated and that funding will be retained for future investment.

BE IT FURTHER RESOLVED that NVTC hereby authorizes the executive director, or her designee, to execute the Standard Project Agreements for the I-66 Commuter Choice FY 2025-2026 Program of Projects following approval by the Commonwealth Transportation Board.

Approved this 6th day of June 2024.



Matt de Ferranti
Chair



Sarah Bagley
Secretary-Treasurer

Table 1: Recommended I-66 Commuter Choice FY 2025-2026 Program of Projects

	I-66 Commuter Choice Project Name	Applicant	FY 2025-2026 Award
1	ART 75 Service Enhancement: Shirlington to Virginia Square	Arlington County	\$397,160
2	Fairfax Connector Route 697: Stringfellow Road Park-and-Ride to L'Enfant Plaza (Continuation)	Fairfax County	\$2,130,488
3	Fairfax Connector Route 698: Stringfellow Road Park-and-Ride to the Pentagon (Continuation)	Fairfax County	\$1,506,053
4	Fairfax Connector Route 699: Monument Drive Park-and-Ride to Downtown Washington, D.C. (Continuation)	Fairfax County	\$2,592,444
5	Fairfax Centre Bikeshare Expansion	Fairfax County	\$510,000
6	Fairfax Connector Route 610: Centreville to George Mason University *	Fairfax County	\$1,826,943
7	Loudoun County Transit Route 281/681 Service Enhancement: Stone Ridge Park-and-Ride to Downtown Washington, D.C. (Continuation)	Loudoun County	\$553,000
8	Loudoun County Transit Route 483/883: Harmony Park-and-Ride to Downtown Washington, D.C. (Continuation)	Loudoun County	\$281,000
9	OmniRide Route 612: Gainesville to the Pentagon (Continuation)	OmniRide	\$2,393,125
10	OmniRide Route 622: Haymarket to Rosslyn (Continuation)	OmniRide	\$1,621,275
11	OmniRide Route 653: Warrenton and Gainesville to L'Enfant Plaza *	OmniRide	\$3,805,125
12	OmniRide Route 671: Front Royal, Linden, and Gainesville to Downtown Washington, D.C. *	OmniRide	\$3,228,625
13	TDM Strategy: I-66 OmniRide Fare Buy-Down	Prince William County	\$1,000,000
14	TDM Strategy: Amtrak Step-Up Reinstatement on VRE Manassas Line	Virginia Railway Express	\$537,420
15	Crystal City Station Expansion **	Virginia Railway Express	\$8,000,000
Program Administration			
	<i>Program Administration and Oversight for FY 2025-2026</i>	<i>NVTC</i>	<i>\$350,000</i>
	<i>I-66 Corridor Needs Assessment</i>	<i>NVTC</i>	<i>\$250,000</i>
Total Recommended Award			\$30,982,658

* Project is included in DRPT's draft Six-Year Improvement Program with DRPT-administered I-66 Outside the Beltway funding. If DRPT funding is ultimately approved for the project, the I-66 Commuter Choice funding will not be obligated and will return in full to being available for future investment.

** Award completes the Commuter Choice funding commitment to the project. An initial installment of \$10,786,281 was awarded under the I-395/95 Commuter Choice FY 2024-2025 Program of Projects. The remainder is being fulfilled under I-66 Commuter Choice because the project benefits toll payers in both corridors and funding is available.

RESOLUTION #2535

- SUBJECT:** Authorize the VRE CEO to Execute an Amendment for the Fifth 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 VRE Operations Board recommended, and the Commissions subsequently 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:** On December 17, 2010, the Operations Board recommended, and the Commissions subsequently approved, a contract amendment in the amount of \$2,085,000;
- WHEREAS:** On May 20, 2011, the Operations Board recommended, and the Commissions subsequently 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 recommended, and the Commissions subsequently 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 recommended, and the Commissions subsequently 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 recommended, and the Commissions subsequently 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 recommended, and the Commissions subsequently 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 recommended, and the Commissions subsequently 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 recommended, and the Commissions subsequently 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 recommended, and the Commissions subsequently 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 recommended, and the Commissions subsequently 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 option period;

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

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

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

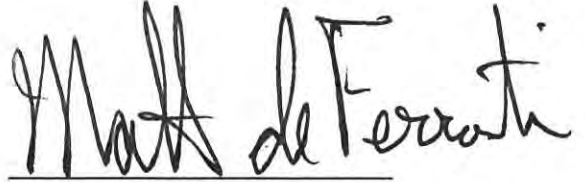
WHEREAS: On May 19, 2023, the Operations Board recommended, and the Commissions subsequently approved, the fourth year of the second option period through June 30, 2024, in an amount of \$19,129,000, for total contract value not to exceed \$249,717,057;

WHEREAS: Approval of this resolution will allow for continued train operations in FY 2025; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission does hereby authorize the VRE Chief Executive Officer to amend the contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total contract authorization by \$19,763,000 for the fifth year of the second option period, for a total contract value not to exceed \$269,480,057 through June 30, 2025.

Approved this 6th day of June 2024.

A handwritten signature in black ink that reads "Matt de Ferranti". The signature is written in a cursive style with a horizontal line underneath it.

Matt de Ferranti
Chair

A handwritten signature in blue ink that reads "Sarah Bagley". The signature is written in a cursive style with a horizontal line underneath it.

Sarah Bagley
Secretary-Treasurer

RESOLUTION #2536

- SUBJECT:** Authorize the VRE CEO to Execute an Amendment for the Fourth Year of the First Option Period of the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC
- WHEREAS:** In 2015, the VRE Operations Board recommended, and the Commissions approved, a five-year Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV);
- WHEREAS:** The Contract start date and total authorization was 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 19, 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 \$39,920,852;
- 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:** On May 19, 2023, the Operations Board recommended, and the Commissions subsequently approved the third year of the first option period, through June 30, 2024, in the amount of \$11,825,500 for a total contract value not to exceed \$70,751,779;
- WHEREAS:** The current Contract authorization runs through June 30, 2024;

WHEREAS: The increase in Contract authorization will allow for continued maintenance services and life cycle maintenance work scheduled for FY 2025; and

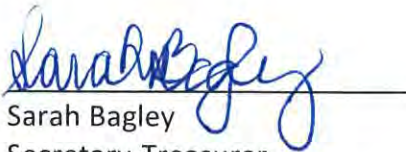
WHEREAS: The following action is recommended by the VRE Operations Board.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the VRE Chief Executive Officer to amend the contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total contract authorization by \$12,273,550 for the fourth year of the first option period, for a total Contract value not to exceed \$83,025,329 through June 30, 2025.

Approved this 6th day of June 2024.



Matt de Ferranti
Chair



Sarah Bagley
Secretary-Treasurer

RESOLUTION #2537

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

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

WHEREAS: The current agreement expires June 30, 2024;

WHEREAS: 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 of agreement is being proposed that will extend the term until no later than December 31, 2024; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission does hereby authorize the VRE Chief Executive Officer to execute a letter of agreement to extend the term of the current Operating Access Agreement with Norfolk Southern Railway Company to expire not later than December 31, 2024.

Approved this 6th day of June 2024.



Matt de Ferranti
Chair



Sarah Bagley
Secretary-Treasurer



**NVTC TRANSIT INNOVATION SUMMIT
MEETING SUMMARY
George Mason University Schar School
June 14, 2024
8:30 a.m. – 2:00 p.m.**

NVTC Commissioners Present

Canek Aguirre
James Bierman, Jr.
Matt de Ferranti
Adam Ebbin
Takis Karantonis
Paul Krizek
Dalia Palchik
Catherine Read
Saddam Azlan Salim
Justine Underhill (Alternate, City of Falls Church)

NVTC Commissioners Absent

Walter Alcorn
Sarah Bagley
Juli Briskman
Libby Garvey
Matt Letourneau
Alfonso Lopez
David Reid
Mark Sickles
Paul Smedberg
David Snyder
Daniel Storck
James Walkinshaw

NVTC Staff Present

Kate Mattice, Executive Director	Tenley O'Hara
Monique Blyther	Ben Owen
Genoveva Cutrell	Colethia Quarles
Andrew D'huyvetter	Robert Rudesill
Matt Friedman	Noman Sayed
Allan Fye	Vikram Sinha
Rhonda Gilchrest	Sophie Spiliotopoulos
Adam Hager	Colie Touzel
Will Heltzel	
Scott Kalkwarf	
Daniel Knickelbein	
Ann McGrane	

Opening Remarks

NVTC Executive Director Kate Mattice and NVTC Chair de Ferranti welcomed those in attendance at the Transit Innovation Summit, the first major event celebrating NVTC's 60th Anniversary. Chair de Ferranti noted that NVTC was created in 1964 to help represent Northern Virginia's interests during the establishment of WMATA. Since then, NVTC's role has transformed to become the premier transit organization in Northern Virginia. He shared more historical information about NVTC including involvement with Bus Rapid Transit (BRT) dating back to 1977 and efforts to reduce emissions. Chair de Ferranti acknowledged the NVTC Commissioners and other elected officials in attendance and recognized key partners with regional organizations and jurisdictions.

Panel: Scaling up the Zero-Emission Bus Fleet: Lessons Learned and Next Steps Following Initial Deployment

NVTC Senior Program Manager Ann McGrane moderated a panel on the lessons learned and next steps in deploying zero-emission buses (ZEBs) across the region. She was joined by the following panelists representing agencies at the forefront of the zero-emission transition in Northern Virginia:

- Amy Mesrobian – Director of Zero-Emission Vehicles, WMATA
- Raymond Mui – Chief Infrastructure and Development Officer, City of Alexandria DASH
- Thomas Reynolds – Maintenance Section Chief, Fairfax County Department of Transportation

Ms. McGrane began the conversation by providing an overview of the transit systems in Northern Virginia and discussing NVTC's role as a regional ZEB coordinator. She then asked each panelist to briefly discuss their agency's zero-emission fleet and high-level takeaways from operating the vehicles in the region. Ms. Mesrobian discussed WMATA's Board-adopted goals for transitioning to a zero-emission fleet, as well as how the three bus garages currently in design or construction will support a large fleet of battery electric buses (BEBs). WMATA has two BEBs in service, with more on the way. Mr. Mui discussed DASH's role as an early adopter of BEBs and how Alexandria decided to buy as many buses as their current facility could handle without electric infrastructure capacity upgrades. DASH is now developing a dedicated bus charging yard to allow its fleet to grow. Mr. Reynolds described Fairfax Connector's pilot of 12 BEBs and stressed how time and money are the key hurdles to the ZEB transition.

From there, the panelists covered a variety of topics. They discussed misconceptions about ZEBs, as well as considerations for ZEBs from an operations and maintenance perspective, including workforce considerations. They also touched on the role of hydrogen as a zero-emission fuel and how their agencies evaluate new technologies in this constantly evolving industry. Finally, they noted the external risks that might impact transition timelines and what challenges they expect to confront. The panel ended with questions from the audience.

Panel: Bus Priority in Northern Virginia: Opportunities and Challenges

NVTC Senior Program Manager Vikram Sinha moderated a panel on regional bus priority. He was joined by the following panelists:

- Raka Choudhury – Director, Bus Priority, WMATA
- Lee Farmer – Project Development Manager, VHB
- Jason Mumford – VP, Planning Director, STV

Mr. Sinha provided opening remarks that noted the goals of the panel discussion is to look at where the region is today and learn from the past on how to deliver improved bus service for the customer. He noted that bus service will help address climate change, the flexibility of the bus, and how transit agencies are striving to meet mobility needs for all potential riders, including paratransit. He observed that streets that work for transit also work better for everyone and bus priority projects help make the roadway safer for everyone, including pedestrians, and support economic development by increasing retail sales. He stated that the need for partnerships between transit agencies and local, regional and state jurisdictions that control the right of way are essential to the success of bus priority programs as well as the need for key staff from both bus service providers and street designers to work together to improve service. He highlighted regional Bus Rapid Transit (BRT) projects that are planned or operational and then provided the audience with an example of different tools available for BRT projects.

From there, the panelists each gave a brief presentation. Ms. Choudhury provided context on the need for bus priority and the risks for the operator without it, WMATA's bus priority program and bus priority treatments. As part of her presentation, she illustrated how both Washington, DC and Northern Virginia lag behind other national jurisdictions on bus priority projects.

Mr. Mumford discussed how collaboration can lead to regional success using Metroway and the Richmond Highway BRT as examples. He noted the critical role land use planning can play (including for acquiring right-of-way) and communication across jurisdictions.

Mr. Farmer then presented on planning for the Crystal City-Potomac Yard Transitway, specifically noting NEPA (National Environmental Policy Act) strategy, the 2010 TIGER grant, and getting to the opening day in 2014 along with Metroway branding.

There was then robust conversations around these four questions:

- 1) From the bus operator perspective, what are the challenges to improving bus service?
- 2) How do you build coordination and trust across different organizations? What should one do or not do?
- 3) Bus riders can have a difficult time advocating for better service. How do we ensure the discussion around improving bus service includes the customer's voice?
- 4) Last week, we were reminded that our work is a part of the political landscape (example: cancellation of the congestion pricing program in New York City). Do you have any suggestions or insights on how to keep momentum with policymakers?

The panel then took questions from the audience. NVTC Commissioner Dalia Palchik asked about working with VDOT as the owner of right-of-way and the panelists stressed the need for early conversations to ensure success. A representative from the Coalition for Smarter Growth asked a similar question around roadway widening and lane widths.

Keynote: Stuff They Didn't Teach in Planning School: Opportunities for Transit Excellence in a Post-Pandemic World

Dr. Bob Schneider, Executive Director of the Potomac and Rappahannock Transportation Commission/OmniRide, gave the keynote address. He began by outlining three big lessons learned: there is no playbook for the events that have shaped the transit industry; relationships matter; and innovation matters, although it usually takes 20 years and transit historically struggles with implementing innovations. He detailed events that reshaped the way transit functions and how the industry has pivoted to meet unforeseen challenges, including the terrorist attacks of September 11 (2001), Hurricane Katrina (2005) and the COVID-19 pandemic (beginning in 2020). Dr. Schneider asked the audience, what are we doing today, as experts in the industry, to be ready for the next big crisis? Being ready for whatever comes, Dr. Schneider stated, is an opportunity for excellence.

Dr. Schneider reiterated that in the transit industry, relationships matter. Building relationships on trust, ethics and ideas means that together the transit industry can tackle daunting issues as a team. Having organizations that pull everyone in the industry together is another opportunity for transit excellence.

Innovation was the last lesson learned. Dr. Schneider emphasized that thoughtful and well-tested technologies are more impactful over the long-term than rushed innovations that are first to market. Thoughtful technology innovations and thinking about decision-making are more opportunities for excellence.

In closing, Dr. Schneider stated that looking ahead and understanding funding limitations means that it is important to figure out different ways to prepare for the future and that is an opportunity for excellence.

Panel: Transit Looking Forward

NVTC Senior Program Manager Xavier Harmony moderated a panel on Transit Looking Forward, reflecting on the past by looking forward to the future of transit in Northern Virginia. Dr. Harmony was joined by the following panelists representing three different perspectives including a transit agency perspective, transit funding and policy perspective, and private consulting perspective.

- Allison Davis, Senior Vice President of Planning and Sustainability, WMATA
- Tiffany Dubinsky, Director of Transit Planning, Virginia Department of Rail and Public Transportation (DRPT)
- Lora Byala, President & CEO, Foursquare ITP

Dr. Harmony asked questions that first focused on the past, asking what transit agencies do better today than they did in the past as well as what helped develop transit in the region. The panelists provided a variety of answers including noting the diversity in the transit work force, the ability to collect and use data, as well as the regional payment system, SmarTrip. The questions then pivoted to the future. On a question about telework, the panelists discussed how 80% of trips are not commute focused and there are opportunities to promote transit in a broader, less commute-oriented way. The panel concluded with the panelists' visions for transit in the region. The panel discussed increased transit use and transit options among a variety of other thoughts. Overall, the panel discussed a wide range of topics on how resilient transit in Northern Virginia is, and how the region's transit is both learning from its past while preparing for the future.

Ms. Mattice wrapped up the Summit by thanking the sponsors, speakers and participants for attending. She noted that a recording of the event will be published on NVTC's YouTube account.



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice, Scott Kalkwarf, Brittany Sumpter and Xavier Harmony
DATE: July 11, 2024
SUBJECT: Consent Agenda

At the July 2024 meeting, the Commission will be asked to approve the Consent Agenda which includes four action items: to approve the contract award for state government relations services, to accept the NVTC Strategic Research Roadmap; to approve a resolution requesting WMATA allocate Commonwealth of Virginia subsidy assistance using the NVTC SAM formula; and to endorse a City of Alexandria's federal Charging and Fueling Infrastructure (CFI) Discretionary Grant Program application.

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

A. Authorize the Executive Director to Award the Contract for State Government Relations Services

The Commission will be asked to authorize the executive director to execute a contract with the Commonwealth Strategy Group, LLC (CSG) to provide state government relations services for NVTC. CSG shall be responsible for, but not be limited to, the following tasks:

- Provide government relations and legislative services required to assist NVTC in its effort to achieve specific state legislative objectives to be identified by the executive director, NVTC's Legislative and Policy Committee, and the Commission as a whole.
- Monitor, track and lobby on public transit or other issues of importance to NVTC at the Virginia General Assembly, state agencies, Commonwealth Transportation Board and/or the Office of the Governor.
- Support the development of a legislative agenda for NVTC by working cooperatively with member jurisdiction staff and other interested parties to implement and achieve approved legislative goals.
- Represent NVTC on state legislative, regulatory and administrative matters that do or may impact NVTC.

The term of the contract shall be for a base period of three (3) years with the option to extend for two (2) additional two-year periods, not to exceed seven (7) years. Additional option years, if desired, will be brought back to the Commission for approval. The base period of three years will be \$189,150 plus incidental costs, such as travel and lodging, with approval of the executive director and will be funded through NVTC's General and Administrative Budget.

The Commission authorized the release of the Request for Proposals (RFP) for State Government Relations Services at the April 2024 Commission meeting and subsequently received one proposal. Upon receiving a single proposal in response to the solicitation, a survey was conducted to receive feedback and determine why prospective offerors chose not to respond to the subject solicitation and if competition was adequate. The feedback staff received was related to concerns of future conflicts in strategy with other transit partners these firms represented. The responses received indicate that unrelated factors beyond NVTC's control caused prospective offerors not to submit a proposal. Consequently, it is understandable that only a single technical proposal was received. As a result of the above and considering that the proposal due date was extended an additional month to provide more time to prepare proposals, NVTC acknowledges competition to be adequate and the competition requirements have been fulfilled.

In moving forward with the one proposal, staff strictly followed NVTC's Administrative Regulations and the Virginia Public Procurement Act, which details the procedures to competitively procure consultant services and evaluate proposals, and recommends contract award to the Commonwealth Strategy Group, LLC. NVTC legal counsel was consulted regarding this award recommendation.

B. Accept the NVTC Strategic Research Roadmap

The Commission will be asked to accept the findings from the [NVTC Strategic Transit Policy Research Roadmap](#) ("Roadmap"). Last year, the Commission directed staff to take a more strategic approach to the research NVTC conducts by authorizing the development of NVTC's first Strategic Research Roadmap. The Roadmap develops a proactive framework for NVTC's research over the next four to six years while still maintaining NVTC's ability to react quickly to immediate issues that require a much shorter, reactive turnaround. The study does three things. First, it defines a vision for future research, identifying broad research themes that guide future NVTC research. Second, the study develops a research pipeline, a process for NVTC to identify new research ideas, vet the feasibility of new ideas, and then prioritize research ideas (see Figure 1 and Table 1). Finally, the Roadmap identifies opportunities for future research support including partnership, funding and dissemination opportunities.

At the [April 11 PAC meeting](#) and the [May 2 Commission meeting](#), NVTC staff briefed Commissioners on the Roadmap, including explaining what the key deliverables are, what inputs have been provided so far by Commissioners and jurisdictional staff, and what a draft research pipeline looks like.

Figure 1: NVTC Strategic Research Vetting Process

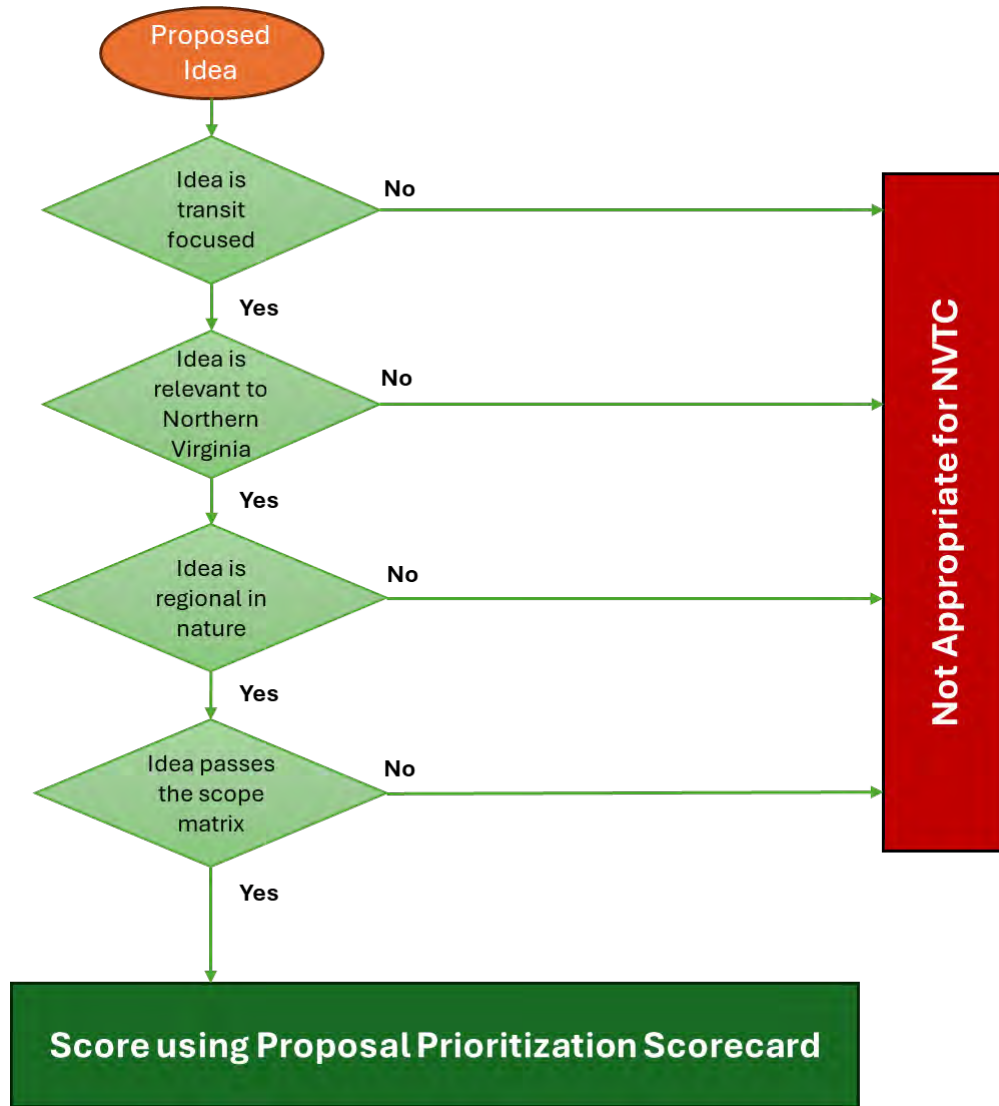


Table 1: NVTC Scope Matrix

Program	NVTC Focus Topics		
	Equity	Economics	Environment
Bus Priority (Envision Route 7)			
Commuter Choice			
Transit Resource Center			
Transit Technology			
WMATA			

C. Approve Resolution #2538: Request WMATA to Allocate Commonwealth of Virginia Operating Subsidy Assistance using the NVTC Subsidy Allocation Model Formula (SAM)

The Commission will be asked to approve Resolution #2538, requesting WMATA to allocate FY 2025 Commonwealth of Virginia operating subsidy assistance using the NVTC Subsidy Allocation Model formula (SAM) in the event that the Department of Rail and Public Transportation (DRPT) contracts directly with WMATA for these funds.

To help close the FY 2025 WMATA budget gap, an additional \$462.8 million in operating subsidies is included in the approved FY 2025 WMATA Budget. The Virginia local jurisdictions' share totals \$119.4 million. The approved Commonwealth of Virginia FY 2025 Biennium Budget includes an additional \$59.7 in FY 2025 funding which will assist the NVTC jurisdictions in meeting their operating subsidy commitments to WMATA.

DRPT may contract directly with WMATA for this additional assistance, unlike other state operating and capital subsidy assistance that is contracted with and received by NVTC on behalf of its member jurisdictions, and where it is allocated using the NVTC SAM formula. To be consistent with current practice of how state subsidy assistance is apportioned among the jurisdictions, it is requested that WMATA use the NVTC SAM formula percentages when allocating the additional assistance.

D. Authorize the Chair to Send a Letter of Endorsement for the City of Alexandria's US Department of Transportation's Charging and Fueling Infrastructure (CFI) Discretionary Grant Program Application

The Commission will be asked to authorize the chair to send a letter of endorsement for the City of Alexandria's U.S. Department of Transportation's Charging and Fueling Infrastructure Discretionary Grant Program application.

The proposed grant will support the implementation of the city's Electric Vehicle Charging Infrastructure Readiness Strategy (EVRS), which would accelerate the funding for 31 recommended actions to build an electric vehicle ecosystem that supports charging goals related to community, workforce development, and equity. This project has a proposed resilience effort to explore vehicle-to-building (V2B) capabilities. The V2B effort will utilize a DASH battery electric bus and a bi-directional DC fast charger to provide power to critical facilities during a power outage. The successful demonstration of this technology could advance the use of electric transit buses as mobile generators during emergencies, providing another critical service to the community and first responders.



NORTHERN VIRGINIA TRANSPORTATION COMMISSION

Strategic Transit Policy Research Roadmap

June 2024





Executive Summary

Established over 60 years ago, the Northern Virginia Transportation Commission's (NVTC) mission is to bring the region together to plan, coordinate and secure funding for transit systems that are financially sustainable and high performing. NVTC envisions a future in which Northern Virginia businesses and residents are served by a high capacity, high quality network of transit systems that allow the diverse region to thrive economically. NVTC has five relevant programs that support the implementation of this mission and vision and fall under the scope of this Research Roadmap: Bus Priority & Bus Rapid Transit (BRT), Commuter Choice, Transit Data & Analysis, Transit Technology and Washington Metropolitan Area Transit Authority (WMATA).¹

As the landscape of transit in the region and across the country continues to rebound from the COVID-19 pandemic and the operational and funding complexities of transit service in Northern Virginia continue, NVTC has developed a research roadmap that strategically assesses and plans for the research needs and priorities of the region. The Transit Policy Research Roadmap (the Roadmap) provides a strategic vision to guide NVTC regional transit policy research over the next four to six years. It serves as a record and justification for the policy research development process and as a reference document for NVTC staff and its stakeholders. This Roadmap was informed by desktop research on comparable research programs, interviews with public sector and non-profit researchers in transit and transportation², as well as input from NVTC's jurisdictional and regional partners and its own Program Advisory Committee (PAC).

The vision statement for this roadmap is as follows:

NVTC leads a collaborative, applied research program that advances policy improvements for public transit agencies in Northern Virginia, focusing on equity, the environment and economics.

Given NVTC's proximity to operators, data and decision-makers, coupled with its role as a regional convenor, collaboration is at the heart of NVTC's research program. NVTC will prioritize applied research that directly tackles pertinent issues with practical solutions, ensuring tangible benefits for NVTC's members and the broader community. Equity, environment and economics stand as the lynchpins of NVTC's Transit Policy

¹ Refer to Table 1 for a summary description of each program.

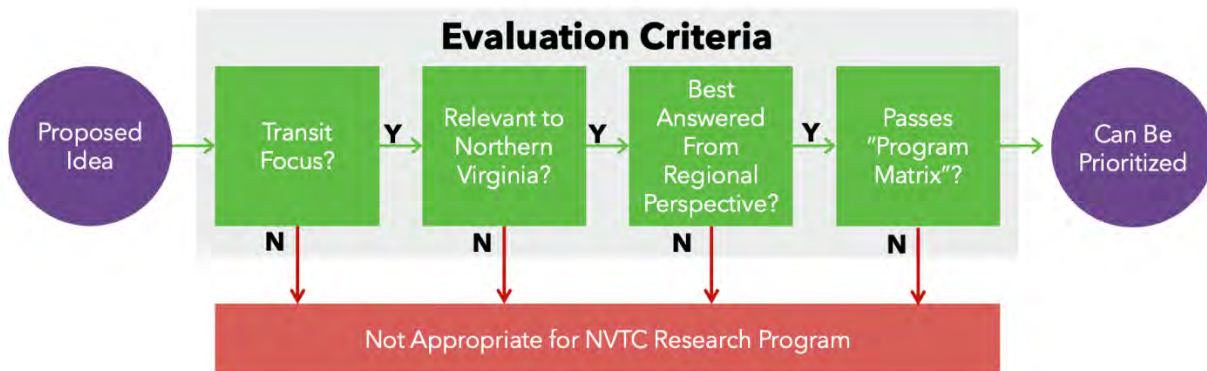
² Refer to Appendix A for a table of peer programs and subject matter experts.

Research Roadmap, each focus area playing a pivotal role in shaping the future of public transportation in Northern Virginia.

NVTC can ensure it undertakes research projects that are impactful and timely by employing a coherent process for generating ideas internally from staff, Commissioners and its member jurisdictions, as well as externally from transit stakeholders, experts and advocates.

As ideas are generated, NVTC staff will record them in an online Transit Research Ideas Catalog (TRIC), with the relevant details and baseline consideration criteria, illustrated in the flowchart below in Figure 1. The TRIC will be updated continuously and maintained by transit policy research staff. It is intended to capture research ideas over time, to document when and how ideas are generated and to provide transparency to commissioners, jurisdictional staff and others so they can understand the panoply of ideas.

Figure 1. Flow Chart with Baseline Evaluation Criteria and Program Matrix



Program Matrix			
NVTC Program	Areas of Focus		
	Equity	Environment	Economics
BRT & Bus Priority			
Commuter Choice			
Transit Data & Analysis			
Transit Technology			
WMATA			



The generation of research ideas and topics will benefit from partners to help conduct the research, funding opportunities to provide financial resources, and tactics for how to communicate the research produced to different audiences— all of which are explored in this roadmap. Fortunately for NVTC, the Greater Washington region is rife with cutting edge transit researchers and practitioners. Although there is not a deep history of major philanthropies in the region, there is a healthy network of funders that could be leveraged for research. There is also a robust audience to consume this work, so long as NVTC is intentional about producing its findings in a way that speaks to both policy makers and transit operators.



Table of Contents

Executive Summary.....	i
About the Northern Virginia Transportation Commission.....	1
Purpose of NVTC’s Transit Policy Research Program	2
Research Program Vision Statement	3
Focus Areas	4
Soliciting and Managing Research Ideas.....	5
Generating and Soliciting Research Ideas	6
Additional Strategies for Soliciting Ideas from External Audiences	9
Vetting and Evaluating Proposed Research Ideas	10
Timing.....	16
Strategies and Resources for a Successful Research Program.....	16
Partnerships	17
Funding	22
Dissemination	28
Conclusion.....	33
Appendix A.....	35
Appendix B.....	36

About the Northern Virginia Transportation Commission

Established over 60 years ago, the Northern Virginia Transportation Commission (NVTC) serves as a regional forum for the discussion and analysis of transit issues that are critical to the economy and quality of life. It is charged with the funding and stewardship of Washington Metropolitan Area Transit Authority (WMATA) and the Virginia Railway Express (VRE), which it co-owns, and works to coordinate transit service across six bus systems. Its mission is to bring the region together to plan, coordinate and secure funding for transit systems that are financially sustainable and high performing. NVTC envisions a future in which Northern Virginia businesses and residents are served by a high capacity, high quality network of transit systems that allow the diverse region to thrive economically.

NVTC has five relevant programs that support the implementation of this mission and vision, described below at Table 1, and fall under the scope of this Research Roadmap.

Table 1. NVTC Programs Relevant to the Transit Policy Research Roadmap

Program	Description
Bus Priority & BRT (Envision Route 7)	The Envision Route 7 project is part of a larger, regional network of Bus Rapid Transit (BRT) services planned in Northern Virginia. This program looks to leverage best practices and technology to speed up buses along the route in the near term, primarily focusing on the existing Metrobus 28A route. The program focuses on funding strategy, coordination, collaboration and consensus-building between the four jurisdictions this project runs through (Fairfax County, Arlington County, City of Alexandria, City of Falls Church) as well as other stakeholders, including the Virginia Department of Rail and Public Transportation (DRPT) and the Federal Transit Administration. The program also provides a centralized place for BRT best practices and promotes BRT and other bus priority infrastructure and policies in Northern Virginia.
Commuter Choice	Commuter Choice competitively reinvests Express Lanes toll revenues in public transit and other transportation improvements along the I-66 and I-395/95 corridors in Northern Virginia. Projects benefit Express Lanes toll payers by expanding travel options and helping more people move more efficiently through the I-66 and I-395/95 corridors, thereby lessening congestion and supporting reliable travel speeds. The Commuter Choice program only funds expansions and anything funded must have a nexus to the respective corridor's toll payers (by supporting the program goals of maximizing

	person throughput, improving mobility, expanding travel options and enhancing travel safety and reliability).
Transit Data & Analysis	The Transit Data and Analysis program “tells the story of transit” through the collection, analysis and reporting of Northern Virginia transit data from all NVTC programs. This program also uses these data to support a variety of research and analytical efforts, and prepares maps, infographics and other visualization tools to support all NVTC work. The program does not generate any data but relies on publicly available data and data provided from jurisdictional partners. This program also does not get involved with agency operations, including vehicle operations, labor or security.
Transit Technology	The Transit Technology program coordinates among Northern Virginia’s bus systems to share lessons learned from implementing new technologies and support innovative solutions to regional transit issues. Key focus areas include zero-emission buses and infrastructure, fare collection and fare policy. Microtransit, real time bus information and connected or automated vehicles would also fall under the transit technology umbrella. The Transit Technology program does not directly implement new technologies or test new materials. Its focus is on how to leverage technology and coordinate among transit agencies to support regional policy goals.
WMATA	The WMATA program coordinates policy towards WMATA for NVTC’s six cities and counties, staffs the Virginia members of the WMATA board, and leads the workflow of the NVTC WMATA committee, which builds a Virginia consensus on WMATA issues. Program work focuses on policy, governance and funding and does not get involved with WMATA operations.

These programs provide technical assistance, enable data collection and analysis, manage funding and facilitate regional engagement and jurisdictional coordination in service of member jurisdictions, partner agencies and the Commission. Over the decades, NVTC has led the development of numerous policy research efforts including zero-emission bus strategies, regional bus service opportunities, fare payment technologies, estimating the value of transit to the Commonwealth and others.

Purpose of NVTC’s Transit Policy Research Program

As the landscape of transit in the region and across the country continues to rebound from the COVID-19 pandemic and the operational and funding complexities of transit service in Northern Virginia continue, NVTC has developed a research roadmap that strategically assesses and plans for the research needs and priorities of the region. The Transit Policy Research Roadmap (the Roadmap) provides a strategic vision to guide

NVTC regional transit policy research over the next four to six years. It serves as a record and justification for the policy research development process and as a reference document for NVTC staff and its stakeholders. The Roadmap also outlines a research pipeline process for how topics will be solicited, considered and prioritized. Suggested strategies around funding, partnerships and research dissemination are included to help ensure a successful research program.

This Roadmap was informed by desktop research on comparable research programs, interviews with public sector and non-profit researchers in transit and transportation³, as well as input from NVTC’s jurisdictional and regional partners, its own Program Advisory Committee (PAC), and information gathering meetings with NVTC staff.

Research Program Vision Statement

NVTC’s vision for its Transit Policy Research Program is as follows:

NVTC leads a collaborative, applied research program that advances policy improvements for public transit agencies in Northern Virginia, focusing on equity, the environment and economics.

This vision was developed based, in large part, on feedback from NVTC stakeholders and peer organizations. When asked if there was a specific or unique strength that NVTC should leverage when designing this roadmap, stakeholders highlighted NVTC’s enviable proximity to operators, data and decision-makers. This unusual level of access, which as we found in our interviews, is not often seen in other peer research programs, presents an opportunity for NVTC to advocate, influence and set research-backed policy. We also heard from stakeholders that NVTC is well-situated to bridge the gap between siloed transit agencies in the region and can serve as the go-between and convenor of elected officials from across jurisdictions. This vantage point makes NVTC best suited to address regional questions that touch the entire Northern Virginia service area.

Research agendas of comparable programs tend to be rooted in larger organizational plans, internal processes, work plans and staffing plans. Nearly all interviewees from peer organizations shared that their respective research missions and visions were ultimately guided by their organization’s strategic planning efforts. The Chicago Metropolitan Agency for Planning’s (CMAP) regional plan sets out a vision and policy direction that directly informs their research portfolio. San Francisco Bay Area Planning and Urban Research Association’s (SPUR) recent Regional Strategy was a refresh of its overall vision and policy agenda, which drives its research agenda, but is high level and offers flexibility for what specific research will be done. All research that Transportation

³ Refer to the appendix for a table of peer programs and subject matter experts.

for America (T4A) conducts is in service of its mission to change the design of roadways to better support safe behavior.

Given NVTC's role as a regional convenor, collaboration is at the heart of NVTC's Research Program. Through strong collaboration, NVTC can increase access to resources, enhance creativity and innovation and tap into diverse expertise. NVTC will prioritize applied research that directly tackles pertinent issues with practical solutions, ensuring tangible benefits for NVTC's members and the broader community.

Focus Areas

Equity, the environment, and economics stand as the lynchpins of NVTC's Transit Policy Research Roadmap, each focus area playing a pivotal role in shaping the future of public transportation in Northern Virginia.

- **Equity:** Driven by a growing recognition of the profound impact transportation systems have on social justice and community well-being, transit agencies have increasingly acknowledged and responded to disparities in access to transportation, recognizing that inadequate service provision disproportionately affects marginalized communities, including low-income individuals, people of color, seniors and individuals with disabilities. By prioritizing equity, NVTC will strive to ensure that its research program tackles topics related to reducing transportation barriers, promoting inclusivity and fostering more equitable outcomes for all members of society.
- **Environment:** The environment is a critical consideration in transit policy, as the transportation sector is a significant contributor to greenhouse gas emissions and air pollution. NVTC will prioritize research issues related to achievement of environmental goals and mitigation of the impact of the footprint of transportation systems. Addressing environmental challenges not only enhances the sustainability of transit systems but also contributes to broader efforts to combat climate change and foster healthier, more resilient communities for current and future generations.
- **Economics:** Economics underpins the financial sustainability and efficiency of transit systems, influencing factors such as funding mechanisms, fare structures and investment cost-benefit. NVTC will prioritize research issues related to better understanding the economic dynamics of transit policy, in order to optimize resource allocation and maximize the return on investment. Moreover, by bolstering the economic viability of transit systems, research in this area contributes to broader goals of promoting economic development, social equity and quality of life within communities served by public transportation.

Together with the vision to advance policy improvements for public transit agencies in Northern Virginia, the three focus areas of equity, environment and economics help direct the future of NVTC's research program.

Soliciting and Managing Research Ideas

It is considered best practice for research programs to identify and document research ideas and opportunities, as a way to vet and narrow ideas that align with an organization's research goals and internal capacity and as a mechanism to evaluate and rank these research ideas.⁴ Transit research is inherently difficult to prioritize, especially post-COVID, because the demand for new and innovative ideas is high and the challenges, such as lost ridership, security concerns and workforce retention, are numerous.

There are also many other organizations conducting research into transit issues. As a result, the number of possible ideas is vast and the competition is challenging, but the potential impact can be significant. A process that is systematic and transparent is necessary to ensure NVTC can consider, undertake and disseminate the most appropriate work and thus maximize impact.⁵

NVTC has recently included a line item for "Research Support" in its annual budget. It is intended to support research that NVTC undertakes itself, to hire consultants and other partners to conduct, as well as to serve as the local match for grant-funded projects. Table 2 below shows NVTC's research budget in the past three years. Other resources for research are derived from NVTC's Transit Fellow Program, which began in FY 2015. The program supports new graduates and early-career professionals to

⁴ See, e.g., Joyce, K. E., & Cartwright, N. (2020), "Bridging the gap between research and practice: predicting what will work locally," *American Educational Research Journal*, 57(3), 1045-1082; Olson, T.A. (2007), "Utility of a faceted catalog for scholarly research", *Library Hi Tech*, 25(4), 550-561; Salter, A. (2003), "Sources of ideas for innovation in engineering design," *Research Policy*, 32(8), 1309-1324.

⁵ There will be research issues that NVTC will need to address that are outside the strategic nature of this roadmap. As a regional public body established by the Commonwealth of Virginia, NVTC is frequently directed to undertake research and analytical studies by the Virginia General Assembly and the Senate of Virginia. These projects and programs, which can be codified in law, naturally assume the highest priority for NVTC in terms of staff resources. At the same time, NVTC also receives direction from the Commonwealth executive branch (e.g., the Virginia Commonwealth Transportation Board), as well as from the Commission itself through official and formal action. When directed to do so, these projects receive similar precedence to those identified in legislation. In these cases, the NVTC staff and leadership must devise ways to conduct the work and allocate resources, and it is not a matter of whether the work should be accomplished, but how and when. These cases will not be part of the research pipeline, but they will still be a component of the research NVTC does.

conduct short term (one to six months) projects and is funded by DRPT's Workforce Development Program (80%) and NVTC's Salaries and Wages line item (20%.)

Table 2. Line Item for Research Support from NVTC Annual Budget, FY 2023-FY 2025

FY 2023 (Actual)	FY 2024 (Approved)	FY 2025 (Approved)
\$115,149	\$200,000	\$250,000

In addition to the non-discretionary work discussed in Footnote 5, NVTC staff receives research ideas from myriad additional sources. It is these ideas that are the direct subject of the Research Roadmap. Sources include the following:

- Individual NVTC Commissioners;
- NVTC staff;
- Staff and officials from NVTC's member jurisdictions; and
- Other regional stakeholders and advocates.

Generating and Soliciting Research Ideas

As part of this work, desktop research on comparable research programs and interviews with subject matter experts was conducted. Several programs shared that staffs' own interests and skillsets drive their research program. The Brookings Institution's (Brookings) research program, for example, is largely driven by its scholars, who each have their own research agenda. TransitCenter, a national nonprofit think-tank in New York City, believes that an organization's research program will always reflect the people that are there. T4A will pursue research questions that can best be answered by their own staff's unique skillsets. Marrying the vision of the organization with the interests and skillsets of the researchers can be done by having agreed upon criteria for each research effort. Additionally, T4A considers current events and open policy windows to determine what research questions to answer. For example, when driving plummeted during COVID but fatalities surged, T4A was opportunistic and decided to put resources towards better understanding this.

Interviewees also referenced a variety of tools and tactics used for creating a research pipeline, some of which include:

- Staying up to date on relevant research publications;
- Attending conferences and noting what emergent issues and questions are repeatedly asked;
- Hosting a symposium to gather research topics on an annual basis;
- Standing up an advisory body charged with bringing forward research ideas; and
- Meeting with Board members to ask what they think their constituents' biggest challenges are and developing responsive research proposals.

When asked how specific research questions and projects were decided upon, experts referred to a wide array of criteria, many of which were driven by leadership. We have styled these as a list of questions for consideration by NVTC:

- Can this research benefit NVTC's members?
- Does this research add to the body of transit thought? Is it in service of the transit field?
- Can this research lead to cost savings for the region?
- Does this research address a real gap in understanding?
- Can this research lead to something that is implementable in the NVTC region?
- Is there a champion that will push for the research findings to be used?
- Is NVTC best suited to answer this research question?
- Is the solution to a problem truly unknown or is it a political problem?

NVTC can ensure it undertakes research projects that are impactful and timely by employing a coherent process for generating ideas internally from staff, Commissioners and its member jurisdictions, as well as externally from transit stakeholders, experts and advocates. Some of this idea generation occurs naturally and passively as NVTC staff and Commissioners undertake their routine work. Other ideas will come from deliberate and intentional solicitation, desktop research by NVTC staff, and structured meetings and workshops. It is important to catalog the ideas that are generated so there is a transparent process that described why certain research was, or was not, undertaken. The catalog can also serve as a resource for refining and revisiting research needs and ideas over time.

Internally, there are three primary ways NVTC will generate salient research ideas:

NVTC Commissioners: NVTC Commissioners are a mix of local and state elected officials plus one appointed member from the Virginia Secretary of Transportation. Commissioners are appointed to serve in a forum to oversee the existing transit services as well as pursue new transit programs and innovations. As such, they have an acute understanding of the transit research needs of Northern Virginia and the NVTC. Individual Commissioners can offer research ideas and suggestions to NVTC leadership and/or at individual staff meetings. As ideas are generated, NVTC staff should record these ideas in an online Transit Research Ideas Catalog (TRIC) with the relevant details and baseline consideration criteria. *See page 11 for more details on TRIC.*

In addition to collecting ideas from individual Commissioners, NVTC should consider establishing a periodic forum for generating and discussing research ideas. NVTC's by-laws establish a Program Advisory Committee (PAC) that provides leadership and guidance for NVTC-administered projects and programs. This is an appropriate body for NVTC to engage.

On February 15, 2024, the project team held an interactive discussion with the NVTC PAC on their vision for the NVTC research program. Members also suggested specific research topics they felt were most critical for transit in Northern Virginia over the next four to six years that NVTC is well-positioned to lead research on. This exercise resulted in several promising ideas for future research, which have been outlined in the Appendix at A, and will be the first recorded in the TRIC. NVTC should consider convening the PAC each year for a workshop to discuss research ideas and priorities. Ideas generated through this process could then be recorded in the TRIC.

Jurisdictional Staff: NVTC works closely with the transit, planning and public works staff at its member jurisdictions. Through normal operations, jurisdictional staff may suggest research topics which will be recorded in the TRIC. NVTC should also consider creating a regular forum for generating and discussing research ideas from jurisdictional staff each year and ideas will be recorded in the TRIC.

Other potential activities for gathering ideas specifically from jurisdictional staff include:

- Creating an online platform for idea submission where staff members across all jurisdictions can submit research ideas at any time.
- Utilizing surveys or questionnaires deployed to jurisdictional staff to gather their input on potential research topics to help prioritization.
- Reviewing past projects, studies and initiatives conducted by jurisdictional staff to identify areas where further investigation.
- Taking advantage of existing programming or standing meetings and incorporating agenda items to ask for project ideas.

On March 20, 2024, NVTC held a workshop with jurisdictional staff to solicit their perspectives on what unique strengths of NVTC should be leveraged for the research program, which helped inform the program vision. They also discussed what transportation issues and questions are most top-of-mind for them for consideration of the research pipeline development, ideas which have been identified in the Appendix at A and learned how the program can be most useful to them as “consumers” in terms of outputs and operation.

NVTC Staff: As Northern Virginia transit experts, NVTC staff are also uniquely qualified to provide research ideas, needs, and justifications, and ideas from NVTC staff should be recorded in the TRIC on an ad hoc basis. As mentioned above, it is not at all unusual for research topics at other peer organizations to be generated by the staff of those organizations.

Additional Strategies for Soliciting Ideas from External Audiences

Additionally, NVTC will consider leveraging the following strategies to solicit ideas from an external audience. These strategies can be implemented by NVTC staff responsible for managing the Transit Policy Research Program as desired:

- Request for Ideas (RFIs): Research staff may put out statements to the public asking for research ideas on a specific topic. For example, staff could determine that post-COVID travel patterns are worthy of greater examination. To generate ideas, NVTC would organize a public forum to discuss the topic, and work to attract academics, nonprofits and practitioners. Using the names collected at the forum, they could then send out an RFI asking for specific research ideas on this subject, while also posting the RFI on their website and advertising it via social media. They can then select from the available ideas if desired and even work with those who submitted them as a partner when possible.
- Leverage existing research ideas: Given the demand for innovative transit research nationally, NVTC staff can avail itself of needs statements developed annually by the National Academies' Transportation Research Board (TRB). The research needs statements are generated through a survey TRB sends to its Technical Activities Division standing committees and are intended to be used to stimulate research by a broad range of practitioners and researchers. The statements include a variety of transit topics and can be accessed on the [TRB website](#). NVTC staff should regularly examine the statements and consider devising relevant research ideas to be recorded in the TRIC.
- Delphi-type Group: The [Delphi Technique](#) is a method used to inform research through anonymous questionnaires and other feedback solicitation methods with the goal of reaching consensus on an issue. However, a modified version can also be used to generate research ideas. The first step is to recruit experts willing to participate in such a group. There is no set number of experts, but approximately ten would allow for manageable discussion. The next step is to develop a questionnaire that would be sent to the participants laying out the parameters of the request for ideas. Group members send their responses to NVTC staff and a meeting will be held to vet and discuss. The ideas can be recorded by NVTC staff in the TRIC.
- Research competition: NVTC could provide bi-annual (every two years) funding for a research competition. Project ideas generated from the competition should be entered into the TRIC. A relatively modest amount (\$25,000-\$50,000) could be awarded to an outside partner to develop and undertake a research project that supports NVTC's overall vision and mission. A similar program is National Academies' Transit Cooperative Research Program (TCRP) which [solicits problem statements from its stakeholders](#). NVTC can consider awarding a

financial prize to undertake the work and/or make multiple awards each round. A research competition provides several benefits. For one, it can generate ideas outside of NVTC's regular approach and operations. Also, the financial incentive can expose NVTC to other researchers and expand its network. Finally, such competitions provide increased visibility and attention. A competition would require NVTC to dedicate financial resources and develop rules, guidelines and evaluation criteria.

Vetting and Evaluating Proposed Research Ideas

Research programs vet and evaluate proposed research ideas differently, but funding considerations and staff's own interests have a considerable amount of influence.

Research programs like the Transit Research Center at the University of California Davis, for example, are entirely dependent on soft money, so research ideas are dictated by the funding source. Typically, the funding source is identified before the research idea. Additionally, to keep people employed, they will only bring in research projects that will benefit from the skillsets of existing staff.

The Virginia Transit Research Council (VTRC), on the other hand, solicits research ideas from its research advisory committees twice a year and panel members then score and rank each idea based on impact, feasibility, urgency and implementation potential. VTRC will also consider staff capacity, staff expertise, and staff interest when scoring these.

The Regional Plan Association (RPA), a planning non-profit in the New York City region, meets annually with its research and advocacy teams to discuss programming and needs relevant to its four guiding principles of prosperity, sustainability, equity and health. RPA will consider ad hoc research requests from its board members if it is relevant to their principles and they have an identified funding source. RPA's research agenda is largely influenced by current events and hot button issues.

Similarly, T4A also describes an opportunistic approach to determining its research agenda and will consider current events and popular media topics when deciding what to pursue. T4A describes a largely staff-driven approach to deciding what to pursue, which relies heavily on staff's existing strengths and expertise, as well as potential funding. Ultimately, all research will be underpinned by T4A's mission.

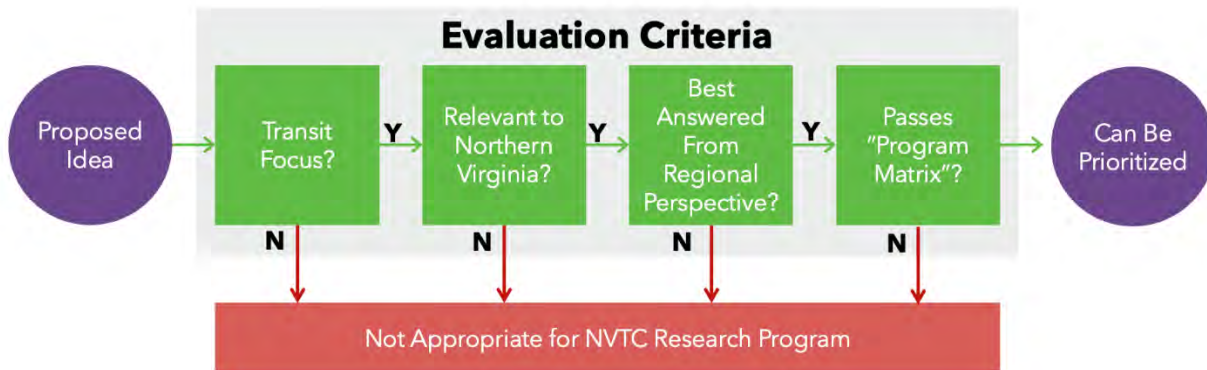
SPUR, in the San Francisco Bay Area, engages in an annual workplan process to determine what the research agenda will cover. While the research workplan is informed by the organization's overall strategy, the level of guidance from that is high-level so there is still wide latitude for specific research topics. Staff describe a "soft process" for how the research program determines priorities. Considerations include funding sources, staff capacity, staff skills, staff networks and connections. There is a large amount of individual discretion.

TransitCenter determines its research priorities during an annual planning exercise. Conversations with agency staff, discussions with TransitCenter’s advocacy team and recurring topics and themes at industry conferences and publications all influence their research priorities.

Transit Research Ideas Catalog (TRIC)

The Transit Research Ideas Catalog (TRIC) is a repository of ideas that will be updated continuously and maintained by transit policy research staff. It is intended to capture research ideas over time, to document when and how ideas are generated, and to provide transparency to commissioners, jurisdictional staff, and others so they can understand the panoply of ideas. Importantly, the TRIC will include relevant details about the proposal, including how that idea performs against five baseline consideration criteria, shown as a flow chart in Figure 2 below.

Figure 2. Flow Chart with Baseline Evaluation Criteria and Program Matrix



Program Matrix			
NVTC Program	Areas of Focus		
	Equity	Environment	Economics
BRT & Bus Priority			
Commuter Choice			
Transit Data & Analysis			
Transit Technology			
WMATA			

As shown above, the TRC will include an evaluation of how well a given topic:

- Has an explicit transit focus;
- Is relevant to Northern Virginia;
- Is best answered from a regional perspective (as opposed to being hyperlocal, statewide or national);
- Is relevant to at least one of NVTC’s existing five programs; and
- Is relevant to at least one of NVTC’s Area of Focus:
 - Equity
 - Environment
 - Economics

Research ideas that fail to meet all five criteria would not be considered as a viable research topic but would be retained in the TRIC for future information and possible refinement. Table 3 on the following page shows an illustrative example of the type of research idea that would be entered into the TRIC.

Table 3. Illustrative Example of the Type of Research Entered into a TRIC

Short Title	Description	Source	Date	Area of Focus	Related NVTC Program	Transit focus?	Relevant to Northern Virginia?	Regional perspective?
Understanding ridership trends	Post-COVID transit ridership levels lag in several communities. This research examines those trends and suggest area for boosting ridership.	Commissioner Smith - email to NVTC staff	4/29/24	Equity, Environment, Economics	Transit Data & Analysis	Y	Y	Y
Expanding flights at DCA	Reagan National Airport is crowded, and research is needed to determine the effect of increasing the number of flights in and out of the airport.	Email from general public to Commissioner Jones, forwarded to NVTC staff	4/30/24	Economics	None	N	Y	N

NVTC anticipates that the process to solicit, identify and catalog research opportunities will yield more research ideas and suggestions in the TRIC than we can reasonably undertake. Therefore, a strategy for narrowing down the opportunities is needed. To do so, NVTC will develop a research idea scorecard for each project that meets the five benchmark criteria described above. These criteria are intended to prioritize the research ideas and the evaluation measures are therefore hierarchical. They are, however, somewhat subjective. Therefore, NVTC staff will employ a technique such as a traffic light rating system (i.e., red/yellow/green) to visually represent the extent to which the criteria are met.

Table 4 below continues with the illustrative example of researching ridership trends introduced in Table 3 above. Table 4 uses a traffic light system: a green cell indicates a positive reaction to the criteria, a red cell is a negative indicator and yellow is neutral or undecided. In this example, this research idea came from an NVTC Commissioner, so the cell is colored green to indicate a positive attribute for the idea. It is unclear whether there is internal staff capacity for it, so that cell is colored yellow. It is, however, politically sensitive and there is no external partner, so those cells are colored red.

Table 4 Illustrative Example of Research Idea Scorecard

<i>Proposed Research Topic: Understanding Ridership Trends in Northern Virginia</i>		
Category	Criteria	Evaluation
Support	Idea generated from Commission or NVTC leadership	●
	Idea has internal champion with capacity for the project/study	●
	Idea is relevant to staff member's interest area, expertise, and/or experience	●
	Idea can be completed internally within NVTC	●
Resources	Idea does not require external/additional funding	●
	Idea has financial costs that can be covered with existing resources	●
	Idea does not require new software and/or training	●
	Idea could lead to cost savings for the region	●
Content	Idea could add to the body of transit thought	●
	Idea benefits more than one Northern Virginia transit agency	●

	Idea has more than one area of focus or fits in more than one NVTC program	●
	Idea is not politically sensitive	●
	Idea is particularly timely/relevant	●
External	Idea has external partner to work with NVTC on research	●
	Idea has external champion who will push for the findings to be used	●
Other	Idea has other relevant consideration(s) [Please describe]	●
	Total	9

Completing the matrix allows for a visually straightforward way to understand the pros and cons of each research idea. A simple numeric system that assigns a value of 1, -1, or 0, is used to quantify the subjective evaluation and provide a method for ranking the research ideas without an overly technocratic approach. The method above allows for flexibility and for the possible consideration of extenuating circumstances. The projects that score highest should serve as the top priority for NVTC's research agenda.

Timing

The processes for generating research ideas are both ongoing (e.g., from NVTC staff) and scheduled (e.g., research workshop with the PAC). The vetting and evaluating of the ideas should occur at the same time they are entered into the TRIC. Prioritizing research ideas should occur annually in order to provide input into NVTC's budget discussions for the NVTC Work Plan. Currently, the budget request for research is an estimate. Utilizing the method above will allow for more precision into the financial needs necessary to execute the annual research agenda.

Strategies and Resources for a Successful Research Program

The generation of research ideas and topics would benefit from potential partners to help conduct the research, funding opportunities to provide financial resources, and tactics for how to communicate the research produced with different audiences. Fortunately for NVTC, the Greater Washington region is rife with cutting edge transit researchers and practitioners. Although there is not a deep history of major philanthropies in the region, there is a healthy network of funders that could be leveraged for research. There is also a robust audience to consume this work, so long as NVTC is intentional about producing its findings in way that speaks to both policy makers and transit operators.

Partnerships

Partnerships are critical to producing high quality research and getting findings adopted. Successful research programs rely on complementary partnerships with stakeholders, educational institutions, governmental agencies, nonprofit and philanthropic organizations. There are several examples of institutionalized partnerships between transit research programs and universities. The Virginia Transportation Research Council (VTRC) is a joint venture between the Virginia Department of Transportation (VDOT) and the University of Virginia, and VTRC is responsible for all applied research and technical consulting to support VDOT. The State of California funds the Institute of Transportation Studies (ITS) at four locations across University of California campuses, and the centers carry out research that advances research, education and civic engagement on pressing transportation issues. USDOT similarly funds University Transportation Centers (UTC) Program specifically to advance transportation research and technology. The Los Angeles County Metropolitan Transportation Authority (LA Metro) is pursuing an innovative partnership model by setting up a “Research on Call” to establish operating agreements between LA Metro and a bench of researchers, so that research contracts can be distributed and signed faster.

Strategic partnerships can bolster the quality of research and can help expand credibility and reach for NVTC’s program. Partnerships typically do not duplicate strengths of each team, but rather are strategically married based on gaps in skills, capacity or because of complementary goals. NVTC can strategically leverage partnerships a few ways:

1. Research methods: Universities, especially those with graduate level planning, engineering and policy programs, can be especially helpful when research calls for rigorous research methods or access to analytical programs or datasets that NVTC does not have. Additionally, graduate programs are keen to provide students the opportunity to get applied research experience through internships and fellowships and researchers value the access that comes with the type of access NVTC has, so there is a mutual benefit here.
2. Geographic location: NVTC is situated near several prestigious and well-known think tanks, non-profits and research centers, as well as higher education institutions.
3. Access to operators: NVTC has close relationships with the transit operators in Northern Virginia and can work with them to serve as a test bed for conducting research and pilots, and evaluation and distribution of those results. For example, LA Metro partnered with the Eno Center for Transportation on several occasions to evaluate pilots, including evaluating a new, tactical bus-only lane and to evaluate a first/last mile pilot with Via. LA Metro was able to offer original

data sets and access to staff, in exchange for a reputable think tank studying and promoting its findings to the industry.

4. **Access to New Funding Sources:** Partnerships can offer financial stability and direction for research programs. The Massachusetts Institute of Technology (MIT) Transit Lab was identified as a research program with a particularly innovative partnership funding model. The Lab pools funds from multiple transit agencies that pay approximately \$50,000 a year to be part of the research program. In exchange, MIT Transit Lab commits to conducting research that is crosscutting across all the members. Historically, state DOTs would also pool money and fund cross-cutting topics.

CMAP is seeking new relationships with less traditional funding partners, such as the Department of Energy and State Department of Natural Resources. They also intentionally seek out and foster relationships with program officers from prestigious Chicago-based foundations, such as MacArthur Foundation and Community Trust Philanthropy. Even though CMAP has some dedicated funding for research, these partnerships broaden their reach and improve credibility.

In recent years, NVTC benefitted from having capable researchers on staff that produce high-quality impactful work internally. Staff also relies on jurisdictional, regional and Commonwealth partners for comments and technical feedback on work they produce. Given the necessarily lean nature of NVTC and its staff, executing a successful research agenda will require meaningful partnerships to strengthen the quality and reach of transit research. NVTC would benefit from complementary partnerships and collaboration.

NVTC has already established productive working relationships with a range of highly competent transit researchers, primarily through engagements with private consultants. Those partnerships provide NVTC with a deep bench of experts that can be engaged quickly and that are accustomed to client/vendor relationships for discrete transit research studies and reports.

However, there are still untapped resources for NVTC, such as regional universities and research institutions. These organizations conduct a breadth of research with the help of individual experts with whom NVTC can develop mutually beneficial relationships. Establishing relationships with research organizations and the experts therein can open NVTC to new ideas, research methods and connections to a wider network of transit experts. These relations can support a range of projects when NVTC is unable to conduct research internally or when outside partners are desirable. One key barrier preventing those relationships today is a lack of awareness, so this section highlights potential research partners with whom NVTC should consider engaging.

Regional Universities

The Washington, DC metropolitan area is fortunate to be home to nearly twenty universities, several of which have transportation or urban planning programs that conduct research relevant to the work of NVTC. Of course, NVTC could partner with universities and research centers across the country but the universities below are local and those that have programs with possible relationships to NVTC's work:

- The [Maryland Transportation Institute](#) is housed at the Clark School of Engineering at the University of Maryland. As an academic institution it provides high-quality often technical research from a range of accomplished researchers. It has access to the university's supercomputing capabilities and can perform highly complex data and statistical analyses and modelling. The research program can be highly collaborative within the university, but it is unclear whether that level of collaboration would exist with outside partners. It conducts research on all modes of transportation, including transit, and while it necessarily emphasizes Maryland, it also conducts work on the Washington region as a whole.
- [George Mason University's Center for Regional Analysis](#) conducts research and technical studies for local governments and businesses across the Washington region. It focuses on topics related to the regional economy and is located in Arlington County. (Note: there is also a school of Transportation Engineering at George Mason University that conducts highly technical research.) While its emphasis is on regional economic issues like housing, demographics and growth and development, it has conducted studies on WMATA and the impact of COVID-19 on transit ridership.
- [American University's Metropolitan Policy Center](#) is housed within the School of Public Affairs. Its mission is to focus on important 21st century metropolitan and urban challenges and while transit and transportation is not one of its core areas of focus, it does emphasize urban and regional governance which is of particular relevance to the transit debates in the Washington region.
- [Virginia Tech](#)'s main campus is in the far southwestern area of the state. However, there is an established graduate program in urban planning in Arlington that conducts research into transportation topics. Student groups will occasionally provide research for local jurisdictions on related topics. For example, in 2023, a group of graduate students worked with the City of Falls Church to conduct an audit of that jurisdiction's bicycle and pedestrian infrastructure and made recommendations for improvement. It is conceivable that NVTC could partner with professors and university leads to conduct transit research of direct use for NVTC's jurisdictional partners.

- The [Virginia Transportation Research Council](#) (VTRC) is a joint venture between the University of Virginia and VDOT. In this way, it is the primary research arm of VDOT and conducts academic, often highly technical, research on all transportation modes, including recent work on transit signal priority, transit data collection, and transit vehicle maintenance. It is located just outside the region in Charlottesville and is funded by VDOT and the U.S. Department of Transportation's Federal Highway Administration.
- The Washington region is well-represented in the [U.S. Department of Transportation's \(USDOT\) University Transportation Center \(UTC\) program](#). Howard University leads one consortium, which also includes the University of Maryland, and receives \$2 million per year for five years to focus on promoting safety for all transportation modes—including transit. Baltimore's Morgan State University leads a different UTC Regional Center of which Howard University, University of Maryland, University of Virginia and Virginia Tech are members. That UTC will receive \$3 million per year for five years and will focus on improving the mobility of people and goods.

Other Researchers in the Region

The Washington, DC metropolitan area also benefits from being home to the nation's transportation and transit trade organizations—like the American Public Transportation Association—and several advocacy organizations focused on transit. However, while NVTC researchers certainly benefit from this proximity in terms of the ability to participate in meetings and events, only a few are appropriate partners for NVTC's research agenda. Further, some organizations only feature individual scholars with relevant portfolios, so their transit work may be ephemeral if those individuals depart. Key potential partners include the following:

- [Transportation for America](#), one of the comparable research programs, is a national transportation advocacy organization that supports progressive transit policy and conducts regular research, primarily on a national level. Their work is frequently federally-focused but they have partnered with local transit providers and advocates.
- [Urban Institute](#) is a national organization focused on data and evidence to shape a more inclusive, equitable and just society. Their focus is primarily on poverty and housing, but they conduct research on transit. Some of their transit work includes research in post-pandemic ridership changes, new mobility technologies and best practices, and public transportation funding. This research can be useful in informing NVTC on its goals of improving mobility, transit capacity and financial management.

- [MobilityLab](#) is part of the Arlington County's Commuter Services (ACCS) and is funded by grants from USDOT, VDOT and DRPT. It conducts research on mobility trends, and transportation demand management with an emphasis on Arlington County. It is a small staff of only one regular full-time employee, yet since 2010 has released over 60 original studies and collaborates with universities, non-profit organizations and private consultants.
- [Eno Center for Transportation](#) is an independent, non-profit, private research and public policy organization founded in 1921. It focuses on all modes of transportation with a particular emphasis on public transit. Eno produces a range of rigorous, objective analyses on the problems facing transportation and provides ideas for and a clear path toward possible solutions, very frequently in partnership with other organizations. It also provides classes and courses in the transit industry for mid-managers and senior executives, as well as peer-to-peer transit agency learning networks.

We recommend NVTC staff build strong relationships with these organizations and universities by reaching out and organizing introductory meetings, either in-person or virtually. When possible, NVTC could also establish partnerships with research organizations or universities to collaborate on projects or connect NVTC staff with individuals that can provide expertise on transit-related issues that align with NVTC projects and goals. Establishing partnerships is in line with the NVTC mission to bring the region together. There is a breadth of transit expertise and data in the region. Connecting with the available resources, when possible, provides NVTC the opportunity to study its goals of transit access, mobility, and capacity with more available resources. The objective is to increase awareness of NVTC and its research program with these entities, and vice versa. In most cases, the relationships will be individual, not institutional, so making those personal connections is of critical importance.

For each potential partner, NVTC should address the following questions, which may be different depending on when the partner is engaged and the research topic:

- Does the partner bring unique qualifications?
- Does the partner have time/resources?
- How politically risky is this partnership?
- How credible is the partner?
- Can the partner help conduct outreach and dissemination of the research findings?

Ultimately, the structure of the partnerships can and should be flexible to adhere to the relationship. NVTC may consider formal memoranda of understanding (MOUs) with some organizations to specifically enumerate the nature of the association. Or the relationships can be informal and research engagements considered on an ad hoc

basis. Whatever the arrangement, partnerships can help grow NVTC's network, expose NVTC to new audiences, and uncover potential opportunities for funding and outreach.

Funding

Funding sources strongly influence research program direction and resource allocation and can often overwhelm any other strategic planning. Governmental agencies, like CMAP and VTRC, often rely on state or federal funding that may come with specific strings attached, while non-profit organizations like T4A and SPUR rely on a mix of institutional grants and individual donations that can often be opportunistic in nature. As a trade association, Virginia Transit Association (VTA) funding is almost entirely derived from membership dues from transit agencies. SPUR also collects member dues, supplemented by endowment giving and foundation grants. SPUR is intentionally looking to add memberships from the technology industry, given its proximity to Silicon Valley and as a particularly resource-rich industry. RPA relies on its Board to fundraise, and gets funding from foundations, private corporations, individuals and the public sector.

Different research programs manage the need for raising money differently; however, the majority agreed that availability of funding largely determined what research was done. The exception was RPA, which prefers to first develop a research question and then identify funding for it.

The consultant team understands that in addition to money appropriated through NVTC's normal budgeting process—\$250,000 in FY 2025—it is necessary to identify supplemental financial resources to support the costs associated with conducting research. There are several potential sources available from the public, private, and nonprofit sectors, described below. While NVTC currently has a seasoned grants manager on staff, it may be necessary to hire an additional staff member or consultant to conduct fundraising from groups like private philanthropies and corporations.

State and Local Sources

NVTC already has a solid base of experience raising research funding from government agencies. The commission's budget line item for research support is provided by its local jurisdictional partners. DRPT provides state level support for NVTC research studies by partially funding its Fellows program.

DRPT also has a [technical assistance grant program](#) that supports studies, plans, research, data collection and evaluation projects to help improve public transportation services. Activities funded under the technical assistance are a good match for NVTC's areas of research and include technical analysis and guidance on operations, service delivery, customer service, expansions of service and program delivery. DRPT's technical assistance program requires a 50% local funding match.

Federal Sources

Four potential options exist for NVTC to consider for federal research funding:

- The [Federal Highway Administration \(FHWA\) Advanced Transportation Technologies and Innovation \(ATTAIN\) Program](#) provides competitive grants to deploy, install and operate advanced transportation technologies to improve safety, mobility, efficiency, system performance, intermodal connectivity and infrastructure return on investment. Research activities are listed as eligible uses of grant funds, provided they are consistent with the overall goals of the program. Technologies that can be supported by the ATTAIN program include integrated corridor management systems, integration of transportation service payment systems, advanced mobility access and on-demand transportation service technologies, such as dynamic ridesharing and other shared-use mobility applications. NVTC research could include these technologies in preparation for future deployment by member jurisdictions. A local cost share of 20% is required under the ATTAIN program.
- The [Federal Transit Administration](#) (FTA) provides some competitive grant funding for research, released on an ad hoc basis. Funding has historically been available for pilot and demonstration projects more than desktop research. In addition to grant funding, FTA occasionally has discretionary funding available they may administer through a cooperative agreement. These kinds of procurement methods are similar to government grants but involve a close working relationship between the federal government and their partner on research methods, data collection, findings and dissemination. Such an agreement between FTA and NVTC is possible and would result in a close working relationship between FTA staff and NVTC staff on a discrete research project or program.
- The USDOT's UTC Program, described earlier, provides funding to nonprofit institutions of higher education to establish and operate Tier 1, regional or national University Transportation Centers (UTCs or Centers) in order to: advance transportation expertise and technology in the varied disciplines that comprise the field of transportation through education, research, and technology transfer activities, provide for a critical multimodal transportation knowledge base outside of the USDOT, and address critical workforce needs and educate the next generation of transportation leaders with respect to the statutory research priorities. While NVTC is not eligible for the UTC program, it could partner with local universities to access this funding and conduct research activities.
- The Department of Energy (DOE) Office of Energy Efficiency and Renewable Energy (EERE) administers several funding sources related to transportation

decarbonization. The [Communities Taking Charge Accelerator](#) program covers three topic areas, including “Expanding E-Mobility Solutions through Electrified Micro, Light and Medium-Duty Fleets.” Funding is available for planning and demonstration projects related to transit vehicle charging. NVTC is an eligible applicant and could further partner with utilities, operators or a research partner to apply for funding under this program. A concept paper is required as part of the selection process. In FY 2024, a total of \$20 million is available under the e-mobility topic, which DOE anticipates will translate into 5 to 15 grant awards ranging from \$250,000 to \$4,000,000.

Private Sources

There is potentially significant funding available to NVTC for transit research through private organizations that award grant funding, including research entities and private philanthropic foundations:

- The National Academies of Sciences, Engineering, and Medicine (The National Academies) was formed in 1863 and provides independent, objective advice to inform. It provides funding for fellowships and grants, information about which can be found on its [website](#). The best source for transit funding is the National Academy's Transportation Research Board and its [Transit Cooperative Research Program](#) (TCRP). The TCRP is supported by funding from the FTA and is the primary source of centralized transit funding in the United States. It was authorized by federal law in 1991 and reauthorized most recently in 2021's Infrastructure Investment and Jobs Act. Research grants are typically awarded with about \$200,000 to \$300,000 per project. According to its annual report, in FY 2023 TCRP issued \$3,143,000 in grants for new projects and \$1,285,000 for continued projects. Requests for proposals (RFPs) are readily available on their [website](#).

Project ideas are generated by TCRP's annual call for problems in need of research. An oversight committee reviews the submissions and decides which projects will be funded, and an RFP is issued. A project panel is then formed consisting of industry stakeholders that provide advice and oversight to the consultant/researcher. TCRP then conducts product dissemination throughout the public transportation industry. NVTC should consider participating on TCRP project panels in order to extend its research experience and develop relationships with relevant experts and researchers.

The key benefit of TCRP grants is they are intended to provide total support for a research project (i.e., additional funding is not required) and the process to select awardees is thorough and transparent. TCRP assigns program officers as staff support and the project panels provide industry expertise. However, while thorough, TCRP's processes tend to be slow and bureaucratic. The consultant

has little ability to affect timelines and TCRP takes the primary role in product dissemination.

- *Private philanthropies.* Throughout the country, private, non-profit foundations award billions each year for a host of activities, including research. The opportunities to take advantage of this charitable giving is sometimes clear and transparent, but sometimes is only by invitation from the grantor. It is helpful to build solid and ongoing relationships with officials at these foundations so there is mutual awareness of opportunities for support and capabilities of the researchers. Often, the private foundations will organize their giving around priority areas (e.g., equity, environment) and/or around place-based geographies. While there are few opportunities for transit-specific funding, NVTC could pursue funding for transit research through an environment or equity lens, or funding that supports work in the Greater Washington region. While private foundations tend to provide grants only to non-profit organizations (with IRS-designated 501(c)(3) status), it is important to note that they are authorized to do so if the grant is a direct charitable act. NVTC could also partner with a non-profit organization who is the direct recipient of the grant and NVTC helps provide advice, review, and recommendations. Below are some potential examples:
 - The [Summit Foundation](#) is based in Washington, DC and has identified "sustainable cities" as a key area of focus with "Transforming Transportation" as a priority. In 2023, the foundation awarded over \$1.8 million in grants to 19 organizations across the country for a range of transportation work.
 - The [Prince Charitable Trust](#) has a program area that supports work in the District of Columbia and a subcategory for "Livable Communities" and another for "Equitable, Climate Resilient Land Use." It provides general operating support to a number of local organizations in these focus areas.
 - The [U.S. Energy Foundation](#) supports work throughout the national on clean energy, including transportation.
 - [TransitCenter](#) (mentioned above) is one of the only private philanthropies that directly supports transit research (in addition to conducting their own research program). They work closely with their grant recipients as advocates for change and use sophisticated outreach strategies to ensure the work they fund is widely utilized by policy makers and practitioners in the field.
 - [Arnold Ventures](#) is a private philanthropy tackling a range of focus areas, including infrastructure and transit. They focus on supporting evidence-

based work designed to change and inform public policy. Its infrastructure portfolio was launched less than a year ago and they issue formal RFPs.

- The [Community Foundation for Northern Virginia](#) supports work that benefits NVTC's jurisdictional partners. They have a program for "Social and Economic Mobility" that may be tapped to provide funding for transit research.
- *Private for-profit companies.* If managed correctly, private corporations can provide funding support for discrete transit research projects. Such support is typically not part of an overall research strategy but is intended to address a topic of important and immediate interest to the company which might be aligned with NVTC's priorities. NVTC should approach such funding opportunities carefully and should retain full authority over research methods, analysis and findings.
- *Private non-profit associations.* Given its place in the Greater Washington region, there are a number of transit associations and advocacy organizations that have a deep interest in high-quality transit research. They may conduct most of their research internally but often work with outside partners. For example, the American Public Transportation Association is a national organization based in Washington focused on all modes of transit. It conducts research internally and contracts with private consulting firms. Other associations include the Community Transportation Association of America, the American Association of State Highway and Transportation Officials' Council on Public Transportation, the National Alliance of Public Transportation Advocates, the Institute for Transportation and Development Policy and the International Transportation Learning Center.
- *Other regional actors.* There are regional bodies throughout the Greater Washington region that may support transit research only episodically. They have relatively limited funding for research but a high degree of discretion when opportunities arise. Here, too, it is important for NVTC to build regular, working relationships with these organizations for mutual awareness. Staff should engage with leadership at organizations such as the Greater Washington Partnership, the Greater Washington Board of Trade and the Northern Virginia Transportation Alliance.

NVTC should employ a matrix (example provided in Table 5 below) in order to determine what kind of funding source is appropriate. This is essentially a two-part process. The first step is evaluating each research idea according to the criteria described above in Figure 2 and Table 4 of Section 6. The second step is then creating a list of funding source categories (government, philanthropic, etc.) and placing each

idea from the pipeline into that funding source. NVTC should consider such criteria as the expected level of effort to obtain the funding, a general sense of the amount of funding that can be expected, the independence it would retain, whether or not it would need to build relationships with that funder, as well as other extenuating circumstances like the reputation of the funder.

Table 5. Decision Matrix for Potential Funding Sources

	Public		Private				
	State/Local	Federal	TCRP	Philanthropy	For-profit	Non-profit	Other
Effort: How difficult is it to obtain funding from this source?							
Investment: What amount of support can generally be expected?							
Alignment: How much independence can NVTC expect to retain by accepting this support?							
Relationships: Does NVTC need to build connections?							
Other Factors: Are there extenuating considerations?							

Dissemination

Current Practices

NVTC’s Communications team currently utilizes a variety of communication channels and tools to promote its research findings, including news releases, weekly e-mail blasts, monthly newsletters, annual legislative forum presentations, pre-meetings ahead of the monthly Commissioner meeting, and website updates. According to NVTC staff, the reduction in local, designated reporters covering transit and transportation in Northern Virginia has reduced NVTC’s ability to widely disseminate regular updates, unless the topic is of greater national or regional interest. Other challenges include converting highly technical research and subject matters into digestible and simple public-facing messages. While Communications staff does work with the research program managers and technical staff to craft a public-facing communications plan, there is a desire for the team to be more involved earlier in the process, such as when a research question is still being formulated. Communications staff believes this would result in research outcomes that are more actionable and better understood.

Findings

Even with quality research, high-performing partners, and robust funding, transit research produced by NVTC is of little use unless it leads to action. Successful research programs and veteran researchers, especially in the non-profit and think tank space, emphasize communicating findings in a way that attracts public interest and influences practice and policy. An inherent challenge for research organizations is reach and the ability to connect with the audience that they are trying to inform.

The Institute of Transportation Studies (ITS) in California attaches a policy brief that accompanies every research report. It summarizes the research with a policy-focused lens and provides recommendations specifically for policy makers to consider. Even before a research report is finalized, ITS meets with policymakers along the way to ensure the research is tailored and responsive to their specific policy questions.

Nearly all individuals interviewed acknowledged that any research effort should be accompanied by a strategic communication effort. Some programs were more sophisticated than others in this area. Brookings has an entire communications department charged with supporting its researchers, whereas a smaller entity like SPUR must make a concerted effort for researchers to work with press and generate media attention on their own.

Experts consistently stated that research findings should be produced in plain English for a lay audience and should resonate with non-transportation and non-industry people. Putting findings on one's website is not enough. Earned media is considered the gold standard, but requires self-promotion and takes resources and staff time, especially in a climate where there is less transportation reporting overall. RPA contracts with a PR firm that helps them with placing op-eds and exclusives and they try to keep their name in circulation as much as possible.

Brookings ensures all research products are offered in a web native mobile format. Every research project comes with an executive summary that is brief and concise and includes three to five bullets with actionable findings. Those bullet points are pushed out to authors and commissioners and also used as talking points during media promotions. Brookings also does direct custom media pitches and times this carefully to coincide with the research being released.

In summary, it is critically important to understand the audience for the research NVTC will undertake and the communications and outreach methods for reaching that audience. NVTC should consider a two-pronged approach to strategically communicate and disseminate its research: 1) Understand the audience and intended impact; and 2) Develop and deploy an outreach plan.

1. Understand the audience and intended impact

NVTC is not a university, nor does it produce research-for-research's-sake. All the research it undertakes is intended to reach a specific audience and achieve some level of impact. For some projects, those ambitions may be aggressive with the goal to connect with a broad set of stakeholders and the public with significant effect. Others may be more narrowly defined, but nevertheless critically important to NVTC's mission. Either way, it is important for NVTC to outline these goals at the outset of any research initiative. Collaborating with Communications staff early, when a research topic is still being scoped, will allow for more thinking on what a final product can look like. Table 6 below presents potential audience targets for NVTC research.

Table 6. Potential Audience Targets for NVTC Research

Agency Level	Agency Example	Level of Expected Engagement (High, Medium, or Low)
Federal	<ul style="list-style-type: none"> • U.S. Congress • Federal Transit Administration 	
Local	<ul style="list-style-type: none"> • NVTC Commissioners • Staff and other officials in member jurisdictions 	
Regional	<ul style="list-style-type: none"> • Regional bodies (MWCOG, WMATA) 	
State	<ul style="list-style-type: none"> • State legislative officials • State administration officials (CTB, VDOT, DRPT) 	
Advocates	<ul style="list-style-type: none"> • Transit advocates/interests • Business groups (boards of trade) 	
Media	<ul style="list-style-type: none"> • Traditional media (newspapers, radio, television) 	
General public	<ul style="list-style-type: none"> • General public 	

Criteria for Consideration Based on Audience

- Content: Understanding the audience and desired impact will help drive decisions such as the timing and financial resources to commit to a project. It will also help define the type of research product that is developed. For example, one of NVTC's important research products is the NoVa Transit Data Dashboard which collects, analyzes, and reports transit data for member jurisdiction's operations and presents that data visually. One of the key audiences for this work is the staff in the member jurisdictions, therefore the data needs to be tailorable to the local level and transit service. It also needs to be comparable across places and relatively easy to

understand so it can be used for presentations to local officials. In this way, the data needs to be downloadable so it can be easily manipulated.

When asked what would make NVTC's research most useful, staff from NVTC's member jurisdiction wanted actionable toolkits with guidelines for implementation, including identifying funding sources, clear cost breakdowns and cost ranges, benchmarks from peer-to-peer comparisons and case studies. They also recognized that another primary audience of NVTC's research was public and elected officials, and there is also a need for research to guide and support decision-making around policy. NVTC should include research recommendations for both audiences. To enable this, NVTC can consider developing a report template that goes beyond design guidelines and establishes expectations around form and content.

- Legibility: The research produced by/for NVTC should be as decipherable as possible. Transit researchers are usually not the sole audience for NVTC work, so it must be understandable to the audiences in Table 6 above. It should be free of jargon and necessary documentation for methodology should be included as an appendix rather than in the body of the report.
- Type: In addition to traditional, or standard research papers, NVTC should continue to experiment with different types of research products. This was supported by staff from NVTC's member jurisdictions. The NoVa Transit Data Dashboard is an excellent example of an effective way to convey complicated, multi-layered data. Other forms of visualization like infographics combine art, text and data to present a narrative about a set of data on a common theme and are useful for sharing on social media. Other products include decks (e.g., PowerPoint style slides), short commentary/opinion pieces, written testimony and guidebooks.
- Length: NVTC should also pay close attention to the length of its products and should always include executive summaries for appropriate research papers/studies. These should be able to stand-alone and do not have to synopsise the entire research paper but present important analyses and findings, tailored to the intended audiences.
- Design: An appealing layout for research products can play a vital role in the visibility, readability and—ultimately—the understandability of a research product.
- Graphics: The judicious use of graphs, charts, pictures and tables will help convey information to a broad audience, and/or to busy staff and elected officials. However, the overuse of graphics can be overwhelming.

2. Develop an outreach plan

For all NVTC research projects, while communications staff should be involved from the conception of the project, a communications and outreach plan should be developed when the project is about 80% finalized.⁶ This will provide staff with enough time to brainstorm key messages and allow for immediate action when the research is completed. All products do not need the same level of treatment, but it is important to articulate the expectations for the audience and impact and lay out specific tactics that will be undertaken. Doing so keeps internal NVTC staff aligned and allows for accurate work planning, scheduling, etc.

An outreach plan should include the following elements shown in Table 7 below:

Table 7. Elements of Outreach Plan

Element	Description
Goal	A concise description of the work, its context, and desired outcomes from the outreach.
Audiences	The intended recipients of the information and research.
Tactics	The specific outreach and communication-related actions that will accompany the plan.
Early copies	A list of any person or organization who should receive an early, or embargoed, copy of the research.
Outreach Partners	A list of other organizations who should receive direct communication in order to cross-post the research or link, such as NVTC's jurisdictional partners and public information officers.
Production Schedule	A detailed set of dates for, at minimum, when the final product will be delivered, edited, graphically designed, and released.
Evaluation	A set of questions to be answered once the product is sent out that address how the product was received, level of engagement from the audience, and/or suggestions from audiences. Example questions: Did this project reach the intended audience? Is it clear from the audiences that the research can be applied in an impactful way?

Example tactics include:

- Traditional media: Recognizing there are a limited number of local news reporters covering transit and transportation, staff can still assemble a list of existing reporters for direct outreach and work to establish relationships. The more responsive NVTC can be to these reporters at other times, the more they will be able to rely on them when new research is released.

⁶ This is a standard internal operating procedure for the Eno Center for Transportation.

- Social media: Prepare social media posts to accompany the report release on NVTC [and others'] accounts (Twitter, LinkedIn, Facebook, etc.) along with using specific and intentional hashtags.
- NVTC website: Create a new report landing page, including an overview of the report, key findings, and a button to download the pdf of the report. Previous reports should be easy to locate.
- Newsletters: Feature an article accompanying the report will in NVTC's monthly Executive Director Newsletter.
- Event: Produce an in-person event to feature a presentation of the paper and a reaction panel of experts.
- Webinar: Conduct a webinar and prepare a PowerPoint presentation that can be repurposed for other presentations.
- Presentations/conferences: Present the materials to a range of stakeholders and identify opportunities at upcoming conferences and by request as needed.
- Collateral material: Produce infographics, videos and other material to accompany the final product, and consider disseminating to NVTC Commissioners as spokespersons.

Conclusion

The Northern Virginia Transportation Commission (NVTC) has a longstanding mission to unite the region in planning, coordinating and securing sustainable funding for high-performing transit systems. Envisioning a future where Northern Virginia thrives with a high-capacity, high-quality transit network, NVTC has established five key programs—Bus Priority & BRT, Commuter Choice, Transit Data & Analysis, Transit Technology and WMATA—that support this mission and are beneficiaries of the Transit Policy Research Program.

NVTC's Transit Policy Research Roadmap offers a strategic framework for addressing the region's research needs over the next four to six years. This Roadmap is a comprehensive guide, documenting the policy research process and serving as a vital reference for NVTC staff and stakeholders. Informed by extensive research and collaboration with various partners, the Roadmap outlines a vision for NVTC: to lead a collaborative, applied research program focused on equity, the environment and economics to drive policy improvements for public transit in Northern Virginia.

Given NVTC's proximity to operators, data and decision-makers, coupled with its role as a regional convenor, collaboration is at the heart of NVTC's Research Program. NVTC

will prioritize applied research that directly tackles pertinent issues with practical solutions, ensuring tangible benefits for NVTC's members and the broader community.

The Roadmap emphasizes the importance of a structured process for generating research ideas, leveraging the insights of NVTC staff, Commissioners, member jurisdictions, and external transit stakeholders. These ideas are cataloged in an online Transit Research Ideas Catalog (TRIC), ensuring transparency and continuous updating. The Roadmap also highlights the need for partnerships, funding opportunities and effective communication strategies to maximize the impact of NVTC's research efforts so that NVTC is well-positioned to undertake meaningful research projects that advance policy improvements for public transit agencies in Northern Virginia.



Appendix A

Example research topics for the future Transit Research Ideas Catalog, collected from staff representing NVTC’s member jurisdiction, NVTC’s own Program Advisory Committee and peer and subject matter experts.

Table 8. Example Research Topics for Future TRIC

EQUITY	ENVIRONMENT	ECONOMICS
<ul style="list-style-type: none"> • Transit needs of women, youth and people with disabilities • Barriers to riding transit • Making transit easier to use and more appealing • Understanding travel demand • Designing routes that work for operators and customers • Closing the cost of transit versus the cost of driving • Transit signal priority and pedestrian needs • Breaking transit rider stigmas • Fragmentation of transit service and fare policy in NoVa • Transit security perceptions • How transportation investments serve low-income, low-car and minority communities 	<ul style="list-style-type: none"> • Reducing the need to own a car • Transit demand and transit market share • Increasing non-commute transit trips • Microtransit models • Fare policy innovations • Effect of parking pricing on transit ridership • ZEV joint procurement innovations • Bus charging technology standards • Last mile solutions • Understanding transit’s role in climate mitigation 	<ul style="list-style-type: none"> • Reducing transit operations and capital costs • Reducing service redundancy • Cost/operational benchmarking • How the price of parking and car ownership influences mobility decisions • Regional collaboration for cost savings and grant funding • Pathways for legalization of new transportation revenues • The role of governance and the future of transit • De-mystifying the role of transit funding and complexity of transit governance and regulation

Appendix B

Table 9. Peer Programs and Subject Matter Experts Interviewed

Individual	Organization	Role
Daniel Comeaux	Chicago Metropolitan Agency for Planning (CMAP)	Senior Transportation Policy Analyst
Rachel Weinberger	Regional Plan Association (RPA)	Director, Research Strategy
Sebastian Petty	San Francisco Bay Area Planning and Urban Research Association (SPUR)	Transportation Policy Manager
Kari Watkins	UC Davis Institute for Transportation Studies (ITS)	Transit Research Center, Co-Director
Peter Ohlms	Virginia Transportation Research Council (VTRC)	Senior Research Scientist
Tracy Hadden Loh	The Brookings Institution Greater Washington Board	Fellow, Board Member
Chris Van Eyken	TransitCenter	Director, Research & Policy
Danny Plaugher	Virginia Transit Association (VTA)	Executive Director
Beth Osborne	Transportation for America (T4A)	Director
Shin-pei Tsay	Uber TransitCenter (Prior) SPUR (Board Member)	Director, Global Cities Policy

Table 9 shows the individuals and representative organizations that were interviewed as part of this process. These individuals/organizations were chosen using the following criteria:

- Regions of similar size and orientation to NVTC. Not all transportation programs are regionally based (e.g., they might be national in scope), and these should not necessarily be discarded. But programs that are focused on a specific region, and potentially an area that is also part of a larger metropolitan area, are more relevant.
- Organizations with a similar overall mission to NVTC. Research organizations can serve many different purposes. The organizations that share characteristics related to their mission with NVTC - such as public agencies, a focus on transit and planning organizations - are likely to be more useful comparators.



- Topics most closely related to the issues in NVTC region. NVTC is part of a large urban area and is focused on topics related to metropolitan mobility, especially movement by transit. Other research organizations with a similar topical focus are likely to have more relevant visions.

All interviewees were asked open-ended questions related to their respective research programs, including questions on vision and guiding principles, research strategy, managing political considerations, funding and topical/regional questions that are applicable to NVTC.

RESOLUTION #2538

SUBJECT: Request WMATA to Allocate Commonwealth of Virginia Operating Subsidy Assistance Using the NVTC Subsidy Allocation Model Formula (SAM)

WHEREAS: The FY 2025 WMATA approved budget anticipates additional investments of \$462.8 million in operating subsidies to help close a budget gap, with the Virginia local jurisdictions' share totaling \$119.4 million;

WHEREAS: The approved Commonwealth of Virginia FY 2025 Biennium Budget includes an additional \$59.7 million in FY 2025 funding which will assist the Virginia local jurisdictions in meeting their share of the WMATA operating subsidies;

WHEREAS: The Department of Rail and Public Transportation (DRPT) intends to contract directly with WMATA for these additional funds, unlike other state operating and capital subsidy assistance that is contracted with NVTC; and

WHEREAS: NVTC desires for this additional funding to be credited to the Virginia local jurisdictions in the same manner as other state subsidy assistance provided through NVTC on behalf of the jurisdictions, by using the NVTC SAM allocation formula.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby requests that WMATA utilize the FY 2025 NVTC SAM percentages when allocating the additional \$59.7 million operating subsidy assistance among the Virginia jurisdictions.

BE IT FURTHER RESOLVED that NVTC staff will provide the FY 2025 SAM percentages to WMATA for use in the allocations.

Approved this 18th day of July 2024.

Matt de Ferranti
Chair

Sarah Bagley
Secretary-Treasurer



Chair
Hon. Matt de Ferranti

July XX, 2024

--DRAFT--

Vice-Chair
Hon. David Snyder

The Honorable Shailen Bhatt
Administrator, Federal Highway Administration
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590-0001

Secretary-Treasurer
Hon. Sarah Bagley

City of Alexandria
Hon. Canek Aguirre
Hon. Sarah Bagley

Dear Administrator Bhatt,

Arlington County
Hon. Matt de Ferranti
Hon. Libby Garvey
Hon. Takis Karantonis

I am writing to share the Northern Virginia Transportation Commission's (NVTC) support for the City of Alexandria's U.S. Department of Transportation Round 2 Charging and Fueling Infrastructure (CFI) Discretionary Grant Program application. The proposed grant will bring critical charging infrastructure needed to support the growing adoption of electric vehicles in the region and further the Administration's Justice40 Initiative.

Fairfax County
Hon. Walter L. Alcorn
Hon. James N. Bierman, Jr.
Hon. Dalia A. Palchik
Hon. Daniel G. Storck
Hon. James R. Walkinshaw

The City of Alexandria is a leader in advancing transportation electrification in the region. It has developed an Electric Vehicle Charging Infrastructure Readiness Strategy (EVRS), which includes 31 recommendations that will build an effective, innovative, equitable and sustainable electric vehicle ecosystem. The proposed CFI project will accelerate the implementation of the EVRS recommendations through the installation of publicly accessible electric vehicle chargers at multiple sites across the city, such as public parks, libraries and recreation centers. The chargers will be in areas that will benefit disadvantaged communities and serve areas with a high concentration of multi-unit dwellings and limited off-street parking.

City of Fairfax
Hon. Catherine Read

City of Falls Church
Hon. David F. Snyder

Loudoun County
Hon. Juli Briskman
Hon. Matt Letourneau

NVTC is committed to continuing our support for the City of Alexandria to bring this project to completion to deploy charging infrastructure and support the electrification of our transportation systems, which will improve air quality and mitigate the impacts of climate change, benefiting the region's communities, residents and stakeholders. Given NVTC's role in supporting the zero-emission bus transition throughout Northern Virginia, the Commission looks forward to the opportunities that may be created by the proposed Vehicle-to-Building pilot to utilize the City of Alexandria's DASH battery electric buses as a mobile generator during power outages to provide power to critical facilities.

Commonwealth of Virginia
Hon. Paul C. Smedberg

Virginia General Assembly

Senate
Hon. Adam Ebbin
Hon. Saddam Salim

House of Delegates
Hon. Paul Krizek
Hon. Alfonso Lopez
Hon. David Reid
Hon. Mark Sickles

Thank you for your full and fair consideration of the City of Alexandria's grant application.

Sincerely,

Executive Director
Katherine A. Mattice

Matt de Ferranti
Chair



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice, Allan Fye, Xavier Harmony, Andrew D’huyvetter and Adam Hager
DATE: July 11, 2024
SUBJECT: NVTC Work Towards Long-Term Dedicated Sustainable Funding

At the July 2024 meeting, the Commission will receive a briefing on NVTC’s Regional Bus Analysis and an update on other work toward long-term, dedicated, sustainable funding for transit in Northern Virginia.

A. NVTC Regional Bus Analysis

NVTC staff will provide the Commission with an overview of the NVTC Regional Bus Analysis. The final study is anticipated to be used as a reference document for jurisdictional staff in the region. In addition, the regional level anticipated financial needs element of the study will be foundational to Senator Ebbin’s SJ 28 bill which establishes a joint subcommittee to study sustainable funding and cost containment measures for transit systems in Northern Virginia as well as provided as a resource to the DMVMoves initiative.

The purpose of the regional bus analysis is to provide a regional context and analysis of existing and planned bus services by Northern Virginia’s six bus transit providers (ART, DASH, Fairfax Connector, CUE, Loudoun County Transit and OmniRide) while serving as a complementary strategic planning resource for the Commission and its jurisdictional members. The study has four main parts, including:

1. To assess service gaps;
2. To identify opportunities for coordination of service, including the identification of cross-jurisdictional high priority transit corridors;
3. To identify opportunities for shared facilities and other infrastructure; and
4. To provide a regional-level overview of existing and anticipated financial needs.

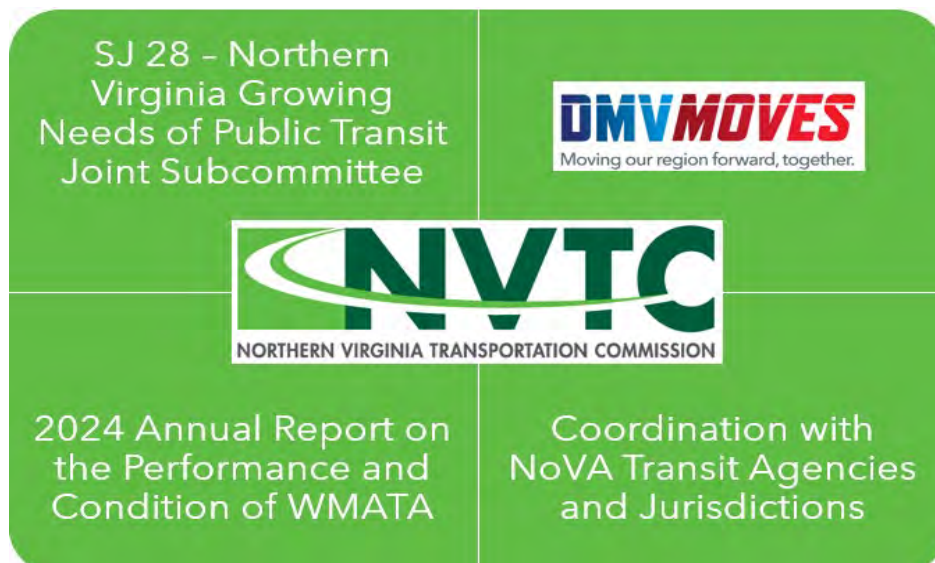
A meta-analysis of Northern Virginia’s individual system transit strategic plans (TSPs) provides a summary of existing bus service and performance, planned changes and improvements, and implementation of asset and capital management. In addition, the meta-analysis allowed for a Northern Virginia regional summary of overall financial needs, including projected short- and long-term operating and capital needs of all transit providers. Based on this information, the study then considers future planned service to identify service gaps. From these identified gaps, the team identified a priority transit corridor network that covers Northern Virginia. In the short term, new transit corridors and in the longer term, high-capacity corridors. Using the service gaps and priority transit corridors as a guide, the study also researched opportunities to share infrastructure within the region.

The project work began in March 2023 and is currently in final draft form awaiting final review and input prior to publication. Throughout the study, jurisdictional staff have been heavily engaged with multiple technical advisory committee meetings, email exchanges for data and information, and interviews about planned service changes and transit facilities. Staff will present the study at the July Commission meeting with a request to accept the final study at the October Commission meeting.

B. NVTC Staff-Level Transit Funding Working Group

Later this summer, NVTC will convene a staff-level Transit Funding Working Group focused on the various initiatives underway geared toward long-term, dedicated transit funding in the region. This working group will be the primary forum over the next 18 months to keep jurisdictional and agency partners informed on [DMVMoves](#), the SJ 28 joint subcommittee study and NVTC’s 2024 Annual Report on the Performance and Condition of WMATA (Figure 1). These meetings will provide an opportunity to develop a coordinated position on the work of these initiatives. The first meeting will take place in late August and staff will provide regular updates to the WMATA Committee, Legislative and Policy Committee and the Commission.

Figure 1: NVTC Coordination with Transit Agencies and Jurisdictions is a Vital Component in Developing Long-Term Funding for the Region



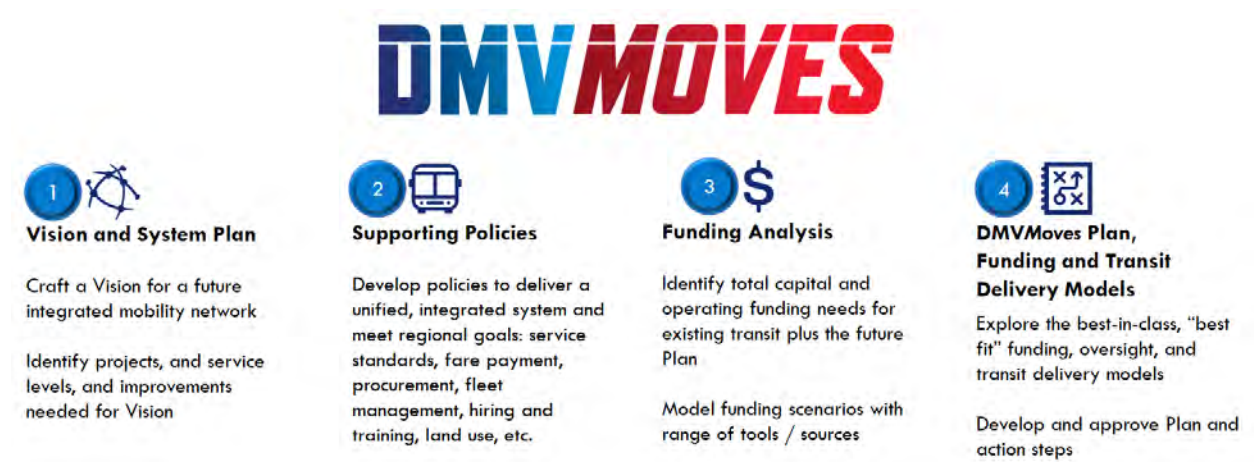
C. SJ 28: Northern Virginia Growing Needs of Public Transit Joint Subcommittee

The first meeting of the Northern Virginia Growing Needs of Public Transit Joint Subcommittee will take place on July 15, 2024, at 1:00 p.m. in Richmond. Executive Director Kate Mattice will join Commissioners Alcorn and Smedberg, the Secretary of Transportation and seven members of the General Assembly in the first of four required meetings in 2024. More information about the joint subcommittee and its first meeting will be provided at the Commission meeting.

D. DMVMoves

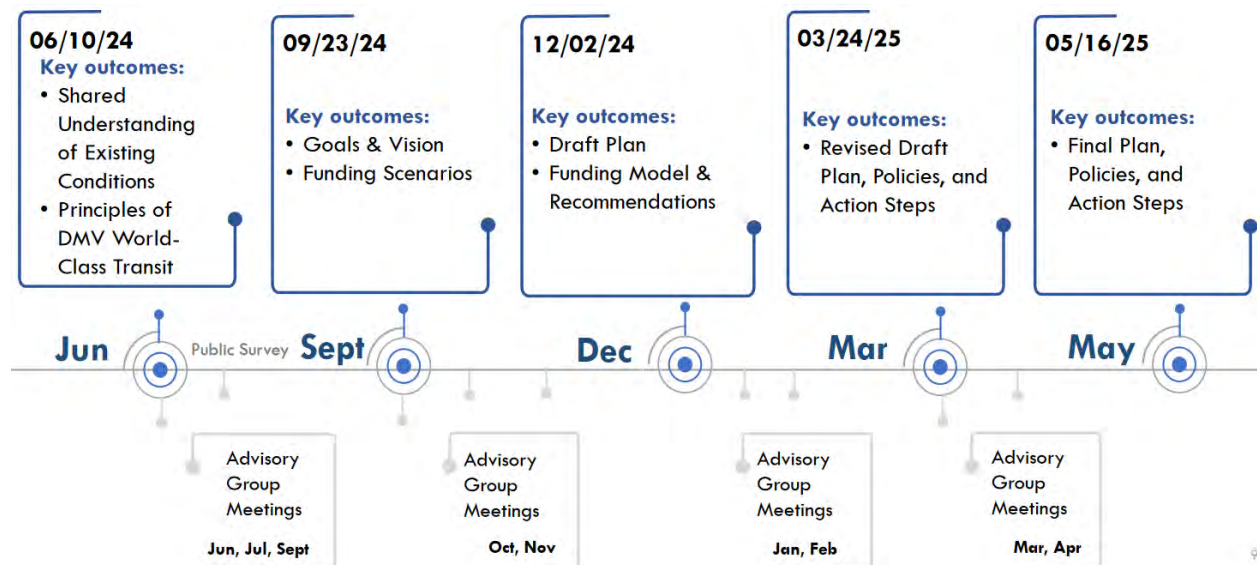
The [DMVMoves Regional Task Force met June 10](#) to begin discussions around a future transit vision for the region, identifying the qualities of world-class systems and the most pressing transit issues today. The project team presented a work plan (Figure 2) and a detailed schedule (Figure 3) that will guide the effort through May 2025. More information about DMVMoves can be found on the [project website](#), including a [public survey](#) that will be available through August 4, 2024.

Figure 2: DMVMoves Work Plan



Source: [DMVMoves Regional Task Force June 10 Meeting](#)

Figure 3: DMVMoves Detailed Schedule



Source: [DMVMoves Regional Task Force June 10 Meeting](#)

NVTC staff continue to participate in the DMVMoves Government Partners Advisory Group, a body that reports to the Regional Task Force with recommendations and is comprised of officials in the region's transit agencies and jurisdictions. The next Government Partners Advisory Group meeting is scheduled for July.



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice and Rhonda Gilchrest
DATE: July 11, 2024
SUBJECT: Virginia Railway Express (VRE)

At the July 2024 meeting, VRE staff will update the Commission on recent VRE activities and there will be a Closed Session.

A. VRE CEO Report and Minutes

VRE Chief Executive Officer Rich Dalton will provide his report on recent VRE activities. The [VRE CEO Report for June 2024](#), the [Minutes of the June 7, 2024 VRE All-Virtual Meeting](#) and the [June 21, 2024 VRE Operations Board meeting](#) are attached.

B. Closed Session

At the July meeting, the Commission will convene a Closed Session to discuss a VRE matter.

Motion to Enter into Closed Session:

Pursuant to the Virginia Freedom of Information Act, Section 2.2-3711.A.3 of the Code of Virginia, I move that the Northern Virginia Transportation Commission convene a closed meeting for the purposes of discussion of the acquisition of real property for a public purpose related to VRE operations on the Norfolk Southern rail line where discussion in public would adversely affect the negotiating strategy and bargaining position of the Commission.

Motion for Certification Coming out of Closed Session:

The Northern Virginia Transportation Commission certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and
2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered.

CEO REPORT

JUNE 2024



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 2024

TABLE OF CONTENTS

SUCCESS AT A GLANCE..... 3

ON-TIME PERFORMANCE..... 4

AVERAGE DAILY RIDERSHIP 6

SUMMONSES ISSUED 7

TRAIN UTILIZATION 8

PARKING UTILIZATION..... 9

COMMUTER RAIL OPERATING AND CAPITAL (CROC) FUND REPORT 10

FACILITIES UPDATE 12

UPCOMING PROCUREMENTS 13

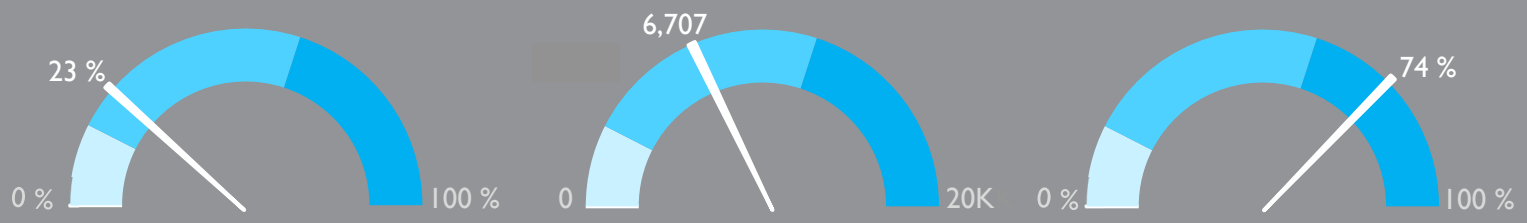
CAPITAL PROJECTS UPDATES 14



VIRGINIA RAILWAY EXPRESS
A better way. A better life.



PERFORMANCE AT A GLANCE



PARKING UTILIZATION

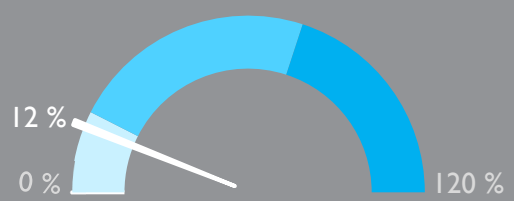
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.

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: 6,151

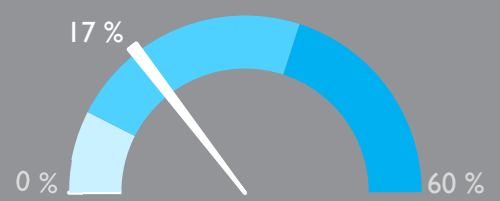
ON-TIME PERFORMANCE

Percent of trains arriving at their destination within 5 minutes of the schedule.
Same month, previous year: 84%



SYSTEM CAPACITY

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



OPERATING RATIO
Through April 2024

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

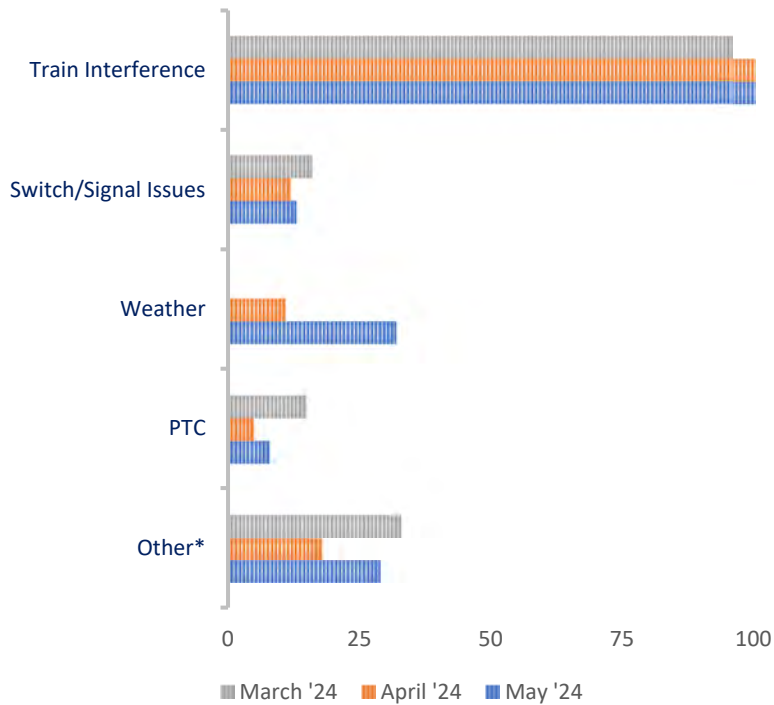
May 2024

ON-TIME PERFORMANCE

OUR RECORD

	May 2024	April 2024	May 2023
Manassas Line	70%	73%	84%
Fredericksburg Line	77%	78%	85%
Systemwide	74%	76%	84%

PRIMARY REASON FOR DELAY



VRE operated 704 trains in May. The on-time rate for the month was 74 percent.

One hundred eighty-four trains arrived more than 5 minutes late to their final destinations. Of those late trains, 104 were on the Manassas Line (57 percent), and 80 were on the Fredericksburg Line (43 percent). The average delay was 15 minutes. Thirteen trains were more than 30 minutes late to their destination station.

*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	160	171	184	78	77	80	82	94	104
Average minutes late	16	14	15	18	15	16	16	14	14
Number over 30 minutes	10	14	13	6	9	6	10	6	7
Heat restrictions	0	2	6	0	2	6	0	2	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 May was 6,707. There were 22 service days.

	April 2024	March 2024	April 2023
Monthly Ridership	147,561	153,139	135,314
Average Daily Ridership	6,707	6,961	6,151
Bicycles on Trains	1,467	1,290	1,674
Full Service Days	22	22	22
“S” Service Days	0	0	0

SUMMONSES ISSUED

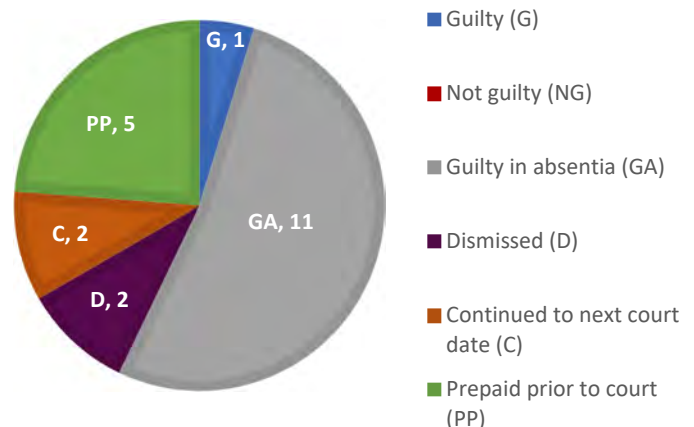
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

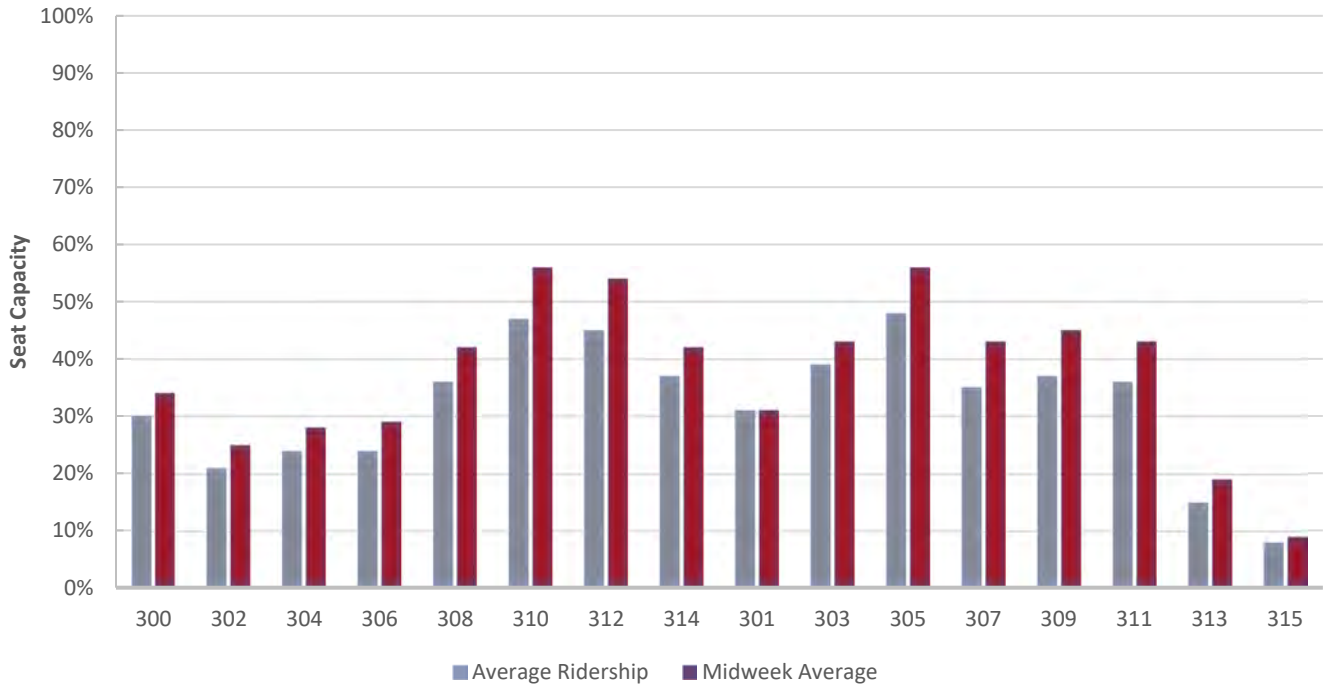
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	1
One-time courtesy	0
Per the request of the conductor	0
Defective ticket	0
Per ops manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	0
Total Waived	1

MONTHLY SUMMONSES COURT ACTION

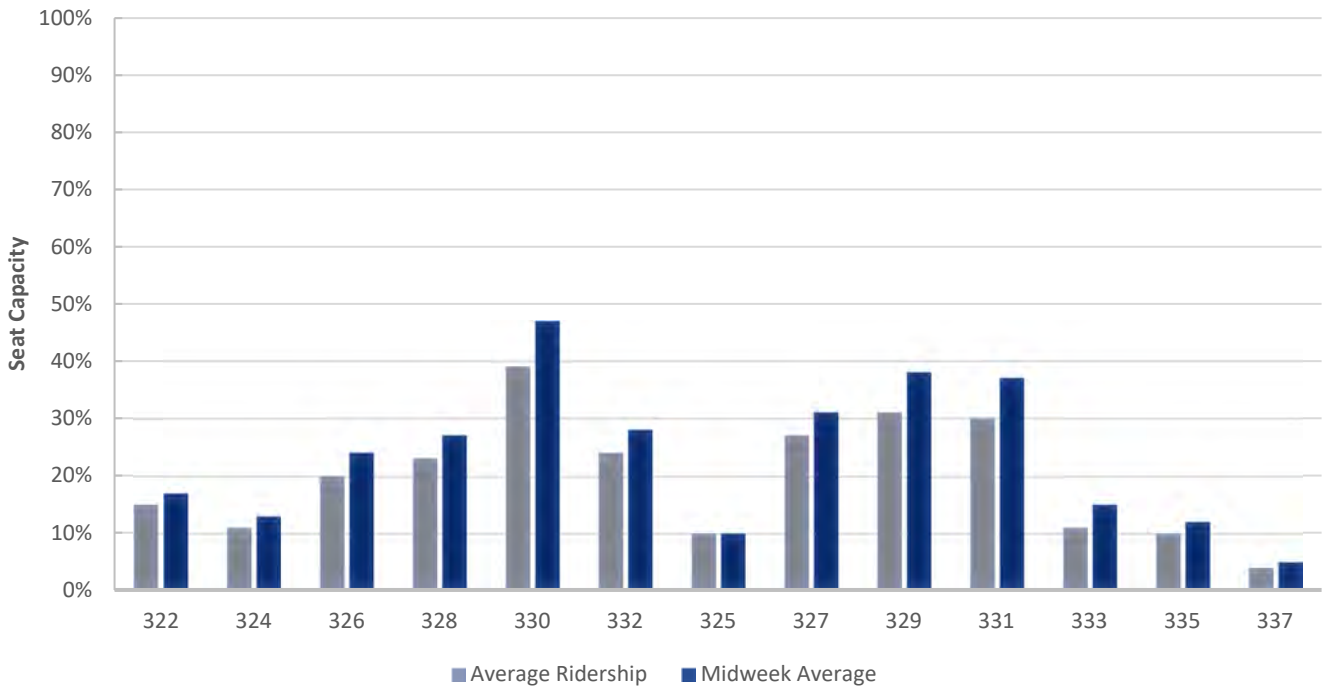


TRAIN UTILIZATION

FREDERICKSBURG LINE

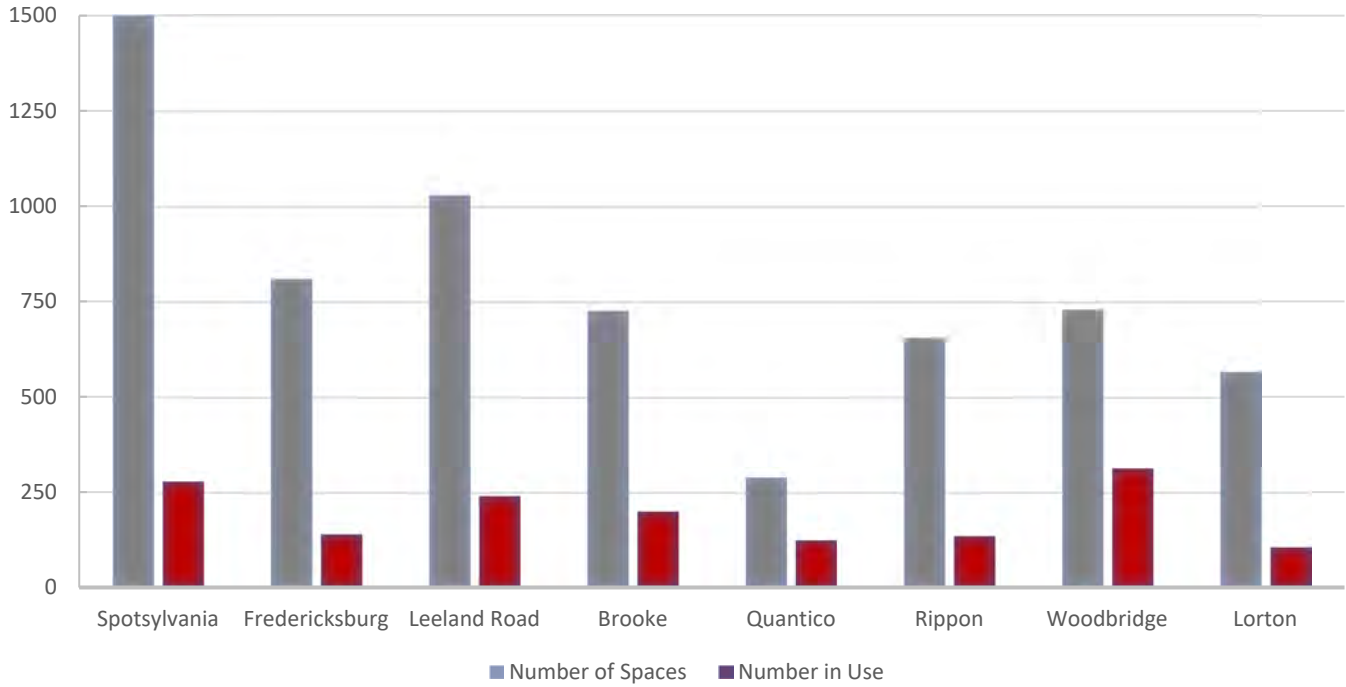


MANASSAS LINE

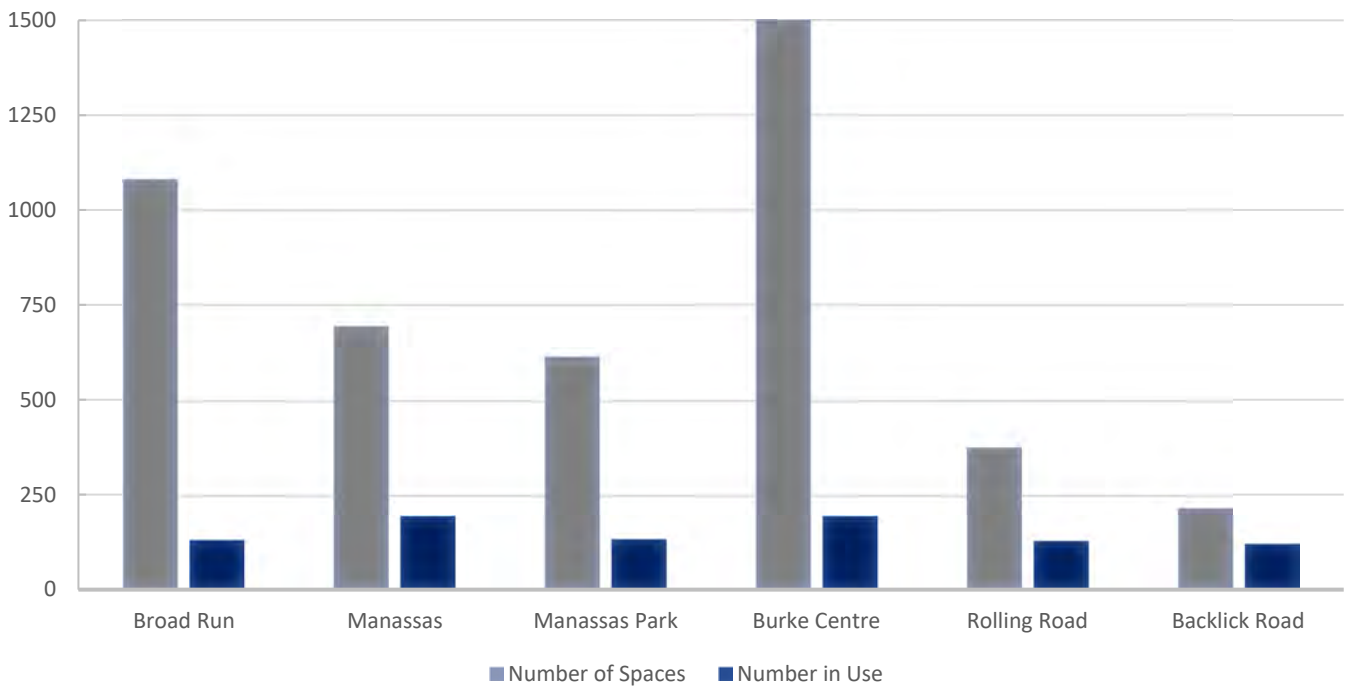


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



COMMUTER RAIL OPERATING AND CAPITAL (CROC) FUND REPORT

Background

Dedicated CROC funding for VRE began on July 1, 2018. The CROC Fund receives \$15 million annually from motor fuels taxes collected in the NVTC and PRTC regions. CROC funds are received from the Department of Motor Vehicles (DMV) and are held by NVTC for VRE in a separate account, in accordance with §33.2-1525.A of the Code of Virginia. The VRE Operations Board and Commissions approve the projects that are to be funded in whole or in part by the CROC, and VRE provides regular reporting on the CROC Fund, including disbursements received, amounts expended, the purpose of the expenditures, and investment and interest earnings.

CROC Fund as of March 31, 2024

A summary of the CROC Fund through the third quarter of FY 2024 is presented below. Due to lags in the determination of total fuel tax revenue by DMV and the transfer of funds from DMV to NVTC/VRE, total CROC funds received may be less than total funds earned. Interest earnings have been significantly higher in FY 2023-2024 than in previous years due to the overall rise in interest rates.

CROC Fund as of March 31, 2024

	Funds Earned	Funds Received	Interest Earned	Expenditures	CROC Account Balance (LGIP)
Previous Report (as of 3/31/23)	\$71,250,000	\$68,750,000	\$1,891,533	\$22,500,000	\$48,141,533
Current Report (as of 3/31/24)	\$86,250,000	\$83,750,000	\$5,585,032	\$41,998,857	\$47,336,175
<i>Change</i>	<i>\$15,000,000</i>	<i>\$15,000,000</i>	<i>\$3,693,499</i>	<i>\$19,498,857</i>	<i>(\$805,358)</i>

FY 2019-2021

The VRE Operations Board and the Commissions have previously approved the commitment of \$45 million in CROC funding to three key capital projects – \$15.0 million for the Crystal City Station Improvements project, \$26.1 million for the L’Enfant Station and Fourth Track project, and \$3.9 million for the Track 22 rehabilitation project at Washington Union Terminal in conjunction with Amtrak. This commitment reflects the first three years of CROC funding (FY 2019 through FY 2021). As of March 31, 2024, VRE has contributed \$3.2 million to the Track 22 project (leaving \$0.7 million still to be paid), which is reflected in the Expenditures in the table above. No expenditures have yet been incurred for the L’Enfant and Crystal City projects.

FY 2022-2031

In March 2021, VRE entered into a Funding Agreement with the Virginia Department of Rail and Public Transportation (DRPT), which was subsequently assigned to the Virginia Passenger Rail Authority (VPRA). The Funding Agreement commits VRE to use CROC funds to support the Commonwealth’s Transforming Rail in Virginia (TRV) program in two ways – through the issuance of debt to assist in the CSXT right-of-way purchase, and through ten years of pay-as-you-go (PAYGO) contributions to the Long Bridge and other planned capital investments in the VRE service area.

In accordance with the requirements of the Funding Agreement, in June 2022, VRE and NVTC (with NVTC as the Issuer) closed the sale of *Transportation District Special Obligation Revenue Bonds (Transforming Rail in Virginia) Series 2022 (Green Bonds)*. The sale of these double-A rated tax-exempt bonds generated approximately \$119 million in net proceeds that were transferred to VPRA in July 2022 to assist in the purchase of the CSXT right-of-way.

The \$42.0 million of life-to-date expenditures noted in the table above includes (in addition to the Track 22 contributions already noted) \$3.75 million for the Revenue Stabilization Fund as part of the Series 2022 issuance; a \$7.5 million PAYGO payment to VPRA to support preliminary engineering and environmental review costs for Long Bridge; and \$27.50 million in required monthly transfers to U.S. Bank (the Series 2022 bond Trustee) for bond debt service and PAYGO payments to VPRA.



FACILITIES UPDATE

The following is a status update of VRE facilities projects.

Completed projects:

1. Replacement of elevator machine room HVAC unit at Franconia-Springfield station
2. Replacement of drainage outfall riprap at Woodbridge station
3. Improvements to various elements of Fredericksburg station



New entrance sign at Fredericksburg

Projects scheduled to be completed this quarter:

1. Replacement of stair tower and pedestrian bridge logo signs at Woodbridge station
2. Repairs to electrical conduits at Brooke station
3. Replacement of parking lot LED light fixtures at Spotsylvania station, contingent upon fixture delivery
4. Hydrostatic testing of dry standpipe systems at Woodbridge and Manassas station parking garages
5. Replacement/installation of pathfinder signage for multiple stations



Sealcoating & restriping at Fredericksburg

Projects scheduled to be initiated this quarter:

1. Minor repairs to concrete platform at Alexandria station
2. Replacement of LED lighting at Woodbridge station parking garage
3. Painting of warehouse and crew building exteriors at Crossroads MASF
4. Replacement of existing lighting with LED lighting at Manassas station parking garage
5. Repairs to steel railings at Burke Centre and Broad Run stations
6. Painting of Broad Run station

Ongoing projects:

1. Modernization of east elevator at Woodbridge station
2. Improvements to various elements of Quantico station
3. Improvements to various elements of Manassas Park station
4. Replacement of parking lot entrance signs at various stations

UPCOMING PROCUREMENTS

1. Locomotive AR-10 parts
2. State government relations services
3. Modernization of Woodbridge Station east elevator
4. Construction of Alexandria Station improvements
5. Broad Run and Crossroads security camera system power and network infrastructure upgrade
6. Locomotive master controllers
7. Passenger information and messaging system
8. Locomotive exterior painting services
9. Construction management services for the Crystal City Station improvements project
10. Construction management services for the Franconia-Springfield Station improvements project
11. Photography and videography services

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	Task order issued for the unification of the King and Commonwealth bridge replacement designs with the Alexandria Station Improvement designs. Designer will unifying those projects under a single set of project documents. (June) VRE is progressing with resolution of comments on 90% station design and unification with King and Commonwealth bridge designs. (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	Advancing to 90% design based on recent value engineering efforts. Stakeholder coordination on property and permitting to continue in the coming months. (June) Hosted a follow-up meeting with Lumen on April 26 to discuss VRE property needs.. Continuing to coordinate with airport staff. (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. (May/June)
Crossroads MSF Employee Parking	Design and construction of a permanent employee parking lot at VRE Crossroads Yard.	Final Design	\$ 7,365,765.00	Special use permit package was resubmitted to address remaining comments. Planning Committee review meeting should be scheduled sometime in July. (June) Design team is waiting on County review comments from the recent special use permit application resubmission. (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	60% design review cycle complete. Station advancing to 90%. (June) VRE has received and is reviewing comments on the 60% design package from VPRA, CSX and Amtrak. (May)

- continued next page -

CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
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	90% review cycle for the pedestrian underpass is complete. Designer working to unify previously developed platform extension design and more recently developed pedestrian underpass design into a single cohesive set of project documents. (June) VRE is consolidating the separately developed station and tunnel plans, and coordinating phasing with the adjacent third track project. (May)
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	Substantial completion achieved April 2024. (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. Researching available systems for review with upper management. (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 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	A kick-off meeting was held with the PMC consultant (June) A signal design review agreement executed with CSX. (May)

- continued next page -

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	Task order issued for the unification of the King and Commonwealth bridge replacement designs with the Alexandria Station Improvement designs. Designer will unifying those projects under a single set of project documents. (June) VRE is progressing with resolution of comments on 90% station design and unification with King and Commonwealth bridge designs. (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	Advancing to 90% design based on recent value engineering efforts. Stakeholder coordination on property and permitting to continue in the coming months. (June) Hosted a follow-up meeting with Lumen on April 26 to discuss VRE property needs.. Continuing to coordinate with airport staff. (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. (May/June)
Crossroads MSF Employee Parking	Design and construction of a permanent employee parking lot at VRE Crossroads Yard.	Final Design	\$ 7,365,765.00	Special use permit package was resubmitted to address remaining comments. Planning Committee review meeting should be scheduled sometime in July. (June) Design team is waiting on County review comments from the recent special use permit application resubmission. (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	60% design review cycle complete. Station advancing to 90%. (June) VRE has received and is reviewing comments on the 60% design package from VPRA, CSX and Amtrak. (May)

- 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	Construction to begin on station interior renovations including waiting room and public restrooms. (June) Site/civil/drainage coordinating with CSX track schedule. Substantial Completion anticipated April '24. Tower/ped bridge/utilities completion on going. (May)
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/Apr)

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



VIRGINIA RAILWAY EXPRESS

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

VRE.ORG





MINUTES

VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD
SPECIAL ALL-VIRTUAL MEETING
June 7, 2024
14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Sarah Bagley (NVTC) ‡
*Andrea Bailey (PRTC) ‡**
*Monica Gary (PRTC) ‡
*Tom Gordy (PRTC) ‡**
*Lori Hayes (PRTC) ‡
*Jannan W. Holmes (PRTC) ‡
*Takis Karantonis (NVTC)
*Michael McLaughlin (VPRA) ‡
*Alanna Mensing (PRTC) ‡
*Ralph Smith (PRTC) ‡
*Daniel G. Storck (NVTC) ‡
*James Walkinshaw (NVTC) ‡

Jurisdiction

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

Members Absent

Meg Bohmke (PRTC)
Margaret Franklin (PRTC)

Alternates Present

Pam Sebesky (PRTC)

Alternates Absent

Canek Aguirre (NVTC)	City of Alexandria
Tinesha Allen (PRTC)	Stafford County
Victor Angry (PRTC)	Prince William County
Kenny Boddye (PRTC)	Prince William County
Deborah Frazier (PRTC)	Spotsylvania County
Libby Garvey (NVTC)	Arlington County
Will Mackintosh (PRTC)	City of Fredericksburg
Darryl Moore (PRTC)	City of Manassas Park
Emily Stock (DRPT)	Commonwealth of Virginia
Pamela Yeung (PRTC)	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

Trinette Broussard – VRE

John Duque – VRE

Steve Maclsaac – VRE Chief Counsel

Dallas Richards – VRE

Rich Dalton – VRE Chief Executive Officer

Anaya Farah – VRE

Kate Mattice – NVTC

Mark Schofield – VRE

Vice Chair Bagley called the meeting to order at 10:03 a.m., followed by the roll call.

Following roll call, the Clerk asked members to confirm that no three members were participating from the same room. The members confirmed they were not together.

Public Comment Time – 3

The Vice Chair stated public comments for this meeting were taken electronically. Ms. Broussard indicated no written comments had been submitted.

Approval of the Agenda - 4

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

Closed Session – 5

At 10:09 a.m., Vice Chair Bagley moved, with a second by Ms. Hayes, that pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711.A(3), (6) and (8) of the Code of Virginia), the VRE Operations Board convene a closed meeting for the purposes of (1) consultation with legal counsel regarding the terms of the Norfolk Southern Operating Access Agreement which require the provision of legal advice by counsel; (2) discussion of the acquisition of real property for commuter rail service on the Norfolk Southern's Manassas Line where discussion in public would adversely affect the negotiating strategy and bargaining position of the Commissions; and (3) discussion of the investment of public funds where bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected. The vote in favor was cast by Members Bagley, Gary, Hayes, Holmes, Karantonis, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

[Ms. Bailey entered the virtual meeting.]

[Mr. Gordy entered the virtual meeting.]

Due to technical difficulties, Chief Counsel Steve Maclsaac proposed to retake the vote on the motion to convene a Closed Session by Vice Chair Bagley, including another roll call by the Board Clerk to ensure all members were accounted for, as some members joined after the initial roll call.

Upon recall of the roll, Members Bagley, Bailey, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, Mensing, Smith, Storck, and Walkinshaw cast votes in favor of convening a closed meeting.

The Closed Session convened at 10:21 a.m.

The Closed Session concluded at 11:07 a.m.


Vice Chair Bagley moved, with a second by Mr. Karantonis, to certify that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session: 1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and, 2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered. The vote in favor was cast by Members Bagley, Bailey, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, Mensing, Smith, Storck and Walkinshaw.

Adjournment – 6


Vice Chair Bagley thanked the Members for their participation.

Vice Chair Bagley adjourned the meeting at 11:10 a.m.

Approved this 21st day of June 2024



Meg Bohmke
Chair



Ralph Smith
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the June 7, 2024 Special All-Virtual Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Trinette Broussard



MINUTES

VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING

June 21, 2024

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

- *Sarah Bagley (NVTC)
- *Andrea O. Bailey (PRTC)
- *Meg Boehmke (PRTC)
- *Margaret Franklin (PRTC)
- *Monica Gary (PRTC)
- *Takis Karantonis (NVTC) **
- *Alanna Mensing (PRTC)
- *Ralph Smith (PRTC)
- *Daniel G. Storck (NVTC)

Members Absent

- Jannan W. Holmes (PRTC)
- Tom Gordy (PRTC)
- Lori Hayes (PRTC)
- Zach Trogdon (DPRT)
- James Walkinshaw (NVTC)

Alternates Present

- *Michael McLaughlin (VPRA)

Alternates Absent

- Canek Aguirre (NVTC)
- Tinesha Allen (PRTC)
- Victor Angry (PRTC)
- Kenny Boddye (PRTC)
- Deborah Frazier (PRTC)
- Libby Garvey (NVTC)
- Will Mackintosh (PRTC)
- Darryl Moore (PRTC)
- Pam Sebesky (PRTC)
- Emily Stock (DRPT)
- Pamela Yeung (PRTC)

Jurisdiction

- City of Alexandria
- Prince William County
- Stafford County
- Prince William County
- Stafford County
- Arlington County
- City of Manassas Park
- City of Manassas
- Fairfax County

- City of Fredericksburg
- Prince William County
- Spotsylvania County
- Commonwealth of Virginia
- Fairfax County

- Commonwealth of Virginia

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

Trinette Broussard – VRE
Alexander Buchanan - VRE
Holly Cockrell – VRE
Rich Dalton – VRE
John Duque – VRE
Karen Finucan Clarkson – VRE
John Kerins - Keolis

Lezlie Lamb – VRE
Steve MacIsaac – VRE Chief Counsel
Kristin Nutter – VRE
Bob Schneider - PRTC
Mark Schofield – VRE
Alex Sugatan – VRE
Joe Swartz – VRE

Chair Bohmke called the meeting to order at 9:02 a.m.; the roll call followed.

Chair Bohmke informed the Board that Member Gordy requested to participate remotely from Gainesville for a medical reason. Ms. Bailey moved, with a second by Ms. Bagley, to approve Mr. Gordy’s remote participation. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, McLaughlin, Mensing, Smith, and Storck.

[Mr. Gordy was not logged in and did not respond to roll call.]

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

Ms. Bailey moved, with a second by Ms. Gary, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, McLaughlin, Mensing, Smith, and Storck.

Approval of the Minutes of the May 17, 2024 VRE Operations Board Meeting and the June 7, 2024 Special All-Virtual VRE Operations Board Meeting – 5

Ms. Bailey moved, with a second by Ms. Bagley, to approve the Minutes from May 21, 2024 and June 7, 2024. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Gary, McLaughlin, Mensing, Smith, and Storck. Ms. Franklin abstained.

Chair’s Comments – 6

Chief Executive Officer’s Report – 7

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

- Safety Awards
- Performance
- Ridership
- LOU Facility Operations
- New Mobile App and Website

[Mr. Karantonis arrived at 9:14 a.m.]

[Ms. Franklin stepped out of the room at 9:19 a.m. and returned at 9:22 a.m.]

Public Comment Time – 8

The Chair opened the floor for public comments. No speakers were present, and no written comments were submitted.

Closed Session – 9

Vice Chair Bagley moved, with a second by Ms. Bailey, Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711.A(3) of the Code of Virginia), that the VRE Operations Board convene a closed meeting for the purposes of discussion of the acquisition of real property for a public purpose related to VRE operations on the Norfolk Southern rail line where discussion in public would adversely affect the negotiating strategy and bargaining position of the Operations Board and the Commissions.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Karantonis, McLaughlin, Mensing, Smith, and Storck.

The Closed Session convened at 9:31 a.m.

Vice Chair Bagley moved, with a second by Ms. Bailey, that the VRE Operations Board certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and,
2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed, or considered.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Karantonis, McLaughlin, Mensing, Smith, and Storck.

The open session reconvened at 10:52 a.m.

Authorization to Execute a Sole Source Contract for New Locomotive Fuel Injectors – 10A

Ms. Bailey moved, with a second by Ms. Bagley, to authorize the Chief Executive Officer to execute a sole source contract with Progressive Rail Locomotive Inc. for the purchase of new locomotive fuel injectors.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Karantonis, McLaughlin, Mensing, Smith, and Storck.

Authorization to Execute an Enterprise Services Sales Order to Upgrade VRE's Communications Infrastructure – 10B

Ms. Bailey moved, with a second by Ms. Bagley, to authorize the Chief Administrative Officer to execute an Enterprise Services Sales Order with Comcast Corporation to upgrade VRE's communications infrastructure. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Karantonis, McLaughlin, Mensing, Smith, and Storck.

Authorization to Execute an Agreement with the Maryland Transit Administration and to Amend the VRE Tariff for the Reinstatement of the MARC/VRE Cross Honor Agreement – 10C

Ms. Bagley moved, with a second by Ms. Bailey, to authorize the Chief Executive Officer to execute an agreement with the Maryland Transit Administration and amend the VRE Tariff for the reinstatement of the MARC/VRE Cross Honor Agreement.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Karantonis, McLaughlin, Mensing, Smith, and Storck.

Information Items – 11

Spending Authority Report – 11A

The June Spending Authority Report outlined purchases greater than \$50,000 but less than \$200,000 made in May 2024.

FY26 Budget Discussion – 11B

VRE Chief Financial Officer Mark Schofield solicited feedback from the Board on potential key issues heading into the FY 2026 budget cycle.

Members Time – 12

Mr. Smith stated the Manassas Rail Festival was very well attended and noted that the VRE staff managed crowd control very well.

Mr. Storck asked if the Finance Committee could schedule a meeting in July.

Ms. Franklin stated she would like to serve on the Finance Committee.

Without objection, Chair Bohmke adjourned the meeting at 11:08 a.m.

Approved this 19th day of 2024.

Meg Bohmke
Chair

Ralph Smith
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the June 21, 2024, Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Leslie M. Lamb



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice, Allan Fye, Andrew D’huyvetter and Adam Hager
DATE: July 11, 2024
SUBJECT: Washington Metropolitan Area Transit Authority (WMATA)

This written report includes the report from the Virginia WMATA Board members.

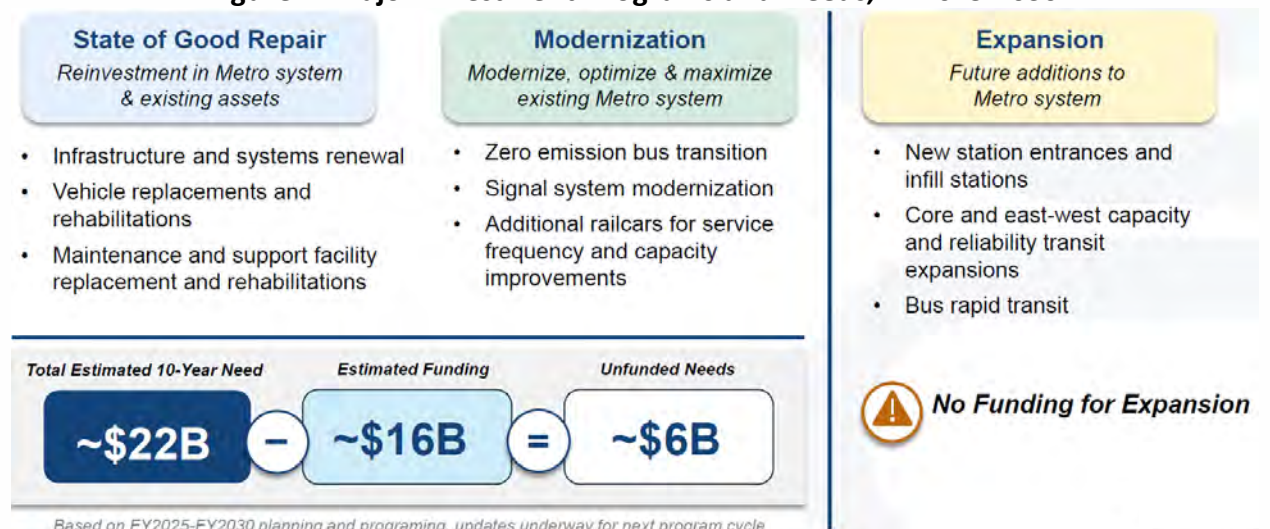
A. Report from the Virginia WMATA Board Members

▪ Capital Improvement Program Update

On July 11, the WMATA Finance and Capital Committee [received a briefing on the on WMATA's Capital Improvement Program](#). The Committee reviewed highlights of the FY 2024 capital program which invested approximately \$2 billion into the system’s state of good repair, system reliability and modernization needs. WMATA staff discussed several impacts to the capital program in FY 2024, namely an industry backlog for buses impacted the ability to procure buses and a decision to reduce and rescope the previously planned railcar heavy repair and overhaul facility.

As highlighted in WMATA’s FY 2025 budget materials, the agency found \$25 million in annual capital program cost savings through the FY 2025-2030 Capital Improvement Program by sharing resources, reducing reliance on contracted services, simplifying standards and reducing customization. Despite these savings, WMATA will face roughly \$6 billion in unfunded needs over this six-year period (Figure 1).

Figure 1: Major Investment Programs and Needs, FY 2025-2030

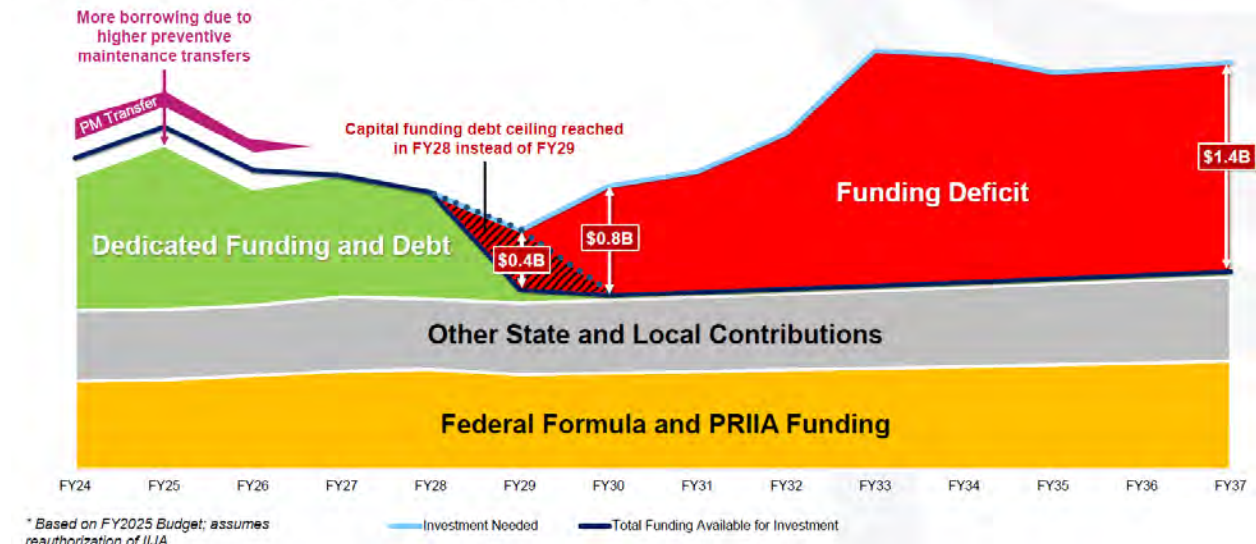


Source: [July 11 WMATA Finance and Capital Committee](#)

Based on current levels of anticipated funding and the needs identified in WMATA’s capital program, the capital funding debt ceiling will be reached in FY 2028. WMATA would then face an \$800 million annual capital funding deficit in FY 2030 which grows to \$1.4 billion in FY 2037 (Figure 2).

Figure 2: WMATA Faces a Significant Capital Funding Deficit

Dedicated capital funding borrowing capacity projected to be exhausted in FY2028 and new capital funding will be needed to address ongoing system safety, renewal and modernization needs



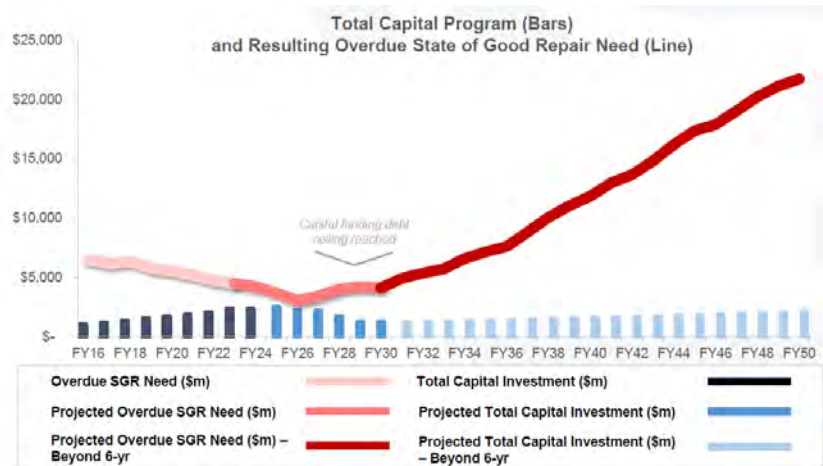
Source: [July 11 WMATA Finance and Capital Committee](#)

These projected deficits will have significant impacts on WMATA’s ability to address state of good repair needs, forcing difficult decisions about tradeoffs before the end of the six-year CIP. While WMATA has made substantial progress in decreasing the size of its overdue state of good repair backlog since FY 2016, the backlog will once again grow beginning in FY 2027, jeopardizing progress made in system reliability, customer experience and safety risk (Figure 3).

Figure 3: WMATA Capital Program Funding Challenges

Funding Deficits will Impact State of Good Repair Progress

- As backlog of state of good repair grows, performance and reliability decreases and risk increases
- Maintenance of essential state of good repair programs avoid asset failure experienced prior to SafeTrack and Platform Improvement projects
- Declining reliability, worsening customer experience and increased safety risk



Source: [July 11 WMATA Finance and Capital Committee](#)

WMATA staff will present a proposed FY 2026 capital budget, six-year CIP and 10-year capital plan in the fall in addition to an updated set of capital needs and funding outlook.

- Mid-Year Safety Management System Update

On July 11, the WMATA Safety and Operations Committee [received a mid-year update on WMATA's Safety Management System \(SMS\)](#). WMATA's SMS is a comprehensive, collaborative approach that brings management and labor together to build on the transit industry's existing safety foundation to continuously improve how safety risks are identified and assessed with mitigating actions taken before an accident or incident occurs. Under federal regulations, WMATA is required to develop an Agency Safety Plan, or ASP, to establish safety performance targets utilizing data from the National Transit Database (NTD). WMATA staff presented achievement and next steps across its four SMS elements: safety policy, safety risk management, safety assurance and safety promotion.

The only delayed item is under safety risk management and related to WMATA's Roadway Worker Protection rules and training program. WMATA staff shared that while progress has been slower than planned, a comprehensive hazard analysis has been completed and rule changes drafted. WMATA is developing a project plan to support implementation of these rule changes over the next 18 months.

- Regional Opportunity and Partnership Annual Report

On June 27, the WMATA Finance and Capital Committee [received a briefing on the Regional Opportunity and Partnership Annual Report](#). WMATA's Strategic Transformation Plan guides the agency's activities and decision making and includes four primary goals, one of which is regional opportunity and partnership. The annual report features progress on several performance measures under the goal's two objectives: regional network and partner service optimization and transit and community partnership and engagement. Highlights of the report include increased rail and bus ridership, growth in transit market share and greater access to jobs within a 60-minute transit ride in FY 2024 compared to FY 2023 (Figure 4).

Figure 4: Regional Opportunity and Partnership Annual Report Summary Metrics

	Metric	FY23 Result	FY24 Result (May)	FY24 Target	FY28 Target	Trending in the right direction?
Overall	Monthly ridership	16.6M	20.0M	19.9M	TBD	✓
Regional network and partner service optimization and transit equity	Rail frequent service	17%	60%	60%	≥75%	✓
	Bus frequent service	41%	45%	43%	≥50%	✓
	Destination access	223,500	274,300	245,850	+10% by FY25	✓
	Percent of transit market share	4.8% (CY22)	6.4% (CY23)	TBD	>7% by FY25	✓
	Reduced fare program enrollment: pass activation	0	6,800	8,000	≥30,000	✓
Community partnership and engagement	Inclusive contracting	23.05%	n/a	21%	≥21% through FFY25	n/a
	Transit-oriented development on Metrorail properties	0	2	2	≥20 agreements by 2032	✓
	Transit-oriented development in high-capacity bus corridors	<i>under development</i>				
	Community engagement	<i>under development</i>				

Notes:
 Ridership: FY23 data includes rail tap-only ridership for July – December and rail tap and non-tap ridership for January – June
 Transit mode share: CY24 data will not be available until 2025. No target for FY24; will be set for FY25.
 Inclusive contracting: results are reported on a federal fiscal year basis, which runs from Oct. 1 through Sep. 30
 Reduced fare program enrollment: Metro Lift was launched in July 2023, at the beginning of FY24

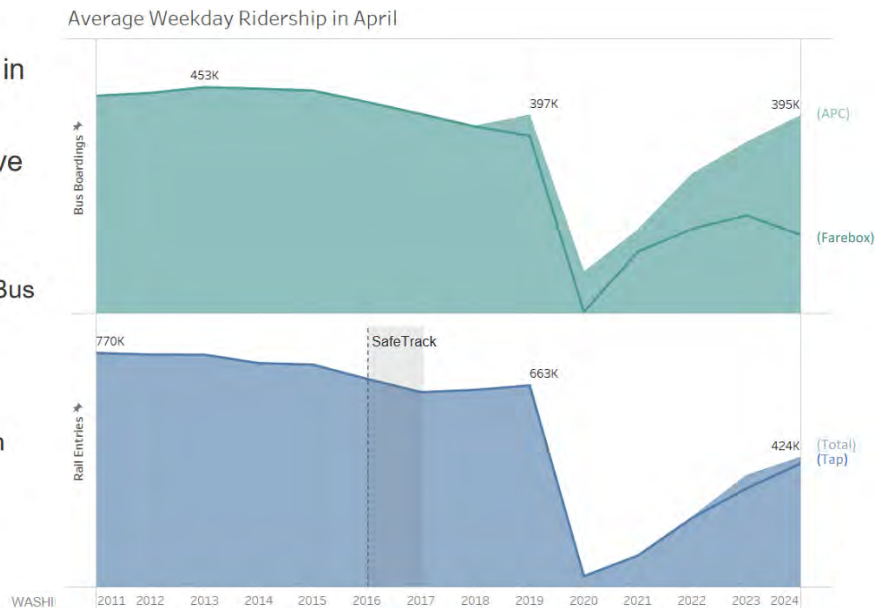
● Target met ● Target at risk ● Target missed

Source: [June 27 WMATA Finance and Capital Committee](#)

A key theme for WMATA is its ability to deliver more trips within existing service levels. While overall ridership peaked in 2012, the Proposed 2025 Better Bus Network could attract 13,000 more daily trips in the region and the current rail service plan could carry 33% more trips. Despite recent increases in ridership across bus and rail, paid ridership on bus is trending in a downward direction (Figure 5).

Figure 5: WMATA Can Deliver More Trips under Current Service Plans, but Paid Bus Ridership Trends Downward

- Ridership peaked at 1.3 million average daily trips in 2012
- Metro has capacity to serve more riders with current resource levels:
 - Proposed 2025 Better Bus Network could attract **13,000 more daily weekday trips**
 - Current rail service plan could carry **33% more trips**

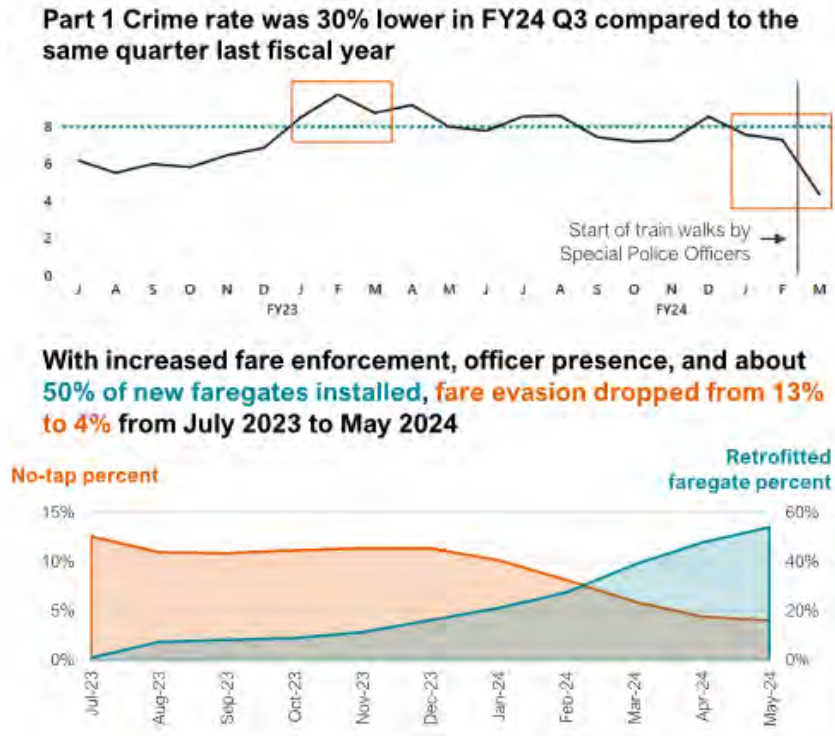


Source: [June 27 WMATA Finance and Capital Committee](#)
 Note: APC = Automatic Passenger Counters

▪ FY 2024 Q3 Service Excellence Report

On June 27, the WMATA Safety and Operations Committee [received a briefing on the FY 2024 Q3 Service Excellence Report](#). Service Excellence is another of WMATA’s four goals in its Strategic Transformation Plan and the quarterly report provides a snapshot across a multitude of safety, security, reliability and customer convenience performance measures. More than two-thirds of performance measures are being met or trending in the right direction (Figure 6); highlights of the FY 2024 Q3 report include that serious crime is down 30% over the past year, fare evasion is down from 13% to 4% on rail and 75% of customers on all modes are satisfied with their last trip.

Figure 6: Service Excellence Performance Highlight – Lower Crime Rate and Fare Evasion



Source: [June 27 WMATA Safety and Operations Committee](#)

Key performance measures where the target was missed included Metrorail customer satisfaction (77% compared to a target of 85%), Metrorail and MetroAccess on-time performance and accuracy of real-time information across all modes. A summary of all service excellence performance measures is displayed in Figure 7.

Figure 7: Service Excellence Performance – All Measures

Metric	Result	Right trend? Q2 vs. Q3	Featured	Metric	Result	Right trend? Q2 vs. Q3	Featured
Goal 1: Service excellence				Objective 1B: Reliability			
Customer satisfaction				On-time performance			
Metrorail	77%		+	Metrorail	87.2%	✓	+
Metrobus	74%		+	Metrobus	76.4%	✓	+
MetroAccess	76%		+	MetroAccess	91.3%		+
Objective 1A: Safety and security				Percent of planned service delivered			
Part 1 crime rate	7.4	✓	+	Metrorail	98.9%		
Customer / employee assault rate	9.4	✓		Metrobus	98.4%	✓	
Customer satisfaction: safety from crime				MetroAccess	98.9%		
Metrorail	59%	✓	+	Elevator Availability	98.0%	✓	
Metrobus	58%		+	Escalator Availability	94.4%	✓	
Customer injury rate				Objective 1C: Convenience			
Metrorail	13.9	✓		Accuracy of real-time arrival information			
Metrobus	61.0	✓		Metrorail	96.5%		+
MetroAccess	9.7			Metrobus	85.2%		+
Employee injury rate				Availability of real-time bus arrival information			
Metrorail	2.9			MetroAccess	91.4%	✓	
Metrobus	12.5	✓		Customer satisfaction: cleanliness			
Crowding				Metrorail	57%		
Metrorail	0.5%	✓		Metrobus	62%		
Metrobus	3.8%	✓		Last-mile connectivity / bicycle access			
				Metrorail	1.4%	n/a	

● Target met
 ● Target just missed
 ● Target missed
 ● No target

Source: [June 27 WMATA Safety and Operations Committee](#)

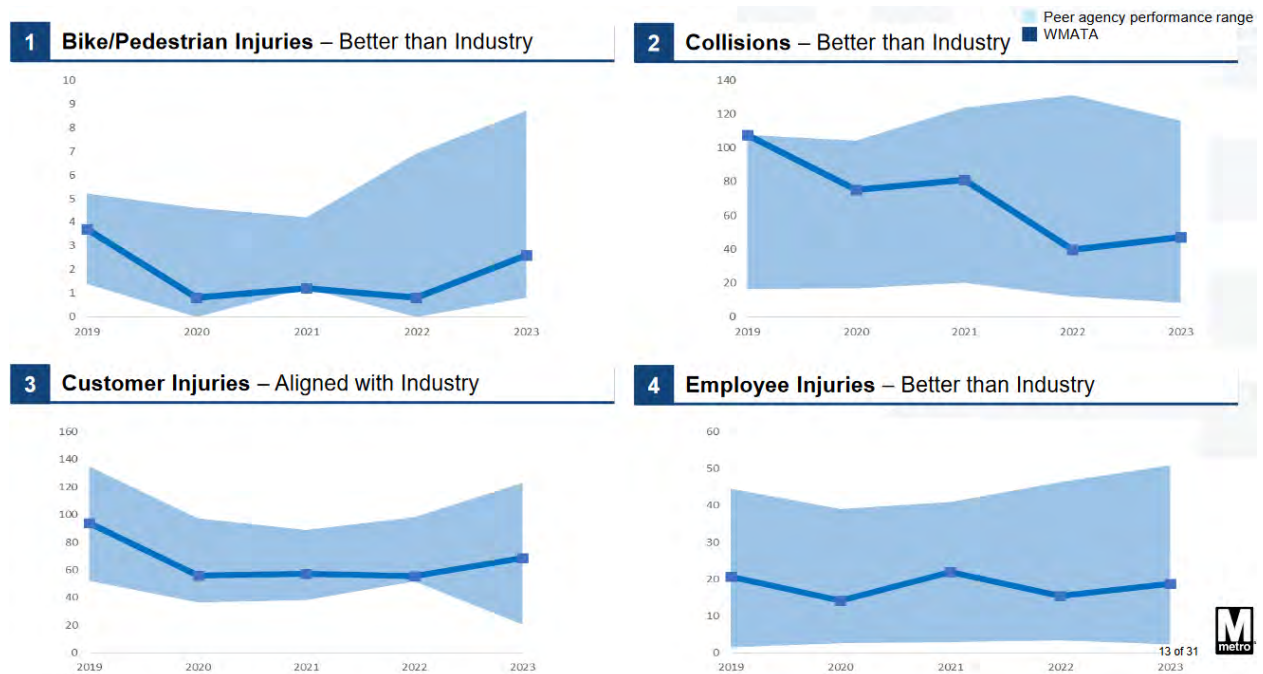
- FY 2025 Officer Elections

On June 27, the WMATA Board Committee elected a new slate of officers for FY 2025. The WMATA Board elected Valerie-Joy Santos as chair. Ms. Santos was appointed by the District of Columbia as a principal director last December. Paul Smedberg, who has served as Board chair since 2019, will serve as first vice chair, while Joe McAndrew of Maryland will serve as second vice chair in FY 2025.

- Modal Safety Performance Benchmarking and Improvement

On June 13, the WMATA Safety and Operations Committee [received a briefing on modal safety performance benchmarking and improvement](#). Under Federal Transit Administration (FTA) rules for Public Transportation Agency Safety Plans (PTASP), transit agencies receiving federal funds such as WMATA are required to establish safety targets, inputs of which include benchmarking with other agencies and key safety initiatives to identify a path to meeting established targets (Figure 8).

Figure 8: Bus Performance Compared to Peer Agencies, 2019-2023



Source: [June 13 WMATA Safety and Operations Committee](#)

WMATA’s safety benchmarking compares the agency’s performance against eight peer agencies across the country. Data through December 2023 from the National Transit Database were used to assess WMATA’s normalized (incidents per 10 million vehicle revenue miles) performance across bus, rail and paratransit operations. Between 2019-2023, WMATA performed better than its industry peers in six of 10 performance areas, was aligned with industry in three and was the industry leader in one (customer injuries, rail).

- Rail Safety Program Update



On June 13, the WMATA Safety and Operations Committee received a briefing on the [rail safety program](#). The briefing covered three primary topics: a revenue vehicle audit recently completed by the Washington Metrorail Safety Commission (WMSC), train operator certification and program transition to WMATA’s Safety and Readiness office, and rail automation efforts including automatic door operations (ADO) and automatic train operation (ATO).

[WMSC’s rail car maintenance audit](#), published May 21, 2024, included seven findings and three recommendations. WMATA staff stated that many findings were already being addressed over the course of the audit, but WMATA would continue addressing findings and developing corrective actions for the report’s recommendations. The three recommendations in the audit were related to the shelf life of rail car parts, provision of training records to supervisors of newly assigned employees, and WMATA’s rail car maintenance staffing assessment.

Since receiving an order from the WMSC in February related to train operator certification records, WMATA has implemented several new quality control initiatives to improve business processes to ensure compliance with an updated program manual before the program transitions to WMATA’s Safety and Readiness Office this summer.

WMATA is actively training operators and collaborating with the WMSC to finalize implementation of automatic door operations (ADO) on all remaining lines in July, having already started ADO on the Red Line in December. Automatic train operations (ATO) training will commence on the Red Line in July ahead of an anticipated systemwide training in October. ATO on the Red Line is expected to launch in December 2024 (Figure 9).

Figure 9: Automatic Train Operations Update

Preparation	Training & Certification	Next Steps
 <ul style="list-style-type: none"> • Pilot training and simulator sessions were conducted • Tabletop Scenario Exercises and Training Scenario Demonstrations occurred in May 2024 • Metro’s leadership team attended the demonstrations which took place overnight across the Red Line 	 <ul style="list-style-type: none"> • Metro will continue coordinating with stakeholders and revising training based on feedback • Interim Safety Certification package to support training and certification on the Red Line planned for submittal to WMSC end of June (training to take place over the summer) 	 <ul style="list-style-type: none"> • Safety Certification Submittal to WMSC of Operational Readiness planned for early fall to enable revised scheduling and staffing • Expecting Red line ATO to launch in December 2024

Source: [June 13 WMATA Safety and Operations Committee](#)

- Second Lien Dedicated Revenue Bonds Series 2024A

On June 27, the WMATA Board [authorized the issuance of Second Lien Dedicated Revenue Series 2024A bonds](#). WMATA's FY2025 Capital Program authorizes up to \$963M in debt to fund capital improvements which requires the issuance of subordinated debt. However, according to WMATA staff the principal amount of bond proceeds will be reduced by an amount equal to \$300 million for a par bond amount of \$663 million (Figure 10). The \$300 million reduction in bond issuance is possible due to available funds carried forward from FY 2024 to FY 2025. The bond issuance is expected to close on July 23.

Figure 10: Projected FY 2024 Budget Favorability and Capital Program Carry Forward

Projected FY2024 Capital Carry Forward of \$300M

- Continuing to reduce capital project costs through modernizing standards and practices, reducing customization and rescoping some projects (e.g. Heavy Repair Overhaul Facility and Bus Electrification)
- Railcar preventive maintenance (PM) expense transfers less than budgeted

Next Steps – After FY2024 Year-End Close and Financial Audit in Fall 2024

- FY2024 carry forward will extend capital program capacity and fund additional state of good repair needs in the Capital Improvement Program (CIP)
- Six-year CIP forecast to be updated in fall 2024 after year-end audit with updated cost estimates and project schedules

Projected FY2024 Operating Budget management of \$24M primarily attributed to:

- Savings in vacancies, materials and supplies, and contract maintenance and continued shift of paratransit trips to alternative service providers

Source: [June 13 WMATA Finance and Capital Committee](#)

- Gender Equity Framework

On June 13, the WMATA Executive Committee received an [introductory briefing on a framework to elevate gender-diverse perspectives and integrate them into decision-making for WMATA](#). Since 2018, WMATA has advanced several initiatives, including its Strategic Transformation Plan, to highlight the need for incorporating gender considerations in its plans and policies. WMATA staff are currently conducting a pilot program wherein two non-ADA seats are removed from buses to create a multi-use space with priority for open strollers, thus improving passenger flow and increasing capacity (Figure 11). Feedback will be collected from riders and incorporated into future planning efforts.

Figure 11: Multi-Use Space Testing on Metrobus

20 buses deployed in testing during initial phase

Actions Completed

- Briefed key external stakeholder groups: Riders' Advisory Council, Accessibility Advisory Committee, Joint Coordinating Committee
- Obtained feedback from operators and mechanics at multiple divisions

Testing Plan

- Selected priority routes based on MIT Mobility of Care research
- Collecting customer and bus operator feedback to inform improvements
- Timeline: Testing from May until November

Source: [June 13 WMATA Executive Committee](#)

Exterior decal identifies retrofitted buses with multi-use space



Window decals indicate priority and provide feedback forum



▪ Acceptance of Inspector General's Reports

On June 13, the WMATA Executive Committee [accepted two Office of Inspector General \(OIG\) reports related to software licensing management and SmarTrip regional partner billing](#). In the audit of WMATA's software licensing management, OIG made five recommendations to address deficiencies related to software licensing optimization and utilization, software lifecycle tracking and monitoring and detecting software and hardware purchased made with WMATA purchase cards. WMATA management concurred with the finding and recommendations. In the audit of WMATA's SmarTrip regional partner comparative billing statements, conducted to determine whether the audited entity's billing statements are free of material misstatements, the firm retained by OIG offered an unmodified opinion. Having been accepted by WMATA, the audit reports have been posted to the WMATA OIG website.



AGENDA ITEM #7

Report from the Chairs of the WMATA/ Legislative and Policy Committees

TO: Chair de Ferranti and NVTC Commissioners

FROM: Kate Mattice, Allan Fye, Genoveva Cutrell, Andrew D’huyvetter, Adam Hager and Daniel Knickelbein

DATE: July 11, 2024

SUBJECT: Report from the Chairs of the NVTC WMATA Committee/Legislative and Policy Committees

This written report includes a preview of the July 11 Joint WMATA Committee/Legislative and Policy Committee meeting and a federal funding resource guide.

A. NVTC WMATA Committee/Legislative and Policy Committee July 11 Meeting Preview

The NVTC WMATA Committee and Legislative and Policy Committee will hold a joint meeting on July 11 and will receive a briefing from WMATA staff on the Better Bus Network Redesign and two briefings from NVTC staff: one on NVTC’s work toward long-term, dedicated, sustainable funding and a second on the WMATA subsidy allocation formulas as requested by the Commission at its June meeting.

The Better Bus initiative is a complete redesign of the Metrobus system featuring new route names, consolidated bus stops and improved reliability levels. Compared to the current Metrobus network, the proposed 2025 Network better connects the region, increases access to better bus service and makes bus service more convenient – all within current resource levels. Since the 2025 Network is resource neutral, WMATA will need to make a series of tradeoffs until more funding is available in the future.

The joint committee will discuss *DMVMoves*, SJ 28: Northern Virginia Growing Needs of Public Transit Joint Subcommittee and the NVTC 2024 Annual Report on the Performance and Condition of WMATA. Staff will also brief the joint committee on the forthcoming NVTC Transit Funding Working Group, a staff-level effort comprised of leadership at jurisdictions and transit agencies in Northern Virginia focused on the various initiatives underway geared toward long-term, dedicated transit funding in the region.

B. Federal Grant Funding Overview

NVTC is monitoring transit-focused federal grant opportunities that may be of interest to member jurisdictions and partners. The Bipartisan Infrastructure Law (BIL) and Inflation Reduction Act (IRA) authorized billions of dollars of federal funding for planning, operations and maintenance, transit technology enhancements, access to transit projects, low/no emission vehicle acquisitions, transit capital, and other improvements. The attached [Transit-Focused Federal Grant Opportunities chart](#) lists relevant federal grant programs with a program

description, details on transit focused eligible activities under each program, and Notice of Funding Opportunity (NOFO) schedule information. Contact [Senior Program Analyst Daniel Knickelbein](#) for more information or to request a letter of support for an upcoming application.



Transit-Focused Federal Grant Opportunities

Programs with an Active Notice of Funding Opportunity (NOFO) or Ongoing Funding Awards			
Program Name	Program Description	Eligible Activities	Deadline
Active Transportation Infrastructure Investment Program (ATIIP)	Funds projects that improve the safety, efficiency and reliability of active transportation networks and communities, including integrating active transportation facilities with transit services	Planning and design grants to develop plans for an active transportation network or construction grants for projects that provide safe and connected active transportation facilities, including those with a direct link to existing or future transit services	July 17, 2024 (extended from June 17)
Capital Investment Grants (CIG)	Provides capital funding for fixed guideway investments, including new and expanded rapid rail, commuter rail, light rail, streetcars, and bus rapid transit	Transit capital investments including new and expanded light and heavy rail, commuter rail, streetcars, and bus rapid transit in three categories: Small Starts, New Starts, and Core Capacity	No NOFO, entry into CIG is ongoing
Charging and Fueling Infrastructure Grant Program	Provides funding to strategically deploy publicly accessible electric vehicle charging infrastructure and other alternative fueling infrastructure	To install electric vehicle charging and alternative fuel in locations on public roads, schools, parks, and in publicly accessible parking facilities.	August 28, 2024
Clean Heavy-Duty Vehicles Grant Program	Funding to replace existing non-zero emission Class 6 and 7 heavy-duty vehicles with zero-emission vehicles	Replacement of existing Class 6 or 7 non-zero emission transit buses with zero-emission buses	July 25, 2024
Energy Efficiency and Conservation Block Grant (EECBG) Formula Program	Provides funding to assist eligible applicants in implementing strategies to reduce energy use, to reduce fossil fuel emissions, and to improve energy efficiency	Programs for financing energy efficiency, renewable energy, and zero-emission transportation capital investments	October 31, 2024

Transit-Focused Federal Grant Opportunities (continued)

Programs with an Active Notice of Funding Opportunity (NOFO) or Ongoing Funding Awards			
Program Name	Program Description	Eligible Activities	Deadline
Enhancing Mobility Innovation Program	Provides funding to transit agencies and other organizations for research projects that develop new approaches and tools to improve mobility	Eligible activities include those leading to the development and/or testing of new approaches and tools for improving mobility, including projects that develop novel operational concepts and demonstrate innovations that improve mobility and enhance the rider experience, and projects that develop software to facilitate demand-response public transportation that dispatches transit vehicles through mobile devices or other advanced means	August 30, 2024
Pilot Program for Transit-Oriented Development Planning	Provides funding to support comprehensive or site-specific planning associated with new fixed guideway and core capacity improvement projects	Comprehensive or site-specific planning to integrate land use and transportation planning for an eligible transit capital project or transit corridor	July 22, 2024
Reconnecting Communities Pilot (RCP)/Neighborhood Access and Equity (NAE)	RCP/NAE aims to advance and support the reconnection of communities divided by transportation infrastructure, with a priority on helping disadvantaged communities improve access to daily needs	Planning projects to study the feasibility and impacts of removing, retrofitting, or mitigating an existing roadway, rail line, or other eligible facility that creates a barrier to community connectivity, or capital projects for which all necessary studies and other planning activities have been completed	September 30, 2024
Safe Streets and Roads for All (SS4A) Grant Program	Provides funding for planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injury on roads and streets involving all roadway users, including pedestrians, bicyclists, and public transportation users	Planning and Demonstration Grants to create a comprehensive safety action plan AND Implementation Grants to carry out projects and strategies identified in an action plan	August 29, 2024

Transit-Focused Federal Grant Opportunities (continued)

Programs with an Anticipated Future Notice of Funding Opportunity (NOFO)			
Program Name	Program Description	Eligible Activities	Next Expected NOFO Publication
<u>Advanced Transportation Technology and Innovation (ATTAIN)</u>	Provides funding to deploy, install, and operate advanced transportation technologies to improve safety, mobility, efficiency, system performance, intermodal connectivity, and infrastructure return on investment	Technologies that assist public transit operators in managing transit and mobility services, technologies including remote fleet monitoring systems, coordinated communication systems to enable better transit connections for users, advanced data collection, and communication and data systems that enable shared mobility services	TBD
<u>All Stations Accessibility Program (ASAP)</u>	Provides funding to help finance capital projects to upgrade the accessibility of legacy rail fixed guideway public transit systems for persons with disabilities	Capital projects to upgrade the accessibility of rail fixed guideway public transportation for people with disabilities, including repairing, improving, modifying, retrofitting, or relocating infrastructure of stations or facilities for passenger use	TBD
<u>Buses and Bus Facilities Competitive Program</u>	Makes resources available to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities, including technological changes	Capital projects to replace, rehabilitate and purchase buses, vans, and related equipment, and to construct bus-related facilities, including technological changes or innovations to modify low or no emission vehicles or facilities	Early 2025 (typically released in a combined NOFO with Low/No Emission Grant Program)
<u>Consolidated Rail Infrastructure and Safety Improvements (CRISI)</u>	CRISI invests in projects to improve railroad safety, efficiency, and reliability, mitigate congestion at both intercity passenger and freight rail chokepoints, support efficient travel and goods movement, and create new or improved passenger rail corridors	Capital projects that improve intercity passenger rail, address rail congestion, enhance rail safety, or facilitate ridership growth, highway-rail grade crossing improvements, regional rail and corridor service development plans, or rail line relocation and enhancements	Spring 2025

Transit-Focused Federal Grant Opportunities (continued)

Programs with an Anticipated Future Notice of Funding Opportunity (NOFO)			
Program Name	Program Description	Eligible Activities	Next Expected NOFO Publication
Diesel Emissions Reduction Act (DERA) Program	Provides funding for projects that achieve significant reductions in diesel emissions and exposure, particularly from fleets operating in areas designated by the Administrator as poor air quality areas	Retrofit or replacement of existing diesel engines, vehicles, and equipment with EPA verified technologies or certified engine configurations, idle reduction technologies, aerodynamic technologies, and low rolling resistance tires	TBD
Federal State Partnership for Intercity Passenger Rail (FSP-National)	Funds capital projects that reduce the state of good repair backlog, improve performance, or expand or establish new intercity passenger rail service	Projects replacing, rehabilitating, or repairing infrastructure, equipment, or facilities used to provide intercity passenger rail service or to bring such assets into a state of good repair and projects expanding or establishing new intercity passenger rail	Fall 2024
Low or No Emission Grant Program	Provides funding to purchase or lease zero-emission and low-emission transit buses and for acquisition, construction, and leasing of required supporting facilities	Purchasing or leasing low- or no-emission buses, acquisition of low- or no-emission buses with a leased power source, constructing or leasing facilities and related equipment for low- or no-emission buses, and constructing new or rehabilitating existing public transit facilities to accommodate low- or no-emission buses	Early 2025 (typically released in a combined NOFO with Buses and Bus Facilities Program)
Rebuilding American Infrastructure with Sustainability and Equity (RAISE)	Provides funding for road, rail, transit, and port projects that have a significant local or regional impact	Capital projects including highway, bridge, or other road projects, public transportation, passenger and freight rail, or other eligible surface transportation projects	Fall 2024



AGENDA ITEM #8 Department of Rail and Public Transportation (DRPT)

TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice
DATE: July 11, 2024
SUBJECT: Department of Rail and Public Transportation (DRPT)

The written [monthly DRPT Report](#), which provides updates on DRPT programs and initiatives, is attached.



COMMONWEALTH of VIRGINIA

Zach Trogdon
Acting 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 de Ferranti and NVTC Commissioners

FROM: Zach Trogdon, Acting Director

DATE: July 15, 2024

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

Since early June I have been serving as Acting Director of DRPT, succeeding Jen DeBruhl who has retired after 31 years of public service. Prior to becoming Acting Director, I served for nearly two years as DRPT's Chief of Public Transportation, a role that I also still hold. I am familiar with NVTC having previously served on NVTC's WMATA Operating and Reform Working Group. I look forward to serving with you on NVTC.

The Commonwealth Transportation Board (CTB) adopted the FY25-30 Six Year Improvement Program (SYIP) at its June 18 meeting. Approximately \$220 million was allocated to NVTC for WMATA annual operating and capital assistance. In addition, the General Assembly approved \$60.2 million in additional operating funding for WMATA for FY25 in the Commonwealth's FY25-26 Biennial Budget, which DRPT will send directly to WMATA each quarter. Total FY25 state funding for WMATA is approximately \$485 million, which includes annual state operating and capital assistance, the FY25 special appropriation for operating, annual dedicated capital funding, annual PRIIA matching funds, and Congestion Mitigation and Air Quality (CMAQ) grant matching funds. Approximately \$16 million is allocated to VRE in this first year that VRE is receiving a direct state funding allocation from the Commonwealth Mass Transit Fund.

In addition to funding for WMATA and VRE, the FY25-30 SYIP includes annual operating, capital, workforce development, technical assistance, demonstration and commuter assistance program funding for local jurisdictions and transit systems statewide, including the members of NVTC. Also, as part of its action approving the SYIP, the CTB also approved NVTC's recommended FY25-26 I-66 Commuter Choice Program of Projects, which is included as Appendix A to the SYIP.

DRPT began releasing FY25 grant agreements in its WebGrants system on July 1, which is the date that FY25 funds became available for use. The complete [SYIP](#) is available for viewing in DRPT's [Open Data Portal](#), which is searchable by transit service provider and state construction district.

The CTB will next meet July 16-17 at the VDOT auditorium in Richmond. After taking off in August, the September CTB meeting will include DRPT's annual presentation and recommendation on WMATA compliance with legislative and CTB policy requirements that were enacted with the creation of state dedicated capital funding. The CTB will then take action on

DRPT's compliance recommendation at its October meeting. The WMATA General Manager and WMATA Board members from Virginia will be invited to give their required annual presentation to the CTB in either September or October.

The Commonwealth continues to participate in the DMV *Moves* initiative. Deputy Secretary of Transportation Michael Sargent is the Commonwealth's representative to the DMV *Moves* Task Force. In addition, DRPT is a member and active participant of the Government Partners Advisory Group, which is being attended by a combination of myself and staff from our Northern Virginia office.

DRPT is also a member of the Technical Working Group supporting the Northern Virginia Growing Needs of Public Transit Joint Subcommittee of the General Assembly. DRPT will be represented on the Technical Working Group by Jennifer Monaco, Senior Manager for Major Capital Investments, from our Northern Virginia office and Evan Price, Data and Policy Specialist, from our Richmond office. I look forward to addressing the first Joint Subcommittee meeting on July 15 in Richmond.



AGENDA ITEM #9 Executive Director Report

TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice
DATE: July 11, 2024
SUBJECT: Executive Director Report

This written report includes the Executive Director Newsletter and the Financial Reports.

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 jurisdictional and regional partners.

The July 2024 Executive Director Newsletter is attached and is also posted online at <https://novatransit.org/news-and-media/newsletter/>.

B. NVTC Financial Reports

The May 2024 Financial Reports are provided as information.



Advancing transit
in Northern Virginia
since 1964



Executive Director Newsletter



July 2024

@NoVaTransit

NoVaTransit.org | NoVaRides.org



A Message from Kate Mattice

When you think of NVTC, our management of funding and oversight of Metro might come to mind, or our founding and co-ownership of Virginia Railway Express. You might also think of our Commuter Choice program, which has funded more than \$178 million dollars toward projects designed to ease traffic congestion in Northern Virginia.

While that work is critical to keeping our region moving, it speaks to a larger purpose for NVTC—serving as a central institution where our local cities, counties and transit agencies come together to learn from each other. Whether it's important research on transit-related matters, streamlining operations or improving the rider experience by making payments and transfers easier, we are stronger as a region for that collaboration.

That's one reason we held our Transit Innovation Summit in June. The Summit was part of our ongoing 60th anniversary commemorations and a way to focus on past, current and future research on topics relevant to public transportation and a place to share those best practices. Each of the Summit's panel discussions covered real world examples of challenges and opportunities facing public transit providers today and ways to keep transit improving for all operators and users.

I'm also delighted to say that we sold out tickets for the Summit and I also want to express my gratitude to the many members of the NVTC staff who started planning this event more than a year ago. Their dedication and hard work paid off.

If you missed the Summit, or want to experience it again, you can watch the video of the event and see the presentation slides on [our website](#).

A handwritten signature in black ink that reads "Kate A. Mattice". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Executive Director

In This Issue

- 4 NVTC's Transit Innovation Summit highlights research, looks to the future of transit
- 8 Commuter Choice supports expansion of Prince William commuter lot
- 9 CTB gives final approval to 1-66 Commuter Choice projects
- 10 NVTC tracks transit trends in Northern Virginia
- 11 DMVMoves holds first regional task force meeting in Arlington
- 12 Metro Board elects new officers
- 13 Staff brief Fairfax County supervisors on Envision Route 7 implementation
- 14 NoVa bus systems provide important connections for households and businesses
- 15 APTA wins transit ridership challenge
- 16 Good luck Robert!
- 17 60th anniversary sponsors



Save
the
Date

July 11

Joint WMATA/Legislative
and Policy Committees

July 17-18

Commonwealth
Transportation Board

July 18

Commission Meeting
(Special Date - All Virtual)

July 19

VRE Operations Board

August 27

Virginia Passenger Rail
Authority

NoVaTransit.org
NoVaRides.org

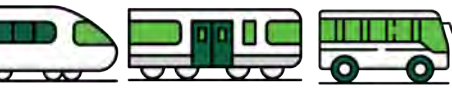


@NoVaTransit



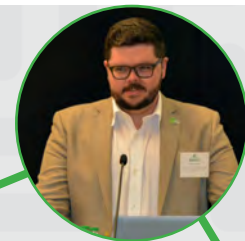
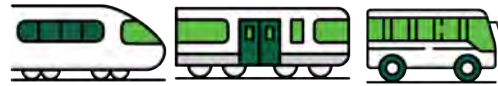


Transit In Sum





Innovation Summit





OmniRide Executive Director
Bob Schneider



NVTC Executive Director
Kate Mattice



NVTC Chair
Matt de Ferranti

NVTC's Transit Innovation Summit highlights research, looks to the future of transit

We held our first-ever Transit Innovation Summit on June 14, reflecting on hot topics in public transit and looking forward to innovations in the field. Planning for the sold out event at the George Mason University Schar School in Arlington started a year ago and I am delighted with the quality of the panels we produced and the opportunity to inform transit professionals about the work of NVTC and our many partners in Northern Virginia. Attendees heard about "Scaling up the Zero-Emission Bus Fleet: Lessons Learned and Next Steps Following Initial Deployment," "Bus Priority in Northern Virginia: Opportunities and Challenges" and "Transit Looking Forward." In addition, OmniRide Executive Director Bob Schneider's keynote address tackled "Stuff they didn't teach in planning school: Opportunities for transit excellence in a post-pandemic world."

The Summit was the first major event to celebrate NVTC's 60th anniversary. Kate reminded folks that NVTC has established itself as the leader in conducting transit research that results in meaningful outcomes for our local transit systems. Over the past 60 years, we've worked to understand how people move in our region and how public transit can take cars off the road. Believe it or not, NVTC was examining the role of transit in reducing emissions as early as 1973 and how bus rapid transit could help Northern Virginia back in 1977.

If you missed the Summit or just want to watch it again, a video of the event and presentation slides are available [on our website](#).





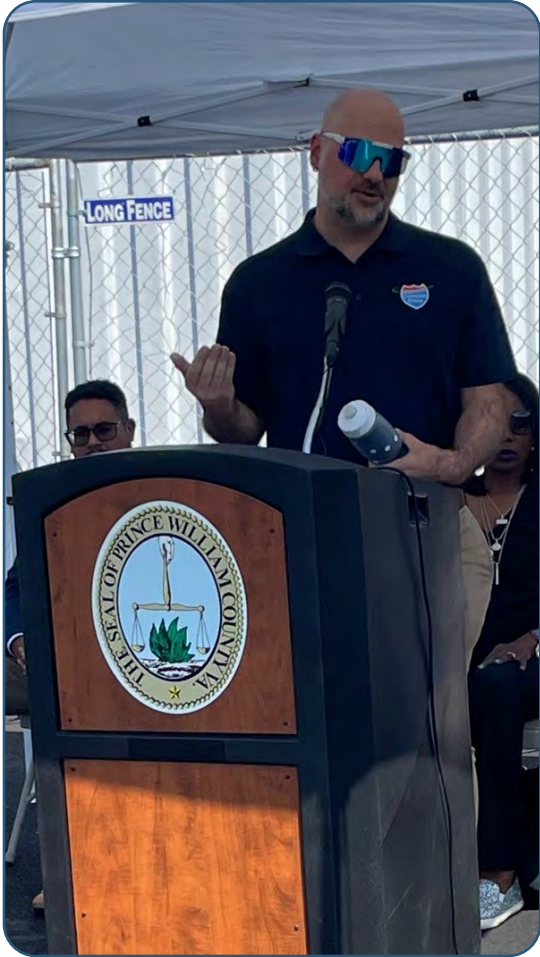
Ann McGrane, NVTC; Amy Mesrobian, Metro; Raymond Mui, DASH, Tom Reynolds Fairfax County



Vikram Sinha, NVTC; Raka Choudhury, Metro; Lee Farmer, VHB; Jason Mumford, STV



Xavier Harmony, NVTC; Allison Davis, Metro; Tiffany Dubinsky, DRPT; Lora Byala, Foursquare ITP



Commuter Choice supports expansion of Prince William commuter lot

Commuter Choice Senior Program Manager Ben Owen spoke at Prince William County's groundbreaking ceremony on June 21 for the Summit School Road Project, which includes Commuter Choice funding for the expansion of the [Horner Road Park-and-Ride](#) lot to accommodate additional vehicles. The lot, which serves several OmniRide express routes that run to Arlington and Washington, D.C., has seen robust demand for commuter parking post-pandemic, creating the need for additional parking spaces. Prince William County is using Commuter Choice funding for additional parking spaces in Lot #6, along with the installation of new bike parking for commuters that will be able to access the lot using the shared-use path along the new Summit School Road. We are pleased to help provide Prince William County residents with additional travel options along the congested I-95 corridor and look forward to the project's opening in early 2026.





I-66 COMMUTER CHOICE FY 2025-2026 PROJECT PROFILES

Thank you for reviewing the projects under consideration for I-66 Commuter Choice FY 2025-2026 funding. To learn more about Commuter Choice, visit novatransit.org.

CTB gives final approval to I-66 Commuter Choice projects

NVTC's [Commuter Choice](#) program continues to expand travel options for Northern Virginia residents with a newly approved I-66 Commuter Choice FY 2025-2026 Program of Projects. The program includes transit improvements, commuter incentives and access to transit enhancements proposed by Arlington County, Fairfax County, Loudoun and Prince William Counties, as well as OmniRide and Virginia Railway Express. The Commonwealth Transportation Board gave the final approval to the set of projects on June 18 as part of its adoption of the Six-Year Improvement Program. The approved program matches that [adopted by the Commission](#) in early June, with 15 projects and a total of \$31 million of funding, though three of the projects also received funding this week under the Department of

Rail and Public Transportation's I-66 Outside the Beltway program and will ultimately be supported by that program instead. The [15 projects](#) together will support an additional 2,700 weekday transit trips along the I-66 corridor, reduce greenhouse gas emissions by 70% relative to drive-alone travel and save commuters \$2.6 million per year in fuel costs.

The Commuter Choice team, led by Senior Program Manager Ben Owen and Senior Program Analyst Daniel Knickelbein, is now turning its attention to the next I-395/95 Commuter Choice call for projects, which will cover the FY 2026-2027 period. Ben and Daniel will soon reach out to eligible I-395/95 program applicants to schedule informal discussions of potential project ideas.

NVTC tracks transit trends in Northern Virginia

We published a report on Northern Virginia [Transit Trends](#) in June. The report, produced by Senior Program Analyst Sophie Spiliotopoulos, tracks trends over a 15-year period, from 2008 to 2022, to identify how transit has changed over time, then analyzes transit from a geographic perspective to

understand transit's role in how and why people move within the region. Sophie also presented some of the high-level findings of the report to the Commission on June 6th and produced graphics based on the report that we shared on our [social media](#) channels.

TRANSIT TRENDS FROM 2008 TO 2022

9%



increase in bus service

11



new Metro stations

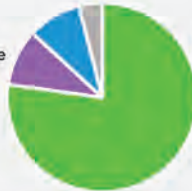
1



new VRE station

Commuter Modes
2008-2022 Average

- Car
- Transit
- Telework
- Other



On average, public transit in Northern Virginia made up **10%** of all commutes

Northern Virginians commute by transit **more than** the national average

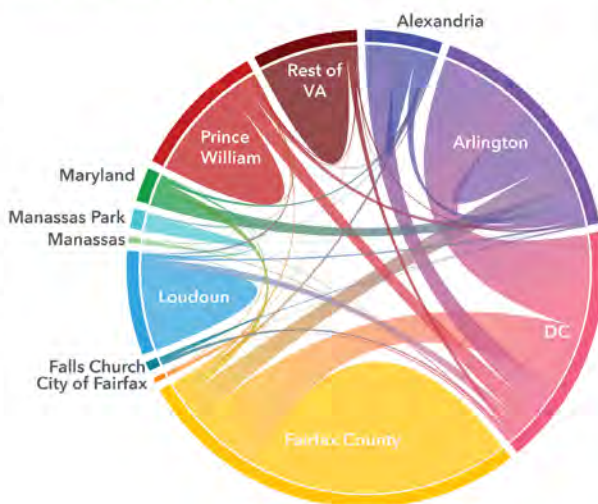
A look at how Northern Virginia transit has changed over space and time.

TRANSIT AROUND THE REGION

Public Transit Trips in Virginia

For trips starting or ending in Northern Virginia. The wider the connection between two locations, the greater the number of trips.

2017 Regional Travel Survey



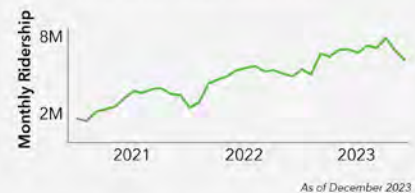
TRANSIT TODAY IN NORTHERN VIRGINIA

8 transit agencies

2M residents

256 routes

Transit ridership has increased by **180%** since the pandemic





DMVMoves holds first regional task force meeting in Arlington

[DMVMoves](#), a joint effort by the Metropolitan Washington Council of Governments (COG) and Metro, held its first regional task force [meeting](#) in the Arlington County board room on June 10. The task force includes Chair Matt de Ferranti and Commissioners Paul Smedberg and Mark Sickles.

The task force's goal is to develop a unified vision and sustainable funding model for the region's transit network. During the meeting,

the task force took an in-depth look at topics that vary across local transit systems – from fare policies and payment methods to service hours and signage. Members expressed interest in exploring how to provide more frequent transit service regionwide as well as creating a more seamless network among the region's more than dozen systems to enhance transit users' experience and make transit their preferred option.



Paul Smedberg (left);
Matt de Ferranti (right)



Metro Board elects new officers



The Metro Board met June 27 and [elected Valerie-Joy Santos](#) as Chairman beginning in July. Ms. Santos was appointed by the District of Columbia as a principal director last December. Paul Smedberg, who has served as Board Chairman since 2019, will serve as First Vice Chair, while Joe McAndrew of Maryland will serve as Second Vice Chair in Fiscal Year 2025. NVTc thanks Mr. Smedberg for his five years of service as Chairman.

"I know we'll have the opportunity to reflect on your tenure here as chairman, which is at least five years, I know, but I just wanted to thank you for that extraordinary service to this organization. As was just pointed out, you were actually APTA board member of the year this past year, which is about as high honor as you can receive in this business," said Metro Finance Committee Chair Matt Letourneau. "So, I'm personally grateful. I think it's on behalf of everyone, for the amount of time, effort, and just accepting all results that we've had on your leadership."

Board Briefings

The Board received briefings on the Regional Opportunity and Partnership Annual [Report](#), FY 2024 third-quarter Service Excellence [Report](#) and approved the issuance of Second Lien Dedicated Revenue Bonds, Series 2024A, which helps finance projects in Metro's capital program. Michelle Zamarin was sworn in as Metro's next Inspector General.

Metro Fares

As the FY 2025 budget took effect June 30, Metro customers saw moderate [fare increases](#). These increases keep fares in line with cost-of-living adjustments and allow Metro to maintain current service levels. Most fares increased by 12.5%: Metrobus fares will be \$2.25, express bus fares are \$4.80, and Metrorail fares range from \$2.25 to \$6.75 on weekdays depending on distance traveled. Metrorail fares during late night (after 9:30 p.m.) and weekend service ranges from \$2.25 to \$2.50 depending on distance traveled.





ENVISION ROUTE 7



Washington DC

Staff brief Fairfax County supervisors on Envision Route 7 implementation

Director of Programs and Policy Allan Fye presented an overview of NVTC's [Envision Route 7](#) (Bus Rapid Transit) BRT Strategic Implementation Plan to the Fairfax County Board of Supervisors [Transportation Committee](#) on June 18. Allan discussed NVTC's role in coordinating multiple local, regional, state and Federal partners, the importance of a robust,

multi-lingual outreach effort to stakeholders and how NVTC's work is closely coordinated with and leverages Fairfax County's efforts. Members of the Transportation Committee expressed support for NVTC's role and leadership in making transit along the Route 7 corridor even better.

The Vision: BRT on Route 7

- 14 miles
- Tysons (Spring Hill Metro) to Falls Church (linking West and East Falls Church Metro stations), Seven Corners, Bailey's Crossroads and Mark Center (linking West End Transitway)
- Frequent, high-capacity service with amenities
- Connects to three Metrorail stations



Northern Virginia Transportation Commission 3

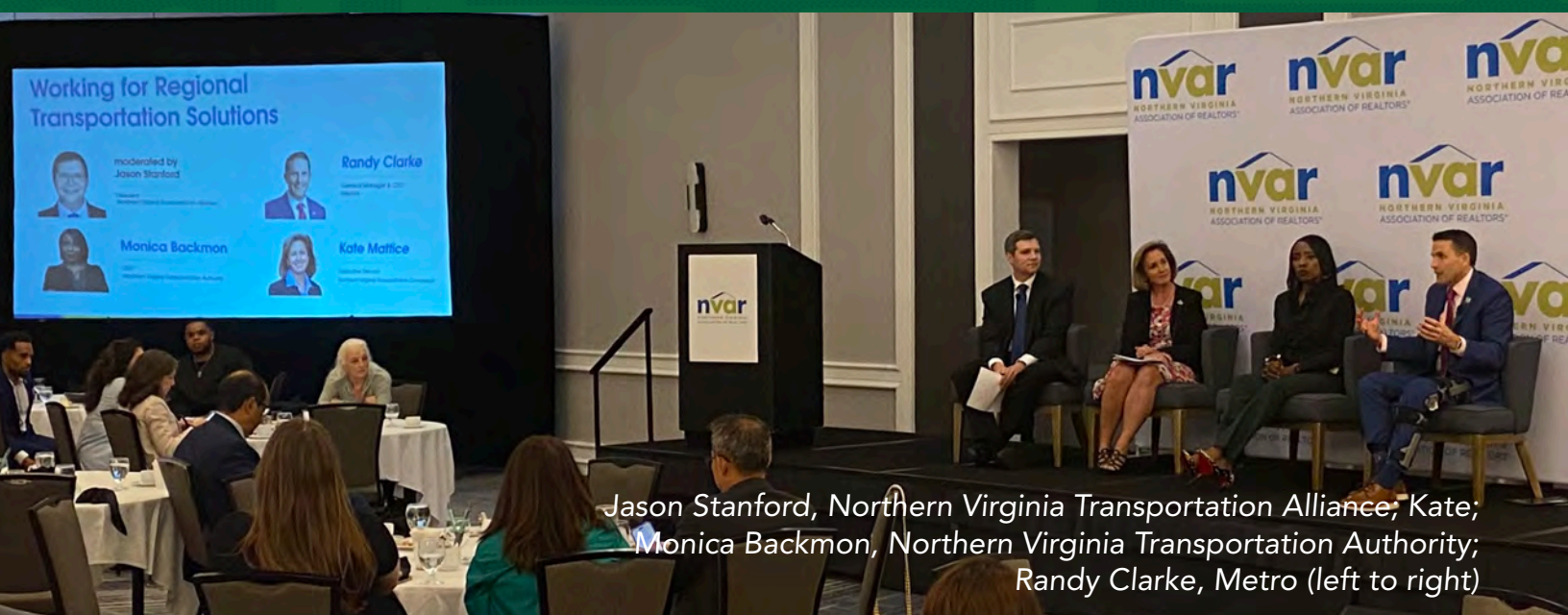




NoVa bus systems provide important connections for households and businesses

Executive Director Kate Mattice joined a panel to discuss the importance of Northern Virginia's transportation network to economic success in the region on June 11. Kate thanks NVAR, the Northern Virginia Association of Realtors, for inviting her to talk about the role that our bus systems and Virginia Railway Express have in supporting our communities. With

the simultaneous launch of DMVMoves and the Virginia General Assembly's Northern Virginia Growing Needs of Public Transit Joint Subcommittee, Kate shared NVTC's role in ensuring the coordination of these major efforts to ensure the long term health of our transit systems.



Jason Stanford, Northern Virginia Transportation Alliance; Kate; Monica Backmon, Northern Virginia Transportation Authority; Randy Clarke, Metro (left to right)



APTA wins transit ridership challenge

Marketing and Engagement Manager Monique Blyther joined regional partners and the Advanced Energy Group (AEG) to recognize the winning team from the [Ride for the Region](#) transit challenge. The four-week competition was the first-of-its-kind in the region, intended to spark increased use of public transit through gamification and friendly rivalry. The [American Public Transit Association](#) (APTA) was one of eight organizations to participate, taking the lead with the highest number of trips via regional bus and rail services.

Major kudos to the APTA team and a special thanks to volunteers from the Metropolitan Washington Council of Governments, District Department of Transportation, AEG, NVTC and Metro who worked to make the challenge possible. Sustainability really is a team sport and we look forward to continuing the conversation on ways to improve mobility and climate in our region.





Good luck Robert!

We want to wish good luck to Transit Fellow Robert Rudesill. Robert has been working with the communications team since January, where he's been instrumental in supporting planning for NVTC's 60th anniversary events, creating social media posts and graphics, and helping out with writing and editing publications like this

newsletter. Robert plans to attend law school in the near future. We also want to thank the Department of Rail and Public Transportation for its financial support of this vital program that provides hands on experience in public transit and public policy.



Special *thanks* to our 60th Anniversary sponsors:

Platinum Level



Gold Level



Silver Level



Bronze Level





*Advancing transit in
Northern Virginia since 1964*

2300 Wilson Blvd., Ste. 230
Arlington, VA 22201

NoVaTransit.org
NoVaRides.org



@NoVaTransit

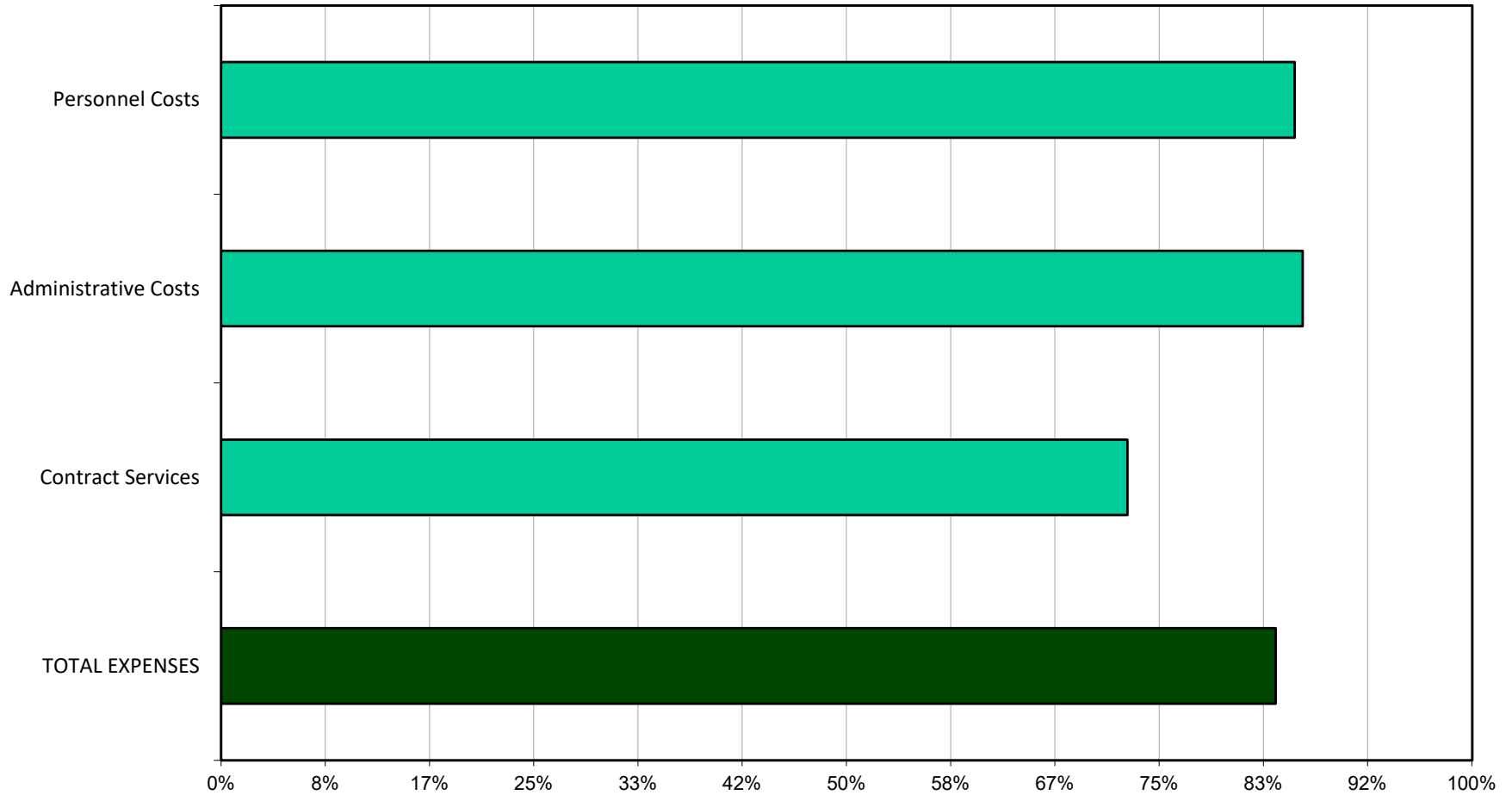


Northern Virginia Transportation Commission

Financial Reports

May 2024

PERCENTAGE OF FY 2024 NVTC ADMINISTRATIVE BUDGET USED
May 2024
(TARGET 91.7% OR LESS)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
May 2024

	Current Month	Year To Date	Annual Budget	Balance Available	Balance %
<u>Personnel Costs</u>					
Salaries and Wages	\$ 234,644.46	\$ 2,275,037.86	\$ 2,644,000.00	\$ 368,962.14	14.0%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	234,644.46	2,275,037.86	2,644,000.00	368,962.14	14.0%
<u>Benefits</u>					
Employer's Contributions:					
FICA	14,643.14	159,864.74	180,700.00	20,835.26	11.5%
Group Health Insurance	16,470.91	157,637.82	205,900.00	48,262.18	23.4%
Retirement	14,320.00	157,520.00	170,000.00	12,480.00	7.3%
Workmans & Unemployment Compensation	94.16	2,077.88	6,000.00	3,922.12	65.4%
Life Insurance	154.35	3,047.15	6,800.00	3,752.85	55.2%
Long Term Disability Insurance	1,360.74	14,777.50	15,000.00	222.50	1.5%
Total Benefit Costs	47,043.30	494,925.09	584,400.00	89,474.91	15.3%
<u>Administrative Costs</u>					
Commissioners Per Diem	1,350.00	12,950.00	14,000.00	1,050.00	7.5%
<i>Rents:</i>	<i>24,076.95</i>	<i>374,134.57</i>	<i>433,000.00</i>	<i>58,865.43</i>	<i>13.6%</i>
Office Rent	22,895.40	359,881.58	408,800.00	48,918.42	12.0%
Parking & Transit Benefits	1,181.55	14,252.99	24,200.00	9,947.01	41.1%
<i>Insurance:</i>	<i>400.00</i>	<i>6,200.00</i>	<i>8,000.00</i>	<i>1,800.00</i>	<i>22.5%</i>
Public Official Bonds	-	1,800.00	2,500.00	700.00	28.0%
Liability and Property	400.00	4,400.00	5,500.00	1,100.00	20.0%
<i>Travel:</i>	<i>6,184.02</i>	<i>56,357.41</i>	<i>64,800.00</i>	<i>8,442.59</i>	<i>13.0%</i>
Conference / Professional Development	5,976.68	38,303.31	47,100.00	8,796.69	18.7%
Non-Local Travel	-	1,824.14	2,500.00	675.86	27.0%
Local Travel, Meetings and Related Expenses	207.34	16,229.96	15,200.00	(1,029.96)	-6.8%

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
May 2024**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Communication:</i>	1,544.56	16,577.59	17,800.00	1,222.41	6.9%
Postage	151.17	1,294.71	1,400.00	105.29	7.5%
Telephone and Data	1,393.39	15,282.88	16,400.00	1,117.12	6.8%
<i>Publications & Supplies</i>	669.54	27,744.03	29,500.00	1,755.97	6.0%
Office Supplies	-	1,501.16	2,500.00	998.84	40.0%
Duplication and Paper	400.00	9,229.59	9,500.00	270.41	2.8%
Public Engagement	269.54	17,013.28	17,500.00	486.72	2.8%
<i>Operations:</i>	4,490.58	47,169.84	59,700.00	12,530.16	21.0%
Furniture and Equipment (Capital)	-	12,922.24	25,500.00	12,577.76	49.3%
Repairs and Maintenance	460.05	1,401.36	1,000.00	(401.36)	-40.1%
Computer Operations	4,030.53	32,846.24	33,200.00	353.76	1.1%
<i>Other General and Administrative:</i>	990.68	10,267.60	11,100.00	832.40	7.5%
Memberships	85.61	1,488.98	1,600.00	111.02	6.9%
Fees and Miscellaneous	905.07	8,143.62	8,000.00	(143.62)	-1.8%
Advertising (Personnel/Procurement)	-	635.00	1,500.00	865.00	57.7%
Total Administrative Costs	<u>39,706.33</u>	<u>551,401.04</u>	<u>637,900.00</u>	<u>86,498.96</u>	<u>13.6%</u>
<u>Contracting Services</u>					
Auditing	-	17,395.00	25,850.00	8,455.00	32.7%
Contract Services and Support					
Commuter Choice	250.00	85,303.21	152,500.00	67,196.79	44.1%
Research Support	14,278.29	171,132.32	200,000.00	28,867.68	14.4%
Other Technical	6,134.84	81,425.37	120,000.00	38,574.63	32.1%
Legal	<u>2,500.00</u>	<u>27,500.00</u>	<u>30,000.00</u>	<u>2,500.00</u>	<u>8.3%</u>
Total Contract Services	23,163.13	382,755.90	528,350.00	145,594.10	27.6%
 Total Gross G&A Expenses	<u><u>\$ 344,557.22</u></u>	<u><u>\$ 3,704,119.89</u></u>	<u><u>\$ 4,394,650.00</u></u>	<u><u>\$ 690,530.11</u></u>	<u><u>15.7%</u></u>

NVTC
 RECEIPTS and DISBURSEMENTS
 May 2024

Date	Payer / Payee	Purpose	Virginia LGIP					
			Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts	
RECEIPTS								
1	DMV	Motor Vehicle Fuels Sales tax					\$	2,394,054.86
1	DMV	CROC			1,250,000.00			
1	Keolis	60th Anniversary sponsoship		5,000.00				
6	VRE	Staff support		7,246.05				
9	DRPT	Capital grants receipts - Fairfax						263,832.52
9	VTA	60th Anniversary sponsoship		500.00				
14	DRPT	Operating assistance - City of Fairfax						384,979.00
14	DRPT	Operating assistance - Alexandria						2,045,214.00
14	DRPT	Operating assistance - Arlington						1,636,421.00
14	DRPT	Operating assistance - Fairfax						6,600,890.00
14	DRPT	Operating assistance - VRE			1,684,386.00			
20	DRPT	Capital grant receipt - Fairfax						141,078.92
23	DRPT	Capital and operating assistace - WMATA						17,543,392.00
23	IRS	Refund		179.61				
31	Banks	Investment earnings		220.11	1,107.62		523,988.96	2,175,399.96
TOTAL RECEIPTS			-	13,145.77	2,935,493.62		523,988.96	33,185,262.26

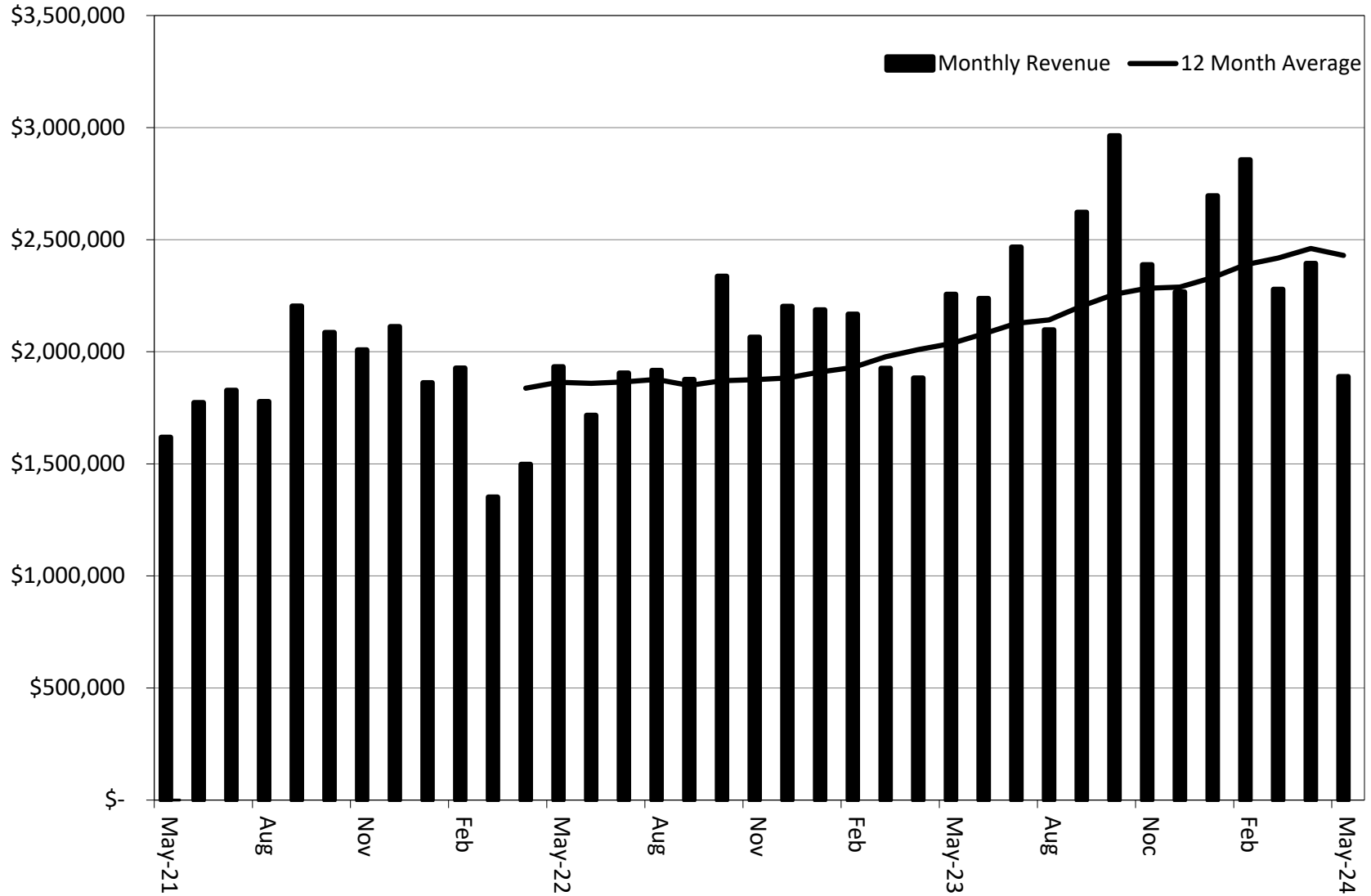
NVTC
RECEIPTS and DISBURSEMENTS
May 2024

Date	Payer / Payee	Purpose	Virginia LGIP				
			Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
DISBURSEMENTS							
1-31	Various	G&A expenses	(279,969.56)				
1	VRE	CROC			(1,250,000.00)		
1	Parsons	Consulting - ZEB	(14,474.89)				
6	Prince William	Commuter Choice reimbursement				(54,210.00)	
6	Loudoun	Commuter Choice reimbursement				(390,624.00)	
6	Fairfax	Commuter Choice reimbursement				(5,154.00)	
10	City of Fairfax	Other operating					(12,575.00)
14	VRE	Grant revenue			(1,684,386.00)		
23	Cambridge	Consulting - Regional bus	(31,823.97)				
31	Banks	Service charges	(6.02)	(90.55)			
TOTAL DISBURSEMENTS			<u>(326,274.44)</u>	<u>(90.55)</u>	<u>(2,934,386.00)</u>	<u>(449,988.00)</u>	<u>(12,575.00)</u>
TRANSFERS							
3	Transfer	From LGIP to checking	100,000.00		(100,000.00)		
17	Transfer	From LGIP to checking	120,000.00		(120,000.00)		
23	Transfer	From savings to checking	220,000.00	(220,000.00)			
NET TRANSFERS			<u>440,000.00</u>	<u>(220,000.00)</u>	<u>(220,000.00)</u>	<u>-</u>	<u>-</u>
NET INCREASE (DECREASE) FOR MONTH			<u>\$ 113,725.56</u>	<u>\$ (206,944.78)</u>	<u>\$ (218,892.38)</u>	<u>\$ 74,000.96</u>	<u>\$ 33,172,687.26</u>

**NVTC
INVESTMENT REPORT
May 2024**

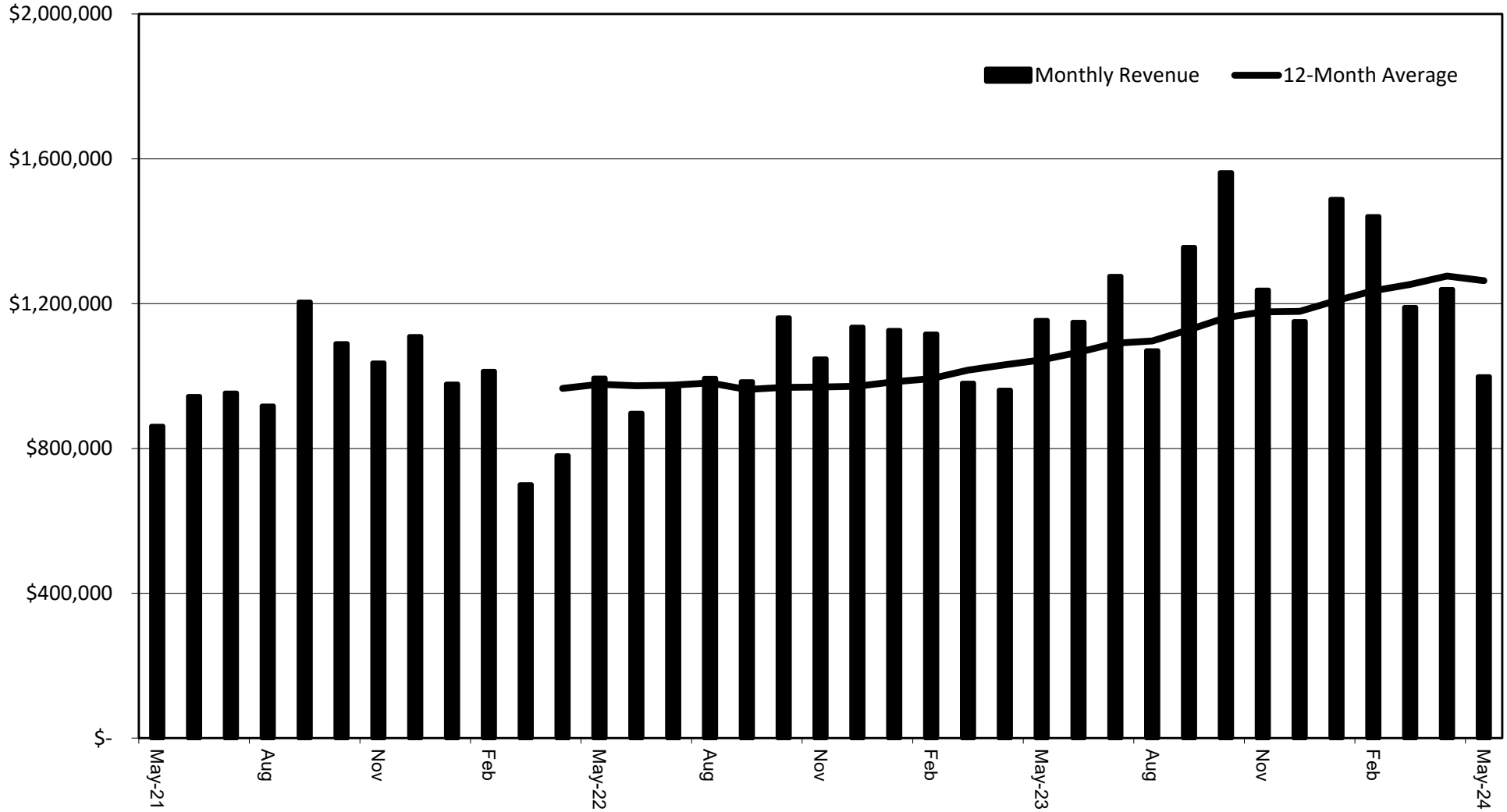
<u>Type</u>	<u>Rate</u>	<u>Balance 4/30/2024</u>	<u>Increase (Decrease)</u>	<u>Balance 5/31/2024</u>	<u>Balance</u>			
					<u>NVTC G&A/Project</u>	<u>Commuter Choice</u>	<u>Jurisdictions Trust Fund</u>	<u>Loudoun Gas Tax Trust Fund</u>
<u>Cash Deposits</u>								
Wells Fargo: NVTC Checking	N/A	\$ 102,285.69	\$ 113,725.56	\$ 216,011.25	\$ 216,011.25	\$ -	\$ -	\$ -
Wells Fargo: NVTC Savings	1.080%	292,945.51	(206,944.78)	86,000.73	86,000.73	-	-	-
<u>Investments</u>								
Bank of America: Virginia Local Government Investment Pool	5.555%	573,349,734.52	33,027,795.84	606,377,530.36	152,159.25	114,294,501.11	421,034,659.01	70,896,210.99
		<u>\$ 573,744,965.72</u>	<u>\$ 32,934,576.62</u>	<u>\$ 606,679,542.34</u>	<u>\$ 454,171.23</u>	<u>\$ 114,294,501.11</u>	<u>\$ 421,034,659.01</u>	<u>\$ 70,896,210.99</u>

NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2021-2024



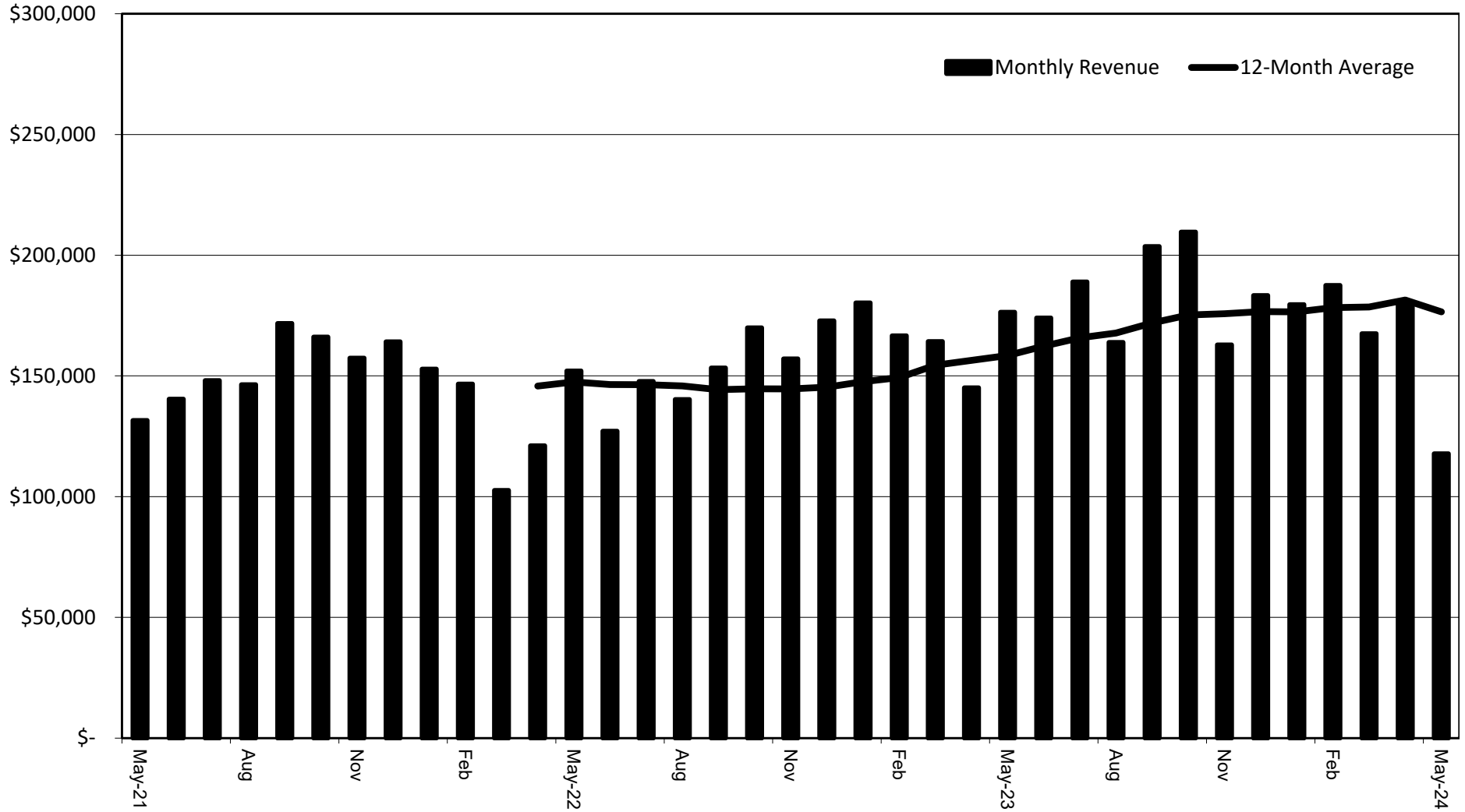
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2021-2024



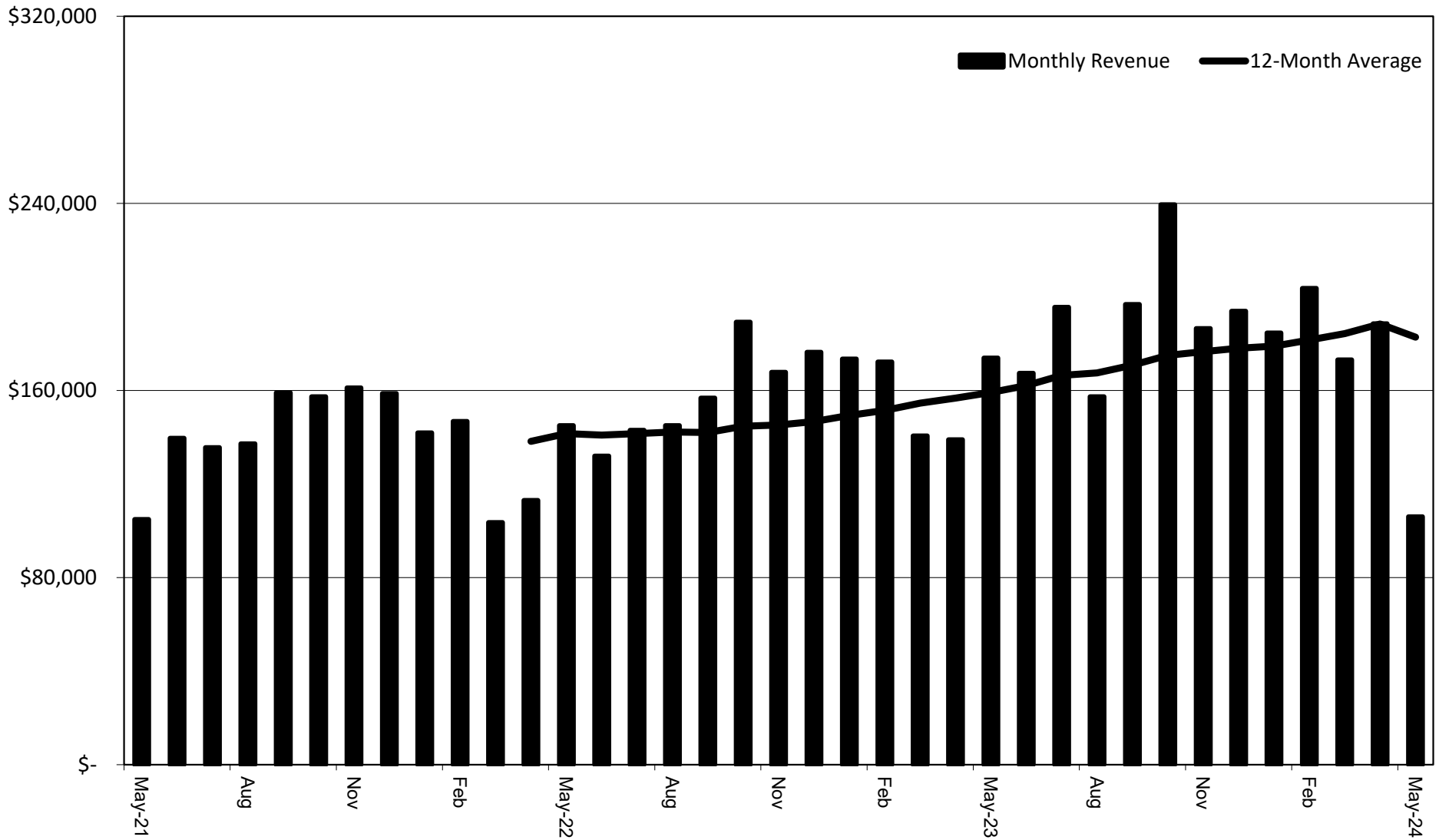
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2021-2024



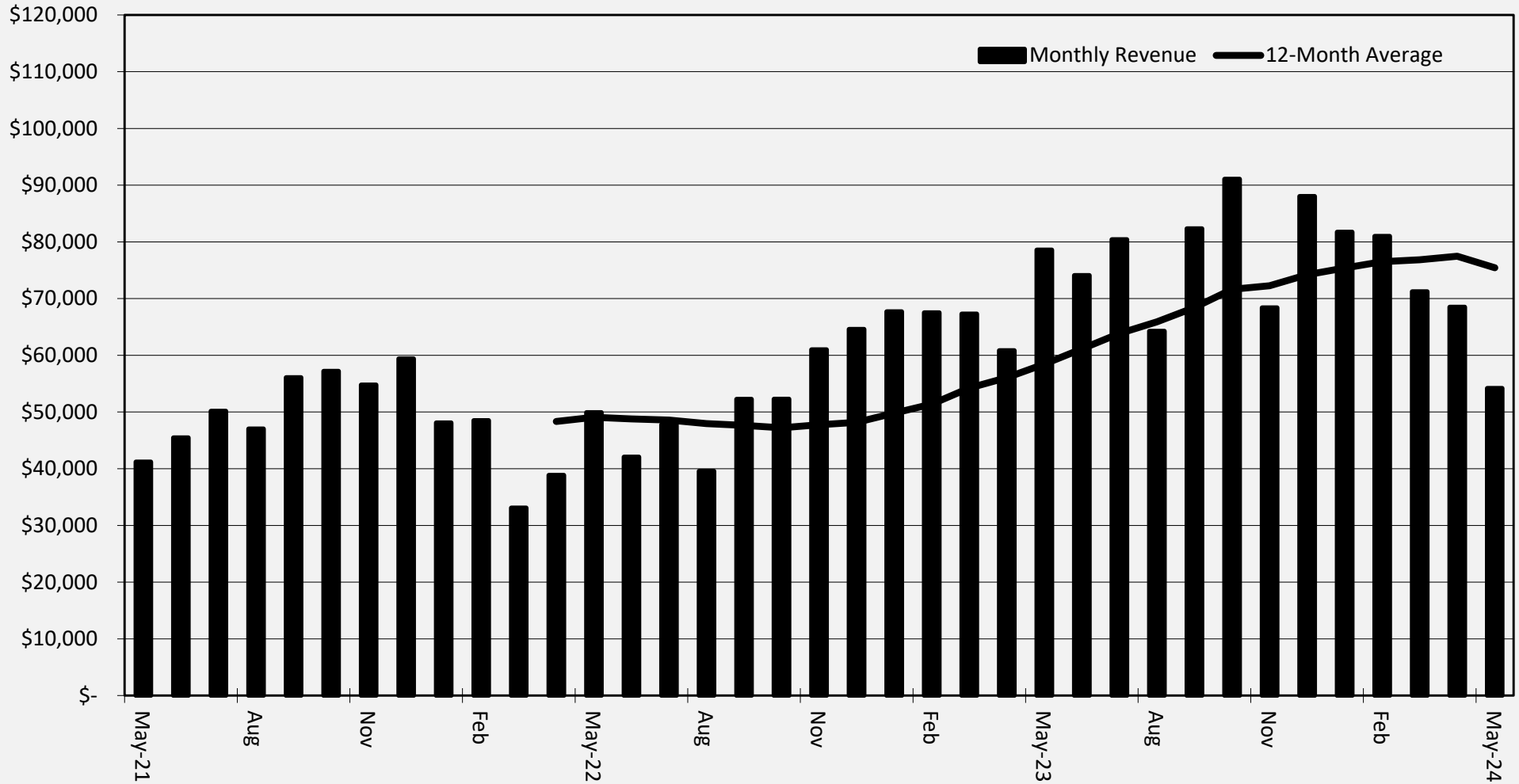
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2021-2024



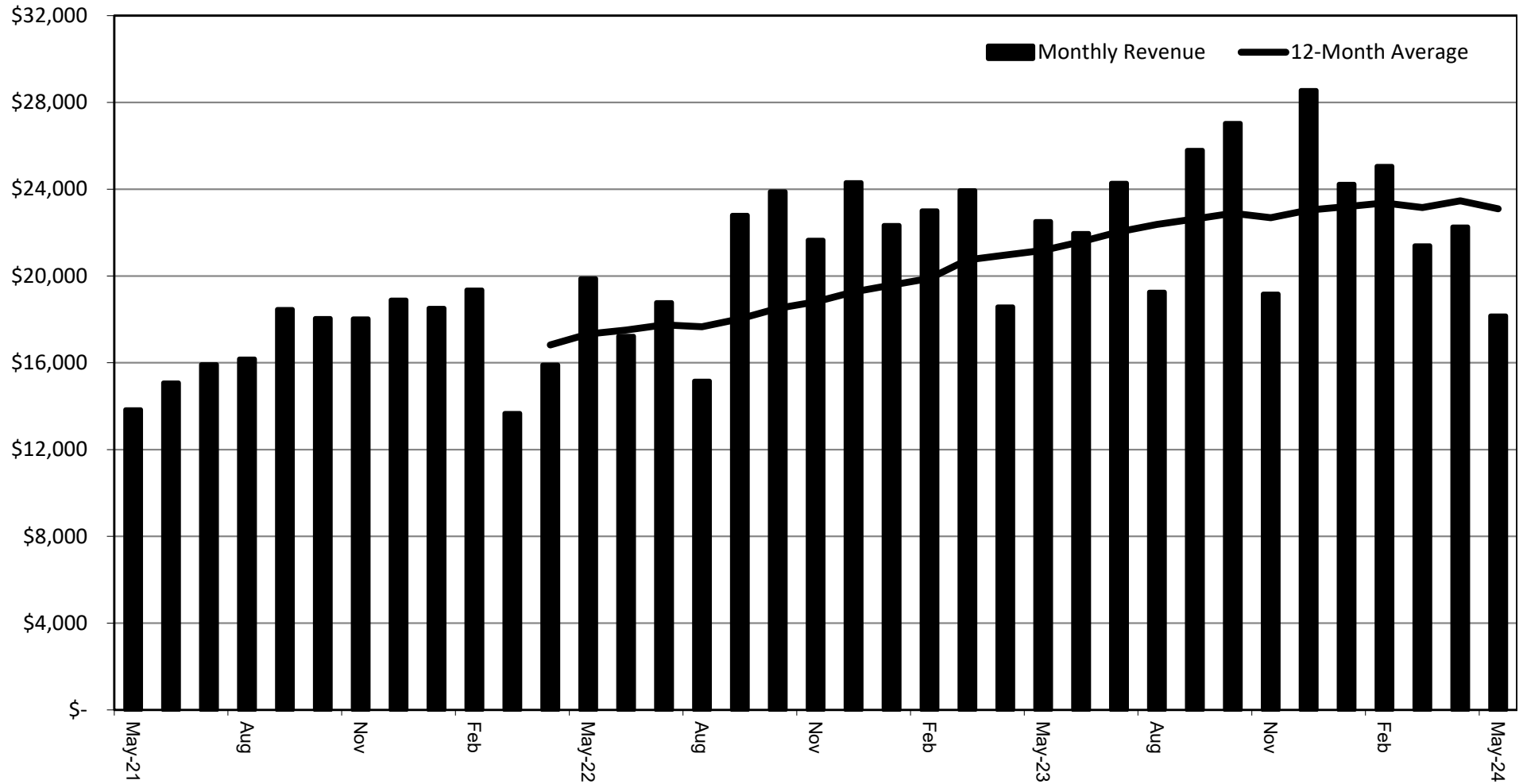
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2021-2024



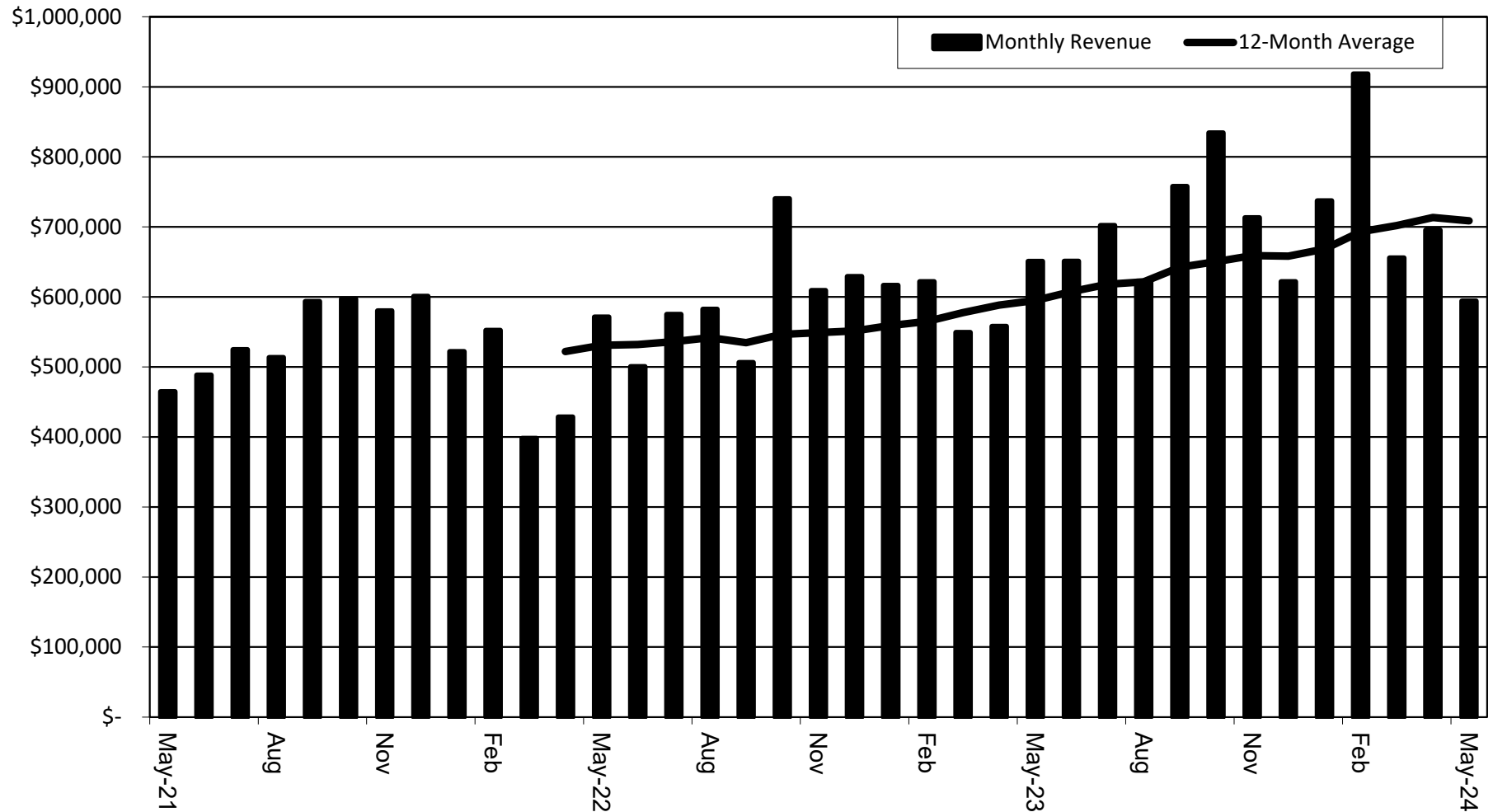
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2021-2024



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 2021-2024



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