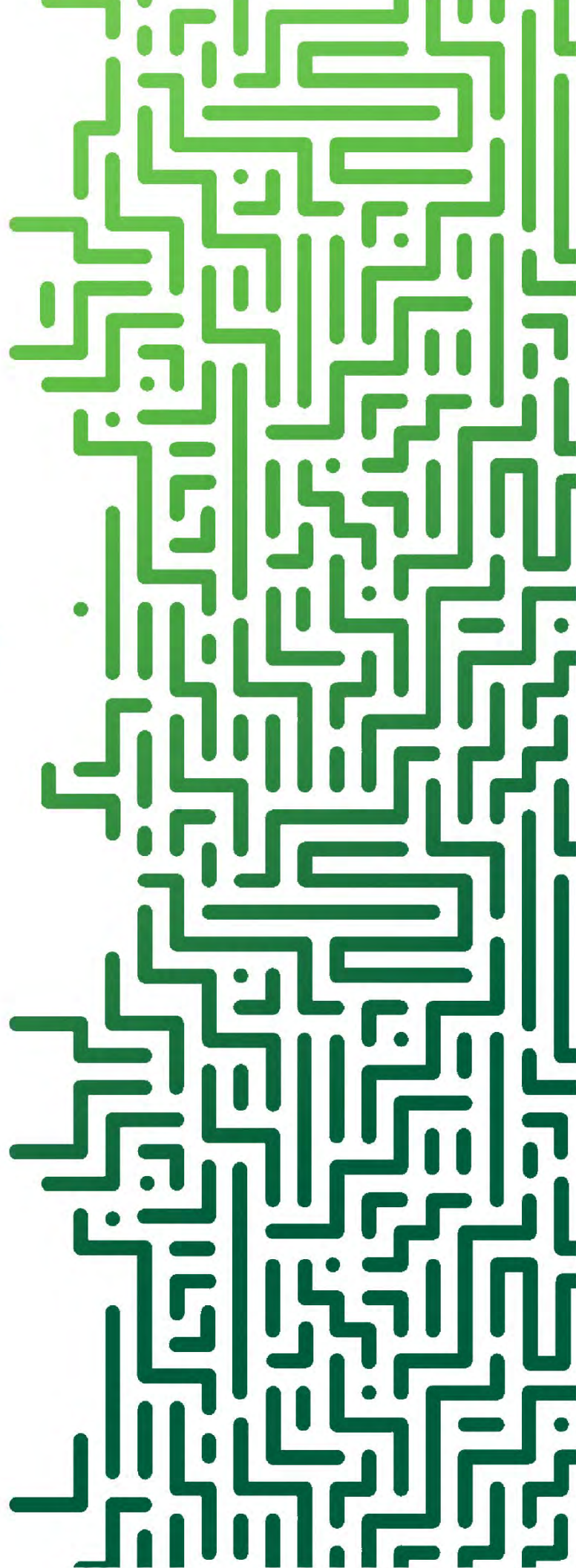




Commission Meeting Materials

June 6, 2024

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





Meeting Overview

NVTC’s June 6, 2024 meeting will be an in-person meeting. It can also be viewed via the [NVTC YouTube Link](#).

Action Items

- Resolution of Commendation for the Honorable Mary Hynes on her departure from CTB
- Letter Certifying Receipt of Certain Documents from WMATA Required by State Code
- NVTC Electronic Participation Policy
- I-66 Commuter Choice Program of Projects (FY 2025 – 2026)
- Request for Proposals for a I-66 Needs Assessment
- VRE Keolis Operating and Maintenance Agreements and Norfolk Southern Agreement

Other Meeting Highlights

- NVTC Work Towards Long-Term Sustainable Dedicated Funding
- NVTC Regional Bus Analysis Overview
- Presentation on Route 7 BRT Strategic Implementation Plan
- Presentation on Northern Virginia Transit Trends
- Update on Northern Virginia Zero-Emission Bus (ZEB) Strategic Plan
- Reports from NVTC Committee Chairs
- Reports from the Virginia WMATA Board Members, VRE CEO and DRPT Director

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NVTC COMMISSION MEETING
THURSDAY, JUNE 6, 2024
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd., Arlington, VA 22201
[Public Streaming Via YouTube](#)
7:00 p.m.

AGENDA

5:45 p.m. Boxed Dinners Available for Commissioners Only
6:00 p.m. Executive Committee Meeting – NVTC Suite #230 Conference Room
7:00 p.m. Commission Meeting – First Floor Large Conference Room ([public streaming](#))

*NVTC is receiving general written public comment. **The deadline for written general public comments is 3:00 p.m., Thursday, June 6, 2024 via [NVTC's website](#).** Comments will be provided to Commissioners prior to the June 6 meeting.*

1. Opening Remarks
 - **ACTION: Approve Commissioners Participating Electronically (if needed)**
 - General Public Comments Received
2. **ACTION: Approve the Minutes of the May 2, 2024 NVTC Meeting**
3. **Consent Agenda (subject to approval of the chair)**
 - A. **ACTION: Authorize the Executive Director to Send a Letter Certifying Receipt of Certain Documents from WMATA Required by State Code**
 - B. **ACTION: Adopt the NVTC Electronic Participation Policy**
4. **ACTION: Approve a Resolution of Commendation for the Honorable Mary Hynes on her Departure from the Commonwealth Transportation Board**
5. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Virginia WMATA Board Members Report
 - B. Other WMATA News

6. Report from the Chairs of the NVTC WMATA Committee and Legislative and Policy Committee
 - A. General Assembly Update
 - B. Federal Update
 - C. NVTC Work Towards Long-Term Sustainable Dedicated Funding
 - SJ28: Northern Virginia Public Transit Joint Subcommittee
 - NVTC Regional Bus Analysis Overview
 - NVTC 2024 Annual Report on the Performance and Condition of WMATA
7. **Report from the Chair of the Program Advisory Committee**
 - A. **ACTION: 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**
 - B. **ACTION: Authorize the Executive to Issue a Request for Proposals for a I-66 Needs Assessment and to Execute the Contract Award**
 - C. Route 7 BRT Strategic Implementation Plan
 - D. Draft NVTC Strategic Transit Policy Research Roadmap (written report)
8. **Virginia Railway Express (VRE)**
 - A. VRE CEO Report and Minutes
 - B. **ACTION: 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**
 - C. **ACTION: 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**
 - D. **ACTION: Approve Resolution #2537: Authorize the VRE CEO to Extend the Term of the Operating Access Agreement with Norfolk Southern**
9. Transit Resource Center
 - A. Northern Virginia Transit Trends
10. Transit Technology
 - A. Northern Virginia Zero-Emission Bus (ZEB) Strategic Plan: Implementation Update
11. Department of Rail and Public Transportation (DRPT)
12. Executive Director Report
 - A. Executive Director Newsletter
 - B. NVTC Financial Reports

MINUTES
NVTC COMMISSION MEETING –MAY 2, 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

Walter Alcorn
James Bierman, Jr.
Juli Briskman
Matt de Ferranti
Jennifer DeBruhl (Alternate, Commonwealth of Virginia)
Adam Ebbin
Libby Garvey
Takis Karantonis
Paul Krizek
Alfonso Lopez
Catherine Read
Saddam Azlan Salim
Mark Sickles
Paul Smedberg
David Snyder
Daniel Storck
James Walkinshaw

Commissioners Absent

Canek Aguirre
Sarah Bagley
Matt Letourneau
Dalia Palchik
David Reid

Staff Present

Kate Mattice, Executive Director
Monique Blyther
Genoveva Cutrell
Andrew D’huyvetter
Matt Friedman
Allan Fye
Rhonda Gilchrest
Adam Hager
Xavier Harmony
Daniel Knickelbein
Ann McGrane
Tenley O’Hara
Robert Rudesill

Vikram Sinha
Colie Touzel
Melissa Walker
Aimee Perron Seibert (*via electronic participation*)
Steve MacIsaac (VRE)
Joe Swartz (VRE)
Clark Mercer (MWCOG)

Opening Remarks

Chair de Ferranti welcomed everyone to the May 2, 2024 NVTC meeting and noted that the meeting is being livestreamed for the public on YouTube.

Board Administrator Rhonda Gilchrest confirmed an in-person quorum.

Chair de Ferranti welcomed Metropolitan Washington Council of Governments (MWCOG) Executive Director Clark Mercer to the meeting and stated that the Commission looks forward to hearing and engaging with Mr. Clarke on the new DMVMoves vision.

Ms. Mattice stated that NVTC received no general public comment this month.

Oath of Office for New Commissioners

Chair de Ferranti announced that NVTC has five new Commissioners – Senator Saddam Azlan Salim, Delegate Paul Krizek, Delegate Alfonso Lopez, Delegate David Reid and Delegate Mark Sickles. Chair de Ferranti noted that Delegate Krizek is expected to attend but is running late and Delegate Reid is not able to attend due to a previous commitment.

Chair de Ferranti welcomed Senator Salim, Delegate Lopez and Delegate Sickles and administered the ceremonial oath of office. Commissioners welcomed them to NVTC. Delegate Krizek was administered the oath of office when he arrived at 7:06 p.m. (The new members were officially sworn in prior to the meeting.)

Chair de Ferranti asked the new members to introduce themselves. Senator Salim stated that he represents the 37th District, which covers all of the City of Fairfax and City of Falls Church, as well as parts of Fairfax County. He stated that it is an honor to serve on NVTC. Delegate Sickles stated that he has served in the House of Delegates (17th District) for 21 years and has been on the Appropriations Subcommittee since 2014 and also serves as a budget conferee. He noted that funding for transit is a major issue. Chair de Ferranti thanked Delegate Sickles for all his hard work on the transit funding issues, which are so critical to this region. Delegate Lopez stated that he represents the 3rd District which includes South Arlington and four precincts in the City of Alexandria. He has served in the House of Delegates for 13 years and serves as the chair of the Agriculture, Chesapeake and Natural Resources Committee and chair of the Labor and Commerce Subcommittee. His district is unique in that over 100 different languages are spoken by his constituents and he appreciates being on NVTC and being able to advocate for them. Delegate Krizek stated that he is pleased to be back serving on NVTC. He represents the 16th District which includes the Mount Vernon area, so he works with fellow NVTC Commissioner Dan Storck representing that area. He is pleased to serve on NVTC because the Commission gets things done.

Recognition of Departing DRPT Director Jennifer DeBruhl

Chair de Ferranti stated that the Commission is saying farewell to DRPT Director DeBruhl, who is retiring from state service. Director DeBruhl has dedicated over 30 years of distinguished public

service to the transportation community. She joined DRPT in 2016 and served as the director since 2021. Prior to that she was at the Virginia Department of Transportation (VDOT) and Federal Highway Administration (FHWA). Under DRPT Director DeBruhl's leadership, DRPT advanced several major infrastructure elements of its \$3.7 billion Transforming Rail in Virginia plan by successfully applying for \$849 million in highly competitive federal grant funding for a new Long Bridge and the Franconia Springfield Bypass projects. When completed, these projects will double rail capacity across the Potomac River between Virginia and Washington, DC. and greatly expand passenger and freight rail service, connecting the Commonwealth with the Northeast Corridor and the eastern seaboard rail network. Ms. DeBruhl has served as a member of the Commonwealth Transportation Board and chaired the Board of Directors of the Virginia Passenger Rail Authority (VPRA).

Chair de Ferranti noted that Ms. DeBruhl has been a valuable proponent of dedicated funding for WMATA and VRE and has worked tirelessly this last General Assembly Session to advocate for transit funding. During her tenure as DRPT Director, Ms. DeBruhl has been a true partner with NVTC to improve transit in Northern Virginia. She will be missed.

Mr. Ebbin moved, with a second by Mr. Krizek, to approve the Resolution of Commendation for Director DeBruhl. The vote in favor of the motion was cast by Commissioners Alcorn, Bierman, Briskman, de Ferranti, Ebbin, Karantonis, Krizek, Lopez, Read, Salim, Sickles, Smedberg, Snyder, Storck and Walkinshaw. The motion passed unanimously.

On behalf of the entire Commission, Chair de Ferranti presented the resolution and trophy award to Director DeBruhl and thanked her for her service. Commissioners gave her a standing ovation.

Ms. DeBruhl stated that it has been a great journey and she wouldn't have been able to do any of it without her great team at DRPT. She reflected that it has been remarkable to be part of some great things being done in Virginia and it is hard to leave.

Mr. Snyder stated that Jennifer DeBruhl is a great DRPT Director and has served the people well. It has been a pleasure and honor to work with her and he hopes their paths will cross as she is such a valuable a resource. Mr. Walkinshaw thanked Director DeBruhl for her partnership with VRE as she has been a key person on some legislation that is crucial for VRE's success. Mr. Smedberg thanked Director DeBruhl for her partnership and her friendship. He has observed the respect so many people, groups and organizations have for Jennifer.

Ms. Garvey arrived at 7:18 p.m. and joined the meeting.

Presentation of Senate Joint Resolution No. 126 Commending NVTC on Its 60th Anniversary

Chair de Ferranti noted that Senator Adam Ebbin and Delegate Paul Krizek co-sponsored Senate Joint Resolution No. 126 Commending NVTC on its 60th Anniversary.

Senator Ebbin stated that the NVTC district has a population of approximately two million people in a territory covering 1,000 square miles, connecting a robust transit network providing residents with 1.5 million transit trips each week. Delegate Krizek stated that in 60 years of

leadership in transit system development, expansion, funding and research, each of the current and former board members and staff have played an integral role in building and operating the transit network required to sustain the regional economy. Senator Ebbin and Delegate Krizek then presented the framed resolution to Chair de Ferranti, on behalf of the entire Commission.

Minutes of the April 4, 2024 Meeting

Mr. Alcorn moved, with a second by Mr. Karantonis, to approve the Minutes of the April 4, 2024 meeting. The vote in favor of the motion was cast by Commissioners Alcorn, Bierman, de Ferranti, Garvey, Ebbin, Karantonis, Krizek, Lopez, Read, Salim, Sickles, Smedberg, Snyder, Storck and Walkinshaw. Ms. Briskman abstained. The motion passed.

Consent Agenda

Chair de Ferranti stated that there is one action on the Consent Agenda:

- A. Authorize the Executive Director to Submit Comments to the Secretary of Transportation and the Commonwealth Transportation Board on DRPT's Draft FY 2025-2030 Six-Year Improvement Program (SYIP)

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

Presentation by Metropolitan Washington Council of Governments Executive Director Clark Mercer on the MWCOG/Wmata Plan to Develop a Unified Vision for Transit Service in the Region

Chair de Ferranti welcomed Clark Mercer, the executive director of the Metropolitan Washington Council of Governments (MWCOG). The Council of Governments and WMATA Boards of Directors met yesterday to launch DMVMoves, a unified vision for transit in the DC Metro area. The chair noted that the Commission is looking forward to hearing more about this initiative and how NVTC can play an active role, especially given NVTC's unique role of working to advance the Northern Virginia components of the region's public transit network.

Mr. Mercer stated that a world-class region needs a world-class transit system. Transit is essential to attaining the region's goals and there needs to be a more sustainable approach to funding and delivering transit. He provided information about the DMVMoves vision and transit plan as well as the make-up of the task force, community partners advisory group and government partners advisory group.

Mr. Krizek left the meeting at 7:35 p.m. and did not return.

Chair de Ferranti noted that others can be added to the membership of the community partners advisory group list. In response to a question from Ms. Garvey, Mr. Mercer provided more information about the selection process of the task force and advisory groups. Several Commissioners expressed their frustration for those localities and other important stakeholders not included in the task force membership. Both Ms. Garvey and Mr. Karantonis expressed their disappointment that Arlington County was not included as it is one of the highest contributors of Metro funding. Mr. Snyder stated that the WMATA Compact jurisdictions have unique, financial and legal aspects, so he is assuming that these views will be integrated. He also noted that the jurisdictions have the confidence in NVTC to speak on their behalf so NVTC needs to play an essential role. He agreed the region needs a world-class transit system. He thanked the leadership, including WMATA Board Chair Paul Smedberg. Mr. Mercer stated that there needs to be no preconceived notions. The federal government is also a piece of the puzzle.

Ms. Garvey stated that it is very important to share information to elected officials and staff ahead of time. Mr. Smedberg explained that they wanted to take advantage of the momentum and it was done in the spirit of collaboration. There is a sense of urgency to find a long-term solution. Ms. Garvey responded that it didn't feel collaborative at yesterday's meeting but is hopeful it will be moving forward.

Chair de Ferranti asked how this connects or complements the SJ 28 work. Mr. Mercer stated that they will be in close contact with members of SJ 28 and there will be some overlap. Chair de Ferranti noted that selecting a small group to serve on the task force is difficult, but NVTC staff - as well as jurisdictional staff - will be at the table with the advisory committees. Mr. Sickles gave some insight into ways the General Assembly can change how transit is funded. Chair de Ferranti reminded Mr. Mercer that NVTC is here to help. Mr. Mercer stated that MWCOG is already working with NVTC staff on hosting the first task force meeting in Arlington in June.

Washington Metropolitan Area Transit Authority (WMATA)

Chair de Ferranti noted that Mr. Letourneau could not attend this meeting, so the chair asked Mr. Smedberg to give the WMATA Board report.

Report from the WMATA Board Members. Mr. Smedberg reported that the WMATA Board approved its FY 2025 budget on April 25. The almost \$5 billion budget increases fares across all modes, includes targeted rail service cuts to align with ridership, transfers some eligible preventive maintenance expenses from the operating budget to the capital budget, and identifies \$113 million in administrative cost savings to close the operating gap. FY 2024 Metrobus service levels will be maintained as WMATA works toward implementation of a redesigned bus network. The budget relies on the suspension of the 3% cap in Virginia and Maryland and \$463 million in additional regional investment from the funding jurisdictions, including an additional \$119 million from Virginia. WMATA staff are also now projecting that WMATA's dedicated capital funding bond capacity will be exhausted in FY 2028, which was accelerated by the preventive maintenance transfers.

Mr. Smedberg explained that with the suspension of the 3% operating cap, this is the first WMATA budget in six years that uses the traditional subsidy allocation formula and provides the

jurisdictions added transparency and accountability by providing their operating subsidy by rail, bus, and paratransit modes. This year, the WMATA Board will be looking at updates to the rail and bus formulas. He also highlighted a new initiative the Board and management will be exploring in the coming months regarding establishing a fiscal reserve policy and how a reserve fund might be included in the overall set of needs for long-term Metro funding to help provide predictability for all parties. Finally, he announced that the WMATA Board hired a new Inspector General at its April 25 Board meeting. Michelle Zamarin, who was hired for a three-year term, recently worked as litigation counsel for the Securities and Exchange Commission after 20 years at the US Attorney's Office.

Report from the Chair of the NVTC WMATA Committee. WMATA Committee Chair Alcorn reported that the WMATA Committee was pleased to see several key items addressed in the budget from the committee's comment letter sent to WMATA. The letter, which was ratified by the Commission last month, noted support for moderate fare increases, targeted service reductions, and finding as many cost savings as possible. While the FY 2025 budget is adopted, the WMATA Committee, along the Legislative and Policy Committee, will have a significant amount of work regarding a long-term funding solution.

Mr. Alcorn reminded Commissioners about the joint WMATA Committee/Legislative and Policy Committee meeting on May 16 at 6 p.m. in NVTC's offices. As always, all Commissioners are welcome to join. The meeting will include updates on the General Assembly's Reconvene Session; a briefing on NVTC's work toward long-term, sustainable dedicated funding for public transit in the region – namely, the SJ 28 joint subcommittee study; and discussion on NVTC staff work on the Regional Bus Analysis and the 2024 Annual Report on the Performance and Condition of WMATA. There is another joint committee meeting scheduled for July 11 at 4:30 p.m. The two committees will meet together for the foreseeable future to provide another forum to discuss funding and policy matters in Northern Virginia.

Report from the Chair of the Legislative and Policy Committee

Chair de Ferranti noted that Legislative and Policy Committee Chair Canek Aguirre was unable to attend this meeting, so he asked Ms. Perron Seibert to provide more details about what is happening with the Commonwealth's budget.

General Assembly Update. Ms. Perron Seibert stated that the General Assembly is scheduled to hold a Reconvene Session May 13-15. The budget conferees are meeting this week and next week. She reported that she, Kate Mattice and Chair de Ferranti went to Richmond to meet with the administration, including the Secretary of Transportation and Governor Younkin's Chief of Staff, to discuss the NVTC jurisdiction's financial commitments to WMATA and the NVTC jurisdictional trust fund.

Ms. Mattice gave a quick update on the recent Transit Service Delivery Advisory Committee (TSDAC) meeting. DRPT funding looks good for FY 2025 but there will be a meaningful flattening of DRPT funding in three coming years. The transit systems have been fortunate over the last two years to receive additional funding from the Commonwealth. One key take away from the

meeting was that the cost in operating has exceeded the growth in revenue, which will impact future funding needs.

Federal Update. Ms. Mattice reminded Commissioners that NVTC is receiving free technical assistance from the Joint Department of Energy and Transportation to look at opportunities and feasibility for shared charging on electric buses throughout Northern Virginia. She then reviewed a number of federal funding and grant programs available. NVTC is providing this information to jurisdictional staff as well.

Mr. Lopez asked if there are efforts for joint requests for regional projects. Ms. Mattice stated that there are a lot of conversations but she is not aware of any joint grant application being submitted at this time. Mr. Lopez stated he can chat off-line with staff on this to follow-up. (Later in the meeting Ms. Mattice remembered there was a joint application with WMATA and Fairfax County and they received a \$104 million Federal Transit Administration grant to purchase electric buses and upgrades at the Cinder Bed facility to support electric buses.)

Report from the Chair of the Program Advisory Committee

Chair de Ferranti noted that Program Advisory Committee Chair Dalia Palchik was not able to attend so he asked Director of Programs and Policy Allan Fye to give the report.

Staff Recommended I-66 Commuter Choice Program of Projects for FY 2025 – 2026. Mr. Fye reported that the Program Advisory Committee (PAC) met on April 11 and staff presented the recommended I-66 Commuter Choice FY 2025-2026 Program of Projects. The projects have been scored and NVTC received confirmation from the Commonwealth Office of the Attorney General that all projects demonstrate a sufficient nexus to I-66 Inside the Beltway toll payers. The staff-recommended Program of Projects includes funding for all of the projects, given good scoring results and strong benefits as a whole and available funding. The project and scoring are listed below (more detailed information about each project can be found in the meeting materials).

**Staff-Recommended and PAC-Endorsed Program of Projects:
I-66 Commuter Choice FY 2025-2026 Funding**

Applicant	Application Title	Score (100 Points)	Proposed FY 2025-2026 Award
Arlington County	ART 75 Service Enhancement: Shirlington to Virginia Square	56	\$397,160
Fairfax County	Fairfax Connector Route 697: Stringfellow Rd. Park-and-Ride to L’Enfant Plaza (Continuation)	69	\$2,130,488
Fairfax County	Fairfax Connector Route 698: Stringfellow Rd. Park-and-Ride to the Pentagon (Continuation)	78	\$1,506,053
Fairfax County	Fairfax Connector Route 699: Monument Drive Park-and-Ride to Downtown Washington, D.C. (Continuation)	60	\$2,592,444
Fairfax County	Fairfax Centre Bikeshare Expansion	64	\$510,000

Applicant	Application Title	Score (100 Points)	Proposed FY 2025-2026 Award
Fairfax County	Fairfax Connector Route 610: Centreville to George Mason University *	45	\$1,826,943
Loudoun County	Loudoun County Transit Route 281/681 Service Enhancement: Stone Ridge Park-and-Ride to Downtown Washington, D.C. (Continuation)	84	\$553,000
Loudoun County	Loudoun County Transit Route 483/883: Harmony Park-and-Ride to Downtown Washington, D.C. (Continuation)	93	\$281,000
OmniRide	OmniRide Route 612: Gainesville to the Pentagon (Continuation)	89	\$2,393,125
OmniRide	OmniRide Route 622: Haymarket to Rosslyn	62	\$1,621,275
OmniRide	OmniRide Route 653: Warrenton and Gainesville to L'Enfant Plaza *	63	\$3,805,125
OmniRide	OmniRide Route 671: Front Royal, Linden, and Gainesville to Downtown Washington, D.C. *	67	\$3,228,625
Prince William County	TDM Strategy: I-66 OmniRide Fare Buy-Down	55	\$1,000,000
Virginia Railway Express	TDM Strategy: Amtrak Step-Up Reinstatement on VRE Manassas Line	94	\$537,420
Virginia Railway Express	Crystal City Station Expansion **	73	\$8,000,000
Program Administration			
NVTC	Program Administration and Oversight for FY 2025-2026		\$350,000
NVTC	I-66 Corridor Needs Assessment		\$250,000
Total Recommended Award			\$30,982,658

* Project was referred to DRPT's Outside the Beltway funding program based on the nature of the anticipated benefits and is included in DRPT's draft Six-Year Improvement Program. If DRPT funding is ultimately approved, any awarded Commuter Choice funding would not be obligated.

** Project received an initial installment of funding (\$10,786,281) through the I-395/95 Commuter Choice FY 2024-2025 Program of Projects. The remaining \$8,000,000 is proposed to be fulfilled under I-66 Commuter Choice.

Mr. Fye explained that the Crystal City Station Expansion project received an initial installment of \$10,786,281 through the I-395/95 Commuter Choice FY 2024-2025 Program of Projects. The remaining \$8,000,000 is proposed to be fulfilled under the I-66 Commuter Choice program. The PAC endorsed this shift in funding as this project uniquely benefits toll payers in both program corridors (I-395/95 and I-66). DRPT staff, NVTC legal counsel and the Office of Attorney General identified no red flags. This would not preclude funding any of the other I-66 proposals. To be clear, the shift would only affect the \$8 million not yet awarded to VRE. The benefits of doing this will get funds to VRE sooner, moves the Transforming Rail in Virginia project forward, and frees up Commuter Choice funding in the more over-subscribed I-395/95 corridor.

In response to a question from Mr. Sickles, DRPT Director DeBruhl explained that this is just swapping money from one corridor program to another within the Commuter Choice program. It is not new money for the project. She provided more benefits to this proposed approach. She stated that it is a good use of funding.

Mr. Fye also explained that staff and the PAC believe it is time for a closer look at the universe of potential I-66 corridor improvements that NVTC's and DRPT's funding could support. The most recent studies are pre-pandemic. There are major capital improvements to come in the corridor – including VRE and Virginia Passenger Rail Authority (VPRA) projects and WMATA's proposed Rosslyn Metrorail infrastructure improvements. Staff propose using \$250,000 from the Commuter Choice program and \$250,000 from DRPT Outside the Beltway funding for an I-66 Corridor Needs Assessment. DRPT Director DeBruhl stated that this joint study will be co-managed by NVTC and DRPT. This will come back to the Commission for action next month. Mr. Fye also provided some timeline information about the Commuter Choice action, which will also be requested next month.

NVTC Strategic Research Roadmap. Mr. Fye stated that last year the Commission directed staff to take a more strategic approach to the policy research NVTC conducts by authorizing the development of NVTC's first Strategic Research Roadmap. The Roadmap will develop 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 Roadmap will do three things. First, it will define a vision for future research, identifying broad research themes that guide future NVTC research. Second, it will develop a research pipeline, a process for NVTC to identify new research ideas, vet the feasibility of new ideas, and then prioritize research ideas. Finally, the Roadmap will identify opportunities for future research support including partnership, funding and dissemination opportunities.

Transit Research Center Senior Program Manager Xavier Harmony reviewed the key deliverables, the inputs that have been provided so far by Commissioners and jurisdictional staff, what a draft research pipeline looks like, how to prioritize ideas, how the research is done, and how to disseminate the information. He reviewed the desktop research and interview findings research. Dr. Harmony also reviewed some of the research topics suggested at different committee meetings, by jurisdictional staff and other sources. The research vision encompasses general themes of economics, equity and environment. He provided examples of the process on how research will be determined, including NVTC-mandated research.

Chair de Ferranti noted that VRE CEO Rich Dalton got delayed at the PRTC meeting, but he is on his way. Commissioners agreed to move the VRE Agenda Item to the end of the Agenda.

Department of Rail and Public Transportation (DRPT)

DRPT Director DeBruhl encouraged Commissioners to read her written DRPT Report. She announced that DRPT's Six Year Improvement Plan (SYIP) is an over \$800 million program. Transit providers statewide are projected to receive \$128 million in operating funding and \$90 million in transit capital assistance. Also, \$58 million of state of good repair applications are funded, as well as \$24 million in minor enhancement projects. With operating funding, it has leveled off and there are early warning signs of future funding issues. New this year, as a result of 2023 legislation, state capital and operating funding for Virginia Railway Express (VRE) will be provided directly to NVTC separately from the statewide transit capital and operating programs. VRE's

budgeted FY 2025 allocation is about \$16 million, which is the maximum permitted 3.5% of the Commonwealth Mass Transit Fund.

DRPT Director DeBruhl also reported that DRPT developed an in-house tool that shows the SYIP program in an interactive format. DRPT will host its own SYIP public hearing on Thursday, May 16 at 4 p.m. The public hearing will be conducted as a hybrid meeting with opportunities to submit public comments in person at either DRPT's Richmond HQ office or at the Northern Virginia office in Alexandria as well as virtual.

Delegate Sickles asked about how the Commonwealth is doing in seeking more federal funding as part of the Infrastructure Investment and Jobs Act. Director DeBruhl stated that last year the Commonwealth received more than \$1 billion in discretionary federal funding for transit and rail. DRPT is continuing to submit applications that make sense.

Executive Director Report

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

She reminded Commissioners about NVTC's 60th anniversary events. NVTC is hosting a Transit Innovation Summit at George Mason on Friday, June 14 and an evening anniversary celebration with a documentary premiere on the evening of Thursday, September 5.

Ms. Mattice introduced a new staff member, Colie Touzel, who joined NVTC in March as a communications analyst. Colie is an English major with a master's in urban and regional planning from Virginia Tech. Colie joins NVTC after working at the Fredericksburg Area Metropolitan Planning Organization (FAMPO) and has a passion for transit and a solid background in communications and public engagement.

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

Virginia Railway Express (VRE)

Chair de Ferranti noted that VRE CEO Rich Dalton still has not arrived and asked VRE Chief of Staff Joe Swartz to give the VRE report.

VRE CEO Report. Mr. Swartz reported that VRE ridership is continuing to increase, with the month of April being the strongest ridership month since the pandemic. On-time performance is still not meeting the 90% target, but VRE is working with the host railroads to address the issues.

VRE Commission Orientation. Mr. Swartz explained that VRE staff gives an annual VRE orientation to the Commissions, outlining the role of the Commissions, the work of VRE, its staff and the VRE Operations Board. VRE is wholly co-owned by NVTC and the Potomac and

Rappahannock Transportation Commission (PRTC). The two Commissions own VRE's assets; bear all responsibility/risks; and are accountable for funds provided by federal/state/local sources. They appoint Commissioners to serve on the VRE Operations Board to monitor transit performance, agency finances, and compliance with local, state and federal requirements on behalf of the Commissions and their member jurisdictions. He then reviewed the governing documents, including the Master Agreement and the Delegation of Authority.

Chair de Ferranti encouraged new Commissioners to take the VRE orientation tour. Mr. Swartz invited any Commissioner to reach out to VRE staff to schedule a tour and ride the train.

Mr. Walkinshaw reminded Commissioners of the economic benefit of VRE service to the region. In response to a question from Mr. Walkinshaw, Mr. Swartz confirmed the VRE System Plan will come back to the Commissions for action.

Adjournment

Without objection, Chair de Ferranti adjourned the meeting at 9:02 p.m.

Approved this 6th day of June 2024.

Matt de Ferranti
Chair

Sarah Bagley
Secretary-Treasurer



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice, Andrew D’huyvetter and Adam Hager
DATE: May 30, 2024
SUBJECT: Consent Agenda

At the June 2024 meeting, the Commission will be asked to approve the Consent Agenda which includes two action items regarding certification of Washington Metropolitan Area Transit Authority (WMATA) documents and the NVTC Electronic Participation Policy.

A. Authorize the Executive Director to Send a Letter Certifying Receipt of Certain Documents from WMATA Required by State Code

The Commission is asked to authorize the executive director to send a [letter to the Comptroller of Virginia certifying receipt of certain documents from WMATA](#). All documents have been received.

Background

State Code ([§33.2-3402](#)) requires that NVTC request certain documents and reports from WMATA related to the transit agency’s system budget, financial performance and operating characteristics. Funding from the Commonwealth Mass Transit Fund to support WMATA is contingent upon NVTC providing an annual certification to the Comptroller that such documents and reports have been received. NVTC must certify to the Virginia Comptroller receipt of the following:

- WMATA’s Annual Capital Budget
- WMATA’s Annual Independent Financial Audit
- WMATA’s National Transit Database Annual Profile
- WMATA’s Single Audit Reports – issued in accordance with the Uniform Administrative Requirements, Cost Principals and Audit Requirements for Federal Awards (2 C.F.R. Part 200)

The WMATA Board [approved the FY 2025 Capital Budget](#) on April 25, 2024. NVTC will post the approved FY 2025 budget book when it is received. WMATA’s annual [National Transit Database profile for FY 2022](#) was posted on the Federal Transit Administration’s (FTA) website in late 2023. WMATA also provided its most recent [Annual Comprehensive Financial Report](#) (ACFR). The most recent Independent Auditor’s report starts on page two of the report. [The Single Audit Report](#) for the fiscal year ended June 30, 2023, and issued in accordance with the Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (2 C.F.R. Part 200) is also available on WMATA’s website. Received documents have been added to [NVTC’s WMATA Oversight webpage](#).

NVTC will continue the certification process annually on a schedule to match WMATA's fiscal year.

B. ACTION: Adopt the NVTC Electronic Participation Policy

The Commission is asked to adopt the [NVTC Electronic Participation Policy](#) to be effective July 1, 2024. The policy reflects the Virginia Code changes going into effect July 1, 2024 to the Freedom of Information Act (FOIA) as a result of action in the 2024 General Assembly Session. NVTC's legal counsel, Steve MacIsaac, has reviewed the revisions.

The revised [NVTC Electronic Participation Policy](#) includes the following major changes from the previous version:

- Incorporates Freedom of Information Act Code language which becomes effective July 1, 2024.
- Changes the percentage of meetings that can be all-virtual. The Commission and/or its committees and subcommittees can conduct all-virtual public meetings up to two times per calendar year or **50%** (increased from 25%) of its respective meetings held per calendar year rounded up to the next whole number whichever is greater. As a reminder, an all-virtual meeting cannot be consecutively held with another all-virtual meeting.
- Incorporates a new requirement that the Commission will at least once annually adopt its NVTC Electronic Participation Policy by a recorded vote at a public meeting.
- Changes the determination of a physical in-person quorum to include that an individual Commissioner, who has a disability or is a caregiver of a family member who has a disability, will be counted toward the quorum as if the individual was physically present.

Code § 51.5-40.1 defines a "person with a disability" to mean any person who has a physical or mental impairment that substantially limits one or more of his major life activities or who has a record of such impairment.

Code § 2.2-3701 defines a "caregiver" to mean an adult who provides care for a person with a disability as defined in § 51.5-40.1. A caregiver shall be either related by blood, marriage, or adoption to or the legally appointed guardian of the person with a disability for whom he is caring."

- Clarifies that 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.
- Integrates reformatting changes and minor editing for consistency and clarity.

Several existing guidelines already included in the NVTC Electronic Participation Policy are worthy of note:

- NVTC must still have a physical quorum present for a Commissioner to participate electronically for regular in-person meetings (this provision does not apply to meetings during a declared emergency).
- Electronic participation is still limited by law to two meetings of the public body per each calendar year or 25% of the meetings during a calendar year, whichever is greater, for Commissioners unable to attend due to a personal matter (medical reasons are unlimited).
- If a Commissioner needs to participate virtually, the member must notify the Commission chair or committee chair, with copies to Executive Director Kate Mattice and Board Administrator Rhonda Gilcrest, at least eight (8) hours prior to the meeting and provide:
 1. The **reason for the request** to be remote (medical; personal; or lives over 60 miles from meeting location). If it is for a personal reason, the member must provide with specificity the nature of the personal reason.
 2. The **location** of where the Commissioner will be participating remotely. This only needs to be a general location, such as the name of the city, county, out-of-state or out-of-country in which the member is participating.

The board administrator is required to document electronic participation as well as include this information in the meeting minutes. The electronic meeting link will not be sent until the request is documented.

- Nothing in the policy should be construed as to prohibit the use of audio or audio/visual means to increase public participation at meetings even if no Commission members are participating electronically. NVTC welcomes the use of electronic means to increase public access to its Commission meetings.



DRAFT

June XX, 2024

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Vice-Chair

Hon. David Snyder

Secretary-Treasurer

Hon. Sarah Bagley

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Hon. Mark Sickles

Executive Director

Katherine A. Mattice

Ms. Sharon H. Lawrence
Acting Comptroller of Virginia
Office of the Comptroller
Department of Accounts
P.O. Box 1971
Richmond, Virginia 23218-1971

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

Dear Ms. Lawrence,

The Northern Virginia Transportation Commission (NVTC) certifies receipt of certain documents and reports from the Washington Metropolitan Area Transit Authority (WMATA) as detailed in Section 33.2-3402 of the Code of Virginia, pursuant to Chapter 854 of the 2018 Virginia Acts of Assembly.

These documents include the following:

- WMATA's Annual Capital Budget;
- WMATA's Annual Independent Financial Audit;
- WMATA's National Transit Database Annual Profile; and
- Single Audit Reports - issued in accordance with the Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards (2 C.F.R. Part 200).

We have provided links to the documents on our website:
<http://www.novatransit.org/wmata/wmata-oversight/>

The Commonwealth provides transit capital and operating funding from the Commonwealth Mass Transit Fund to support WMATA. Access to this funding is contingent upon NVTC providing this annual certification indicating receipt of these documents.

Best regards,

Katherine A. Mattice
Executive Director

cc: Jennifer Debruhl, DRPT
Greg Potts, WMATA

NVTC ELECTRONIC PARTICIPATION POLICY
Proposed for Adoption June 6, 2024 to be effective July 1, 2024

***Changes in Red**

Occasions may arise when the Northern Virginia Transportation Commission (“NVTC”) determines it is necessary to hold an all-virtual public meeting or when a NVTC Commissioner is unable to be physically present at a public meeting. Under certain circumstances, the Virginia [Freedom of Information Act](#) (FOIA) Virginia Code Ann. §§ 2.2-3700 et seq., (the “Act”) permits a public body, such as NVTC and its duly appointed committees, to conduct all-virtual public meetings and also permits members of a public body to participate in meetings through electronic means such as telephone and video conferencing. The Act limits the instances in which this may occur and prescribes procedures that must be followed, including ~~adoption of~~ **annually adopting** a policy governing electronic meetings **by a recorded vote at a public meeting.**

The NVTC Electronic Participation Policy (“Policy”), as hereafter set forth, identifies the instances when NVTC and its duly appointed committees and sub-committees may conduct all-virtual public meetings, including during a declared state of emergency, and when a Commissioner may participate electronically in an in-person NVTC meeting, including NVTC appointed committee and subcommittee meetings, and the procedures that apply.¹

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

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

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

A. A Commissioner who is unable to attend the meeting due to a **medical reason**:

1. A Commissioner’s temporary or permanent disability or other medical condition that prevents the Commissioner’s physical attendance.

§ 51.5-40.1 Definition of a “person with a disability” means “any person who has a physical or mental impairment that substantially limits one or more of his major life activities or who has a record of such impairment.”

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

2. A medical condition of a member of a Commissioner's family that requires the Commissioner to provide care and prevents the Commissioner's physical attendance **or the Commissioner is a caregiver and must provide care for a person with a disability at the time the public meeting is being held thereby preventing the Commissioner's physical attendance.**

§ 2.2-3701 Definition of a "caregiver" means "an adult who provides care for a person with a disability as defined in § 51.5-40.1 (see Section A.1 of this Policy). A caregiver shall be either related by blood, marriage, or adoption to or the legally appointed guardian of the person with a disability for whom he is caring."

NOTE: For purposes of determining whether a quorum is physically assembled, an individual Commissioner who is a person with a disability or is a caregiver for a person with a disability and uses remote participation counts toward the quorum as if the Commissioner was physically present.

3. The above subsections A.1 and A.2 allow an unlimited number of times a Commissioner can participate electronically due to disability, medical condition or care for a family member.
- B. A Commissioner who is unable to attend the meeting due to a **personal reason** and identifies with specificity the nature of the personal matter. However, a Commissioner may not use remote participation due to personal matters more than two meetings per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

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

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

Procedural Requirements for Remote Participation By a Commissioner in In-Person Meetings

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

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

1. A quorum of NVTC Commissioners is physically assembled at the primary or central meeting location. **A Commissioner participating remotely who has a disability or is a caregiver to a family**

member with a disability counts toward the quorum* as if the individual was physically present (See A.1 and A.2).

*NOTE: Commissioners should allow sufficient time to contact the chair to confirm statutory requirements are being met (according to § 51.5-40.1 and § 2.2-3701 definitions) so that the member can be counted towards the quorum. Each determination will be on a case-by-case basis.

2. NVTC or its committee or subcommittee, as applicable, can make arrangements for the voice of the Commissioner who is participating remotely to be heard by all persons at the primary or central meeting location.
3. A Commissioner must notify the applicable chair (Commission chair or committee chair), with notification copied to the executive director and ~~commission secretary~~ board administrator, on or before the day of the meeting, not later than eight (8) hours prior to the start of the meeting, that such Commissioner is unable to attend and identify the reason in A, B, or C above that prevents physical attendance. The request can be made verbally but should be followed up in writing as soon as possible.
4. The minutes must reflect that (1) the existence of a disability or medical condition (which need not be disclosed with specificity) of the Commissioner, or of a family member who requires the Commissioner's care, prevents the Commissioner's in-person attendance at the meeting; (2) a personal matter, described with specificity, prevents the Commissioner's in-person attendance at the meeting; or (3) the Commissioner's primary residence is 60 miles or more from the meeting location. The minutes must also reflect a general description of the remote location from which the Commissioner is participating in the meeting electronically (example: city, county, out of state, out of country).
5. After calling the meeting to order and establishing a quorum is physically present, the Commission chair or committee chair, as applicable, will inform the Commission or committee of a Commissioner's request to participate through electronic means, identify the reason in A, B or C above that prevents physical attendance, and request a motion and second to approve the request. The Commission or committee will vote on the matter. The Commissioner requesting to participate remotely shall not vote on the motion. If the Commissioner's participation from a remote location is disapproved because such participation would violate the provisions of this Policy or the Act, such disapproval shall be recorded in the minutes with specificity.
6. A Commissioner's remote participation must be in accordance with this Policy.

NOTE: As stated above, if a Commissioner's remote participation is disapproved, the Commissioner may still monitor the meeting by listening or watching by electronic communication means. However, the Commissioner cannot be counted as present and cannot participate. The minutes shall reflect the names of Commissioners monitoring a meeting. In such a situation, as a matter of best practices, the chair should make a statement to inform the public and the other members, such as: *"Please observe*

that [Commissioner name] could not attend today's meeting but is [listening/watching] the meeting by [speakerphone, videoconferencing, or whatever electronic communications means is being utilized]. However, Commissioner name] is only monitoring the meeting and is not counted as present, and cannot make motions, vote or otherwise participate."

Guidelines for the NVTC Electronic Participation Policy for Remote Participation by a Commissioner in In-Person Meetings

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

1. This Policy applies to NVTC meetings, including Commission, committee and subcommittee meetings, provided the technology is available to accommodate remote participation.
2. This Policy shall be applied strictly and uniformly, without exception, to all Commissioners and without regard to the identity of the Commissioner requesting to participate remotely or the matters that will be considered or voted on at the meeting.
3. Notification of the request to participate electronically shall be provided by the Commissioner seeking to participate remotely to the applicable chair (Commission chair or committee chair), with notification copied to the executive director and ~~commission secretary~~ **board administrator**, at the earliest practicable time, not later than eight (8) hours before the meeting start time. The request can be made verbally but should be followed up in writing as soon as possible.
4. Individual participation from a remote location shall be approved unless such participation would violate this Policy or the provisions of the Act. If the Commission or committee or subcommittee votes to disapprove the Commissioner's remote participation because such participation would violate this Policy or the Act, such disapproval shall be recorded in the minutes with specificity.
5. The Commissioner requesting to participate remotely shall provide sufficient specificity as to the nature of the matter as is necessary for the chair, and the Commission or committee or subcommittee, to determine whether the circumstances warrant remote participation.
6. For purposes of this Policy, a personal matter includes circumstances that prevent a Commissioner from physically attending a meeting including personal and business travel.
7. For purposes of this Policy, a temporary or permanent disability or a medical condition of either a Commissioner or their family member who requires the Commissioner's care that prevents physical attendance at the meeting should be evident based on the nature of the disability or

the condition. ~~Examples include temporary hospitalization or being confined to home, contagious illness or any disability that prevents travel to the meeting location.~~

Code § 51.5-40.1 defines a "person with a disability" to mean any person who has a physical or mental impairment that substantially limits one or more of his major life activities or who has a record of such impairment.

Code § 2.2-3701 defines a "caregiver" to mean an adult who provides care for a person with a disability as defined in § 51.5-40.1. A caregiver shall be either related by blood, marriage, or adoption to or the legally appointed guardian of the person with a disability for whom he is caring."

8. Disclosure of specific medical conditions or disabilities, and medical verification of a medical condition or physical disability shall not be required.
9. More than one Commissioner may participate electronically at the same meeting, as long as a physical quorum is present at the primary meeting location.
10. Commissioners participating remotely are allowed to fully participate in NVTC Commission or NVTC committee or subcommittee public meetings, which includes but is not limited to making motions and voting.
11. The Commissioner may participate remotely in a NVTC Commission or NVTC committee or subcommittee public meeting, using all available electronic communication means including telephone and video conferencing. For the purposes of this Policy, "electronic communication" is defined to mean "the use of technology having electrical, digital, magnetic, wireless, optical, electromagnetic or similar capabilities to transit or receive information." The definition is applicable to all types of electronic participation described in this Policy.
12. Remote participation shall be permitted only under circumstances where all attendees at the primary meeting location, including the public, can, at a minimum, hear the remote Commissioner. If the means used for participation in the meeting, or other circumstances at the remote location, are disruptive to the meeting, the chair, subject to Commission or committee or subcommittee approval, may deny or withdraw the approval to participate remotely, including during the meeting. While not required, the Commissioner participating remotely is encouraged to monitor the meeting via electronic means to the extent it is available.
13. NVTC's ~~commission secretary~~ **board administrator** shall be responsible for ensuring a Commissioner does not participate electronically for personal reasons more than two times per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

NVTC All-Virtual Public Meetings

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

The Act limits the number of times per calendar year NVTC and its committees and subcommittees can conduct all-virtual meetings. NVTC and each of its committees and subcommittees **shall not** conduct an all-virtual public meeting more than two times per calendar year or ~~25%~~ **50%** of their respective meetings held per calendar year rounded up to the next whole number, whichever is greater, OR consecutively with another of their all-virtual public meeting.

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

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

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

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

Guidelines for All-Virtual Public Meetings

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

1. The required meeting notice shall indicate whether the meeting will be an in-person or all-virtual public meeting along with a statement notifying the public that the method by which the Commission or its committee or subcommittee chooses to meet shall not be changed unless

the Commission or its committee or subcommittee provides a new meeting notice in accordance with the provisions of the Act.

2. Public access to the all-virtual public meeting will be provided via electronic communication means.
3. The electronic communication means used will allow the public to hear all members of the Commission or its committee or subcommittee participating in the all-virtual public meeting and, when audio-visual technology is available, to see the members as well. **When audio-visual technology is available, a member of the Commission or committee or subcommittee shall, for purposes of a quorum, be considered absent from any portion of the meeting during which visual communication with the Commissioner is voluntarily disconnected or otherwise fails or during which audio communication involuntarily fails.**
4. A phone number or other live contact information will be provided to alert the Commission or its committee or subcommittee if the audio or video transmission of the meeting fails; the Commission or its committee or subcommittee will monitor such designated means of communication during the meeting; and the Commission or its committee or subcommittee will take a recess until public access is restored if the transmission fails for the public.
5. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of the Commission or its committee or subcommittee for a meeting will be made available to the public in electronic format at the same time that such materials are provided to members of the Commission or its committee or subcommittee.
6. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at those public meetings when public comment is customarily received.
7. No more than two members of the Commission or its committee or subcommittee are together in any one remote location unless that remote location is open to the public to physically access it.
8. If a closed meeting is held during an all-virtual public meeting, transmission of the meeting to the public will resume before the Commission or its committee or subcommittee votes to certify the closed meeting as required by the Act.
9. The Commission or its committee or subcommittee will not convene an all-virtual public meeting (i) more than two times per calendar year or ~~25%~~ **50%** of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual public meeting.
10. Minutes of an all-virtual public meeting held by electronic communication means will be taken as required by the Act and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held. If a Commissioner's participation from a remote location pursuant to this subsection

is disapproved because such participation would violate the Policy or the Act, such disapproval shall be recorded in the minutes with specificity.

- 11. This policy shall not prohibit or restrict any Commissioner who is participating in an all-virtual meeting or who is using remote participation from voting on matters before the Commission.**

NVTC Electronic Participation During a Declared State of Emergency

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

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

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

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

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

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

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

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



AGENDA ITEM #4 Resolution of Commendation for the Honorable Mary Hynes

TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice
DATE: May 30, 2024
SUBJECT: Resolution of Commendation for the Honorable Mary Hynes

At the June 2024 meeting, the Commission will honor Commonwealth Transportation Board (CTB) Member and former NVTC Commissioner Mary Hynes for her years of dedicated service to the region and the Commonwealth.

ACTION: Approve a Resolution of Commendation for the Honorable Mary Hynes on Her Departure from the Commonwealth Transportation Board

The Commission will be asked to approve a [Resolution of Commendation](#) honoring departing Commonwealth Transportation Board Member Mary Hynes, whose term on CTB is expiring. NVTC nominated her for a prestigious Virginia Transit Association’s (VTA) award recognizing her 30 years of work on public policy and transportation issues at the county, regional and statewide levels. On May 24, 2024, VTA awarded Mary Hynes the Joe Alexander Distinguished Public Official Leadership Award at the annual VTA Conference in Harrisonburg, Virginia.

Mary Hynes has dedicated 30 years of work on public policy and transportation issues at the county, regional and statewide levels during her tenure on the Arlington County Board (2007-2015), NVTC (2008-2015), WMATA Board of Directors (2011-2015), Virginia Transit Association Board of Directors (2012-2015), Northern Virginia Transportation Authority (2014-2024), Commonwealth Transportation Board (2016-2024) and other important bodies. During her distinguished service on NVTC from 2008 through 2015, she worked to advance transit in the region; holding WMATA accountable for providing fiscally sound, reliable and safe service; understanding the importance of data – its analysis and visualization; and being a consistent voice for creating and protecting dedicated transitways to better connect the entire region.

Mary Hynes has continued to advocate for Northern Virginia’s interests on the Commonwealth Transportation Board, where she has been a strong champion for public transit and for mobility in Northern Virginia and was instrumental in the development and shaping of the SMART SCALE program as well as providing key input to ensure fair treatment of public transit investments at the state level during several rounds of the VTRANS statewide long-range transportation plan. Leveraging her years at NVTC and the WMATA Board of Directors, Ms. Hynes has provided thoughtful insights and context to educate CTB Board members on WMATA issues and the launch of NVTC’s Commuter Choice program.

RESOLUTION OF COMMENDATION

- SUBJECT:** Commending the Honorable Mary Hynes on Her Departure from the Commonwealth Transportation Board
- WHEREAS:** The Northern Virginia Transportation Commission (NVTC) serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient public transit and ridesharing programs to foster economic vitality in the region and the Commonwealth;
- WHEREAS:** The Honorable Mary Hynes has dedicated 30 years of work on public policy and transportation issues at the county, regional and statewide levels during her tenure on the Arlington County Board (2007-2015), NVTC (2008-2015), WMATA Board of Directors (2011-2015), Virginia Transit Association Board of Directors (2012-2015), Northern Virginia Transportation Authority (2014-2024), Commonwealth Transportation Board (2016-2024) and other important bodies;
- WHEREAS:** The Honorable Mary Hynes served with distinction as a member of NVTC from 2008 through 2015, working to advance transit in the region; holding WMATA accountable for providing fiscally sound, reliable and safe service; understanding the importance of data – its analysis and visualization; and being a consistent voice for creating and protecting dedicated transitways to better connect the entire region;
- WHEREAS:** As a member of the Arlington County Board, Ms. Hynes was recognized for her strong support for ART-Arlington Transit, resulting in enhanced transit options in the county;
- WHEREAS:** In 2013, Ms. Hynes was awarded the Elizabeth and David Scull Award for Regional Leadership, for being “a champion for connecting development and affordable housing to sound transportation planning;”
- WHEREAS:** In the decade or so since her departure from the local and regional bodies, Ms. Hynes has continued to advocate for Northern Virginia's interests on the Commonwealth Transportation Board, where she has been a strong champion for public transit and for mobility in Northern Virginia and was instrumental in the development and shaping of the SMART SCALE program as well as providing key input to ensure fair treatment of public transit investments at the state level during several rounds of the VTRANS statewide long-range transportation plan;
- WHEREAS:** Leveraging her years at NVTC and the WMATA Board of Directors, Ms. Hynes has provided thoughtful insights and context to educate CTB Board members on WMATA issues and the launch of NVTC's Commuter Choice program, helping to educate and advocate for the use of toll revenues to provide alternative transportation options to those traveling on the I-66 and I-395/95 corridors;

WHEREAS: In 2024, the Northern Virginia Transportation Commission proudly nominated Mary Hynes to receive Virginia Transit Association’s Joe Alexander Distinguished Public Official Leadership Award, recognizing her 30 years of work on public policy and transportation issues at the county, regional and statewide levels.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby commends the Honorable Mary Hynes for her service to the citizens of Northern Virginia and to the Commonwealth of Virginia.

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

Approved this 6th day of June 2024.

Matt de Ferranti
Chair

TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice, Allan Fye, Andrew D’huyvetter and Adam Hager
DATE: May 30, 2024
SUBJECT: Washington Metropolitan Area Transit Authority (WMATA)

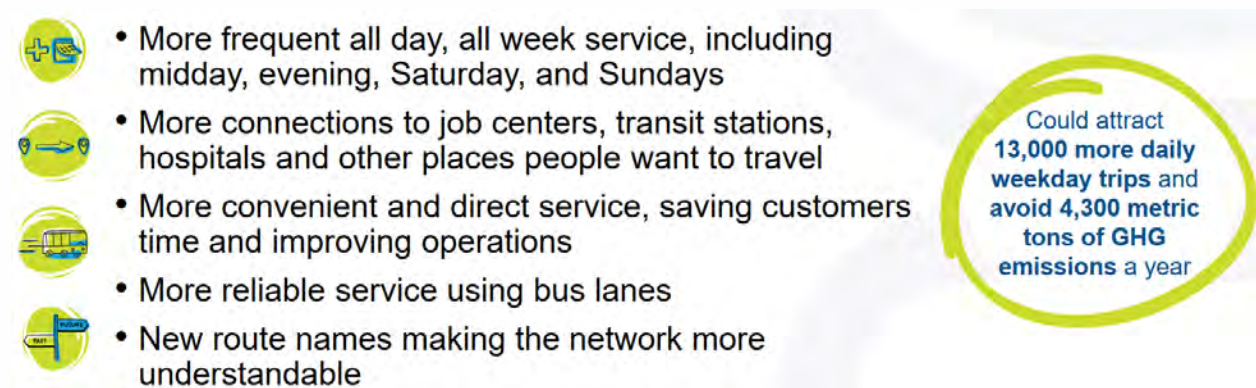
At the June 2024 meeting, the Commission will receive a report from the Virginia WMATA Board members.

A. Report from the Virginia WMATA Board Members

▪ Better Bus Network

On May 9, the WMATA Board [authorized public hearings on the proposed 2025 Better Bus Network](#). From May 13 to mid-July, WMATA is conducting its third and final phase of public engagement on the 2025 Better Bus Network (2025 Network) ahead of anticipated adoption in fall 2024. The Better Bus Network Redesign initiative began public and stakeholder engagement activities in fall 2022 and WMATA has since worked to produce both a long-term, visionary network and near-term, year-one network with planned implementation in summer 2025 through the FY 2026 budget. Highlights of the proposed 2025 Network are shown in Figure 1.

Figure 1: Proposed 2025 Network Highlights



Source: [May 9 WMATA Safety and Operations Committee](#)

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 (Figure 2).

Figure 2: Tradeoffs Required to Balance Competing Needs



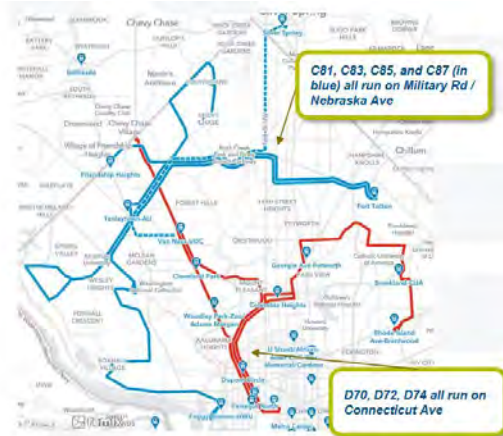
Source: [May 9 WMATA Safety and Operations Committee](#)

A key component of the 2025 Network is new route names as earlier public outreach noted existing route names often being confusing to customers. Figure 3 summarizes the new route naming approach.

Figure 3: The Better Bus Network Features New Route Names

Approach to New Route Names

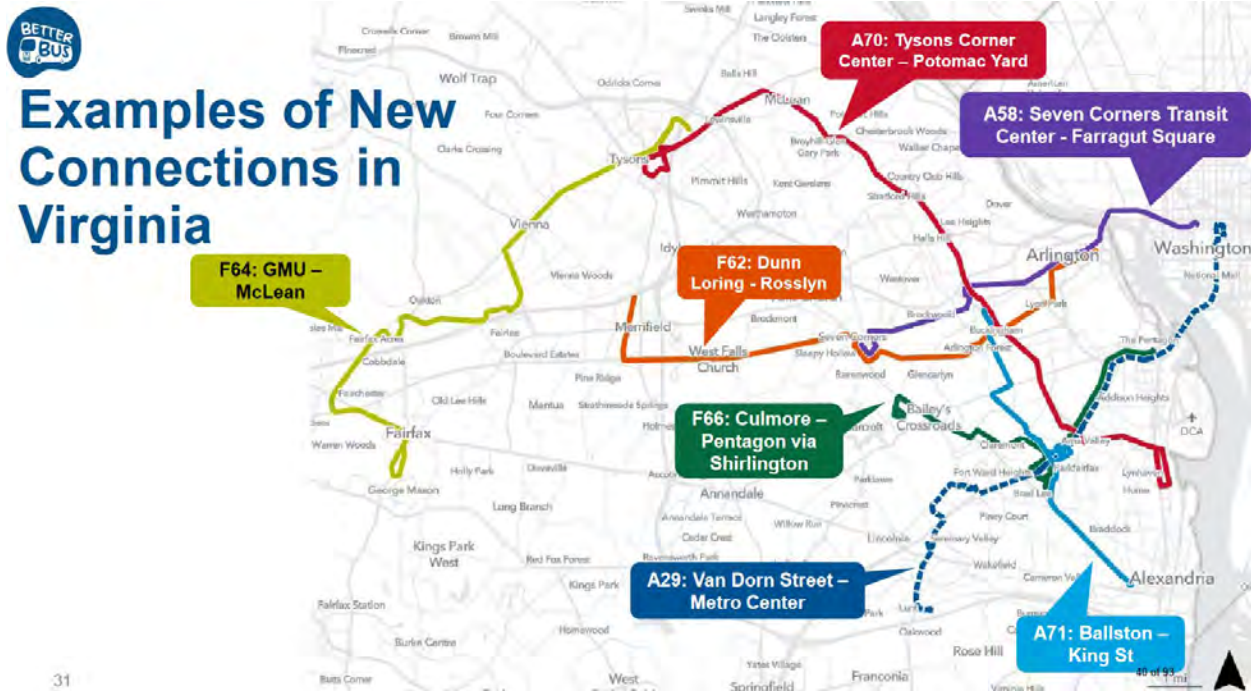
- First character =
 - **D** (downtown routes) or **C** (crosstown routes) for DC
 - **M** for Montgomery, **P** for Prince George's
 - **A** for Arlington and Alexandria, and **F** for Fairfax County and Cities of Fairfax and Falls Church
- Second character = a number for route's corridor/neighborhood
- Third character = a number to distinguish it from the other routes or an X for limited stop
- Local providers can also apply this approach



Source: [May 9 WMATA Safety and Operations Committee](#)

There are several notable bus service changes identified in Virginia. Current Metrobus routes 3Y, 3F, 23B, 8W, 17B and 17M are proposed for elimination because of low ridership and low productivity, but the 2025 Network includes at least seven new regional connections in Virginia (Figure 4). In order to improve speed and reliability, the 2025 Network would also close certain bus stops for elimination due to their proximity to other stops. WMATA has also published a [Virginia map for the proposed 2025 Network](#) and a [document](#) with profiles for each route and 'crosswalk' for stakeholders to understand how current Metrobus routes are changing under the proposed 2025 Network.

Figure 4: New Connections in Virginia in the Proposed 2025 Network



Source: [May 9 WMATA Safety and Operations Committee](#)

WMATA staff noted that as an outcome of the network redesign effort, customers and regional partners would have a clearly defined understanding of the role of Metrobus in the region and a predictable funding model for bus service. Such a funding model will require an update to the Metrobus subsidy allocation formula, an item that WMATA staff said would be reviewed with the Board this summer ahead of new formula adoption in the fall. During the presentation to the Safety and Operations Committee, committee members and staff discussed the need to also update the Metrorail subsidy allocation formula in concert with the bus formula this year.

This third and final phase of public engagement, including public hearings as required by the WMATA Compact, is scheduled to run through mid-July 2024. WMATA will then work to finalize the 2025 Network with jurisdictions in the fall and adopt a new subsidy allocation formula before the end of the year. Once the new 2025 Network is adopted, WMATA will commence rollout preparedness with training, scheduling, customer education and new signage with implementation planned for June 2025 through the FY 2026 budget (Figure 5).

Figure 5: Next Steps to Implement the 2025 Better Bus Network



Legend: 🗓 Board Meetings ★ External Events: July Fourth, Inauguration, Cherry Blossoms, World Pride

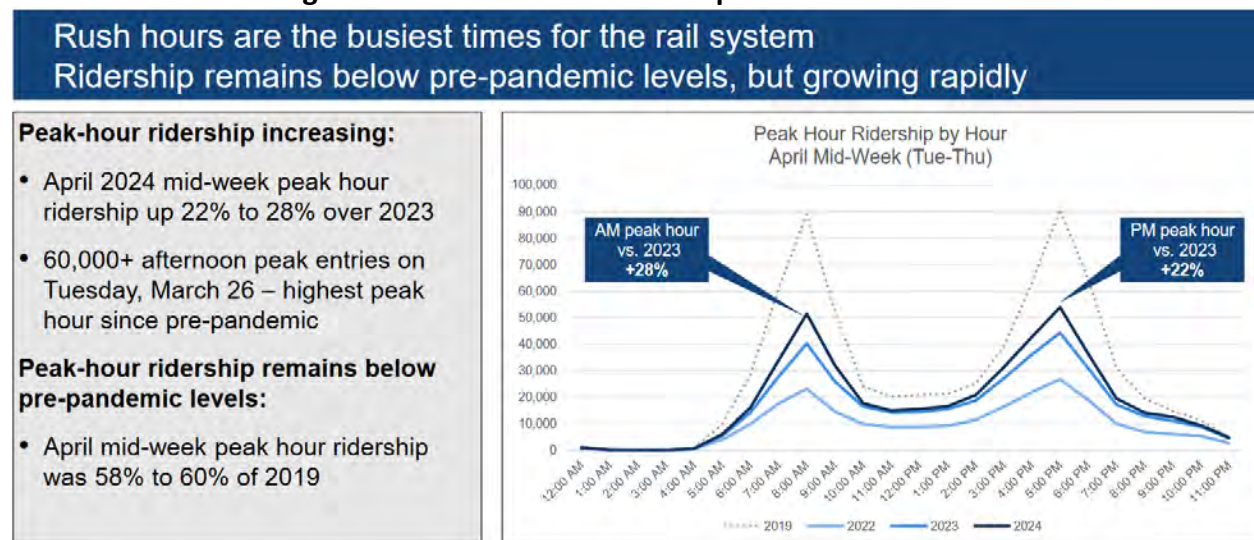
Source: [May 9 WMATA Safety and Operations Committee](#)

WMATA staff have been invited to brief NVTC’s WMATA Committee at its July 11 joint meeting with the NVTC Legislative and Policy Committee. Members of the public can provide input through online and in-person surveys, discovery days, pop-ups throughout the region and ride-along. More information on the Better Bus Network can be found at www.wmata.com/betterbus.

▪ Metrorail Fleet Strategy

On May 9, the Safety and Operations Committee received a [briefing on the Metrorail fleet strategy](#). WMATA will face several key decisions in the next few years regarding its short- and long-term fleet strategy, particularly as ridership continues to grow but in patterns that do not match those of pre-pandemic periods (Figure 6). WMATA staff noted that service levels are the primary driver behind railcar requirements. Provided the funding, policy and operations issues present during early FY 2025 budget discussions, it is important for the Board and regional stakeholders to identify target service levels and ways to improve operations.

Figure 6: Peak Metrorail Ridership Continues to Grow



Source: [May 9 WMATA Safety and Operations Committee](#)

WMATA has continued to look for ways to improve service delivery by operating more six-car trains, running more trips with the most reliable (7000-series) trains and modernizing operations with Automatic Door Operation. In the near-term, system capacity can deliver 75% of eight-car trains at current peak frequencies. WMATA staff are preparing for various scenarios of ridership recovery in the near-term to help inform decision making at a time when 8000-series railcar purchases are not far away (Figure 7).

Figure 7: 8000-Series Railcar Procurement Options

Procurement approach structured for flexibility with a base order and options to upgrade the fleet and enable potential service improvements

Option	Option Size	Total Order	Future Fleet	Funding	Contract Status/ Expiration Date
Base Order	256	256	1,184	In CIP	Awarded Mar. 2021
Option 1	104	360	1,288	In CIP	Exercise by Dec. 2026*
Option 2	104	464	1,392	Not funded	Exercise by June 2027*
Option 3	120	584	1,512	Not funded	Exercise by (est.) October 2028*
Option 4	216	800	1,728	Not funded	Exercise by (est.) June 2029*

Source: [May 9 WMATA Safety and Operations Committee](#)

Looking further ahead, WMATA has outlined potential future service concepts (Figure 8) and decisions the agency will need to make well in advance to deliver future planned service (Figure 9). While 1,150 railcars are needed to operate FY 2025 and planned FY 2026 levels of service, there are several factors that will determine whether additional (or, in some cases, fewer) railcars might be needed, namely increased capacity (eight-car trains), shorter headways and potential turnbacks.

Figure 8: Potential Future Service Concepts and Associated Railcar Need

Service improvements, extensions, and capacity increases will require additional railcars and investments in Metro’s facilities, system flexibility, and capacity

8000-Series Milestone	Railcars		Railcars Needed	
Future Fleet Size with Base Order	1,184	➔	FY25 Budgeted Service (FY25 budget + FY26 plan)	1,150
Option 1	+104		Improved Reliability	n/a
Option 2	+104		Increase Capacity 100% 8-car Trains	+76
Option 3	+120		Increase Red Line Service 4 min, full line (2020 service)	+68
Option 4	+216		Extend Yellow Line to Greenbelt 6 min headway	+78
			Maximize BL/OR/SV (24 trains per hour) 5 min OR, 10 min BL & SV	+136
		Red Line Turnbacks Half of RD trains at Grosvenor & Silver Spring	(48)	
		Silver Line Turnbacks All SV trains at Stadium-Armory	(40)	

Source: [May 9 WMATA Safety and Operations Committee](#)

Figure 9: Decision Points for WMATA and Next Steps

Decisions Metro needs to make:

Service Planning Considerations

- Capability to deliver service improvements beyond FY2026
- Ridership growth outlook over the next decade plus

Near-Term Investments in Metro's fleet and facilities

- Total 8000-Series order size
- Facility investments in yards, shops, systems, and terminal capacity

Next steps:

Update Rail Fleet Management Plan

- Considers service plans, workforce availability, facility constraints, and impacts to operating and maintenance costs, and capital investment needs

Source: [May 9 WMATA Safety and Operations Committee](#)



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WMATA will soon be updating its rail fleet management plan and report back to the Board and stakeholders on its progress.

▪ Next WMATA Board Meeting

WMATA did not hold Board nor committee activities on May 23. The next WMATA Board activities are scheduled for June 13. On June 27, the WMATA Finance and Capital Committee will receive briefings on a two-year budget outlook process and financial sustainability reserve.

B. Other WMATA News

▪ Retirement of 2000-Series Trains

On May 9, WMATA [announced](#) plans to officially retire its 2000-series trains the following day. Having been introduced in 1983 to enable WMATA to begin service to Huntington on the Yellow Line, the 2000-series trains are past the end of their useful life and have maintenance issues nearly four times as often as the more modern 7000-series trains. The train cars are scheduled to be decommissioned over the coming months but two will be saved for preservation.



AGENDA ITEM #6 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 and Adam Hager
DATE: May 30, 2024
SUBJECT: Report from the Chairs of the WMATA Committee/Legislative and Policy Committees

At the June 2024 meeting, the Commission will receive a report from the chairs of the WMATA Committee/Legislative and Policy Committee, which will include a review of the May 16 joint committee meeting, state and federal legislative updates, the work NVTC is doing on long-term, sustainable, dedicated transit funding, as well as a presentation on NVTC’s Regional Bus Analysis.

A. General Assembly Update

NVTC Legislative Liaison Aimee Perron-Seibert will provide an update on the General Assembly and outcomes from the Reconvened Session. On Monday, May 13, the General Assembly passed and Governor Youngkin signed the [biennial compromise budget](#). Included in the approved budget are key priorities in [NVTC’s 2024 Legislative and Policy Agenda](#).

In particular, [the budget](#) temporarily suspends for FY 2025 and 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.

Summary of 2024 General Assembly Actions

HB 285: Streamlines the bus stop improvement program process for projects along VDOT right-of-way. Moves approval authority from the Department of General Services to local building officials. Passed the General Assembly 139-0. The Governor amended the legislation to extend the sunset of this provision from 2025 to 2027. The amendment passed 140-0.

SJ 28: Creates a joint subcommittee to study long-term, sustainable, dedicated funding and cost-containment controls for WMATA and other transit systems in Northern Virginia. Subcommittee shall complete meetings by November 30, 2024 to create recommendations for the 2025 General Assembly Session and by November 30, 2025 to create recommendations for the 2026 General Assembly Session.

Compromise Budget: Included in the biennial budget approved on May 13 was a total of \$909.2 million in funding for public transportation programs in the Commonwealth of Virginia for FY 2025 and \$945.1 million for FY 2026. These funds support commitments to Virginia’s share of the WMATA capital and operating contributions, aid to NVTC’s local bus systems, capital and operating assistance for the Virginia Railway Express, as well as DPRT technical assistance and demonstration programs.

The additional funding to support the Virginia commitments to the WMATA FY 2025 and 2026 budgets are provided by Virginia’s General Fund, while the annual formula allocations to WMATA and VRE as well as the formula and discretionary allocations to NVTC’s local bus systems are funded through the Commonwealth Transportation Fund. The dedicated capital funding WMATA is derived primarily from regional taxes generated in Northern Virginia but is consolidated in the Dedicated Special Revenue line item of DRPT’s budget.

**Table 1: Department of Rail and Public Transportation
FY 2025-2026 Compromise Budget (HB6001), as Passed**

Item 433	First Year - FY2025	Second Year - FY2026
Financial Assistance for Public Transportation (60900)	\$909,191,629	\$945,149,660
Public Transportation Programs (60901)	\$731,187,824	\$767,145,855
Congestion Management Programs (60902)	\$8,741,503	\$8,741,503
Human Service Transportation Programs (60903)	\$9,862,302	\$9,862,302
Distribution of Washington Metropolitan Area Transit Authority Capital Fund Revenues (60905)	\$159,400,000	\$159,400,000
Fund Sources:		
General	\$60,200,000	\$84,500,000
Special	\$1,139,844	\$1,139,844
Commonwealth Transportation	\$688,451,785	\$700,109,816
Dedicated Special Revenue	\$159,400,000	\$159,400,000

Source: Virginia Legislative Information Services [Item 433 \(DRPT\) Financial Assistance for Public Transportation. HB6001 - Chapter 2 \(virginia.gov\)](#)

At its June meeting, the Commonwealth Transportation Board will formally approve the Department of Rail and Public Transportation’s FY 2025 funding allocations as a part of its [FY 2025-2030 Six Year Improvement Program](#).

B. Federal Update

Executive Director Kate Mattice will provide an update on any new federal initiatives.

TOD Planning Grant Application Period Opens

On May 23, the U.S. Department of Transportation's Federal Transit Administration (FTA) announced the availability of nearly \$10.5 million in competitive grant funds for agencies to plan transit-adjacent development. [FTA's Pilot Program for Transit-Oriented Development \(TOD\) Planning](#) supports local planning and investment near transit hubs to promote sustainable,

livable, and equitable communities, with a focus on projects that plan for affordable housing. [FTA will host a webinar](#) on June 5 to share details on how to apply.

Comment Period Open on FTA’s Capital Investment Grants Policy Changes

Federal Transit Administration (FTA) is inviting public comment on revisions to [policy guidance for the Capital Investment Grants \(CIG\) program](#). The program is the federal government’s primary way to support large, locally driven transit projects. Project sponsors – including transit agencies, cities or other eligible recipients – with projects that progress through the multi-year, multi-step CIG process receive federal support for high-capacity transit projects. This can include new and expanded subway, light rail, commuter rail, streetcar and bus rapid transit projects. In Northern Virginia, projects such as the Richmond Highway Bus Rapid Transit effort are candidates for this program.

FTA implements the [CIG program](#), in part, through policy guidance that includes the process applicants must follow to be considered for discretionary funding. That includes procedures and criteria FTA uses to evaluate and rate projects. Revisions, intended to amend FTA's [CIG Policy Guidance](#) most recently updated in January 2023, would:

- incorporate feedback received from the public to FTA's Request for Information published in July 2021;
- update data used for CIG project evaluation and rating;
- incorporate priorities for equity, resilience and affordable housing;
- implement a new "bundling" provision for project sponsors pursuing multiple CIG projects at the same time; and
- improve overall readability of the document.

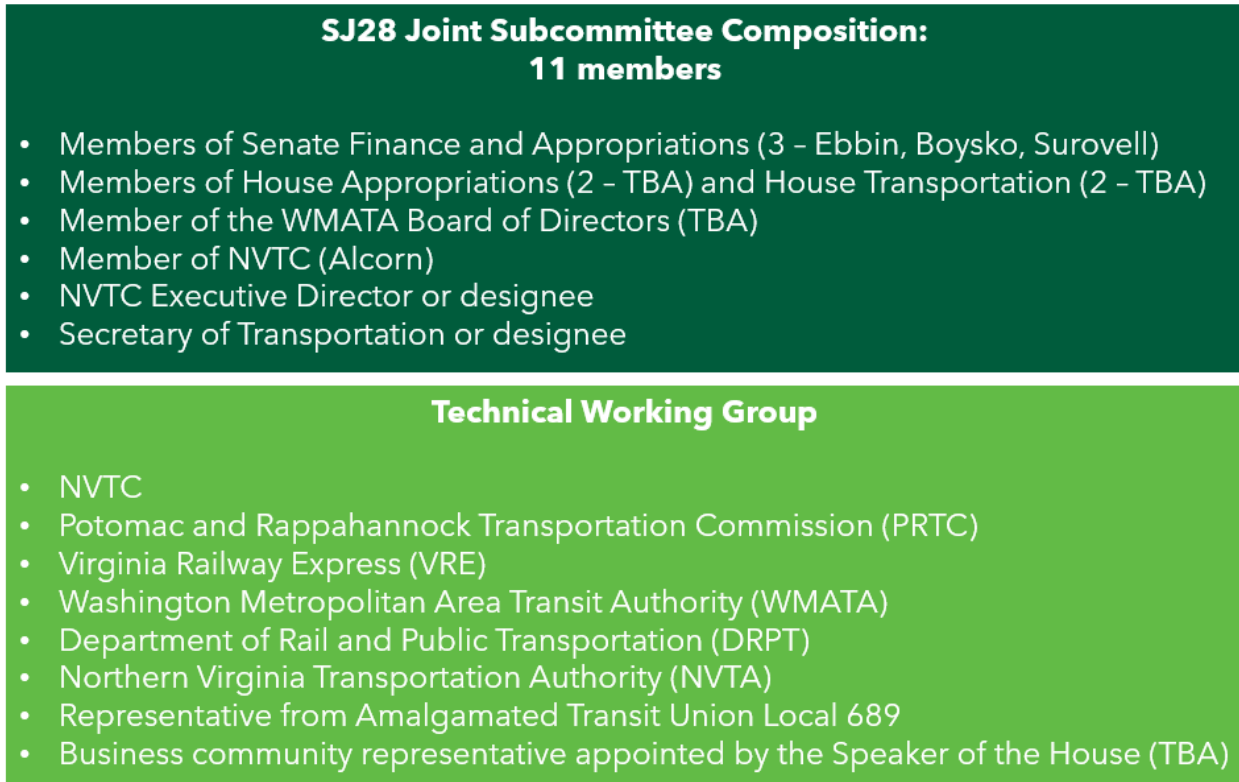
Comments to the proposed CIG Guidance are due by June 4, 2024 in the [Federal Register docket](#).

C. NVTC Work Towards Long-Term Sustainable Dedicated Funding

▪ SJ 28: Northern Virginia Public Transit Joint Subcommittee

[Senate Joint Resolution 28](#) (SJ 28) was agreed to by the General Assembly on March 5. The resolution establishes a joint subcommittee to study long-term, sustainable, dedicated operating and capital funding as well as cost-containment controls and strategies for the Washington Metropolitan Area Transit Authority (WMATA), the Virginia Railway Express and the public transit systems that serve the NVTC and Potomac and Rappahannock Transportation Commission (PRTC) transportation districts. The joint subcommittee is directed to incorporate the technical work completed as part of NVTC's [Metro Operating Funding and Reform Working Group effort](#) and incorporate the WMATA Funding, Accountability and Reform Recommendations from NVTC's [2023 Annual Report on the Performance and Condition of WMATA](#), among other inputs. The joint subcommittee is comprised of 11 members and will be supported by a technical working group (Figure 1).

Figure 1: SJ 28 Joint Subcommittee Membership and Technical Working Group



Note: Information current as of May XX, 2024; Source: [Virginia Legislative Information System](#)

The effort will be managed by Senate and House staff with support from the Division of Legislative Services. In addition to NVTC’s [Metro Operating Funding and Reform Working Group](#) findings and [Annual Report recommendations](#), the joint subcommittee is tasked with incorporating into its study:

- An evaluation of future land use plans for high-capacity transit corridors in Northern Virginia to support continued transit ridership growth;
- Telework impacts on regional transit ridership;
- Appropriate use of local bus services;
- WMATA's long-term capital funding needs;
- WMATA's capital funding prioritization process;
- Virginia's appropriate share of the jurisdictional subsidy based on existing Metrorail stations and Metrobus routes; and
- WMATA's governance and structural issues that contribute to current funding instability.

The joint subcommittee will complete its meetings for the first year by November 30, 2024, and for the second year by November 30, 2025. Executive summaries of committee findings are to be submitted by the first day of the next Regular Session. These summaries will indicate whether the joint subcommittee intends to submit a report with recommendations to the General Assembly and Governor.

The WMATA Committee and Legislative and Policy Committee will receive an update on SJ 28 at its July 11 meeting at 4:30 p.m. in NVTC Suite #230 conference room.

▪ **NVTC Regional Bus Analysis Overview**

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.

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 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 the region's transit strategic plans (TSP) provides a summary of existing bus service and performance, planned changes and improvements, and implementation of asset and capital management. The TSPs also provide a summary of financial needs, including projected short- and long-term operating and capital needs. Based on this information, the study then considers future planned service to identify service gaps. From these identified gaps, the team identified a priority corridor network. 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 much of the study is in final draft form. 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 June Commission meeting with a request to accept the final study at the July Commission meeting.

▪ **NVTC 2024 Annual Report on the Performance and Condition of WMATA**

NVTC is required each year to submit a report to the Governor and General Assembly on the performance and condition of WMATA ([§33.2-3403](#)), addressing potential strategies to reduce the growth in costs and to improve the efficiency of WMATA operations, use of dedicated capital funds and safety, reliability, ridership and financial performance data. The [2023 Report](#) integrated the work of NVTC's staff-level Metro Operating Funding and Reform Working Group and provided Metro Funding, Accountability and Reform Recommendations intended to be a

framework for NVTC, the Commonwealth and regional partners to advance discussions on critical WMATA issues.

With input from the WMATA Committee over the summer and fall, NVTC staff will update where applicable and continue to advance the 2023 recommendations for the forthcoming 2024 report which is due to the Governor and General Assembly on December 15. Efforts will be focused developing a long-term funding solution for WMATA and all transit agencies in the NVTC district, primarily through the SJ 28 study and MWCOG/WMATA Board joint effort known as [DMVMoves](#).



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice, Allan Fye, Ben Owen, Vikram Sinha and Xavier Harmony
DATE: May 30, 2024
SUBJECT: Report from the Chair of the Program Advisory Committee

At the June 2024 meeting, the Commission will receive a report from the chair of the Program Advisory Committee, including two actions related to the Commuter Choice program, a presentation on the Envision Route 7 BRT Strategic Implementation Plan, and a written update regarding NVTC’s Strategic Research Roadmap.

A. ACTION: Approve Resolution #2535: 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

The Commission will be asked to approve Resolution #2535, which will adopt the I-66 Commuter Choice FY 2025-2026 Program of Projects shown in Table 1 below and refer it to the Commonwealth Transportation Board (CTB) for final action at their 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. Additionally, the public comments received broad support of individual projects included in the program. 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).

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

	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

	I-66 Commuter Choice Project Name	Applicant	FY 2025-2026 Award
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.

** 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 remaining \$8,000,000 is being fulfilled under I-66 Commuter Choice because the project benefits toll payers in both corridors and funding is available.

The Program of Projects also funds NVTC's I-66 Commuter Choice program administration and oversight activities for the two-year period and 50% of the cost of a detailed needs assessment study that staff would conduct in partnership with DRPT to identify a short- and long-term investment pipeline for I-66 Commuter Choice (as well as DRPT I-66 Outside the Beltway funding). The recommended \$31 million total award is within the \$40 to \$50 million available for projects in this funding round.

Benefits of the Recommended FY 2025-2026 Program of Projects

The 15 projects in the recommended Program of Projects taken together would support an estimated 2,700 additional weekday transit trips in the I-66 corridor upon their full implementation. They would also reduce greenhouse gas emissions by 70% and save commuters approximately \$2.6 million per year in fuel expenses relative to drive-alone travel. The program includes:

- Continued funding for three Fairfax Connector, two Loudoun County Transit and two OmniRide commuter bus routes that offer fast, reliable service along I-66 and have seen ridership rebounds in recent months as congestion in the corridor has increased. Prince William County would also receive funding to continue a successful half-fare campaign on four I-66 OmniRide commuter routes for a further 12 months.
- An Arlington Transit (ART) service frequency improvement on the ART 75 route and a Capital Bikeshare expansion along I-66 in Fairfax County to improve access to Metrorail stations.
- Reinstatement of VRE's Amtrak Step-Up program on the Manassas Line that would allow VRE pass-holders to travel on select Amtrak trains in the corridor for a modest upcharge, providing a cost-effective approach to expand travel options for commuter rail riders. Funding for the project would leverage an award to reestablish the program on the Fredericksburg Line in the I-395/95 Commuter Choice FY 2024-2025 Program of Projects.
- The completion of the two-year funding award for construction of a new Crystal City commuter rail station to help anchor continued redevelopment of the area and support the Commonwealth's passenger rail expansion plans. The project received an initial allocation of funding in the I-395/95 Commuter Choice FY 2024-2025 Program of Projects and would receive the remainder under the current I-66 program, given benefits to toll payers in both corridors and available funding.
- Funding for peak-period service on a new Fairfax Connector local bus route paralleling I-66 Outside the Beltway and two new OmniRide commuter bus routes to downtown Washington that would begin west of Prince William County. These three projects are also included in [DRPT's draft SYIP](#) with DRPT-administered I-66 Outside the Beltway funding. If the DRPT funding is approved, the Commuter Choice funding would not be obligated.¹

¹The Commuter Choice award amount would therefore be available for investment in the next Program of Projects. DRPT's SYIP is expected to be approved in June by the Commonwealth Transportation Board in tandem with the Commission-adopted I-66 Commuter Choice Program of Projects.

Transit operations, narrowly defined by NVTC to comprise the labor and materials costs directly related to operating service, account for \$13.7 million of the \$31 million recommended total award.

Public Comment on the FY 2025-2026 Program of Projects

NVTC solicited public comment from April 12 to 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 via Facebook and Instagram, and asked applicants to spread word of the comment opportunity to their residents and riders. NVTC received 92 responses during the public comment period, 89 of which were received via a short, easy-to-use survey form, and the remaining three via email. The [Summary of Public Comment: I-66 Commuter Choice FY 2025-2026](#) provides a detailed overview of the feedback received during the public comment period. Though all comment submissions were in English, the materials in both languages garnered significant engagement. As a few examples:

- Program Advisory Committee Chair Dalia Palchik’s [English](#) and [Spanish](#) video greetings to introduce the comment period were shared across YouTube, Facebook and Instagram.
- Facebook and Instagram ads with the video greetings reached over 9,300 users and yielded over 900 link clicks, roughly split between English and Spanish ads, to learn more.
- NVTC’s public comment web pages, which provided information about the projects and ways to comment, garnered over 1,500 page views.

Staff will continue to refine the outreach approach in future funding rounds to foster awareness among and encourage input from more communities in each corridor.

Project Summaries for the Recommended FY 2025-2026 Program of Projects

The following projects are recommended for funding under the I-66 Commuter Choice Program of Projects. Project profiles with maps are available on the [Commuter Choice website](#).

ART 75 Service Enhancement: Shirlington to Virginia Square

Arlington County (\$397,160)

Commuter Choice funding would expand peak-period, peak-direction service on the ART 75 local bus route from every 30 minutes to every 20 minutes. The ART 75 links Shirlington with the Virginia Square-GMU and Ballston-MU Stations and serves neighborhoods with higher concentrations of equity populations and greater demand for transit service. The expanded service would foster more convenient connections for residents of these neighborhoods with the Orange and Silver Lines as well as other ART and Metrobus routes paralleling I-66.

Fairfax Connector Route 697: Stringfellow Road Park-and-Ride to L’Enfant Plaza (Continuation)

Fairfax County (\$2,130,488)

Commuter Choice funding would support the continued operation of Fairfax Connector Route 697, an express service operating every 20 minutes during peak periods between the Stringfellow

Road Park-and-Ride and L'Enfant Plaza in downtown Washington. Route 697 entered service in August 2020 with Commuter Choice funding support and has seen ridership grow since the opening of the I-66 Outside the Beltway Express Lanes. The route provides convenient, reliable service between western Fairfax County and major employment centers near the National Mall and L'Enfant Plaza.

Fairfax Connector Route 698: Stringfellow Road Park-and-Ride to the Pentagon (Continuation)
Fairfax County (\$1,506,053)

Commuter Choice funding would support the continued operation of Fairfax Connector Route 698, which began operation between Vienna/Fairfax-GMU Station and the Pentagon in January 2019 with Commuter Choice funding support. The route would be extended, partially funded through other sources, to a new western terminus at the Stringfellow Road Park-and-Ride. Route 698's convenient 15-minute peak-period service and quick travel times have helped ridership rebound to pre-pandemic levels.

Fairfax Connector Route 699: Monument Drive Park-and-Ride to Downtown Washington, D.C. (Continuation)

Fairfax County (\$2,592,444)

Commuter Choice funding would support the continued operation of Fairfax Connector Route 699, which links the Fair Oaks area with the Foggy Bottom/State Department area in downtown Washington with service every 15 to 20 minutes during peak periods. Fairfax County proposes to change the route's origin to the Monument Drive Park-and-Ride garage, where it would connect with several local bus routes. Ridership is rebounding on the route, which entered service in December 2017 with Commuter Choice funding support.

Fairfax Centre Bikeshare Expansion

Fairfax County (\$510,000)

Commuter Choice funding would support the installation of 18 Capital Bikeshare stations near I-66 between approximately I-495 and the Fairfax Centre shopping center at the U.S. 29/U.S. 50 junction. The stations would fill gaps in the existing Capital Bikeshare network near Dunn Loring-Merrifield and Vienna/Fairfax-GMU Stations and extend the network to the west to enhance access to the new Monument Drive Park-and-Ride. The project would also leverage recent Commuter Choice-funded bikeshare expansions nearby and increase use of the new I-66 Trail.

Fairfax Connector Route 610: Centreville to George Mason University

Fairfax County (\$1,826,943)

Commuter Choice funding would establish peak-period local bus service paralleling I-66 Outside the Beltway between Centreville in Fairfax County and the main George Mason University campus in the City of Fairfax. The new route would serve the Centreville, Stringfellow Road and new Monument Drive Park-and-Ride facilities, providing an additional means for residents of the Fair Lakes, Centreville and Chantilly neighborhoods to access express bus routes traveling along I-66 Inside the Beltway to the Pentagon and downtown Washington.

Loudoun County Transit Route 281/681 Service Enhancement: Stone Ridge Park-and-Ride to Downtown Washington, D.C. (Continuation)

Loudoun County (\$553,000)

Commuter Choice funding would support the continued operation of two peak-period express trips in each direction on Loudoun County Transit's commuter bus route between the Dulles South (Stone Ridge II) and East Gate Park-and-Rides and downtown Washington. The trips, which began operation in February 2017 with Commuter Choice funding support, have seen ridership gains in recent months as traffic has increased.

Loudoun County Transit Route 483/883: Harmony Park-and-Ride to Downtown Washington, D.C. (Continuation)

Loudoun County (\$281,000)

Commuter Choice funding would support the continued operation of commuter bus service between the Harmony Park-and-Ride in western Loudoun County and downtown Washington, with one trip in each direction. The service launched in August 2021 with Commuter Choice funding support and has been popular given the long travel distance and the route's competitive travel times.

OmniRide Route 612: Gainesville to the Pentagon (Continuation)

OmniRide (\$2,393,125)

Commuter Choice funding would support the continued operation of OmniRide's Route 612. The route would provide half-hourly peak-period commuter bus service between the University Blvd. Park-and-Ride in Gainesville and the Pentagon, with the onward service to the Navy Yard that the route currently provides transferred to a new route. Route 612 began operation in December 2016 with Commuter Choice funding support. The route's ridership has rebounded well since the opening of the Outside the Beltway Express Lanes, which decreased the route's one-way travel times by about 20 minutes.

OmniRide Route 622: Haymarket to Rosslyn (Continuation)

OmniRide (\$1,621,275)

Commuter Choice funding would support the continued operation of OmniRide's Route 622, which connects the Heathcote Park-and-Ride in Haymarket and the Rosslyn-Ballston corridor in Arlington via the University Blvd. Park-and-Ride in Gainesville. OmniRide would expand service from four to six trips in each direction to make the route more convenient for western Prince William County commuters. Ridership on Route 622, which began operation in July 2019 with Commuter Choice funding support, has grown with the improved travel time and reliability fostered by the Outside the Beltway Express Lanes.

OmniRide Route 653: Warrenton and Gainesville to L'Enfant Plaza

OmniRide (\$3,805,125)

Commuter Choice funding would establish new commuter bus service between the Warrenton Park-and-Ride lot in Fauquier County and the L'Enfant Plaza and Navy Yard areas in Washington, via the University Blvd. Park-and-Ride lot in Gainesville. OmniRide would provide eight trips in each direction. The new route would provide a convenient, fast and reliable travel option to growing areas beyond Prince William County that currently do not have commuter transit service.

OmniRide Route 671: Front Royal, Linden and Gainesville to Downtown Washington, D.C.

OmniRide (\$3,228,625)

Commuter Choice funding would establish new commuter bus service between the Front Royal and Linden areas near the western end of I-66 and portions of downtown Washington between Foggy Bottom-GWU and Federal Triangle Stations. The new route, which also would stop at the University Blvd. Park-and-Ride lot in Gainesville, would provide four trips in each direction. The route would provide a convenient travel option for long-distance I-66 commuters, a market that was last served prior to the pandemic with a more limited schedule.

TDM Strategy: I-66 OmniRide Fare Buy-Down

Prince William County (\$1,000,000)

Commuter Choice funding would support the continuation of a successful half-fare campaign on OmniRide commuter bus routes connecting western Prince William County with employment concentrations in Arlington and Washington. Under the campaign, one-way cash fares on OmniRide's Routes 601, 602, 612 and 622 would remain at \$4.50 for a further 12 months to encourage more commuters to return to transit. Travel times are 15 to 20 minutes shorter and much more reliable for OmniRide's I-66 commuter routes since the opening of the Outside the Beltway Express Lanes.

TDM Strategy: Amtrak Step-Up Reinstatement on VRE Manassas Line

Virginia Railway Express (\$537,420)

This project would reestablish VRE's Amtrak Step-Up program along the Manassas Line to allow VRE multi-ride pass holders to travel between Manassas, Burke Center and Washington Union Station on select Amtrak Northeast Regional trains. The project would complement a recent I-395/95 Commuter Choice award to reestablish the program on the VRE Fredericksburg Line and would allow riders to acquire and use step-up tickets through VRE's mobile app at nominal charge. The project would subsidize VRE's payments to Amtrak for each step-up boarding for 24 months.

Crystal City Station Expansion

Virginia Railway Express (\$8,000,000)

This project relocates and expands the Crystal City commuter rail station to enable simultaneous boarding of two full-length trains and support potential future Amtrak service at the station. The station expansion supports Commonwealth plans for expanded rail service. The project received a portion of its total funding request from I-395/95 Commuter Choice in 2023 and the remainder would be fulfilled under I-66 Commuter Choice, given that the project also benefits travel along VRE's Manassas Line, a portion of which parallels I-66.

Program Administration, Evaluation, Oversight, Marketing and Outreach for FY 2025-2026

NVTC (\$350,000)

With the addition of these projects, NVTC will be administering and providing oversight of 46 I-66 Commuter Choice projects to date with a total award of \$97.2 million. This funding would support NVTC's staff positions and technical contractors who provide day-to-day management of the program and ensure that the program is meeting the intent and requirements of the Memorandum of Agreement with the Commonwealth. Specific activities include administering calls for projects; evaluating proposed projects and developing proposed programs of projects; program operations and oversight; coordination with the Commonwealth, applicants and

grantees; managing quarterly and annual reporting; grant and contract management; and coordinated communications and outreach efforts along the I-66 corridor.

I-66 Corridor Needs Assessment

NVTC (\$250,000)

NVTC and DRPT seek to update prior transit and transportation demand management studies for the I-66 corridor, the last of which were conducted prior to the pandemic, to evaluate current and future transit travel needs and identify short- and long-term projects that both address these needs and support I-66 Commuter Choice and/or DRPT I-66 Outside the Beltway program goals. The final product would provide lists of eligible local and regional transit and multimodal projects that applicants may consult in deciding what to apply for in future calls for projects, as well as opportunities and considerations to leverage toll revenue strategically for long-term transformative transit capital investments in the corridor. DRPT would contribute a further \$250,000 for a \$500,000 total budget.

B. ACTION: Authorize the Executive to Issue a Request for Proposals for a I-66 Needs Assessment and to Execute the Contract Award

The Commission will be 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. The most recent I-66 corridor studies were completed prior to the COVID-19 pandemic and no longer reflect current travel patterns. Considering new and still-evolving travel patterns since the pandemic and many years of toll revenues yet to reinvest, 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. The pipeline would incorporate:

- A comprehensive menu of near-term (i.e., generally within 10 years or the horizons of local transit plans or capital programs) transit and multimodal improvements that would support program goals, to provide a resource for eligible applicants before and during calls for projects;
- Concepts for near-term regional projects that involve multiple jurisdictions and/or transit agencies; and
- Policy proposals to leverage toll revenue strategically for longer-term, transformative major capital investments, which could include but not be limited to planning, engineering, environmental analysis and implementation of infrastructure to expand rail transit capacity and/or for bus rapid transit in the I-66 corridor.

NVTC and DRPT would develop the pipeline of investments through the following key steps:

- A review of I-66 corridor localities' and transit operators' existing plans and programs to identify projects consistent with program goals and requirements;

- A quantitative assessment of current and future travel in the corridor and an identification of gaps between transit travel needs and the supply of transit services and capacity of existing facilities; and
- In-depth meetings with localities and transit agencies to discuss goals and needs for I-66 corridor travel from their perspectives and identify potential investments, whether identified in plans and programs or not, that could meet these goals and needs.

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. DRPT's GPC bench includes consultants that were competitively procured in compliance with the Virginia Public Procurement Act. Using DRPT's bench contract allows NVTC to select a consultant that has already been vetted by DRPT and provides for a quicker and more streamlined procurement process. NVTC's executive director would be authorized 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 would be completed with sufficient time to inform the next I-66 Commuter Choice call for projects, which would open in fall 2025, and the subsequent programming process. NVTC and DRPT anticipate a nine-month overall timeframe to complete the study from the date of notice to proceed.

The Program Advisory Committee strongly supports the I-66 needs assessment, based on staff's presentations on and discussion of the need for and approach to the study at the February and April committee meetings.

C. Route 7 BRT Strategic Implementation Plan

Staff will provide a brief update on the Envision Route 7 Bus Rapid Transit (BRT) Strategic Implementation Plan. Following Commission and stakeholder feedback to accelerate delivery of bus improvements that ultimately lead to BRT on the Route 7 corridor and recognizing the growing ridership of the 28A Metrobus route, staff are actively drafting the Envision Route 7 Strategic Implementation Plan. An overview of the Strategic Implementation Plan was [presented to the PAC on April 11](#) and staff will seek adoption of the plan at the July 18 Commission meeting.

The Plan documents the roles and responsibilities of NVTC and partners to ultimately realize BRT along the corridor while simultaneously enhancing current transit service. Key elements of the Plan include:

- Capital improvements that each jurisdiction (Fairfax and Arlington Counties, Cities of Falls Church and Alexandria) will make to improve bus service, including a timeline for capital funding and pending grant applications;
- Actions needed by partners (WMATA, VDOT, DRPT, TPB, FTA) to support the project; and
- Next steps for NVTC staff to lead all planning, NEPA, and additional analysis, as well as all administrative and coordination efforts to realize the full benefits of this project.

The Plan will guide the project through to construction and operations while functioning as a working document.

In creating the foundation for a deliberate, phased approach for change, the project can improve the customer experience by accelerating targeted bus improvements in challenging locations while working towards a context-sensitive BRT that best serves riders and host jurisdictions.

D. Draft NVTC Strategic Transit Policy Research Roadmap (written report)

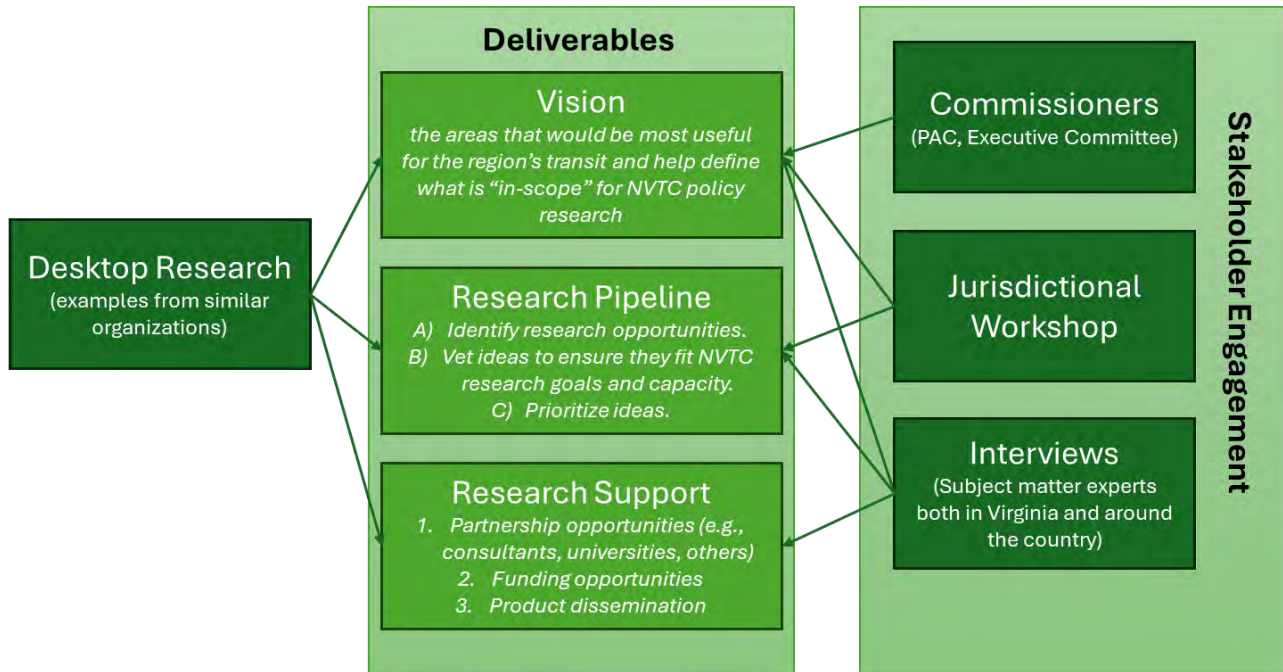
Following a work session with the Program Advisory Committee (February) and presentations to the Executive Committee (March) and Commission (May), staff have produced a draft of the [NVTC Strategic Transit Policy Research Roadmap](#). Staff will seek Commission approval of the Roadmap at the July Commission meeting.

Background

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 describes 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 (Figure 1).

1. The Roadmap defines a vision for future research, identifying broad research themes that guide future NVTC research. After extensive stakeholder engagement and desktop research, three research themes were identified, including equity, the environment, and economics. These three themes will be used to help focus NVTC's research efforts.
2. The study also develops a research pipeline, a process for NVTC to identify new research ideas, vet the feasibility of new ideas, and then prioritize research ideas. Figure 2 and Table 1 show how ideas may be vetted by NVTC.
3. Finally, the Roadmap identifies opportunities for future research support including partnership (e.g., universities, non-profits), funding (e.g., government, philanthropies, non-profits), and dissemination opportunities (e.g., webinars, conferences, events).

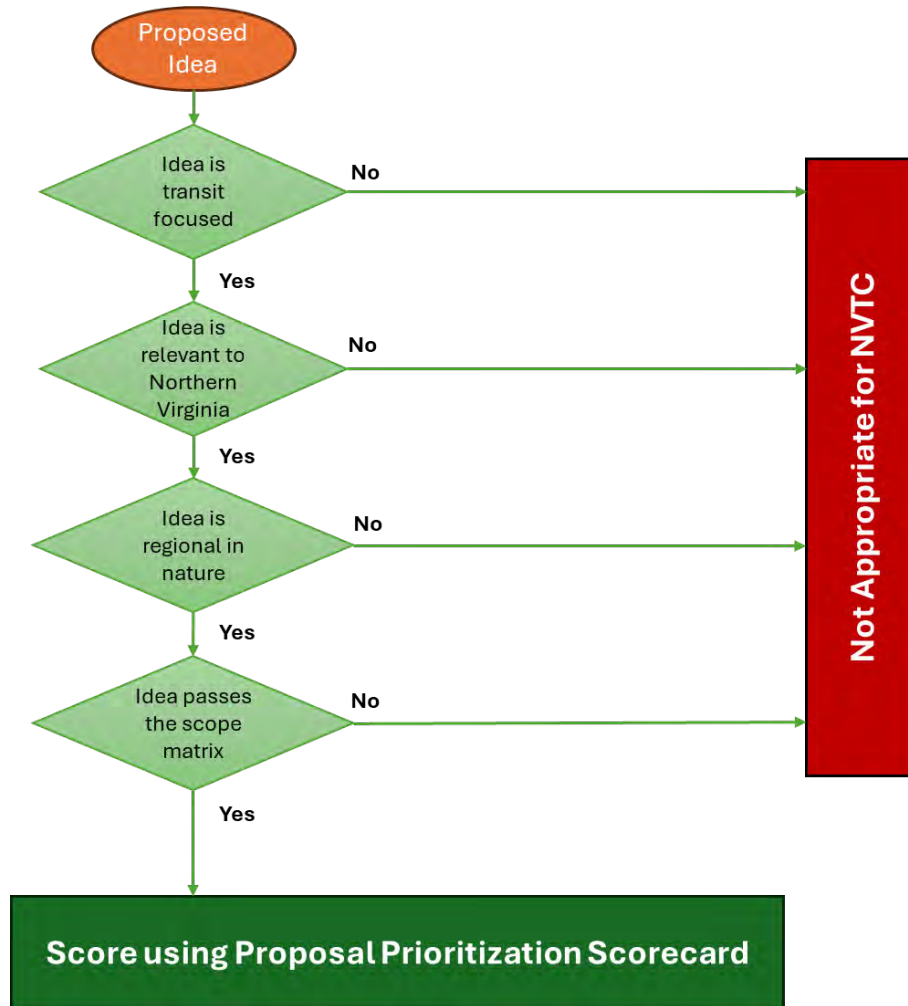
Figure 1: NVTC Strategic Research Plan Approach



Source: [April 11 PAC Meeting Presentation](#)

At the April 11 PAC meeting, NVTC staff [presented an update 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. NVTC staff [presented the draft findings](#) at the May 2 Commission meeting. Staff will seek adoption of the Roadmap at the July 18 Commission meeting. The Roadmap will also help inform NVTC’s Transit Innovation Summit on June 14.

Figure 2: Process for Vetting NVTC Research Ideas



Source: [April 11 PAC Meeting Presentation](#)

Table 1: NVTC Research Scope Matrix

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

To pass scope matrix, research proposal must be able to fit into at least one of the boxes.

Source: [April 11 PAC Meeting Presentation](#)

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.



The 92 submissions included a total of 205 comments on both individual projects and the Commuter Choice Program in general. Additional engagement with the public included:

- Program Advisory Committee (PAC) Chair Dalia Palchik’s [English](#) and [Spanish](#) video greetings to introduce the comment period were shared on YouTube, Facebook, and Instagram, with targeted advertisements on Facebook and Instagram.
- Over 900 link clicks on two Facebook ads, including 472 clicks on the Spanish ad.
- NVTC’s public comment web pages, which provided information about the projects and ways to comment, garnered over 1,500 page views.

NVTC staff will continue to refine the outreach approach in future funding rounds to foster awareness among and encourage input from more communities in each corridor.

This document lists the comments, exactly as submitted to NVTC (and with personally identifiable information removed). NVTC’s survey form offered commenters the opportunity to provide feedback on any or all projects, as well as Commuter Choice in general. The order of this document follows that of the survey form. Some of the submitted comments on Commuter Choice are instead specific to one or more individual projects; all appear here as submitted.

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Comments about Proposed Projects for I-66 Commuter Choice FY 2025 - FY 2026

Arlington County - ART 75 Service Enhancement: Shirlington to Virginia Square

- This route is one of the poorer performing routes in Arlington bus system (ART). Cost recovery is 8% and the route averages only 8 passengers per revenue hour. As a member of Arlington's Transit Advisory committee for many years I raised questions about this and other poorly performing routes. I cannot see how reducing the wait time by 10 minutes (from 30) will justify the additional \$300,000. Also, the route is very roundabout which tends to reduce ridership; far more direct routes are available. I recommend the NVTC members read an opinion article ("Overhaul is Needed to") and another article by editor Scott McCaffrey about ART costs in the March 21 issue of the Gazette leader. NVTC should not fund projects like this. How does this service enhancement benefit toll payers on I-66?
- No - make people pay who use the service - not a good use of \$ The transit system is a mess, no one rides it
- Increased frequency would be very appreciated. The route is quite circuitous too. If an express service from South Arlington could be added at times that would be very beneficial.
- Yes please continue
- Arlington should invest in high quality BRT
- This is highly needed, the 75 is highly used and more teens are riding with the ART free student pass.
- 20-minute service on ART 75 would be fantastic. I take this route to work and to get to Ballston Metro, and I see a lot of people on it traveling south in the evenings. It connects to schools along Carlin Springs too. Please increase service!
- The population in Shirlington has risen sharply and so have the numbers of commuters. This seems to be an eminently reasonable proposal for a necessary improvement.
- Shirlington is in need of more transit services as it doesn't connect to metro. I think this route would help aid that situation
- Please fund this project! I live in this bus line and increasing the service frequency would enable me to take the bus more and drive less!



- It absolutely needs to run more frequently and on weekends. There is currently no weekend connection to Shirlington from the west end of Columbia Pike. Shirlington is 2 miles away but a 2 bus ride to get there. Why do you think we are so car dependent? We have no choice!
- I support this change. The infrequent service of this line makes it unreliable. This bus route, including the others which connect south Arlington to orange/silver lines, are HEAVILY used and are a lifeline for many underserved communities. It's not uncommon for me to use this bus line late at night and see many service workers heading home to south Arlington.
- Low value for the expenditure
- Higher frequency and extended hours would greatly enhance public commuter options
- Very excited for this service enhancement!
- When I was an Arlington resident without a car, ART bus was essential.
- I actually think this Route should run more often. 20 minutes is still relatively poor service, particularly if one has a connection to get to Shirlington or Ballston
- Should be implemented with good frequency daily 5-10 minutes and extended overnight hours if not 24 hours

Fairfax County - Fairfax Connector Route 610: Centreville to George Mason University

- I think this will be a great way to get cars off of 29 and reduce current congestion
- This is a purely coverage-only route that would likely be better served by regularly scheduled, all-day bus service along RT27.
- I think this is a good project. Creating a connection between western Fairfax County and GMU via the Monumental Drive garage is a great move to allow students who live at home and employees easier access to the university without having to drive or connect to bus services in the City of Fairfax
- No - make people pay who use the service - not a good use of \$
- I don't know
- This sounds like a fantastic idea and the additional routes would be extremely helpful to many students and community members that attend events at George Mason University.



- Pull off I-66 so much will make it take longer than direct car trip. Options for express route?
- This route passes through major population and activity centers in Fairfax County, it might justify all day service.
- Worthwhile project
- No comment.
- I generally think that transit specifically for park-and-ride is ineffective. I'd rather serve communities that are already dense and local, without needing users to ride to even get to the bus route.
- Great route for city to city connection

Fairfax County - Fairfax Connector Route 697: Stringfellow Road Park-and-Ride to L'Enfant Plaza (Continuation)

- I support continuing this project.
- No - make people pay who use the service - not a good use of \$
- I don't know
- Recommended
- Love this. Fairfax County should work to further expand StringFellow Park and ride into a transit hub, not just start of the line.
- These busses could terminate at a Metro station and return for higher frequencies and increased service. Is ridership really high enough to subsidize these rides to make sure they're one seat instead of two seat? Does this help the county meet its climate goals compared to incentivizing Metro use?
- I can perhaps use this service
- Worthwhile project
- No comment.
- I generally think that transit specifically for park-and-ride is ineffective. I'd rather serve communities that are already dense and local, without needing users to ride to even get to the bus route.
- The route should connect only a metro station and not go all the way to DC

Fairfax County - Fairfax Connector Route 698: Stringfellow Road Park-and-Ride to the Pentagon (Continuation)

- While this is a good project and I support it, the only disappointing part of this project is that this bus will not connect through the Monument Drive garage.



Giving the extra option to park there, compared to Vienna Metro station where parking is \$5, would be a major benefit to those who do not live near the Stringfellow road park and ride.

- No - make people pay who use the service - not a good use of \$
- I don't know
- Recommended
- Not all commuting from String Fellow should be towards DC. there are lots of things to do and places to go in all directions. This is a great idea in isolation, but needs to be a transit hub, not just the start of the line.
- Do people take this bus from Vienna Metro to the Pentagon instead of taking metro? If so, the fare can be increased to something like \$6 for this nonstop express service, cheaper than the newly budgeted Metro price, to get a better return on investment while still capturing the same market.
- Worthwhile project
- No comment.
- I approve of the 15-minute peak service. I hope, however, that the route provides service outside of peak service, and also provides service to local communities and isn't purely serving park-and-ride facilities
- The route should connect to a metro station and have more frequency and operate daily

Fairfax County - Fairfax Connector Route 699: Monument Drive Park-and-Ride to Downtown Washington, D.C. (Continuation)

- I support continuing this project.
- No - make people pay who use the service - not a good use of \$
- I don't know
- Good
- Is this route redundant because of the many other Fairfax Connector busses running along the same corridor? Would it be a better use of funds to have a route make an additional stop at Monument Drive Park & Ride instead of giving it a dedicated bus service, keeping busses en route longer and sacrificing frequency?
- Low value for the expenditure
- I approve of the 15-minute peak service. I hope, however, that the route provides service outside of peak service, and also provides service to local communities and isn't purely serving park-and-ride facilities



- The route should connect only a metro station and not go all the way to DC
- I support continuing this project.

Fairfax County – Fairfax Centre Bikeshare Expansion

- What is the total cost and cost recovery of the Fairfax County bikeshare program? How does this project fit in with the larger bikeshare program? Until these questions are answered it is very doubtful that this project will benefit toll road users.
- I would love to see bikeshare expanded to the Fair Oaks area! There are already a lot of people using lime scooters so I think bikes would be very popular
- Fairfax County needs more Capital Bikeshare stations. This expansion on Route 29 is a great project allowing people to bike part or all the way as part of their trips.
- No - make people pay who use the service - not a good use of \$
- Yes
- I love the idea of expanding CaBi in this area, however, I'd be interested in seeing data supporting idea of keeping all 18 stations so close to I-66? Perhaps having some in locations branching off can encourage more organic use. I doubt many people will commute via Capital Bike on I-66 just because there is a new trail. Focus should be on entertainment and other options near I-66.
- Each year I see greater numbers of people using active transportation. Bikeshare is great for transit within an activity center, not as useful for getting between them, but this will change as Fairfax County continues to invest in active transit infrastructure and the cost to install will likely only go up as inflation continues, so these bikeshare stations should be installed.
- Very much for more Capital Bikeshare stations. I really wish one would be added around S Carlin Springs near Kenmore/Discovery Elementary/Cambell Elementary/four mile run park/Long bridge nature center/Glennarly community center and public library in Arlington.
- Honestly, why are you even funding this. Bikes are great in an urban environment but realistically nobody is actually functionally using them to get around on a regular basis. If they are I feel like they'd just buy a bike? So functionally, the bikeshare stuff is just a local quirk that nobody asked for or uses. Or, it's for people biking recreationally, not for transit purposes. Putting money and resources into expanding this rather than actual transit, especially



bus services which are the only thing people in a suburban and therefore low to mid density area like fairfax county could actually use, is a mistake.

- This project would provide much-needed bike share station availability in the area south of Vienna metro station.
- This would be very useful
- Worthwhile project
- I strongly support this plan. The new bikeshare stations are much needed in my community which is near vienna metro and one of the new stations on the map looks like it would be there. I support this strongly. please do this as soon as possible.
- I support expanding bikeshare throughout the region - we need a greater density of stations
- No comment.
- I like the idea of the project and how it will help make smarter trip choices.
- I support better support of bikeshare facilities along this newly expanded trail. We can encourage alternatives effectively outside of bus transit routes.
- Good project

Loudoun County - Loudoun County Transit Route 281/681 Service Enhancement: Stone Ridge Park-and-Ride to Downtown Washington, D.C. (Continuation)

- No - make people pay who use the service - not a good use of \$
- Seems like a long ride. Perhaps Loudon County should in conjunction invest in funding a Silver Line express option with its MWCOG partners
- Are these trips better served by a connection to the Metro? A stop at a Silver Line station in the Herndon/Reston area would connect these busses to a high number of local bus routes, it would also give riders the option to transfer to Metro to avoid traffic which a rush hour service will encounter.
- Worthwhile project
- No comment.
- I generally think that transit specifically for park-and-ride is ineffective. I'd rather serve communities that are already dense and local, without needing users to ride to even get to the bus route.
- The route should connect only a metro station and not go all the way to DC



Loudoun County - Loudoun County Transit Route 483/883: Harmony Park-and-Ride to Downtown Washington, D.C. (Continuation)

- No - make people pay who use the service - not a good use of \$
- Recommended
- Seems like a long ride. Loudon County should in conjunction invest in funding a Silver Line express option with its MWCOG partners
- One trip in each direction is something closer to a long distance bus than a commuter or local transport bus. Given the relatively small amount of money being requested for this, as long as riders pay as much as a standard Metro fare I support this.
- Worthwhile project
- No comment.
- I generally think that transit specifically for park-and-ride is ineffective. I'd rather serve communities that are already dense and local, without needing users to ride to even get to the bus route.
- The route should connect only a metro station and not go all the way to DC

OmniRide - OmniRide Route 612: Gainesville to the Pentagon (Continuation)

- No - make people pay who use the service - not a good use of \$
- Recommended
- This route is redundant if Route 622, Route 653, and Route 671 exist. This money would be better spent increasing the frequency or number of trips of those routes.
- Low value for the expenditure
- This route is the heart of Omniride for Western Prince William. I no longer do the long haul commute but there have been so many changes in the last 5 years that it is difficult to become attracted to transit again. Transit use depends on STABILITY. Now that you have built out the infrastructure, market the heck out of your new routes. Facebook ads are very helpful. That is how I found this survey.
- I approve of the 20-minute peak service. I hope, however, that the route provides service outside of peak service, and also provides service to local communities and isn't purely serving park-and-ride facilities
- The route should connect only a metro station and not go all the way to the Pentagon



OmniRide - OmniRide Route 622: Haymarket to Rosslyn (Continuation)

- Definitely a benefit
- This route should include a stop at a Metro station in Fairfax County in order to connect it to commuters and destinations within Fairfax County.
- Low value for the expenditure
- Increase number of busses gives more options and may increase ridership
- This route is an excellent addition. Gone are the days of contemplating Metro to Haymarket! Or VRE! But can people reliably move to this area and depend on this route? Let us know.
- No - make people pay who use the service - not a good use of \$
- I generally think that transit specifically for park-and-ride is ineffective. I'd rather serve communities that are already dense and local, without needing users to ride to even get to the bus route.
- Should connect to Vienna instead

OmniRide - OmniRide Route 653: Warrenton and Gainesville to L'Enfant Plaza

- No - make people pay who use the service - not a good use of \$
- Can it stop near GMU - sci tech in Prince Willy plzzz
- Recommended
- This route should include a stop at a Metro station in Fairfax County in order to connect it to commuters and destinations within Fairfax County.
- Low value for the expenditure
- Another good route to draw people to the outer counties without the sheer misery of the old 66.
- I generally think that transit specifically for park-and-ride is ineffective. I'd rather serve communities that are already dense and local, without needing users to ride to even get to the bus route.
- The route should connect only a metro station and not go all the way to DC

OmniRide - OmniRide Route 671: Front Royal, Linden and Gainesville to Downtown Washington, D.C.

- No - make people pay who use the service - not a good use of \$
- This route should include a stop at a Metro station in Fairfax County in order to connect it to commuters and destinations within Fairfax County.
- Low value for the expenditure



- Approve. But you also need to advertize and market HOW these routes are paid for by the customer. Smart Card? I haven't had one in a decade. What is the deal with payment these days? What do I need to bring to the bus?
- I generally think that transit specifically for park-and-ride is ineffective. I'd rather serve communities that are already dense and local, without needing users to ride to even get to the bus route.
- The route should connect only a metro station and not go all the way to DC

Prince William County - TDM Strategy: I-66 OmniRide Fare Buy-Down

- Would use
- No - make people pay who use the service - not a good use of \$
- Spend this money to fund a study to expand the Orange Line
- I think keeping long-distance transit routes as affordable as possible should be a top priority. If you want people to ditch their cars, you have to give them a reason to. Financial leverage is hard to bargain with in this area.
- Low value for the expenditure
- This is essential to increase ridership & provide a way for lower income ppl or ppl without a car to get to better paying jobs
- I support it.
- Will there be a report on the effectiveness of the buy-down?
- I approve of the 15-20 minute peak service. I hope, however, that the route provides service outside of peak service, and also provides service to local communities and isn't purely serving park-and-ride facilities
- Yes, it should be implemented

Virginia Railway Express - Crystal City Station Expansion

- Since the pandemic ridership on VRE is much less than in 2019 and is only recovering slowly. How does this project increase riders?
- Please make a joint MARC-VRE ticket available for commuters
- By far the best project of this list. This is a capital improvement project that simultaneously supports not only commuters, but also regional and interregional travel (expanded VRE and Amtrak service).
- Yes - permanent improvement - use all your funds for this
- Yes
- Recommended



- Very strongly support this project.
- Support this project as I would love to start taking VRE on weekends and could catch the bus to the station.
- Heavy rail ridership in Virginia has exploded in the past years, it is an obvious decision to continue to invest in it as Virginians show they want to ride the train. Support
- I think rail is extremely important and under-utilized in this region. That being said, due to a recent eminent domain case with Union Station and Amtrak, I don't feel knowledgeable enough to give an opinion on what should be expanded. For fear that my answer might disproportionately help Amtrak's business interests, as opposed to the needs of commuters.
- as i have said, we should be spending transit resources in a way that maximizes the use-value of these services for the most possible residents. the way to do this clearly is through buses, not through sinking all of our resources into a limited number of rail lines and stations. bus routes are cheaper, more flexible, more accessible to someone in a low/mid density (suburban) area who does not have a car. and we already have the infrastructure ready to go; whether we like it or not, our community is just built to be road oriented until somebody decided to change the zoning laws. if the military needs this station so bad to get people to the pentagon for its own benefit it should probably fund that since it has i think like half (or a solid plurality???) of the fed budget last i checked. but the job of these transit projects isn't to help the pentagon out, it's to help all who live and work in northern virginia. the only thing these stations accomplish is raising property values, and subsequently rent as well, at which point property developers cease marketing to normal people and build luxury apartments in the area, and anybody who owns a luxury apartment typically has a car in northern virginia anyway so what has really been done here except for ensuring that the contractor you pay to build/maintain/expand/etc the station and the line are able to profit? if the station in question really is too crowded, why not increase the frequency of bus routes in this area and promote those? you could literally start a program paying people to take a corresponding bus route, you could even advertise it in the metro right, and you would probably still save a ton of money.
- I support this project.
- Yes!
- The expansion of the Crystal City Station would help improve my commute. It's the station I use to get to my office, but there have been many times my commute home has been delayed waiting for the Manassas train, before the FRG train can make the station platform.



- Low value for the expenditure
- I think this is a good use of money, especially if there is a better connection to the metro stop
- Improving VRE nad Amtrak capacity at Crystal City is such an important opportunity to seize.
- I didn't read this plan very closely but Amtrak at CC would be interesting.
- Love a great brick and mortar project
- I strongly support expansion of the VRE station at Crystal City. This will provide a significant access between outlying regions and the environment at Crystal City
- Most important project

Virginia Railway Express - TDM Strategy: Amtrak Step-Up Reinstatement on VRE Manassas Line

- Definitely a yes
- This is a great move to expand commuter rail service. VRE, perhaps though further commuter choice funds, should also expand this for non-passholders and for use of this service on weekends as well.
- ok
- Recommended
- I support this effort as it has the highest score of all the projects and would add more times : flexibility to travel along the manassas line.
- This is the one we've all been waiting for! You truly don't know what you've got 'til it's gone. The resumption of Step-Up will make such a positive impact for the VRE experience and truly bring back VRE ridership to its glory days.
- This will give passengers on the VRE much more flexibility, not only in choosing when to ride, but it also shrinks gaps in service meaning a passenger won't be stranded at a VRE station for hours or be forced to buy another train ticket. For the relatively small amount of money being requested this is an obvious decision to support.
- I think rail is extremely important and under-utilized in this region. That being said, due to a recent eminent domain case with Union Station and Amtrak, I don't feel knowledgable enough to give an opinion on what should be expanded. For fear that my anser might disproportionately help Amtrak's business interests, as opposed to the needs of commuters.
- VRE needs more trains for riders.



- I support this project.
- Please reinstate the Amtrak step up program on the Fredericksburg line.
- Yes! Great way to leverage existing services.
- Worthwhile project
- No problem, doesn't affect me though.
- Will there be a report on the effectiveness of the step-up reinstatement?
- I strongly support the VRE step-up reinstatement as a great policy to encourage transportation and alleviate gridlock on 95 and 66
- Apply this it's important



General comments on the overall Commuter Choice program

- I have not responded to the bus service expansion projects except the ART75, which I have personal knowledge of. In general, based on the very short explanations provided, the public cannot know what the real benefits are. There may have been a public hearing but I am not aware of it. If there has been a hearing information from it should be added to the limited explanations. For me to comment on the several bus projects I need to know what the ridership trends are for existing or similar long-distance routes. Also, what percent of the total costs are riders now paying and how much would they pay if subsidies are approved? From a transportation efficiency perspective, subsidized routes encourage commuters to move to more distant places. Why should short distance commuters subsidize long distance commuters?
- A VRE to Gainesville and Haymarket
- Commuter Choice should really be expanded to a "Regional Express Bus" system. Providing all-day service greatly expands modal choice with only moderate marginal operating cost increases (capital costs remain the same).
- This round of programs is bringing/continuing great services in Fairfax County and the greater Northern Virginia region as a whole.
- Stay on budget and control overhead. Make sure there will be a return on investment.
- Don't waste \$ paying for transit service no one is using. Pay \$ for permanent infrastructure - improve the shared use paths
- I don't own a car so bus and light rail connection are important
- Best to focus on areas without reliable public transit options and/or projected population growth
- Commuter choice program should focus more on rail and bike expansion, which is bitterly limited in the Commonwealth. Additionally, while I understand there are limitations, protected bike lane projects should not be considered outside the scope of Commuter choice.
- I'm glad to see some steps towards increasing rail service in the region. Yet, I still hope to see more and am disappointed not to see any potential expansions of WMATA Metrorail, which is unquestionably the most transformative investment in Virginia in many years. There is also a lack of north-south transportation within Northern Virginia, especially as the Herndon/Reston area develops into a regional powerhouse, it needs to be better connected to populations along the I-66 corridor, not just to downtown Washington.



- This seems an important program to meet the needs of commuters in the region.
- As I mentioned, I think more information on the light-rail projects is needed since the eminent domain case so residents offering feedback know who's interests are really being supported and funded. The other active transportation, metrorail, and local bus routes all seem fair considering the information provided.
- New yo area. So good to know there is this program.
- when i look at the state of public transit in my community, it seems designed to attract a specific range of incomes with a certain type of commute and lifestyle. while i could see the use of our metro system for federal employees and contractors who also own a car or live close to the metro, it's not clear to me how it benefits those of us who live and work in fairfax county, and those who cannot access a car. aside from those in some specific situations, most people aren't using the metro for their daily commute; so though area property values rise– ie tenants rent increases as landlords' costs are passed on, but most individuals don't actually get much if any use value back from the local project.) while i could see the metro being of use to federal employees and contractors basically– there is not such a clear vision for those , getting around mostly locally, as the majority of people will when going about their day, who would seek to use transit. i dont find the connector feasible for my commute so i'll admit i may be ill informed because i dont really use it, but last i checked the bus routes and their schedules are all a bit few and far between. my point of comparison here is richmond's gtrc system, which of course is in a far denser environment but which does get around to some of the less dense areas of richmond fairly efficiently in my opinion. the point is not that whatever they have should be implemented 1-1 but that with a little more investment and promotion our bus system could really make a difference for many people here and reduce fairfax county's carbon footprint (and traffic!) as well. honestly i really do think we should start paying people to take public transit, if only temporarily. while this may seem like a losing model consider how much would be saved in roadway maintenance and expansion, how much labor time is lost in the economy due to traffic, how many car-less or traffic-hating individuals avoid living in fairfax county because we don't have practical public transit most people can use, etc. maybe the county would lose out on getting to tax some luxury apartment complexes near the silver line and whatnot, but let's be real property developers here are gonna want to build luxury apartments anywhere because that's their whole thing so who cares, and MORE IMPORTANTLY that value would be returned in so many other ways that would be better for everyone.
- Funding should go towards rail enhancement.



- Bus is my back up, I take the VRE, when I go into town, Springfield VA
- More times from VRE Fredericksburg to DC would be beneficial.
- This is a great initiative to try to alleviate congestion on a major throughway. There is an extensive bike network along this corridor, I urge you to consider ways to capitalize on this mode of transportation including widened bike trails, more direct routes between towns, updating paths, providing bike storage at commuter lots, etc.
- Excellent program. Keep up the good work
- I really would like to know how much the express lane costs when I get on until I want to get off, not just to rt28 - you do it for the beltway, why not 66. It is the one reason I usually won't take the express lanes. I have no idea how much it will cost until the next exit.
- Improved information about timetables and fare cost are needed
- Your Facebook ad brought me to this survey. Thank you for publicizing this information. I read the project files with great interest.
- I love this project but would love to see increased frequency for buses within the region.
- We need more connections within NOVA, rather than express bus routes and commuter bus routes that all connect the suburbs with Pentagon, DC, or Ballston
- Get away from commuter thinking and think of an equitable network for city to city connection all day and night with good frequencies



Comments submitted via email

From: [Ann Covalt](#)
To: [Commuter Choice](#)
Subject: transportation suggestion
Date: Tuesday, April 30, 2024 5:47:34 PM

For some transport, you might want to consider the Turkish use of the "dolmus" -- smaller vans (privately operated in Turkey?) that run regularly down major arteries to pick up smaller groups of people. Could be calculated by likely demand. Might save much gas and other resources where fewer passengers are likely.

Thanks --
AC

From: [Ethan Cua](#)
To: [Commuter Choice](#)
Subject: I-66 Commuter Choice Comments
Date: Monday, May 6, 2024 8:33:17 PM

To whom it may concern,

Any of these planned projects should improve the traffic conditions on I-66 in either the regular or the express lanes. These transit proposals should complement any plans throughout the corridor that help traffic on I-66 and other roads that parallel I-66.

These transit routes using the 66 Outside the Beltway Express Lanes should alleviate traffic in all corridors surrounding I-66, especially the popular routes that go to the Metro, Pentagon, and DC.

Thanks for considering my comments about the I-66 commuter choice.

Sincerely,

Ethan Cua
ethanman62187@outlook.com

From: [Rob Whitfield](#)
To: [Commuter Choice](#)
Cc:

Subject: COMMUTER CHOICE -PROPOSED FY 2025/2026 PROJECTS
Date: Monday, May 13, 2024 4:57:43 PM

Any proposed use by the Northern Virginia Transportation Commission of I 66 Inside the Beltway tolls for Commuter Choice projects in FY 2025/2026 should be postponed until several steps have been completed

1. An in person public hearing must be held in a location Outside the Capital Beltway, prior to July 1, 2024, where a majority of toll revenue received by NVTC occurs at which the public can ask questions of NVTC staff and officials to obtain facts about usage and benefits achieved by existing Commuter Choice projects and examine assumptions made about the proposed auto ridership diversion from I 66 Inside the Beltway.
2. Instead of the proposed projects, explore the potential costs and benefits of reverting to HOV 2 usage before 6.30 am and after 9.00 am inbound and between 3 and 4 pm and after 6 pm outbound.
3. Explain and justify the present "toll discrimination" with revenue facts about the failure to adopt tolls on reverse peak period auto commuters using I 66 Inside the Beltway, westbound from DC, Alexandria, Arlington County and Falls Church City mornings and eastbound towards these jurisdictions in the evening peak traffic periods.
4. Delete funding for proposed Arlington Transit bus Route 75 in south Arlington and the proposed \$8 million transfer of funds for a VRE Station in Crystal City from the I 395/95 Commuter Choice toll program until such time that DC, Arlington and Alexandria are paying for reverse commuting on I 66 Inside the Beltway.
5. Restore use of I 66 Inside the Beltway Commuter Choice funds for Fairfax Connector Route 599 fare buydowns from \$7.50 each way to \$4.25 to/from Reston and the Pentagon and Crystal City.

6. Eliminate any previous approved NVTC use of I 66 Inside the Beltway Commuter Choice Funds for any WMATA project capital improvements until such time as a public independent analysis is completed, based on 2024 ridership demand forecasts and a revenue cost equity analysis of existing ridership is completed.

.7. Provide overall cost and ridership demand data, including the provision of cost sharing funds from each local jurisdiction involved, for the last five years on all proposed I 66 bus route service subsidies.

8. Eliminate any funding for bikeshare projects until facts are provided on actual bike commuters.

This is an initial submission.

NVTC has failed to provide sufficient facts to allow an objective analysis of project costs and benefits.

Rob Whitfield
Fairfax County Taxpayer Alliance Board Member



Strategic Transit Policy Research Roadmap

Northern Virginia Transportation Commission

DRAFT

June 2024

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1. 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 Strategic 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 convener, 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 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,

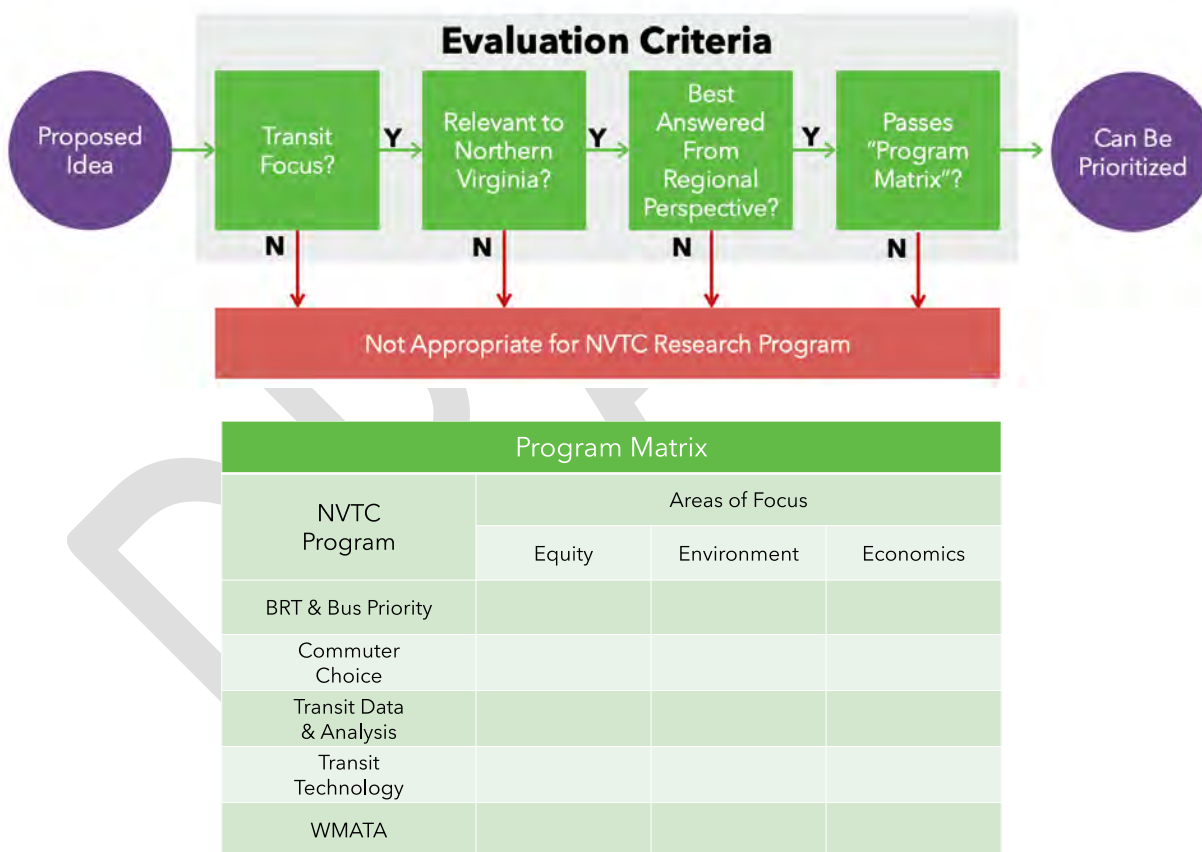
¹ Refer to Table 1 for a summary description of each program.

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

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 at 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



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 NVTTC is intentional about producing its findings in way that speaks to both policy makers and transit operators.

DRAFT



2. 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 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
<p>Bus Priority & BRT (Envision Route 7)</p>	<p>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.</p>
<p>Commuter Choice</p>	<p>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</p>

Program	Description
	<p>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).</p>
<p>Transit Data & Analysis</p>	<p>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.</p>
<p>Transit Technology</p>	<p>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.</p>
<p>WMATA</p>	<p>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</p>

Program	Description
	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.

3. 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 and its own Program Advisory Committee (PAC).

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

4. 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 convener 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 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 convener, 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.

5. 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 fostering 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.

6. 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 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%).

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.

Table 2. Line Item for Research Support from NVTC Annual Budget, FY23-FY25

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 2, 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 16 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 was identified as being needed.
- 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.

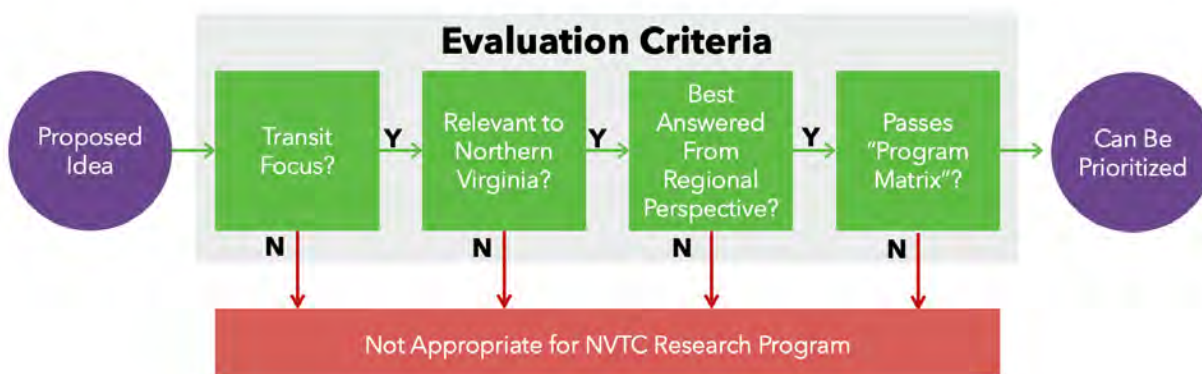
SPUR, in the San Francisco Bay Area, engages in an annual workplan process to determine what the research agenda will cover. While the research workplan is informed by the organization’s overall strategy, the level of guidance from that is high-level so there is still wide latitude for specific research 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 ideas 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.

7. 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.

CMAAP 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 CMAAP 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 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 promotes 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

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. 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

- o 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.

- 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 synopsize 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, a communications and outreach plan should be developed when the project is about 80% finalized.⁶ This will 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 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.

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

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:

- o Traditional media: Assemble a list of 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.
- o 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.
- o 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.
- o 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.

8. 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 convener, 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.

DRAFT



9. 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

10. 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 Greater Washington WMATA Board	Fellow, Board Member
Chris Van Eyken	TransitCenter	Director, Research & Policy
Danny Plaughter	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.
- Topic 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.



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice
DATE: May 30, 2024
SUBJECT: Virginia Railway Express (VRE)

At the June 2024 meeting, VRE staff will update the Commission on recent VRE activities and the Commission will be asked to take action on three contracts.

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 May 2024](#) and the [Minutes of the May 17, 2024 VRE Operations Board meeting](#) are attached.

B. ACTION: 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

On the recommendation from the VRE Operations Board, the Commission will be asked to approve [Resolution #2535](#), which will authorize the VRE Chief Executive Officer to amend the contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) 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.

In October 2009, following a competitive solicitation process, the Commissions (NVTC and PRTC) approved, a five-year contract with KRSV for commuter rail operations and maintenance. The contract also included two additional five-year option periods to be exercised at VRE's discretion. The maintenance requirements were later removed from this contract and these services are now included in a separate contract for maintenance services. The first year of the second option period for operating services began July 1, 2020. This is the final year of the five-year option period for this contract.

The [attached VRE memorandum](#) provides more information about each contract amendment.

C. ACTION: Approve Resolution #2536: 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

On the recommendation from the VRE Operations Board, the Commission will be asked to approve Resolution #2536, which will authorize the VRE Chief Executive Officer to amend the contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) 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.

On January 15, 2015, the VRE Operations Board recommended, and the Commissions subsequently authorized, the CEO to execute a contract with KRSV for Maintenance Services for Commuter Rail. The work performed under this contract includes daily and periodic servicing, inspection and repairs of locomotives and passenger rail cars. Life Cycle maintenance and extensive rolling stock repair work are included in this contract through a task order process. In addition to locomotive and passenger rail car work, the scope of work includes inspection, maintenance and repair of facilities equipment including yard tracks and buildings. There are no material changes to the scope of work for the upcoming fiscal year.

The attached VRE memorandum provides more information about each contract amendment.

D. ACTION: Approve Resolution #2537: Authorize the VRE CEO to Extend the Term of the Operating Access Agreement with Norfolk Southern

On the recommendation from the VRE Operations Board, the Commission will be asked to approve 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.

CEO REPORT

MAY 2024



OUR MISSION

The Virginia Railway Express, a joint project of the Northern Virginia Transportation Commission and the Potomac Rappahannock Transportation Commission, will provide safe, cost-effective, accessible, reliable, convenient, and customer responsive commuter-oriented rail passenger service. VRE contributes to the economic vitality of its member jurisdictions as an integral part of a balanced, intermodal regional transportation system.



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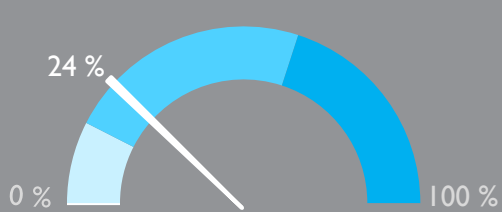
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VIRGINIA RAILWAY EXPRESS
A better way. A better life.

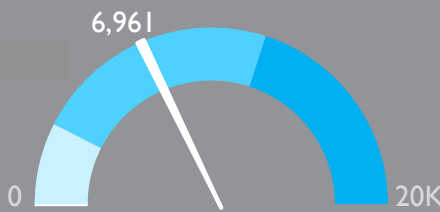


PERFORMANCE AT A GLANCE



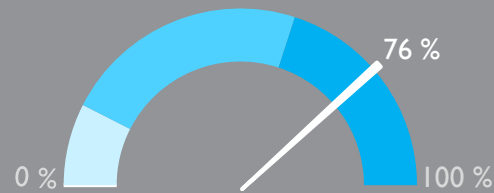
PARKING UTILIZATION

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



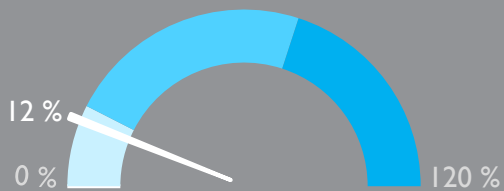
AVERAGE DAILY RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings and reduced, "S" schedule, service.
Same month, previous year: 6,233



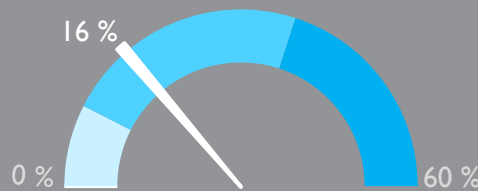
ON-TIME PERFORMANCE

Percent of trains arriving at their destination within 5 minutes of the schedule.
Same month, previous year: 85%



SYSTEM CAPACITY

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



OPERATING RATIO

Through March 2024

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

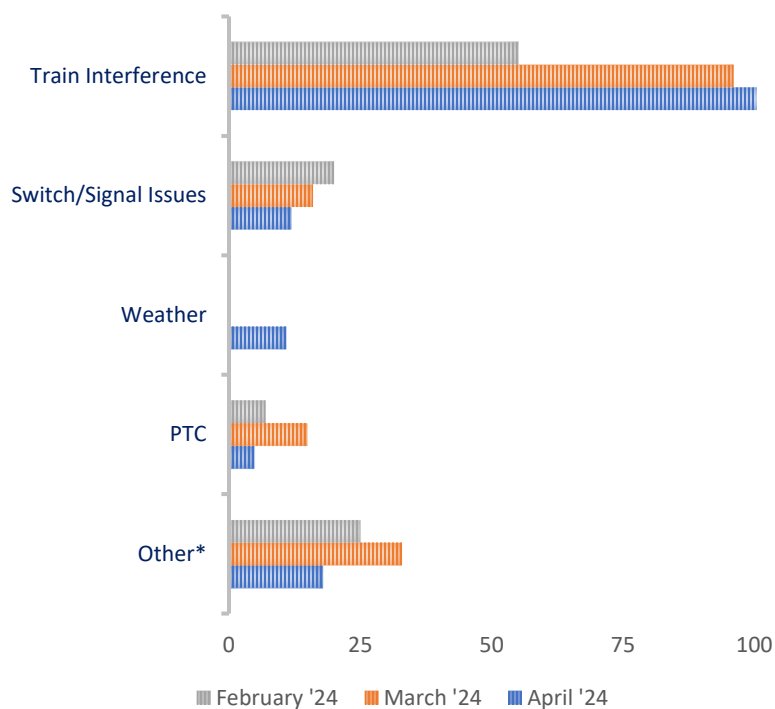
April 2024

ON-TIME PERFORMANCE

OUR RECORD

	April 2024	March 2024	April 2023
Manassas Line	73%	75%	88%
Fredericksburg Line	78%	77%	81%
Systemwide	76%	76%	85%

PRIMARY REASON FOR DELAY



VRE operated 704 trains in April. The on-time rate for the month was 76 percent.

One hundred seventy-one trains arrived more than 5 minutes late to their final destinations. Of those late trains, 94 were on the Manassas Line (55 percent), and 77 were on the Fredericksburg Line (45 percent). The average delay was 14 minutes. Fourteen 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		
	Feb.	Mar.	Apr.	Feb.	Mar.	Apr.	Feb.	Mar.	Apr.
Total late trains	107	160	171	52	78	77	55	82	94
Average minutes late	20	16	14	26	18	15	16	16	14
Number over 30 minutes	19	10	14	14	6	9	5	10	6
Heat restrictions	0	0	2	0	0	2	0	0	2

ON-TIME PERFORMANCE

VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



AVERAGE DAILY RIDERSHIP

VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



RIDERSHIP UPDATES

Average daily ridership for April was 6,961. There were 22 service days.

	April 2024	March 2024	April 2023
Monthly Ridership	153,139	140,182	124,664
Average Daily Ridership	6,961	6,675	6,233
Bicycles on Trains	1,290	1,096	1,370
Full Service Days	22	21	20
“S” Service Days	0	0	0

SUMMONSES ISSUED

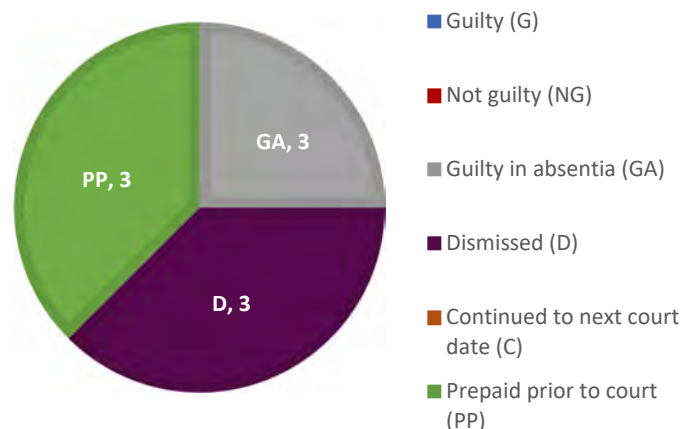
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

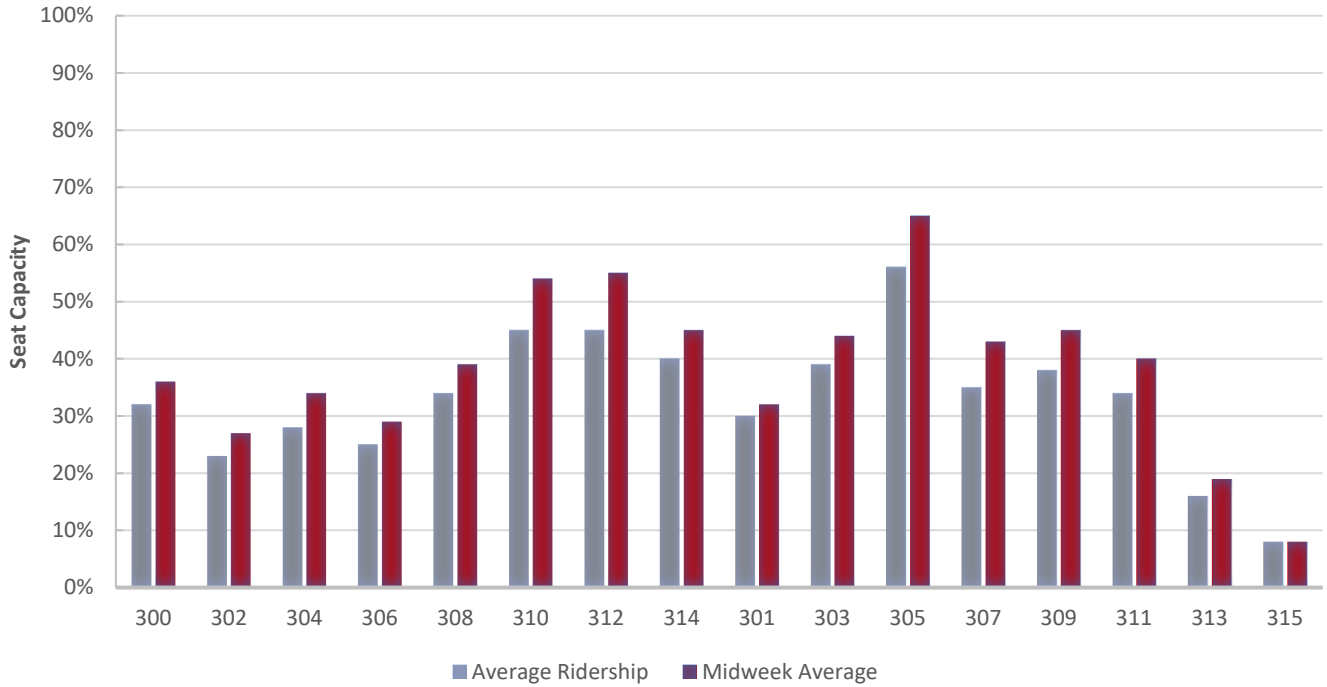
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	3
One-time courtesy	2
Per the request of the conductor	0
Defective ticket	0
Per ops manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	0
Total Waived	5

MONTHLY SUMMONSES COURT ACTION

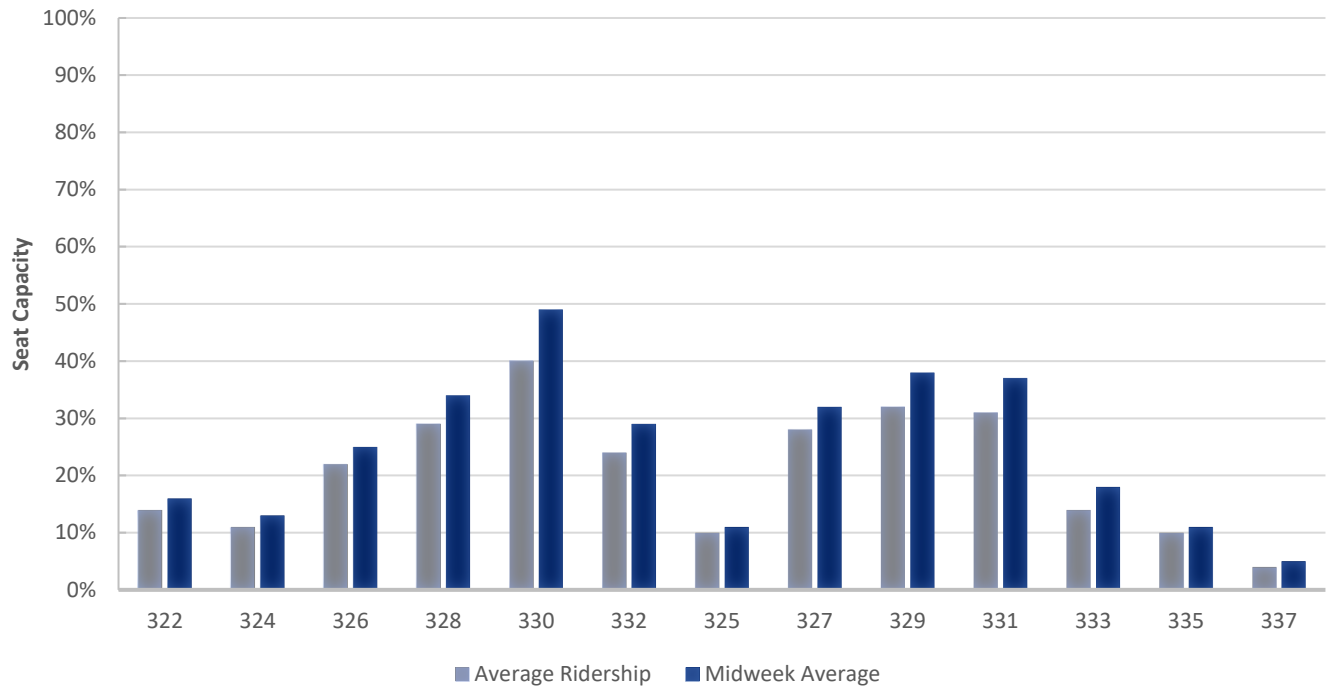


TRAIN UTILIZATION

FREDERICKSBURG LINE

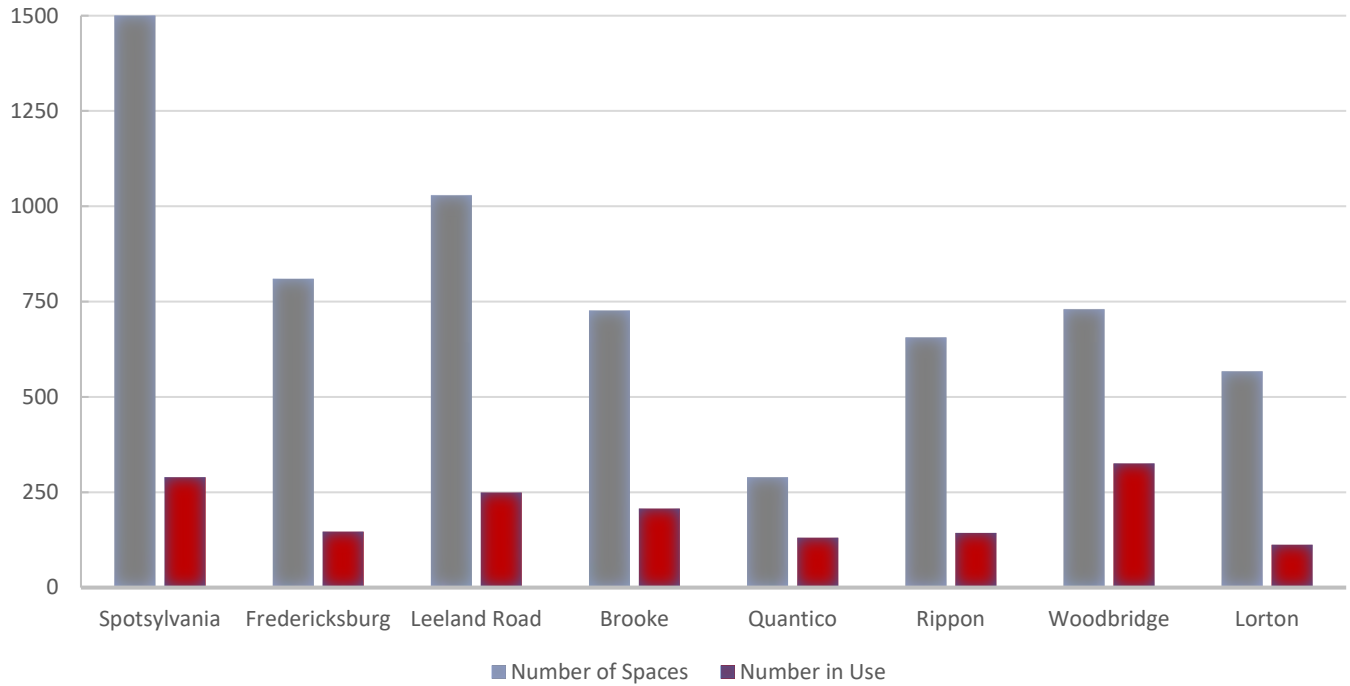


MANASSAS LINE

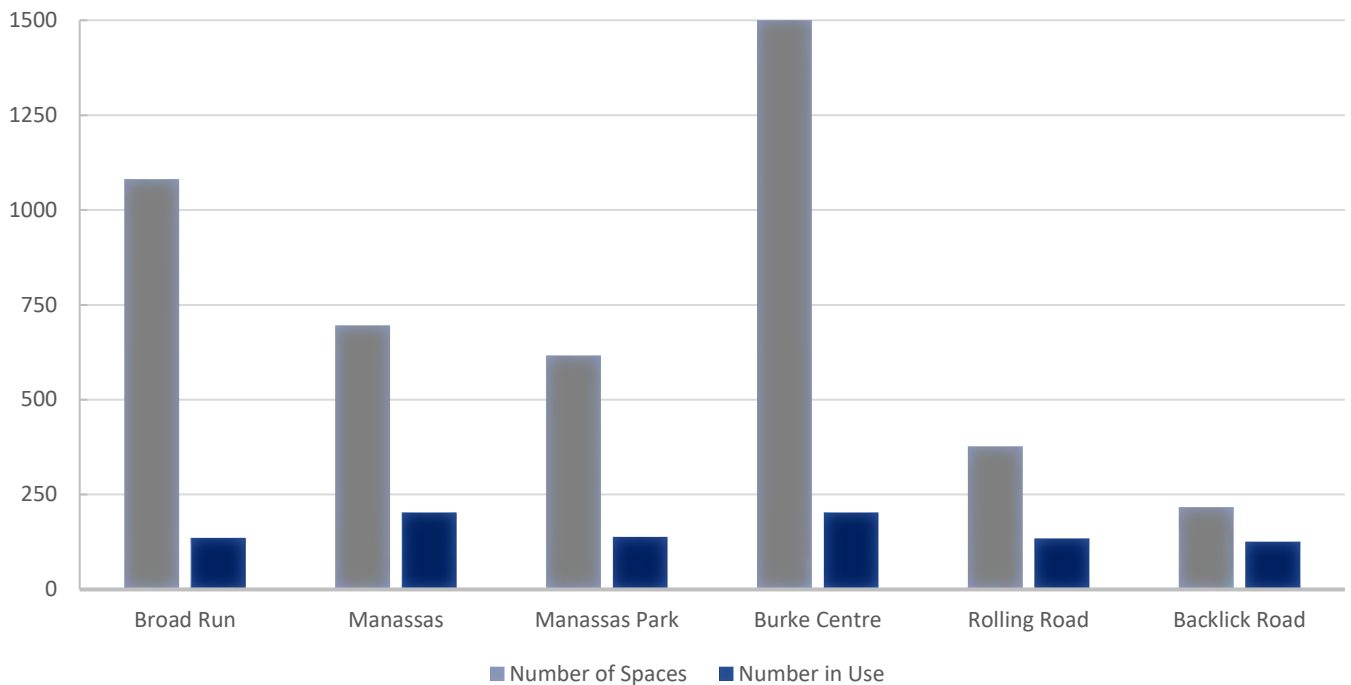


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FINANCIAL REPORT FOR MARCH 2024

Fare revenue through the end of the third quarter of FY 2024 (March 2024) is approximately \$0.5 million below the amended budget (an unfavorable variance of -4.5%) and is 16.8% above the same period in FY 2023. This increase over FY 2023 is primarily due to the effect of “Fare Free September” in September 2022, as well as an 8.6% ridership growth over FY 2023 through the end of March 2024.

Although many sectors of the economy have rebounded following the coronavirus (COVID-19) pandemic, changes in employment and commuting patterns caused by the pandemic continue to have a significant impact on VRE. Ridership has remained well below pre-pandemic levels during the first three quarters of FY 2024, with a cumulative average daily ridership of 6,210 in FY 2024 through the end of March 2024, compared to average daily ridership of well over 18,000 in February 2020 (the last full month not affected by the pandemic).

The operating ratio for the first seven months of FY 2024 is 16%, which is below VRE’s amended FY 2024 budget operating ratio of 17% for the full twelve months of the fiscal year. VRE is normally required to budget a minimum operating ratio of 50%, but this requirement has been waived for FY 2024 because of the effects of the pandemic.

A summary of the FY 2024 financial results through the end of March 2024 follows, including information on major revenue and expense categories. Please note that these figures are preliminary and unaudited.



FY 2024 Operating Budget Report							
Month Ended March 31, 2024							
	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY24 BUDGET
Operating Revenue							
Passenger Ticket Revenue	1,370,509	1,380,602	11,681,428	12,228,193	(546,764)	-4.5%	16,370,000
Other Operating Revenue	-	9,867	109,115	87,398	21,718	24.8%	150,000
Subtotal Operating Revenue	1,370,509	1,390,470	11,790,544	12,315,590	(525,047)	-4.3%	16,520,000
Jurisdictional Subsidy (1)	-	-	10,555,851	10,555,851	-	0.0%	10,555,851
Federal/State/Other Jurisdictional Subsidy	1,683,094	2,622,518	23,278,196	23,535,921	(257,726)	-1.1%	38,559,133
Appropriation from Reserve/Other Income	1,540,991	2,707,356	28,670,926	31,689,437	(3,018,511)	-9.5%	39,811,504
Interest Income	908,639	295,181	3,379,265	2,614,458	764,807	29.3%	3,500,000
Total Operating Revenue	5,503,234	7,015,524	77,674,781	80,711,257	(3,036,477)	-3.8%	108,946,488
Operating Expenses							
Departmental Operating Expenses	5,913,905	7,367,599	71,473,962	73,133,136	1,659,175	2.3%	95,167,559
Debt Service	1,143,411	1,143,411	10,290,697	10,290,697	-	0.0%	13,720,929
Other Non-Departmental Expenses	-	-	-	-	-	0.0%	58,000
Total Operating Expenses	7,057,316	8,511,010	81,764,658	83,423,833	1,659,175	2.0%	108,946,488
Net income (loss) from Operations	(1,554,082)	(1,495,486)	(4,089,877)	(2,712,576)	(1,377,302)		-
Operating Ratio			16%	17%	Budgeted	17%	Goal
					Goal	50%	

(1) Total jurisdictional subsidy is \$16,000,000. Portion shown as budgeted and actual are attributed to Operating Fund only.



FY 2024 YEAR-END FORECAST

Each quarter, the VRE Operations Board receives a summary of year-to-date operating revenues and expenses relative to budget. Additionally, at the midpoint of the fiscal year, an amended budget is prepared for Operations Board approval. This FY 2024 year-end forecast of revenues and expenses is based on the amended budget approved by the Operations Board in December 2023 as well as nine months of actual activity (June 2023 through March 2024).

Based on revenues and expenses to date, as well as projected activity over the final three months of the fiscal year, the net operating position for FY 2024 is forecasted to be approximately zero (i.e., no material surplus or deficit). This includes projections based upon trends in ridership in FY 2024 through March and the projected use of Federal pandemic relief funds to replace lost passenger revenues. The primary drivers of the forecasted year-end variance are described below.

Total Revenues – \$1.8 million negative variance

- Fare Revenue for FY 2024 is forecast at \$15.6 million, approximately \$0.7 million (or 4.7%) below the amended budget level. Ridership continues to be negatively affected by the reduced daily commuting travel of many employees (particularly at federal agencies) following the COVID-19 pandemic. However, ridership has seen continued growth in FY 2024, from an average daily ridership (ADR) of 5,898 in July of 2023 to 6,675 in March 2024, a positive indicator for the remaining three months. In March 2024, mid-week (Tuesday through Thursday) ADR was over 8,000 for the first time since the start of the pandemic.
- Federal and State Revenue is forecast to be below budget by \$0.4 million or 1.2%, due to lower than projected host railroad access fee reimbursements, primarily related to Amtrak (see expenses below) and CSX.
- Federal Relief Fund Revenue (from funds received through the American Rescue Plan Act or ARPA) and are projected to be below budget by \$1.3 million or 3.4%. The variance is primarily due to lower than budgeted operating expenses, which in turn required a reduced level of relief fund support.
- Other Revenues (which includes CROC funds used for debt service, as well as leases, advertising, interest on investments, and other internal and external non-fare sources) is projected to be above budget by \$0.7 million or 5.6%, due to higher-than-expected interest earnings on investments, including funds held for debt servicing and associated reserves.

Total Expenses – \$1.8 million positive variance

- Total expenses for FY 2024 – including liability and property insurance (categorized as a non-operating expense) and existing debt service – are forecast to be \$1.8 million below budget at year end. With the continued slow recovery of ridership, VRE departments continue to monitor expenses closely, focusing on expenditures related to the return of

ridership and deferring non-critical activities to slow the required drawdown of federal pandemic relief funds.

- Keolis Maintenance of Equipment is projected to be \$0.3 million under budget, primarily related to being under budget in contract incentives, as well as cost savings in maintenance costs.
- Administration & Human Resources is projected to be \$0.3 million under budget, primarily due to staff vacancies, reduction in printing costs, and limited use of special events funding in FY 2024.
- Facilities Maintenance costs are projected to be below budget by \$0.2 million, primarily due to a cancelled order for several replacement motor vehicles.
- Rail Operations is projected to be \$0.2 million below budget, due primarily to savings related to fare collections system maintenance and ticket stock costs.
- CSX access fees are projected to be below budget by \$0.2 million, due to lower-than-expected contract escalation rates and changes in cost calculation methodology.
- Information Technology is projected to be below budget by \$0.2 million, due to reductions in overall communications costs, as well as lower than anticipated costs related to maintenance of IT hardware systems.
- Amtrak access fees are projected to end below budget by approximately \$0.1 million due to delayed and modified implementation of a portion of the Northeast Corridor (NEC) cost sharing model. This relates to VRE's use of Washington Union Terminal and the NEC but was partially deferred by the Northeast Corridor Commission for VRE FY 2024, and the partial implementation modified to reduce inflationary increases.
- Finance & Accounting is projected to be \$0.1 million under budget, primarily due to savings related to ticket vending costs, commissions, and fees and lower than anticipated use of consultants.
- Keolis Train Operations is projected to be \$0.1 million under budget, primarily related to being under budget in contract incentives.
- Mechanical Operations is projected to be \$0.2 million above budget, primarily to higher-than-expected costs related to maintenance of VRE's locomotives and yard electricity costs, offset by lower-than-expected costs related to maintenance of railcars and diesel fuel.
- Most other operating areas within VRE are also forecast to finish the year below budget.

As noted during the adoption of the FY 2025 budget, VRE has sufficient federal pandemic relief funds to backfill continued reductions in passenger fare revenues during FY 2025 and ensure that there is no operating deficit at year end. The remaining relief funds are available from ARPA and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA), with the original Coronavirus Aid, Relief, and Economic Security (CARES) Act funds now fully utilized.

The chart below summarizes actual to budget data by major category:

FY 2024 Year End Operating Budget Projection (in millions)				
Description	Revised Budget	Current Estimate	Variance	%
Fare Revenue	\$16.4	\$15.6	(\$0.7)	-4.7%
Local Subsidy (1)	10.6	10.6	0.0	0.0%
Fed/State Revenue	31.1	30.7	(0.4)	-1.2%
Fed Relief Funds	39.8	38.5	(1.3)	-3.4%
C-ROC (2)/Interest/Other Rev.	11.1	11.8	0.7	5.6%
Total Revenue	\$108.9	\$107.2	(\$1.8)	-1.6%
Operating Expenses	\$87.5	\$85.7	\$1.8	2.1%
Non-Operating Expenses	7.7	7.7	0.0	-0.2%
Debt Service	13.7	13.7	0.0	0.0%
Contribution to Op. Reserve	0.1	0.1	0.0	0.0%
Total Expenses	\$108.9	\$107.2	\$1.8	1.6%
Net Income (Loss)	\$0.0	\$0.0	\$0.0	

(1) Total jurisdictional subsidy is \$16,000,000. Portion shown as budgeted and actual are attributed to Operating Fund only.
 (2) C-ROC funds total is \$15,000,000. Portion shown above is dedicated to Operating Fund (Debt Service) only.



FACILITIES UPDATE

The following is a status update of VRE facilities projects.

Completed projects:

1. Minor repairs to concrete platform at Lorton station
2. Repair of vehicle-damaged lot entrance sign at Rippon station
3. Repaving of portion of lot perimeter driveway at Rippon station (by others)
4. Replacement of parking lot light poles and fixtures at Quantico station
5. Replacement of waste and recycling receptacles at Fredericksburg station
6. Replacement of benches at Fredericksburg station
7. Replacement of concrete drainage flume at Manassas Park station



New waste and recycling receptacles



Repaired station sign

Projects scheduled to be completed this quarter:

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

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 Woodbridge station and parking garage
4. Replacement of windscreen panels at Lorton, Woodbridge and Leeland Road stations
5. Painting of warehouse and crew building exteriors at Crossroads MASF
6. Replacement of existing lighting with LED lighting at Manassas station parking garage
7. Repairs to steel railings at Burke Centre and Manassas Park stations

Ongoing projects:

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

UPCOMING PROCUREMENTS

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

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	VRE is progressing with resolution of comments on 90% station design and unification with King and Commonwealth bridge designs. (May/Apr)
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	Hosted a follow-up meeting with Lumen on April 26 to discuss VRE property needs.. Continuing to coordinate with airport staff. (May) Updating exhibits and design elements based on prior discussions related to property acquisition. (Apr)
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/Apr)
Crossroads MSF Employee Parking	Design and construction of a permanent employee parking lot at VRE Crossroads Yard.	Final Design	\$ 7,365,765.00	Design team is waiting on County review comments from the recent specail use permit applicaton resubmission. (May) Resubmission of special use permit package is imminent as review comments have been addressed. (Apr)
Crystal City Station Improvements	Improved station access and service reliability will result from a new station. The platform at the relocated station will allow for the simultaneous boarding of two full-length trains. The station's design will accommodate a future pedestrian/bicycle connection between the station and the airport.	Development	\$ 68,900,900.00	VRE has received and is reviewing comments on the 60% design package from VPRA, CSX and Amtrak. (May) Revised 60% design shared with CSXT, VPRA and Amtrak for review on 3/25/24. Design advancing to 90% while review is performed. (Apr)

- 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	VRE is consolidating the separately developed station and tunnel plans, and coordinating phasing with the adjacent third track project. (May) VRE reviewing stakeholder comments on the 90% tunnel design. (Apr)
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) Final concrete repair/coatings ongoing. Substantial completion anticipated this month. Punchlist items being addressed. East/west platform rehabs/extension complete. (Apr)
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/Apr)
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/Apr)
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/Apr)
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 signal design review agreement executed with CSX. (May) Coordination meetings held with FTA and FRA teams. FTA will be the lead NEPA agency. (Apr)

- continued next page -

CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Lifecycle Overhaul and Upgrade (LOU) Facility	Featuring 33,000 square feet of maintenance space, the LOU will allow VRE to cost-effectively maintain rolling stock, as well as systems and components, in a state of good repair. It will optimize maintenance and reduce costs by allowing the in-house replacement of items before they fail. The LOU will house two tracks that can hold up to four cars at one time and be equipped with a drop table and wheel truing machine.	Construction	\$ 52,783,632.00	Finalizing project closeout documentation and coordinating with county on E&SC bond release and final inspection. (May) Contractor has addressed soil stabilization and silt fence removal comments from county inspector. Documentation was sent to county in early April. (Apr)
Manassas Park Parking Expansion	A new garage will nearly double the 600 spaces currently available in the existing surface lot. A pedestrian bridge will provide grade-separated access to the existing platform and lot. The VRE station and garage are an integral part of the City Center Redevelopment District, the proposed transit-accessible high-density mixed-use town center of Manassas Park.	Construction	\$ 34,662,764.00	Perimeter foundation wall and interior foundations complete; preparing to pour concrete slab. Erection to begin by end of month. Platform-side grading to begin shortly. (Apr)
Manassas Station Improvements	The project expands the VRE Manassas Station platform to serve full length trains and enhances pedestrian access to the station. Alternatives to increase the platform length to enable boarding and alighting from all passenger cars will be evaluated.	Development	\$ 9,125,000.00	Garage floor slab being poured in sections. Erection of precast garage elements to begin soon. Foundation work behind station platform for new stair/elevator tower underway. (May) This project is funded with I-66 OTB funding. Initiation of project planning pending completion of a Force Account Addendum with Norfolk Southern Railway. (Apr)
New York Avenue Midday Storage Facility	This new facility will store trains currently located in Amtrak's Ivy City coach yard, as Amtrak now has need for the storage tracks. The New York Avenue site, which is proximate to Washington Union Station, will be able to accommodate additional VRE trains.	Development	\$ 137,362,557.00	Met with Amtrak on 4/23/24 to discuss agreements. Have executed project MOU, with design phase agreement soon to follow. (May) MOU and updated design phase agreement have been reviewed by VRE and will be transmitted back to Amtrak later this month. (Apr)
Potomac Shores Station	This new station, in a master-planned community in Prince William County, is being funded, designed, and constructed by the developer of Potomac Shores in consultation with VRE and other stakeholders. The station will be just a short walk from the town center. A new side platform will be constructed which is designed to be converted into an island platform in the future when the 3rd track is added to corridor operations.	Final Design	\$ -	Construction of the shared use garage is ongoing. Construction includes casting the three pedestrian bridge support concrete foundation piers that are adjacent to the garage building. (May/Apr)

- 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	Site/civil/drainage coordinating with CSX track schedule. Substantial Completion anticipated April '24. Tower/ped bridge/utilities completion on going. (May/Apr)
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 MEETING

May 17, 2024

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Sarah Bagley (NVTC)
 *Meg Bohmke (PRTC)
 *Margaret Franklin (PRTC) **
 *Monica Gary (PRTC)
 *Tom Gordy (PRTC)
 *Lori Hayes (PRTC)
 *Jannan W. Holmes (PRTC)
 *Takis Karantonis (NVTC) ‡
 *Michael McLaughlin (VPRA)
 *Ralph Smith (PRTC)

Jurisdiction

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

Members Absent

Andrea O. Bailey (PRTC)
 Alanna Mensing (PRTC)
 Daniel G. Storck (NVTC)
 James Walkinshaw (NVTC)

Prince William County
 City of Manassas Park
 Fairfax County
 Fairfax County

Alternates Present

Pam Sebesky (PRTC)

City of Manassas

Alternates Absent

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

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

Rich Dalton – VRE
John Duque – VRE
Anaya Farah – VRE
Karen Finucan Clarkson - VRE
Scott Kalkwarf - NVTC
John Kerins - Keolis
Lezlie Lamb – VRE
Steve MacIsaac – VRE Chief Counsel

Kristin Nutter - VRE
Dallas Richards – VRE
Bob Schneider - PRTC
Mark Schofield – VRE
Dagmawie Shikurye – 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 Karantonis requested to participate remotely from Cincinnati, OH, where he attended a conference. Mr. Smith moved, with a second by Ms. Gary, to approve Mr. Karantonis' remote participation. The vote in favor was cast by Members Bagley, Bohmke, Gary, Gordy, Hayes, Holmes, McLaughlin, and Smith.

Safety Moment – 3

VRE Chief Executive Officer 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. Holmes 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, Bohmke, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Approval of the Minutes of the April 19, 2024 VRE Operations Board Meeting – 5

Mr. Smith moved, with a second by Ms. Hayes, to approve the minutes from the April 19, 2024 VRE Operations Board meeting. The vote in favor was cast by Members Bagley, Bohmke, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Chair's Comments – 6

Chair Bohmke thanked Vice Chair Bagley for running the April meeting in her absence. The Chair invited Board members and the public to the Fredericksburg Station Improvement Project Ribbon Cutting on Tuesday, May 21st at 10:00 a.m.

Chief Executive Officer's Report – 7

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

- Safety
- Performance
- Ridership
- Special Events
 - Meet the Management
 - Fredericksburg Great Train Race
- Bike-to-Work Day
- Annual Customer Service Survey
- MWCOG's Unified Vision for Transit in the DMV

[Ms. Franklin arrived at 9:14 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. Gary, Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711.A(3), (6) and (8) of the Code of Virginia), that 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 a public purpose 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, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

The closed session convened at 9:24 a.m.

Vice Chair Bagley moved, with a second by Ms. Gary, 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, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

The open session reconvened at 10:08 a.m.

Recommend Authorization to Extend the Term of the Operating Access Agreement with Norfolk Southern – 9A

Vice Chair Bagley moved, with a second by Mr. Smith, to recommend the Commissions authorize the Chief Executive Officer to execute a letter of agreement to extend the term of the current Operating Access Agreement with Norfolk Southern. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Action Items – 10

Recommend Authorization to Execute an Amendment for the Fifth Year of the Second Option Period of the Contract for Operating Services for Commuter Rail – 10A

Mr. Smith moved, with a second by Mr. Gordy, to recommend the Commissions authorize the Chief Executive Officer to execute an amendment for the fifth year of the second option period of the contract for operating services for commuter rail. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Recommend Authorization to Execute an Amendment for the Fourth Year of the First Option Period of the Contract for Maintenance Services for Commuter Rail – 10B

Ms. Hayes moved, with a second by Ms. Holmes, to authorize the Chief Executive Officer to execute an amendment for the fourth year of the first option period of the contract for maintenance services for commuter rail. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Authorization to Amend the Contract for Maintenance and Service of Positive Train Control Software and Hardware – 10C

Ms. Holmes moved, with a second by Ms. Gary, to authorize the Chief Executive Officer to amend the contract for maintenance and service of Positive Train Control software and hardware. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Authorization to Execute a Sole Source Contract for Window Gaskets for VRE Railcars – 10D

Ms. Gary moved, with a second by Ms. Holmes, to authorize the Chief Executive Officer to execute a sole source contract for window gaskets for VRE railcars. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Authorization to Execute Contracts for the Delivery of Diesel Fuel for VRE Locomotives – 10E

Vice Chair Bagley moved, with a second by Ms. Gary, to authorize the Chief Executive Officer to execute contracts for the delivery of diesel fuel for VRE locomotives. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Authorization to Issue a Program Management Consulting Services Task Order for Support for the L'Enfant Track and Station Improvements Project -10F

Vice Chair Bagley moved, with a second by Ms. Gary, to authorize the Chief Executive Officer to issue a PMC task order for the L'Enfant Track and Station Improvements Project. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Authorization to Provide a Letter of Support for Prince William County's USDOT FY2023 ATIP Grant Application – 10G

Ms. Franklin moved, with a second by Mr. Gordy, to authorize the Chief Executive Officer to provide a letter of support for Prince William County's USDOT FY2023 ATIP Grant Application. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Authorization to Provide a Letter of Support for VPRA’s CRISI Grant Application for Lorton to Route 1 Third Track and Railroad Bridges Over Route 1 -10H

Ms. Gary moved, with a second by Vice Chair Bagley, to authorize the Chief Executive Officer to provide a letter of support for VPRA’s CRISI Grant application for Lorton to Route 1 third track and railroad bridges over Route 1. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Authorization to Provide a Letter of Support for Amtrak’s Application for Consolidated Rail Infrastructure and Safety Improvements Program Funding for the Crystal City High Level Platform Project – 10I

Mr. Karantonis moved, with a second by Ms. Gary, to authorize the Chief Executive Officer to provide a letter of support for Amtrak’s application for CRISI funding for the Crystal City High Level Platform Project. The vote in favor was cast by Members Bagley, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, and Smith.

Information Items – 11

Spending Authority Report – 10A

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

Update on Midday Storage - 10B

VRE Chief Engineer Dallas Richards briefed the Board on the development of a future midday storage facility in the District of Columbia.

Members Time – 12

Ms. Bagley mentioned attending a Meet the Management event at the Alexandria station and plans to attend the Manassas Heritage Train Festival on June 1st. Mr. Smith reiterated Ms. Bagley’s mention of the Manassas Heritage Train Festival and invited everyone to attend. Ms. Franklin thanked VRE staff for participating in the Woodbridge VRE station's Bike to Work Day event. Ms. Sebesky thanked the Board for their warm welcome at the Board meeting. Mr. McLaughlin stated that the VPRA Finance and Audit Committee met on May 16th and would recommend an FY25 Capital budget to the full Board at its June 4th meeting. Ms. Holmes reiterated the invitation to the Fredericksburg Station Improvement Project Ribbon-Cutting event on May 21st. Ms. Hayes stated the Spotsylvania County transportation staff is working to secure funding to upgrade the railroad crossing at Mine Road due to multiple incidents that have occurred recently. Mr. Dalton shared her concern and that VRE staff is planning some messaging campaigns at that location.

Approved this 21st day of June 2024

Meg Bohmke
Chair

Ralph Smith
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the May 17, 2024 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb

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.

Matt de Ferranti
Chair

Sarah Bagley
Secretary-Treasurer



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-A
Action Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: May 17, 2024

Re: Recommend Authorization to Execute an Amendment for the Fifth Year of the Second Option Period of the Contract for Operating Services for Commuter Rail

Recommendation:

The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to amend the contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) 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.

Summary:

This action will authorize the fifth year of the final option period and continue the contracted services for management, supervision and certified locomotive engineers and conductors to operate VRE commuter rail trains for FY 2025.

Background:

On October 16, 2009, following a competitive solicitation process, the VRE Operations Board recommended, and the Commissions subsequently approved, a five-year contract with KRSV for commuter rail operations and maintenance. The contract also included two additional five-year option periods to be exercised at VRE's discretion. The maintenance requirements were later removed from this contract and these services are now included in a separate contract for maintenance services. The first year of the second option period for operating services began July 1, 2020. This is the final year of the five-year option period for this contract.



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



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



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

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

Date	Description	Amount	Authorized Value (Cumulative)
10-16-2009	1 st Contract Year & Mobilization	\$18,459,348	\$18,459,348
12-17-2010	Amendment (a)	\$2,085,000	\$20,544,348
5-20-2011	2 nd Contract Year	\$17,954,527	\$38,498,875
4-20-2012	3 rd Contract Year (b)	\$18,008,591	\$56,507,466
4-19-2013	4 th Contract Year	\$18,974,041	\$75,481,507
4-18-2014	5 th Contract Year (c)	\$20,115,047	\$95,596,554
5-15-2015	1 st Year of the First Option Period (6 th Contract Year)	\$20,931,000	\$116,527,554
5-20-2016	2 nd Year of the First Option Period (7 th Contract Year) (d)	\$15,463,003	\$131,990,557
4-21-2017	3 rd Year of the First Option Period (8 th Year)	\$15,416,000	\$147,406,557
4-20-2018	4 th Year of the First Option Period (9 th Year)	\$15,718,000	\$163,124,557
5-17-2019	5 th Year of the First Option Period (10 th Year)	\$16,287,000	\$179,411,557
5-15-2020	1 st Year of the Second Option Period (11 th Year)	\$16,591,500	\$196,003,057
5-21-2021	2 nd Year of the Second Option Period (12 th Year)	\$16,787,500	\$212,790,557
5-20-2022	3 rd Year of the Second Option Period (13 th Year)	\$17,797,500	\$230,588,057
5-19-2023	4 th Year of the Second Option Period (14 th Year)	\$19,129,000	\$249,717,057
5-17-2024	5 th Year of the Second Option Period (15 th Year) (e)	\$19,763,000	\$269,480,057

(a) Amendment included service enhancements, higher than anticipated insurance costs; items included in the original negotiations, contingency funds, and reduced to \$500,000 the requirement that Keolis indemnify VRE for all liability claims arising from the contract service with a value of up to \$5,000,000.

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

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

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

(e) Pending Approval

This action will increase the contract value by \$19,763,000 for a cumulative amount not to exceed \$269,480,057. The year-over-year increase is due to a contractually mandated increase of 3.20% based on the Consumer Price Index for the fixed cost components of the contract. The estimated cost for the proposed service enhancements for CY 2024, as authorized in the FY 2025 operation budget, are also factored into the total authorized cumulative value. If additional contract authorization is needed, staff will return to the Operations Board.

Fiscal Impact:

Funding for the fifth year of the second option period (15th year) is included in the FY 2025 operating budget. The total amount budgeted for train operations is \$19,763,000.

**Virginia Railway Express
Operations Board Resolution**

10A-05-2024

**Recommend Authorization to Execute an Amendment for the Fifth Year
of the Second Option Period of the Contract for Operating Services for
Commuter Rail**

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

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

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

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

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

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

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

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

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

WHEREAS, on April 21, 2017, the Operations Board approved the third year of the first option period, through June 30, 2018, in the amount of \$15,416,000, for a total contract value not to exceed \$147,406,557; and,

WHEREAS, on April 20, 2018, the Operations Board approved the fourth year of the first option period, through June 30, 2019, in the amount of \$15,718,000, for a total contract value not to exceed \$163,124,557; and,

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

WHEREAS, on May 15, 2020, the Operations Board approved the second and final option period, and,

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

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

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

WHEREAS, on May 19, 2023, the Operations Board 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; and,

WHEREAS, approval of this resolution will allow for continued train operations in FY 2025;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the contract for 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.

Resolution 10A-05-2024 continued

Approved this 17th day of May 2024

Meg Bohmke
Chair

Ralph Smith
Secretary

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



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-B
Action Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: May 17, 2024

Re: Recommend Authorization to Execute an Amendment for the Fourth Year of the First Option Period of the Contract for Maintenance Services for Commuter Rail

Recommendation:

The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to amend the contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by 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.

Summary:

This action will authorize contracted services for the maintenance, inspection, and repairs of VRE locomotives, passenger rail cars and maintenance facilities for FY 2025.

Background:

On January 15, 2015, the VRE Operations Board recommended, and the Commissions subsequently authorized, the CEO to execute a Contract with KRSV for Maintenance Services for Commuter Rail.

The work performed under this contract includes daily and periodic servicing, inspection and repairs of locomotives and passenger rail cars. Life Cycle maintenance and extensive rolling stock repair work are included in this contract through a task order process. In addition to locomotive and passenger rail car work, the scope of work includes inspection,



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703-524-3322



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1500 King Street, Suite 202
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703-684-1001
VRE.org



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

maintenance and repair of facilities equipment including yard tracks and buildings. There are no material changes to the scope of work for the upcoming fiscal year.

On May 20, 2016, the VRE Operations Board recommended, and the Commissions subsequently authorized an amended start date for the first year of the Contract to July 1, 2016, and the total Contract amount for the first year of \$7,252,371. Below is a list of the amendments, contract modifications and proposed action for this Contract:

Date	Description	Amount	Authorized Value (Cumulative)
May 20, 2016	1 st Contract Year & Mobilization	\$7,252,371	\$7,252,371
April 21, 2017	2 nd Contract Year	\$7,092,267	\$14,344,638
April 20, 2018	3 rd Contract Year	\$7,674,000	\$22,018,638
May 19, 2019	4 th Contract Year	\$8,889,465	\$30,908,102
May 15, 2020	5 th Contract Year	\$9,012,749	\$39,920,851
May 21, 2021	1 st Year of the 1 st Option Period (6 th Year)	\$8,980,774	\$48,901,626
May 20, 2022	2 nd Year of the 1 st Option Period (7 th Year)	\$10,024,653	\$58,926,279
May 19, 2023	3 rd Year of the 1 st Option Period (8 th Year)	\$11,825,500	\$70,751,779
May 17, 2024	4 th Year of the 1 st Option Period (9 th Year) (a)	\$12,273,550	\$83,025,329

(a) Pending Approval

This action will increase the contract value by \$12,273,550 for a cumulative amount not to exceed \$83,025,329 through the ninth year including the fourth year of the first 5-year option period. The year-over-year increase is primarily due to a contractually mandated annual increase of 3.20% based on the Consumer Price Index. The estimated cost for the proposed service enhancements for CY 2024, as authorized in the FY 2025 operation budget, is also factored into the total authorized cumulative value. If additional contract authorization is needed, staff will return to the Operations Board.

Fiscal Impact:

Funding is provided for in the FY 2025 Operating budget for Maintenance Services for Commuter Rail and the CIP budget for Asset Management – Rolling Stock Equipment and Asset Management- Facilities includes funding for the ninth year of this work.

FY 2025 Operating Budget: Maintenance Services for Commuter Rail	\$9,920,411
FY 2025 CIP Budget: Asset Management – Rolling Stock Equipment and Asset Management - Facilities	\$2,353,139
Total:	\$12,273,550

**Virginia Railway Express
Operations Board Resolution**

10B-05-2024

**Recommend Authorization to Execute and Amendment for the Fourth
Year of the First Option Period of the Contract for Maintenance Services
for Commuter Rail**

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); and,

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

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; and,

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; and,

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; and,

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; and

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; and

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; and

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; and

WHEREAS, the current Contract authorization runs through June 30, 2024; and,

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

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize recommend the Commissions authorize the Chief Executive Officer to amend the contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total contract authorization by \$12,273,550 for the third year of the first option period, for a total Contract value not to exceed \$83,025,329 through June 30, 2025.

Approved this 17th day of May 2024

Meg Bohmke
Chair

Ralph Smith
Secretary

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



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice, Allan Fye and Sophie Spiliotopoulos
DATE: May 30, 2024
SUBJECT: Transit Resource Center

At the June 2024 meeting, the Commission will receive a presentation on NVTC research on Northern Virginia Transit Trends.

A. Northern Virginia Transit Trends

The Northern Virginia region is complex and constantly changing. Transit in the region has changed significantly in many regards over the last 15 years. This report tracks trends in two ways. First, by looking back over a 15-year period (2008 to 2022) to identify how transit has changed over time. Then, the report looks at transit from a geographic perspective to understand transit's roles in how and why people move within our region.

Overall Findings

1. Northern Virginia's transit service patterns emphasize the Monday through Friday, morning-afternoon period, while most trips in the region are unrelated to commuting.
2. The region's bus speeds have slowed down. There are opportunities to speed them up by investing in dedicated bus lanes, queue jumps and transit signal priority.
3. More transit connections are needed for trips staying in Northern Virginia. Prioritizing ongoing transit projects in the region can help expand the transit network.

Trends from 2008 to Present

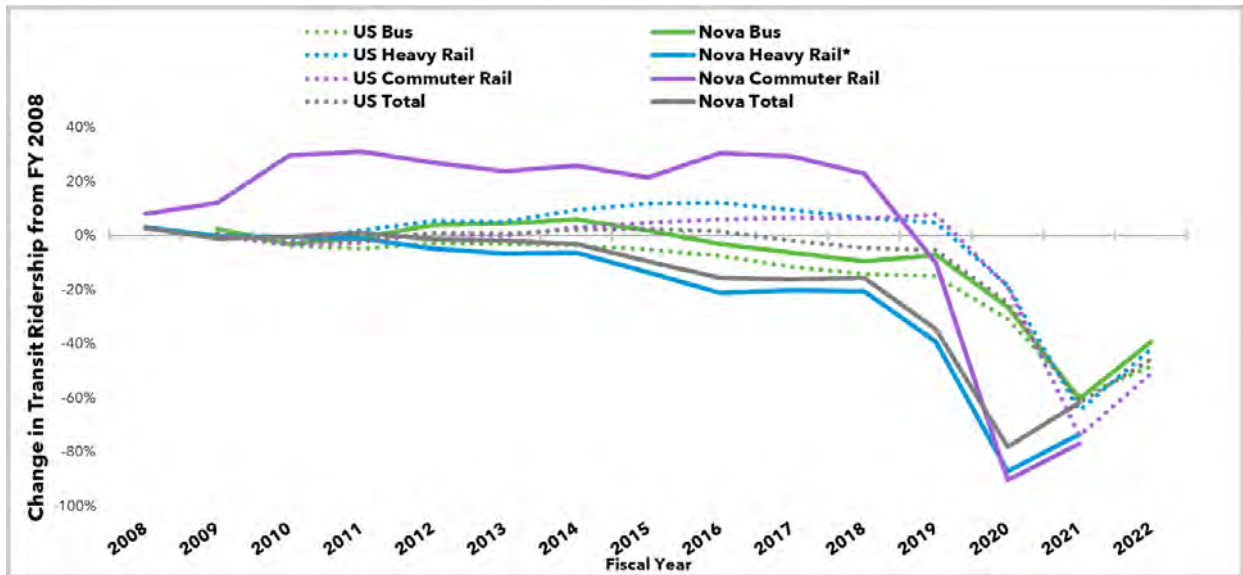
Due to data availability, the time period analyzed for this report was from 2008 to 2022. However, since 2022 transit has continued to grow and change. Northern Virginia transit between December 2020 and 2023 nearly tripled its ridership.

The report's first section analyzes trends in ridership, commuting, bus speeds, trip length and service hours from 2008 to 2022. Some of the findings from this section include:

- Pre-pandemic, public transit use was consistently more than 10% of all commuters in Northern Virginia. In fact, Northern Virginians commute by transit more than the national average.

- On average, local bus speeds decreased by 8% while commuter bus speeds increased by 10%.
- Bus and commuter rail ridership growth in Northern Virginia exceeded national trends for the entire study period (Figure 1).

Figure 1: Comparison of Transit Ridership Trends Nationwide Versus Northern Virginia from FY 2008 to FY 2022



Source: National ridership from APTA. NoVa ridership from FTA National Transit Database.

*Heavy Rail includes the entire Metrorail system spanning DC, MD and VA.

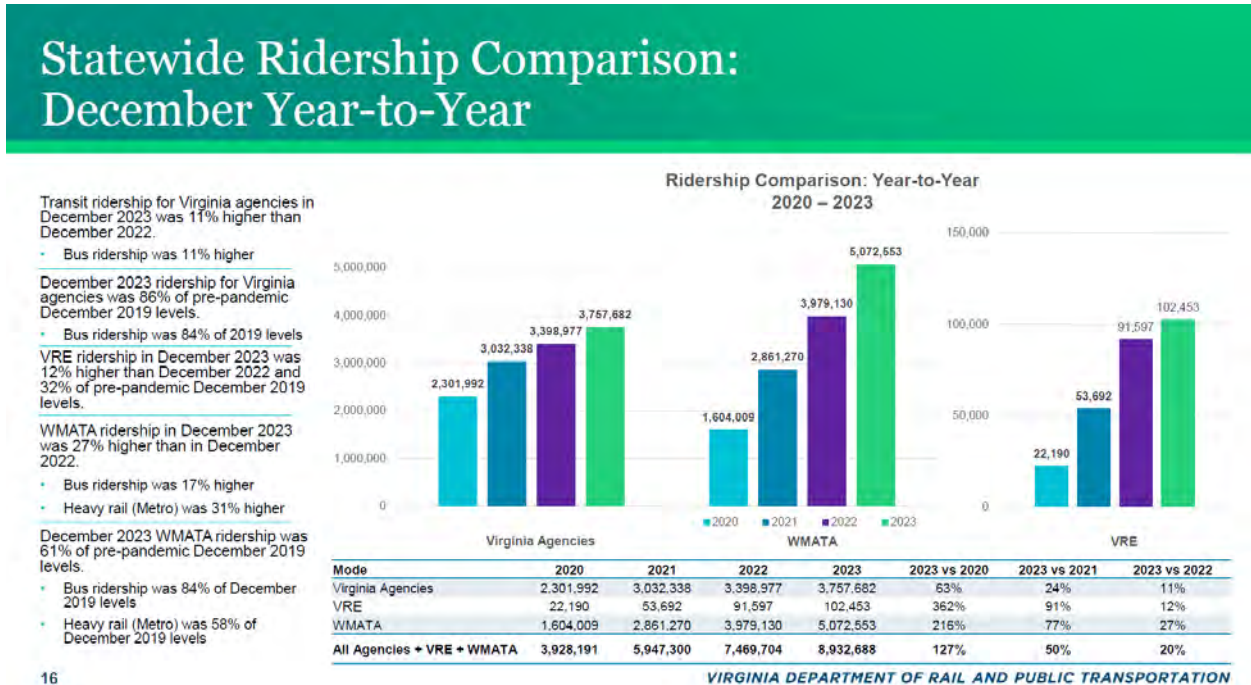
Even over the last year (2022 to 2023), transit ridership has increased by 24%. Metrorail has continued to set post-pandemic ridership record; Metrobus Route 28A in Virginia now has ridership 79% higher than pre-pandemic levels¹. The region is continuing to recover from the effects of the pandemic and reach new milestones.

Statewide trends have also shown continuous increase in transit ridership since the pandemic’s original impacts on service and ridership. At the March 2024 meeting of the Transit Service Delivery Advisory Committee (TSDAC), DRPT provided an update on statewide transit ridership trends (Figure 2). Ridership in the Commonwealth has continued to increase year-over-year since the pandemic, between December 2020 and December 2023, transit ridership increased by 127%.

¹

https://novatransit.org/uploads/meetings/2024/Apr2024materials.pdf?mc_cid=2490eed873&mc_eid=9c24858dfc#page=5

Figure 2: Statewide Ridership from December 2020 to December 2023



Source: Transit Service Delivery Advisory Committee, March 2024

Analysis Details – Geographic Perspective

The second section of the report uses a sample year (2017²) to analyze trends geographically. This section provided insight into how and why people move around the Greater Washington region. Findings from around the region included:

- Of all Northern Virginia trips, 9% were by transit. Personal vehicles are the most heavily used mode of transportation in the region.
- Public transit in Northern Virginia is used most often for commutes and connecting to the District of Columbia. However, more than 80% of all travel starting or ending in Virginia was not related to commuting.

² The most recent TPB Regional Travel Survey was completed in 2017.



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice, Allan Fye and Ann McGrane
DATE: May 30, 2024
SUBJECT: Transit Technology

At the June 2024 meeting, the Commission will receive an update on the region's implementation of zero-emission buses (ZEBs), including progress staff has made advancing the strategies and actions of the Northern Virginia ZEB Strategic Plan.

A. Northern Virginia Zero-Emission Bus (ZEB) Strategic Plan: Implementation Update

NVTC published its [Northern Virginia ZEB Strategic Plan](#) in January 2024. The plan identified six NVTC strategies to help advance and support the zero-emission bus transition across Northern Virginia. The six strategies are:

1. Serve as a Regional ZEB Forum
2. Advocate for Consistent and Supportive ZEB Standards and Policies
3. Provide Regional ZEB Funding Coordination
4. Support Development of Shared BEB Charging Infrastructure
5. Evaluate Opportunities for Private Partnerships Related to ZEBs
6. Support ZEB Workforce Training and Education

Staff will provide progress updates on strategies 1, 3 and 4, as those strategies have short-term actions that staff have advanced in the past five months.

Strategy 1 – Serve as a Regional ZEB Forum

NVTC continues to host a regional ZEB working group that is made up of participants from the seven bus operators with service in Northern Virginia, as well as regional and statewide staff from agencies such as the Department of Rail and Public Transportation (DRPT), the Northern Virginia Transportation Authority (NVTA) and the Transportation Planning Board (TPB). This working group allows participants to share lessons learned from their own agency's ZEB fleets or ask questions about new technologies.

In addition to the NVTC working group, NVTC staff attend a quarterly ZEB Subcommittee hosted by WMATA that convenes staff from DC, Maryland and Virginia, as well as a monthly meeting hosted by the American Public Transportation Association (APTA) that has nationwide attendance. Staff also serve on the technical advisory group for DRPT's Modernizing Transit Fleets project, which aims to provide a toolkit for agencies in Virginia that includes guidance on how to

engage with utilities, workforce development best practices, and tools to conduct financial and emissions analyses based on fleet transition rates. That toolkit will come out later this summer.

NVTC staff have also started work on how to share ZEB operational data and findings among the agencies in Northern Virginia. NVTC began this process by conducting a review of industry standard metrics to evaluate ZEB fleet performance. The next step is to work with local agencies to determine what data they collect, how easy it is to share, and then to create a dashboard or other platform to view and learn from others' results.

Strategy 3 – Provide Regional ZEB Funding Coordination

NVTC continues to support agencies as they apply for federal grants to fund the transition to zero-emission buses. Jurisdictions in Northern Virginia have had a lot of recent success in securing funding for battery electric buses (BEBs). In the FY 2023 round of Low-No Emission grants, WMATA was awarded \$104 million to retrofit the Cinder Bed Road facility to support a fully electric fleet. Not only was this the largest award from that funding round, but it also supports future electrification for the Fairfax Connector fleet because the facility will be shared between the two agencies. In addition to the WMATA award, Alexandria received about \$24 million to purchase 13 BEBs and associated charging equipment. Loudoun received about \$14 million to purchase 37 compressed natural gas (low emission) buses and a fueling station. The application window for the FY 2024 round of Low-No Emission grants recently closed, and NVTC provided a letter of endorsement for Fairfax County's grant application.

In addition to the Low-No Emission grants, Alexandria recently received \$2 million in FY 2024 Community Project Funding to install on-route BEB charging. NVTC also worked with the Joint Office of Energy and Transportation ("Joint Office") to receive free consultant technical support to conduct a shared on-route charging feasibility study (discussed in more detail with Strategy 4). Moving forward, NVTC plans to identify and share grant opportunities with regional partners, especially ones that are outside the typical Federal Transit Administration (FTA) grants but still apply to electrifying transit fleets.

Strategy 4 – Support Development of Shared BEB Charging Infrastructure

With seven bus agencies operating in Northern Virginia – and given the expense of installing charging infrastructure for BEBs – a key opportunity identified in the Northern Virginia ZEB Strategic Plan was shared charging infrastructure. On-route charging is when chargers are placed along a bus route so that buses can charge at locations other than the depot. This extends the range of a BEB and can be critical for blocks that are longer than the typical mileage a bus can achieve on a single charge.

NVTC requested and received free technical assistance from the Joint Office to conduct a shared on-route charging feasibility study. This yearlong study will identify locations where more than one agency could benefit from a charging station. It will also analyze whether sharing the infrastructure leads to cost savings or is operationally efficient. Assuming the study identifies feasible charging locations, the goal of this study is to provide enough information that the region could apply for grants (federal or state) to support the buildout of shared charging infrastructure.

The study is currently in the data analysis stage. NVTC received information from WMATA, ART, DASH and Fairfax Connector about their blocks, ZEB service planning and ZEB infrastructure, which the consultants are now analyzing to determine optimal locations for shared charging. NVTC and the project team chose to focus on those four agencies as they have the most BEBs in service or ordered, so they are the most likely to need on-route charging infrastructure in the near term. This does not preclude other Northern Virginia agencies from using shared infrastructure in the future.



AGENDA ITEM #11 Department of Rail and Public Transportation (DRPT)

TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice
DATE: May 30, 2024
SUBJECT: Department of Rail and Public Transportation (DRPT)

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



COMMONWEALTH of VIRGINIA

Jennifer B. DeBruhl

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

(804) 786-4440

Director

600 EAST MAIN STREET, SUITE 2102
RICHMOND, VA 23219-2416

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

TO: Chair de Ferranti and NVTC Commissioners

FROM: Jennifer DeBruhl, Director

DATE: May 30, 2024

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

The public comment period for DRPT's draft FY 25-30 Six Year Improvement Program (SYIP) concluded on May 20 after ten public meetings and the collection of feedback online and by mail. Nine meetings were hosted in-person in partnership with the CTB and VDOT, and new this year, we hosted our own rail and transit focused meeting on May 16 that was both virtual and in-person. This meeting proved very successful with over 60 attendees and will likely be continued in future years. A Transit Service Delivery Advisory Committee (TSDAC) meeting was also held April 30. The meeting highlighted the one-time revenues supplementing MERIT operating assistance over the last four years including FY25, which is not anticipated to continue in future years. The presentation can be found [on the TSDAC webpage](#).

The complete draft [SYIP](#) is available for viewing in DRPT's [Open Data Portal](#), which is searchable by transit service provider and construction district.

The Commonwealth Transportation Board (CTB) is anticipated to approve the draft SYIP at its June 18 Action Meeting. Once the SYIP is approved, DRPT will begin the process of issuing FY 25 grant agreements with funding available for expenditure on July 1. This year will be the first year this process will be conducted through our new grants management system, WebGrants.



TO: Chair de Ferranti and NVTC Commissioners
FROM: Kate Mattice
DATE: May 30, 2024
SUBJECT: Executive Director Report

At the June 2024 meeting, the executive director will give her report.

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 June 2024 Executive Director Newsletter will be provided to Commissioners at the Commission meeting and posted online at <https://novatransit.org/news-and-media/newsletter/>.

B. NVTC Financial Reports

The [April 2024 Financial Reports](#) are provided as information.



Northern Virginia Transportation Commission

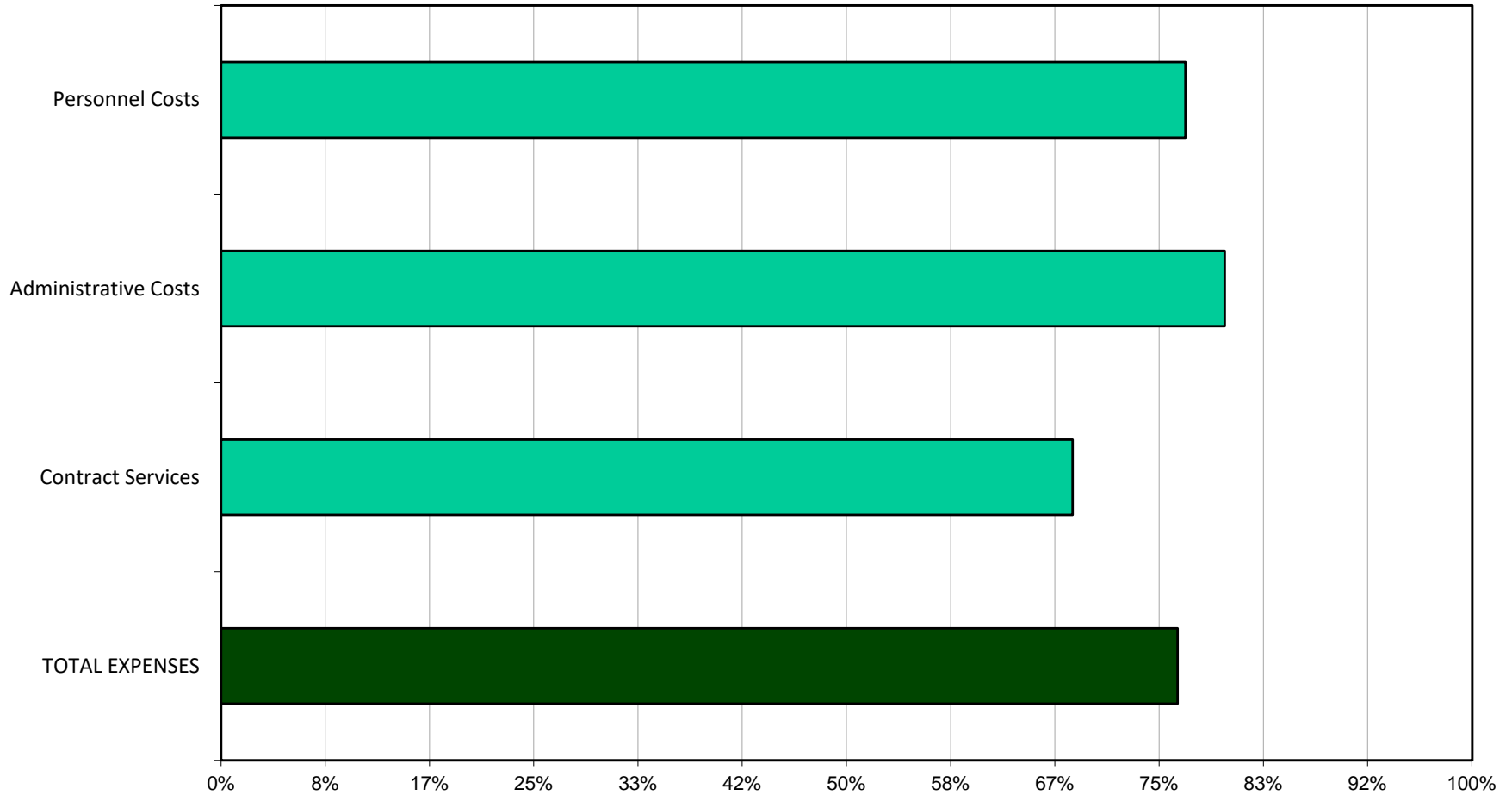
Financial Reports

April 2024

PERCENTAGE OF FY 2024 NVTC ADMINISTRATIVE BUDGET USED

April 2024

(TARGET 83.3% OR LESS)



Note: Refer to pages 2 and 3 for details

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

	Current Month	Year To Date	Annual Budget	Balance Available	Balance %
<u>Personnel Costs</u>					
Salaries and Wages	\$ 218,423.50	\$ 2,040,393.40	\$ 2,644,000.00	\$ 603,606.60	22.8%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	218,423.50	2,040,393.40	2,644,000.00	603,606.60	22.8%
<u>Benefits</u>					
Employer's Contributions:					
FICA	15,070.09	145,221.60	180,700.00	35,478.40	19.6%
Group Health Insurance	14,584.76	141,166.91	205,900.00	64,733.09	31.4%
Retirement	14,320.00	143,200.00	170,000.00	26,800.00	15.8%
Workmans & Unemployment Compensation	(1,569.40)	1,983.72	6,000.00	4,016.28	66.9%
Life Insurance	323.90	2,892.80	6,800.00	3,907.20	57.5%
Long Term Disability Insurance	1,420.81	13,416.76	15,000.00	1,583.24	10.6%
Total Benefit Costs	44,150.16	447,881.79	584,400.00	136,518.21	23.4%
<u>Administrative Costs</u>					
Commissioners Per Diem	1,200.00	11,600.00	14,000.00	2,400.00	17.1%
<i>Rents:</i>					
Office Rent	35,322.76	350,057.62	433,000.00	82,942.38	19.2%
Office Rent	33,820.91	336,986.18	408,800.00	71,813.82	17.6%
Parking & Transit Benefits	1,501.85	13,071.44	24,200.00	11,128.56	46.0%
<i>Insurance:</i>					
Public Official Bonds	500.00	5,800.00	8,000.00	2,200.00	27.5%
Public Official Bonds	100.00	1,800.00	2,500.00	700.00	28.0%
Liability and Property	400.00	4,000.00	5,500.00	1,500.00	27.3%
<i>Travel:</i>					
Conference / Professional Development	14,439.43	50,173.39	64,800.00	14,626.61	22.6%
Conference / Professional Development	7,674.69	32,326.63	47,100.00	14,773.37	31.4%
Non-Local Travel	-	1,824.14	2,500.00	675.86	27.0%
Local Travel, Meetings and Related Expenses	6,764.74	16,022.62	15,200.00	(822.62)	-5.4%

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

	Current Month	Year To Date	Annual Budget	Balance Available	Balance %
<i>Communication:</i>	1,527.41	15,033.03	17,800.00	2,766.97	15.5%
Postage	598.74	1,143.54	1,400.00	256.46	18.3%
Telephone and Data	928.67	13,889.49	16,400.00	2,510.51	15.3%
<i>Publications & Supplies</i>	1,512.05	27,074.49	29,500.00	2,425.51	8.2%
Office Supplies	451.77	1,501.16	2,500.00	998.84	40.0%
Duplication and Paper	469.25	8,829.59	9,500.00	670.41	7.1%
Public Engagement	591.03	16,743.74	17,500.00	756.26	4.3%
<i>Operations:</i>	3,130.50	42,679.26	59,700.00	17,020.74	28.5%
Furniture and Equipment (Capital)	-	12,922.24	25,500.00	12,577.76	49.3%
Repairs and Maintenance	54.64	941.31	1,000.00	58.69	5.9%
Computer Operations	3,075.86	28,815.71	33,200.00	4,384.29	13.2%
<i>Other General and Administrative:</i>	762.21	9,276.92	11,100.00	1,823.08	16.4%
Memberships	85.67	1,403.37	1,600.00	196.63	12.3%
Fees and Miscellaneous	676.54	7,238.55	8,000.00	761.45	9.5%
Advertising (Personnel/Procurement)	-	635.00	1,500.00	865.00	57.7%
Total Administrative Costs	<u>58,394.36</u>	<u>511,694.71</u>	<u>637,900.00</u>	<u>126,205.29</u>	<u>19.8%</u>
<u>Contracting Services</u>					
Auditing	-	17,395.00	25,850.00	8,455.00	32.7%
Contract Services and Support					
Commuter Choice	23,069.07	85,053.21	152,500.00	67,446.79	44.2%
Research Support	31,889.78	156,854.03	200,000.00	43,145.97	21.6%
Other Technical	15,187.64	75,290.53	120,000.00	44,709.47	37.3%
Legal	<u>2,500.00</u>	<u>25,000.00</u>	<u>30,000.00</u>	<u>5,000.00</u>	<u>16.7%</u>
Total Contract Services	72,646.49	359,592.77	528,350.00	168,757.23	31.9%
 Total Gross G&A Expenses	 <u>\$ 393,614.51</u>	 <u>\$ 3,359,562.67</u>	 <u>\$ 4,394,650.00</u>	 <u>\$ 1,035,087.33</u>	 <u>23.6%</u>

NVTC
 RECEIPTS and DISBURSEMENTS
 April 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					\$	2,278,739.39
1	DMV	CROC			1,250,000.00			
2	Alexandria	G&A contribution		10,916.25				
3	DRPT	Capital grants receipts - Fairfax						271,575.68
4	DRPT	Capital grants receipts - Fairfax						97,540.44
8	DRPT	Technical assistance - ZEB			48,121.00			
8	DRPT	Capital grants receipts - Fairfax						195,809.74
8	DRPT	Capital grants receipts - VRE			1,614,126.00			
18	VDOT	Toll revenue				2,692,227.00		
19	DRPT	Capital grant receipt - Alexandria						4,649,559.00
19	DRPT	Technical assistance - Envision Route 7			26,448.50			
19	DRPT	Technical assistance - Regional bus			96,035.50			
24	DRPT	Operating and capital assistance WMATA						17,543,392.00
24	AECOM	60th anniversary sponsorship		1,000.00				
25	VRE	Staff support		7,281.11				
30	DRPT	Workforce development - NVTC fellow			4,590.40			
30	Banks	Investment earnings		253.40	2,023.76		502,365.55	1,984,425.50
TOTAL RECEIPTS			-	19,450.76	3,041,345.16	3,194,592.55		27,021,041.75

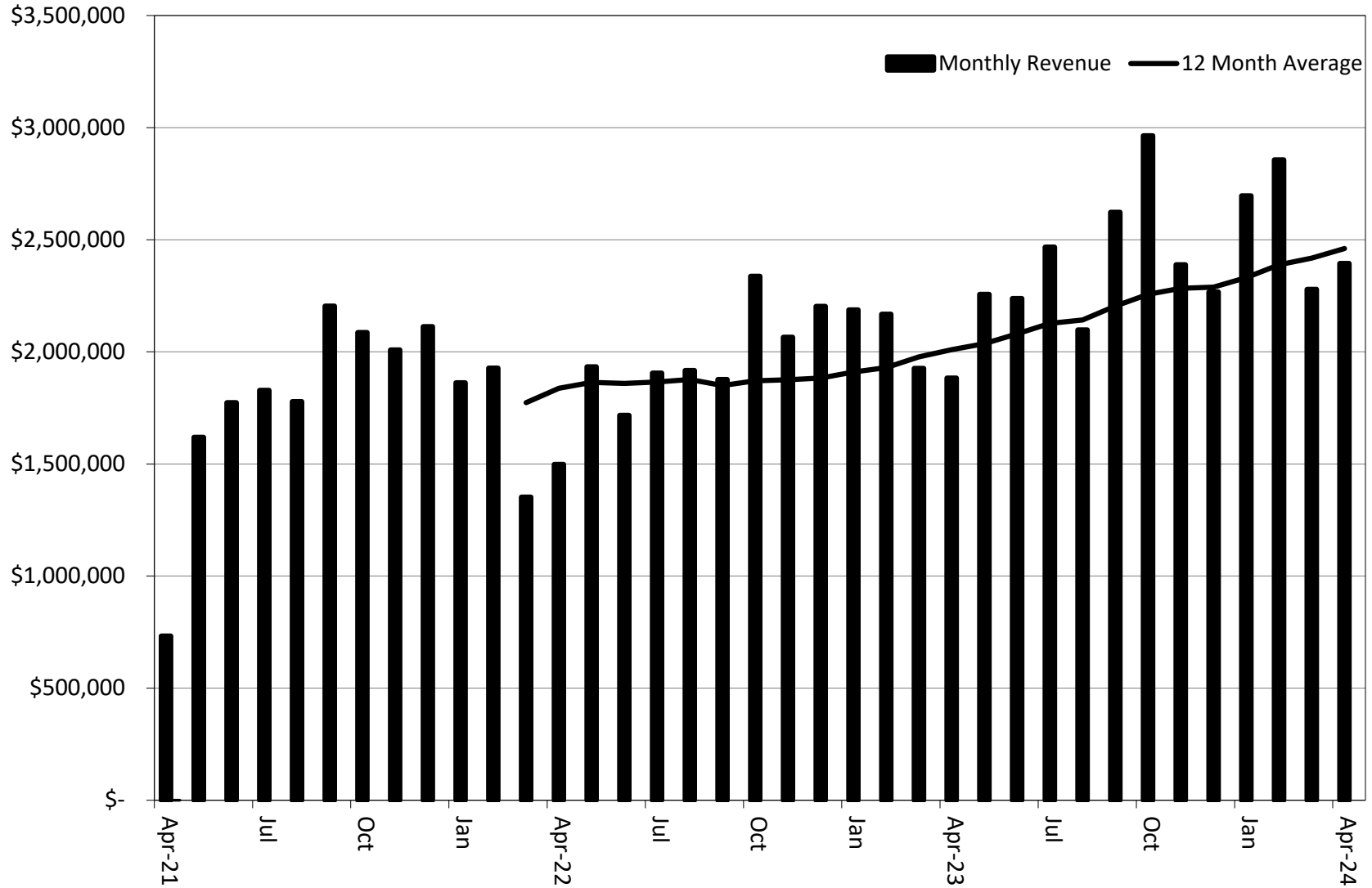
NVTC
RECEIPTS and DISBURSEMENTS
April 2024

Date	Payer / Payee	Purpose	Virginia LGIP					
			Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts	
DISBURSEMENTS								
1-30	Various	G&A expenses	(307,271.79)					
1	VRE	CROC			(1,250,000.00)			
1	WMATA	Metrobus subsidies						(17,442,186.00)
1	WMATA	Metrorail subsidies						(22,242,560.00)
1	WMATA	MetroAccess subsidies						(3,902,701.00)
1	WMATA	Debt service						(2,954,126.00)
1	WMATA	CIP						(7,029,994.00)
1	WMATA	Project planning						(186,547.00)
4	Infrastrategies	Consulting - Strategic roadmap	(11,886.26)					
4	Kimley-Horn	Consulting - Commuter Choice	(22,108.87)					
4	Kittelsohn	Consulting - Envision Route 7	(4,372.54)					
4	Stantec	Consulting - NTD	(15,200.89)					
8	VRE	Grant revenue			(1,614,126.00)			
25	Infrastrategies	Consulting - Strategic roadmap	(20,003.52)					
25	Alexandria	Other capital						(4,649,559.00)
26	Fairfax	Commuter Choice reimbursement					(305,675.00)	
30	Banks	Service charges		(81.60)				
TOTAL DISBURSEMENTS			(380,843.87)	(81.60)	(2,864,126.00)	(305,675.00)	(58,407,673.00)	
TRANSFERS								
5	Transfer	From LGIP to checking	100,000.00		(100,000.00)			
5	Transfer	From LGIP to LGIP (NTD)			15,200.89			(15,200.89)
19	Transfer	From LGIP to checking	100,000.00		(100,000.00)			
25	Transfer	From LGIP to checking	100,000.00		(100,000.00)			
NET TRANSFERS			300,000.00	-	(284,799.11)	-	(15,200.89)	
NET INCREASE (DECREASE) FOR MONTH			\$ (80,843.87)	\$ 19,369.16	\$ (107,579.95)	\$ 2,888,917.55	\$ (31,401,832.14)	

**NVTC
INVESTMENT REPORT
April 2024**

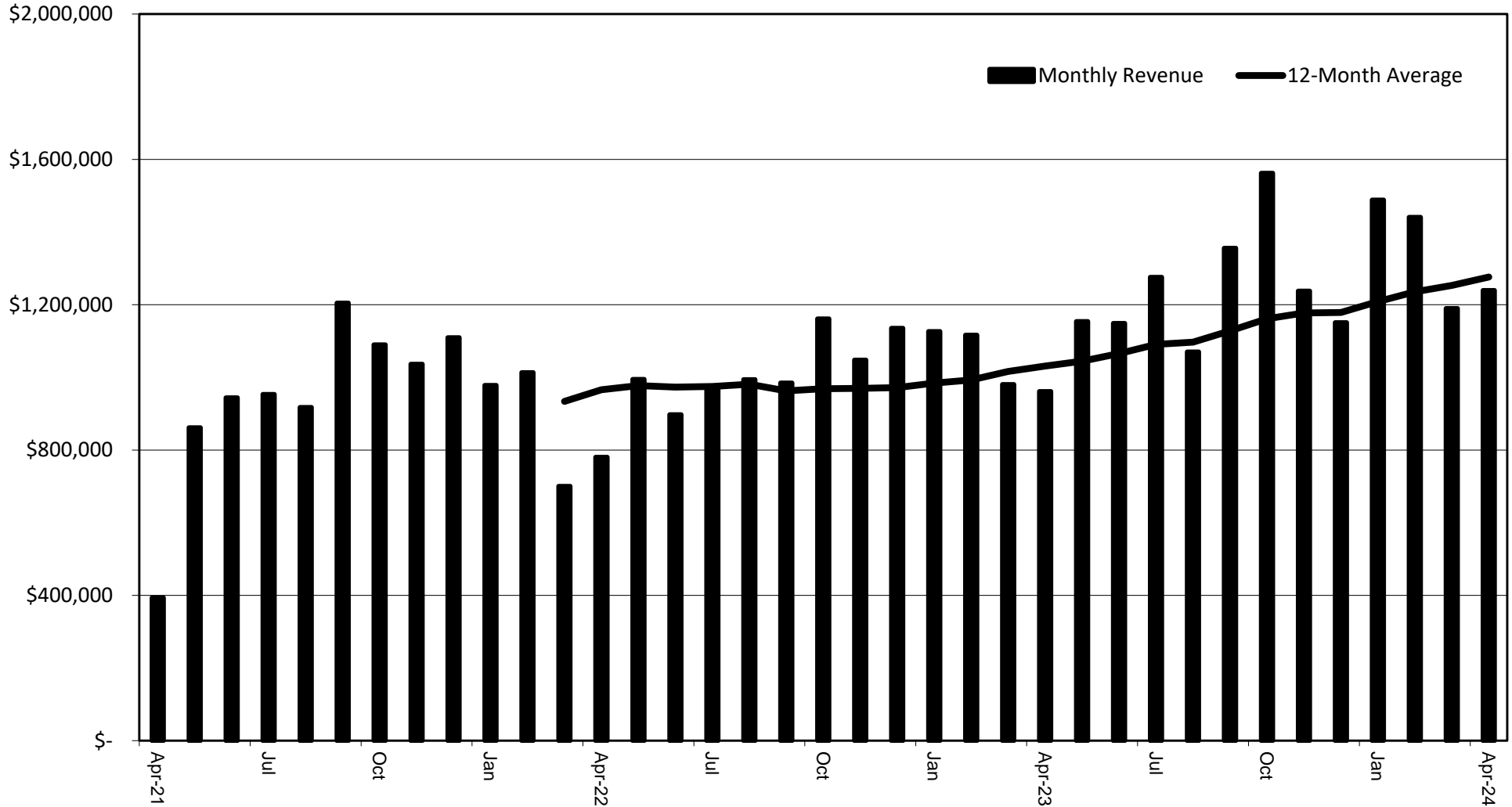
<u>Type</u>	<u>Rate</u>	<u>Balance 3/31/2024</u>	<u>Increase (Decrease)</u>	<u>Balance 3/31/2024</u>	<u>Balance</u>			
					<u>NVTC G&A/Project</u>	<u>Commuter Choice</u>	<u>Jurisdictions Trust Fund</u>	<u>Loudoun Gas Tax Trust Fund</u>
<u>Cash Deposits</u>								
Wells Fargo: NVTC Checking	N/A	\$ 183,129.56	\$ (80,843.87)	\$ 102,285.69	\$ 102,285.69	\$ -	\$ -	\$ -
Wells Fargo: NVTC Savings	1.080%	273,576.35	19,369.16	292,945.51	292,945.51	-	-	-
<u>Investments</u>								
Bank of America: Virginia Local Government Investment Pool	5.573%	601,970,229.06	(28,620,494.54)	573,349,734.52	371,051.63	114,220,500.15	388,882,151.58	69,876,031.16
		<u>\$ 602,426,934.97</u>	<u>\$ (28,681,969.25)</u>	<u>\$ 573,744,965.72</u>	<u>\$ 766,282.83</u>	<u>\$ 114,220,500.15</u>	<u>\$ 388,882,151.58</u>	<u>\$ 69,876,031.16</u>

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



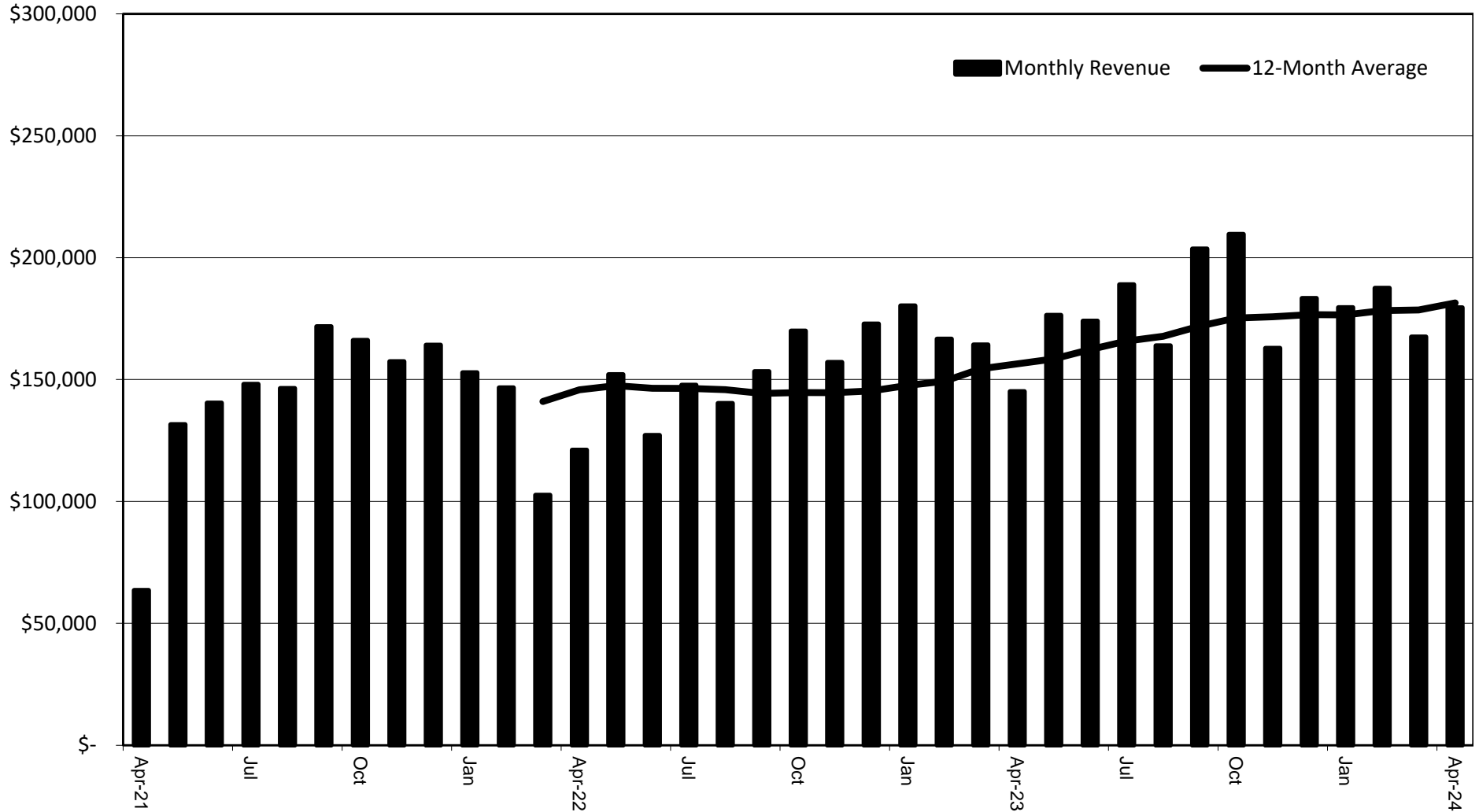
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

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



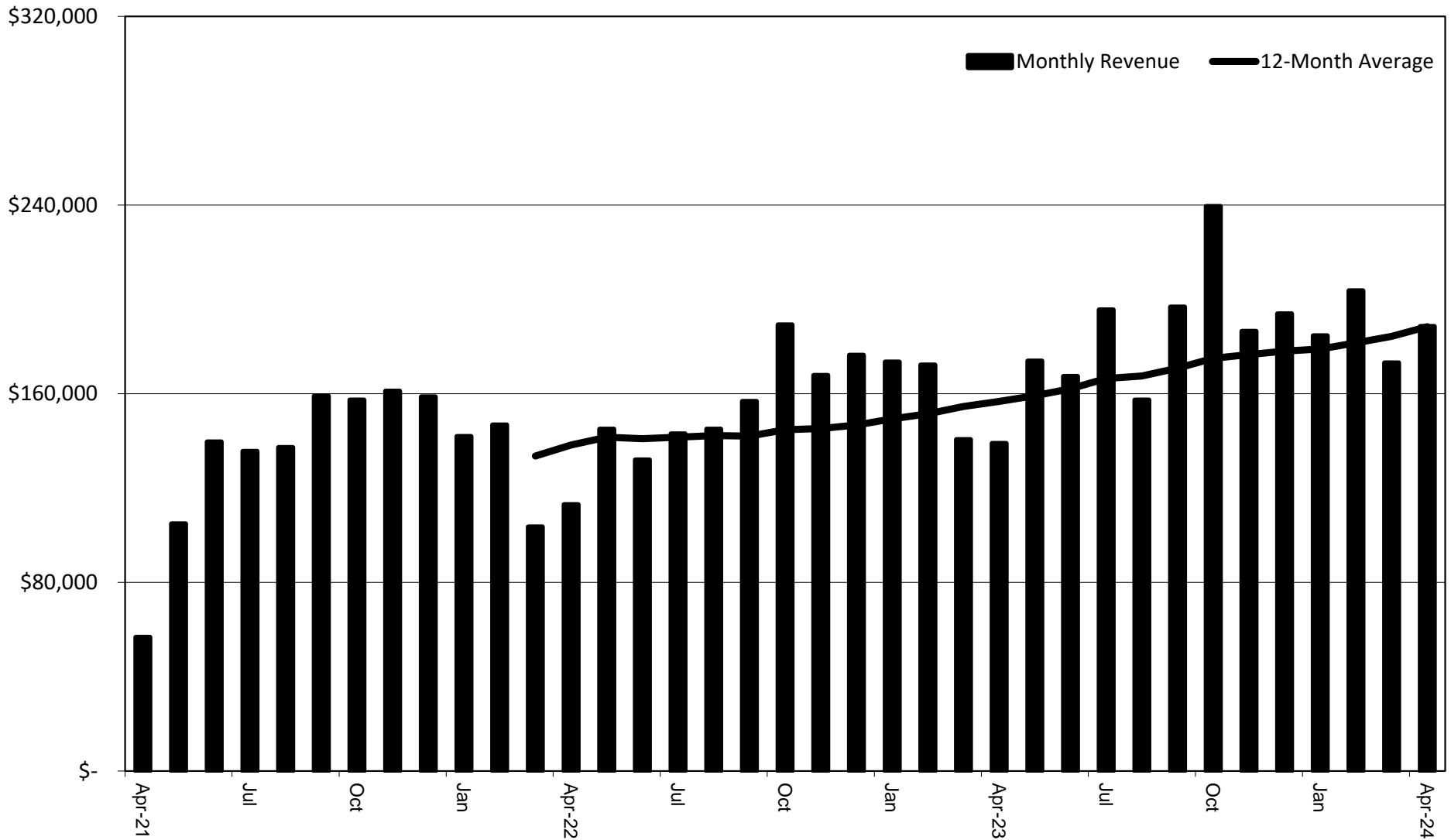
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

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



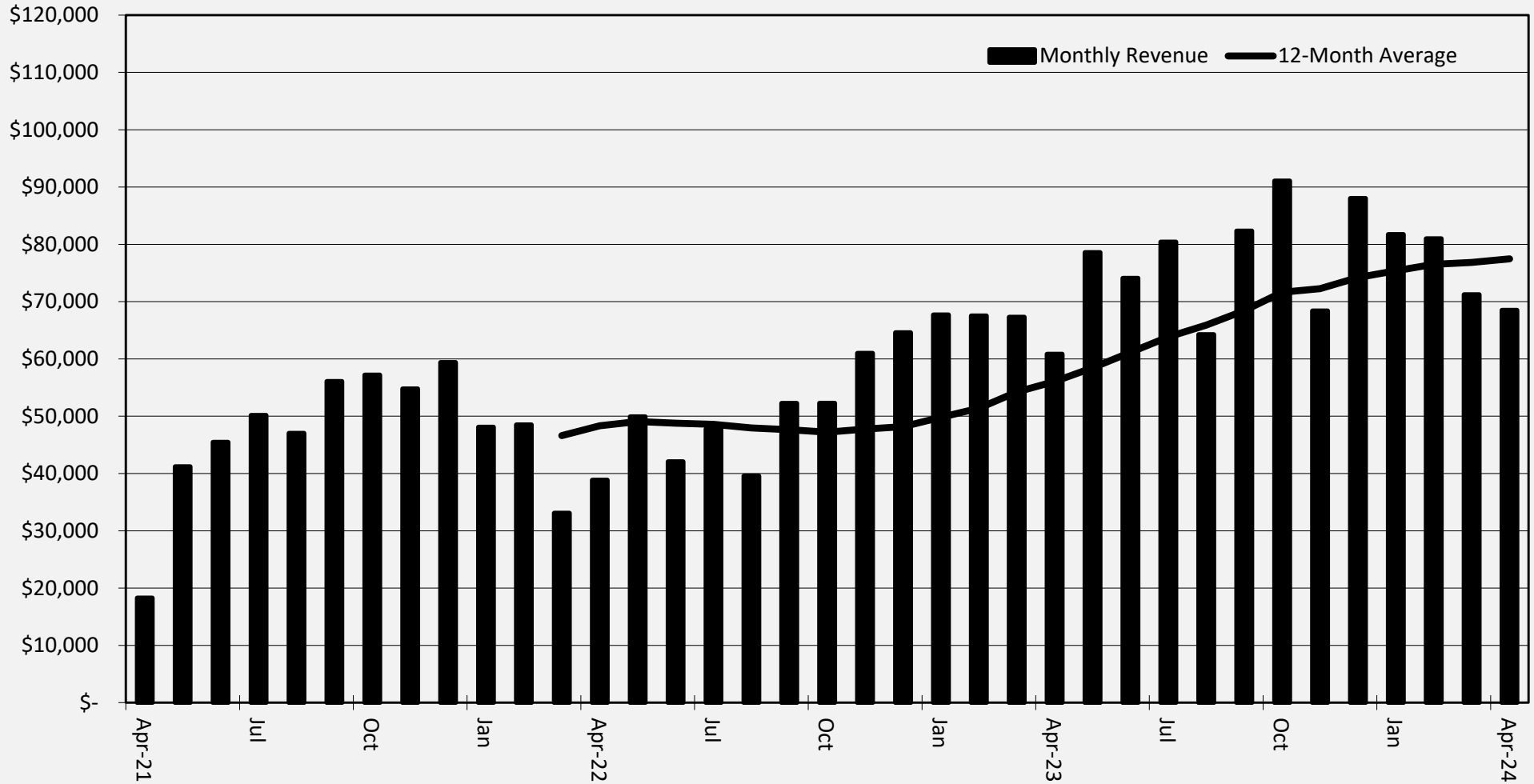
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

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



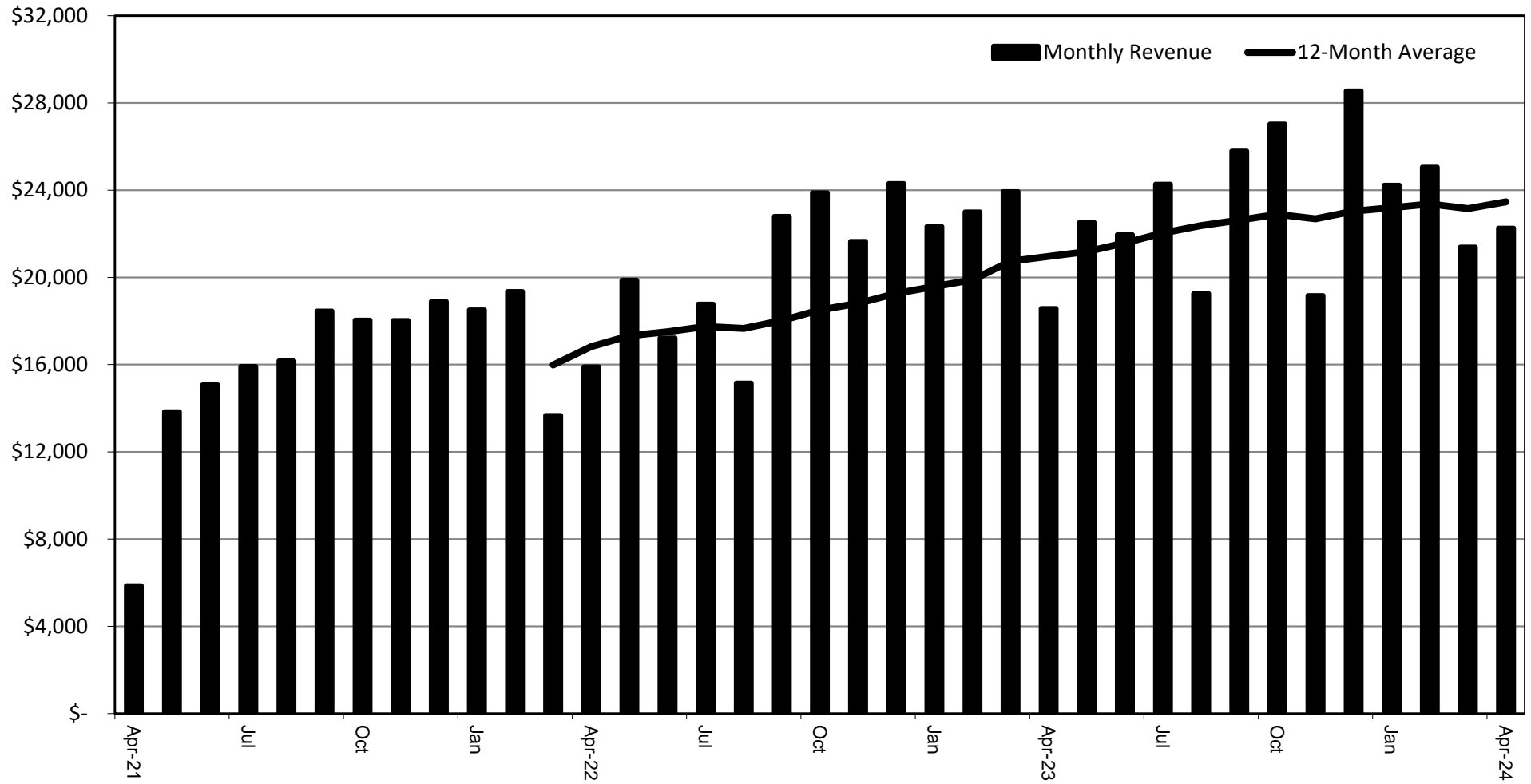
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

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



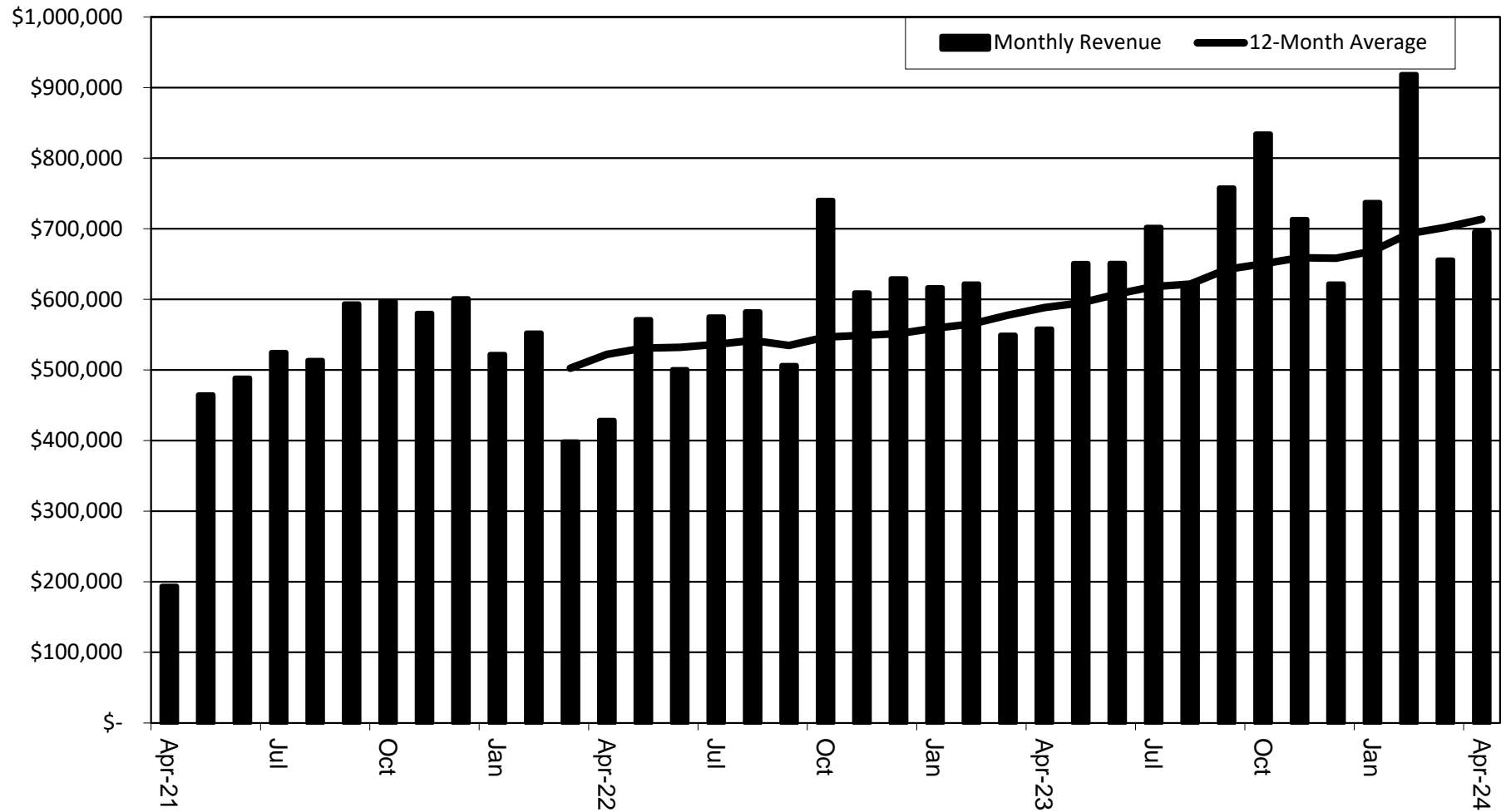
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

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.