ITEM 8-A
April 5, 2018
PRTC Regular Meeting

PRTC Executive Director's Time
Follow-Up from Prior Meetings

ITEM 8-B
April 5, 2018
PRTC Regular Meeting

PRTC Executive Director's Time

Executive Director's Report

- Response to Mobility on Demand On-Ramp Project Request for Proposals (RFP)
- Article – Summary: "Free bus passes for workers: Columbus's big idea to relieve a congested downtown"
- Strategic Plan Update – [Hand out at the meeting]

PRTC
Potomac and Rappahannock Transportation Commission

14700 Potomac Mills Road
Woodbridge, VA 22192

April 5, 2018

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Chuck Steigerwald
Director of Strategic Planning

THROUGH: Robert A. Schneider, PhD
Executive Director

RE: PRTC Response to Mobility on Demand On-Ramp Project Request for Proposals

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In early February, the Shared Use Mobility Center (SUMC), in partnership with the Federal Transit Administration (FTA), issued a Request for Proposals (RFP) under the banner of the Mobility on Demand On-Ramp. The On-Ramp program is designed to provide an opportunity for those with promising ideas in on-demand mobility to receive expert technical assistance to develop their ideas into business plans through a process involving community engagement, peer mentoring, research, and other supportive activities. The main intended outcome of this program is to cultivate a particular mobility on demand idea from a concept into an implementable business plan that meets a clearly identified mobility need, has received input from community stakeholders, and can be supported by the participant agency. The program is not intended for projects that have moved much beyond the conceptual stage, but would assist in moving projects from idea to implementation.

This technical assistance will support selected projects to:

- Conduct workshops in their communities to determine local mobility needs and parameters of possible projects.
- Participate in a national community of practice with peer agencies and related experts as well as in-person workshops.
- Utilize research and analysis support from SUMC and related experts.
- Collaborate one-on-one with peers and other resources to meet challenges.
- Develop a feasible mobility on demand business plan.

In keeping with the spirit and intentions of PRTC's Strategic Plan recommendations and to leverage opportunities to move forward on the recommendations management developed and submitted a response to the RFP. PRTC has proposed developing an on-line travel information, trip booking, and payment application that would support the Wheels-to-Wellness program. These types of applications are broadly defined as Mobility as a Service, or MaaS. The idea of developing a MaaS application to support Wheels-to-Wellness grew out of PRTC's ongoing Mobility on Demand Feasibility Study. The concept has been informed by discussions with a number of service providers that took place as part of the study effort as well as staff's attention to a growing interest around the country in MaaS applications.

Put simply, a Mobility as a Service application serves as a one-stop shop for travel information. It displays a range of potential travel options for any trip the user intends to take. The application could also allow for trip scheduling and payment based on the user's selections. To date, the MaaS concept has mainly been implemented in Europe and adoption in the U.S. has been limited. By developing the concept to target a specific program and populations, PRTC hopes to lay the foundation for an application that could expand to serve the general population and potentially include services throughout the region.

In applying the MaaS concept to the Wheels-to-Wellness program, PRTC would seek to accomplish the following:

- Encourage the use of existing transit by displaying potential transit trips as a travel option alongside other modes.
- Increase the number of potential travel options through the inclusion of volunteer transportation networks, Transportation Networking Companies, and medical transportation providers.
- Improve access to information and services by putting travel information and trip scheduling in the hands of users, healthcare providers, human services agencies as well as Wheels-to-Wellness staff.
- Open the program to potential new sources of funding for innovative projects.

The Mobility on Demand On-Ramp program would provide PRTC with a unique opportunity to develop and implement this application. The assistance SUMC would provide towards building partnerships, application design, and development of a business plan would be invaluable. It should be noted that funding for project implementation does not exist within the On-Ramp program, but sources of funding would be identified as part of the business plan development.

Staff would be happy to answer any questions.

Summary: "Free bus passes for workers: Columbus's big idea to relieve a congested downtown"

Original Article by Daniel McGraw in The Guardian. Appeared October 2017

Residents and Business Owners in Old Town Manassas can understand issues caused by limited parking spaces in a downtown area. In 2015, the City of Manassas changed parking regulations to limit most parking north of the railroad tracks, to two hours. By 2017, the effect of the parking limitations were taking a toll on the bottom lines of downtown business owners. Customers wanting to park on the streets in Old Town Manassas were not returning to eat or shop in the downtown area. Employees of local businesses in downtown were parking on the streets, taking up visitor parking. Perhaps that could change with better transit options into Old Town Manassas, allowing customers to return more frequently.

Daniel McGraw's October 2017 article in The Guardian states that the City of Columbus has similar issues with parking pressures in the city's center forcing businesses further out. The question for downtown businesses is how to get people out of cars and on to public transit. The freeways into the city are packed at rush hour, and the downtown business district faces a car parking crunch, with few and expensive spaces for the 45,000 workers. Commuting to downtown Columbus became financially stressful, and they needed a solution that would be quick and simple.

McGraw states a private group working to improve downtown Columbus convinced its members (500 business and property owners) to pay for free mass transit passes for their employees. Under the arrangement, the members will be charged an annual rate of three cents per square foot of space they occupy in downtown. The fees will go to the Central Ohio Transit Authority for their worker's passes. The passes can be used on any day and on any journey – not just the commute. The program is limited to people who work downtown, turning a financial burden into an incentive.

One way the private working group sold the idea was pointing to a successful transit program at Ohio State, located just outside the Columbus downtown area. The school charges its 60,000 students a small fee for access to campus buses. They found that more people use mass transit if you make it simple and available. The private working group hopes that free worker pass will triple the participation rate on public transit to 20% in the years to come.

McGraw mentions other cities and the discounted passes they offer:

- Atlanta offers a 20% discount in monthly transit passes to downtown companies
- Seattle has an individual employer-based discount, with the business and employee often splitting the cost
- Boulder, CO has a program called EcoPass for neighborhood groups or employers buying passes for their residents or workers
- Salt Lake City has experimented with subsidies, often tied to increases in parking rates

So what? Do Free Employee Bus Passes entice people to get out of their cars?

In his October 2017 article, Daniel McGraw explores downtown workers free public transport passes, a program that can possibly change the mindset of Columbus's car centric city. What

McGraw is suggesting is that downtown Columbus doesn't really have a parking problem, it has a transit shortage. What makes the program in Columbus different from other mass transit funding in the US is the way it is applied. Columbus is the first major US city to give downtown workers free public transit passes, regardless of where they work, and whether they intend to use them.

Since the capacity for parking in a downtown area is limited and a deterrent to repeat business, can transit step in and lend a helping hand? By creating better transit options into downtown Manassas from Prince William County, free city employee bus passes can help keep downtown businesses successful.

1. **Savings for City Employees**

   McGraw cites that transportation costs are higher for consumers than entertainment, food, or healthcare costs. If you can cut a few thousand dollars off transportation, people can then use that money to go to movies or restaurants. They will see that spending a half-hour on a bus and looking at their phone while commuting to work will be a good thing to do. Free local travel with a city employee pass allows employees to stay within Manassas City and Prince William County to spend their extra savings from transportation costs.

2. **Higher retention rates with City Employees**

   A free city worker bus pass is forward thinking for any city in general. Most of the businesses downtown will tell you they are in a business where training and keeping quality employees is of the utmost importance. Many urban cities see that making the commute to downtown businesses easier and cheaper for employees is a key to the city's success. By moving the transit hub for western Prince William County services to downtown Manassas, you allow commuters to travel for free on a Metro Direct bus, opening up job opportunities for residents of neighboring counties/cities. A free city employee pass is a good way to keep good workers and businesses downtown.

3. **Far reaching benefits**

   Older and nearby neighborhoods to downtown Manassas could see an uptick in house prices, with selling points as their 15-minute and free bus ride to work. Houses in these areas would benefit from higher property values and become desirable for new residents, both young and old. The downtown entertainment and hospitality sectors could experience growth and be able to retain talented employees because of the non-existent costs of commuting.

CEO REPORT

MARCH 2018

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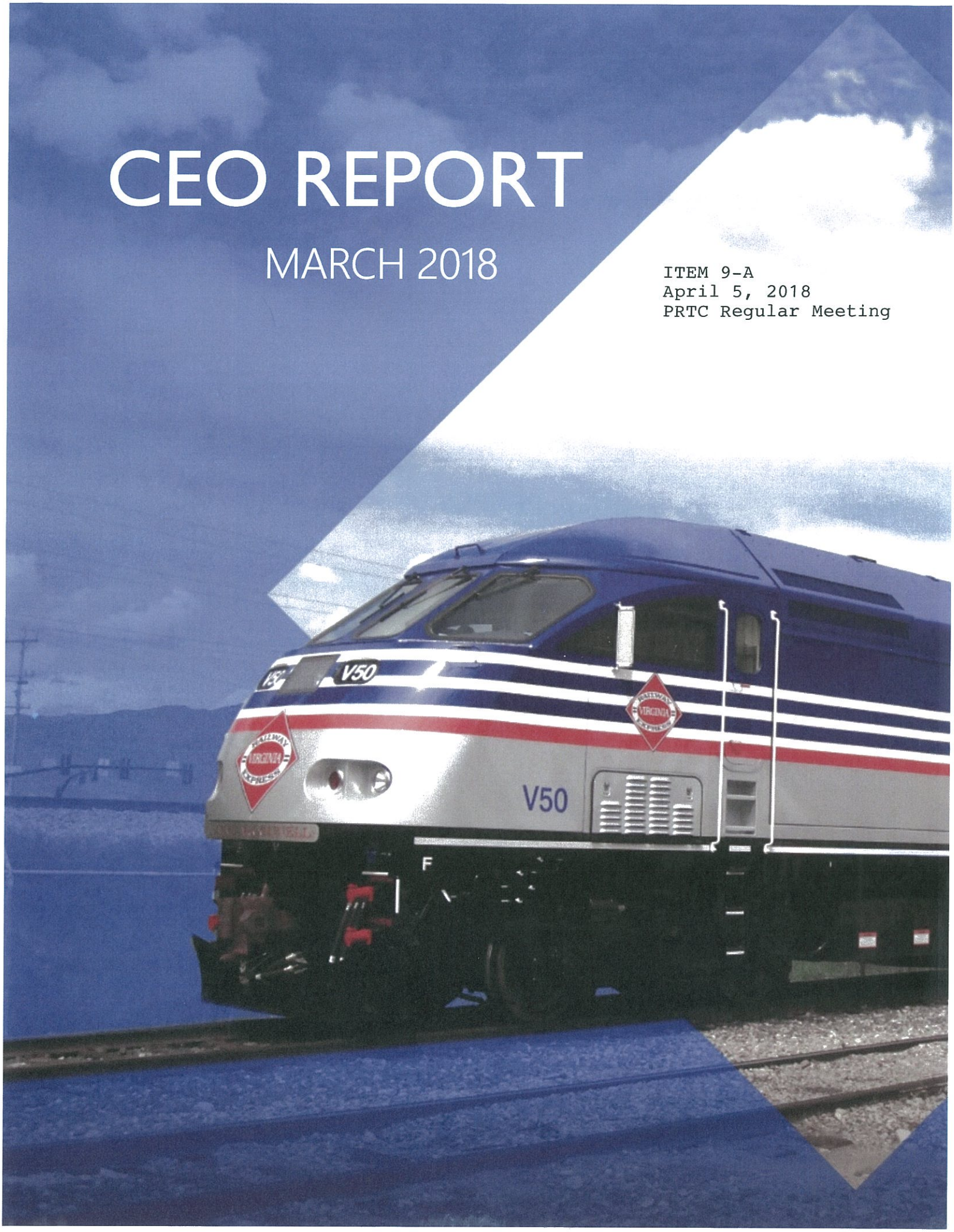

OUR MISSION

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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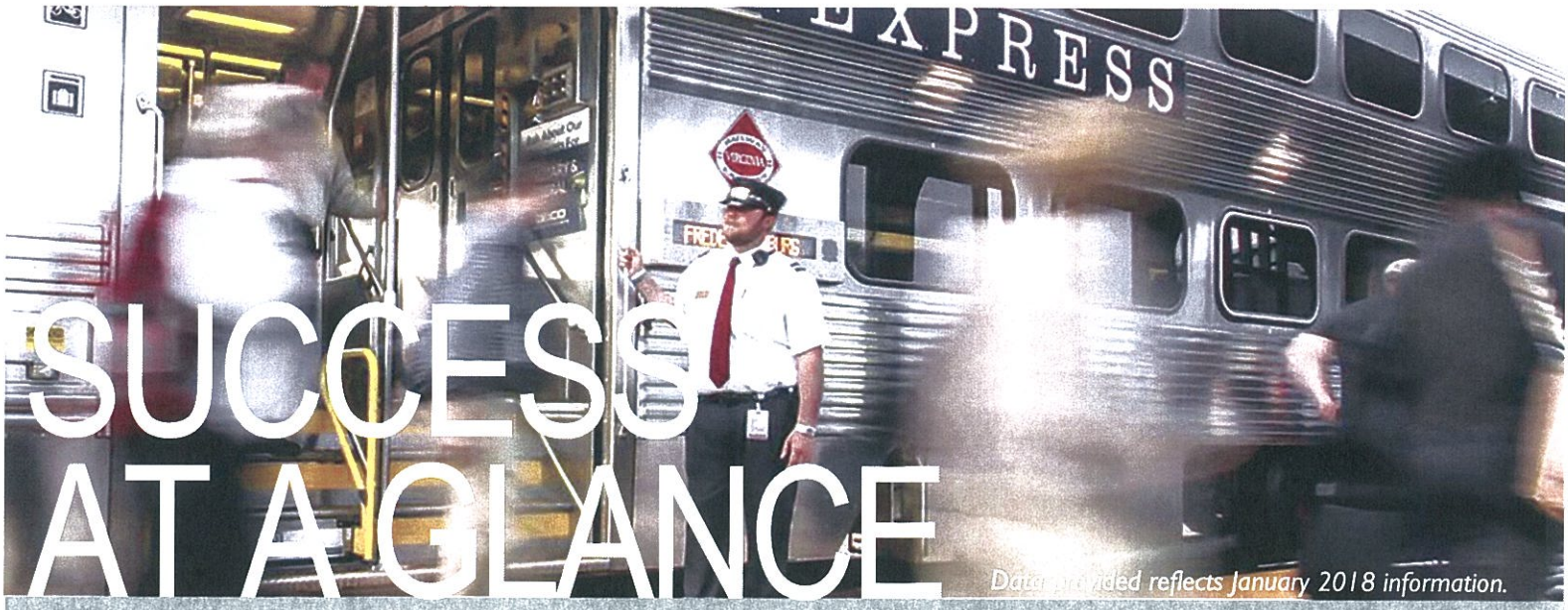
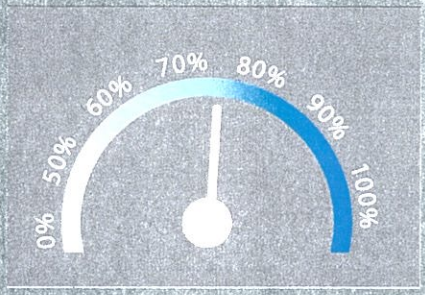


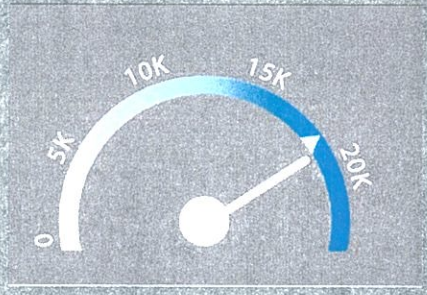
SUCCESS AT A GLANCE

Data provided reflects January 2018 information.



PARKING UTILIZATION

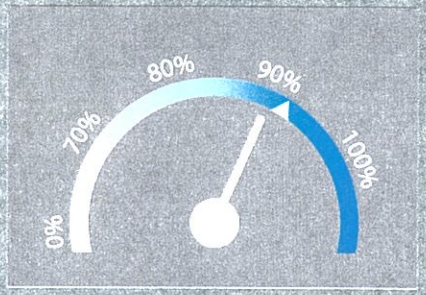
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



AVERAGE DAILY RIDERSHIP

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

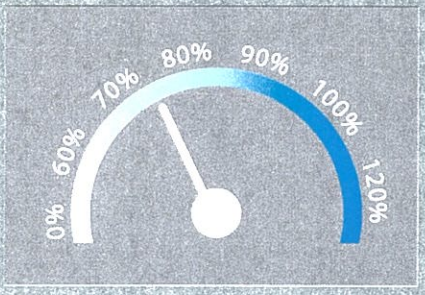
▲ Same month, previous year.



ON-TIME PERFORMANCE

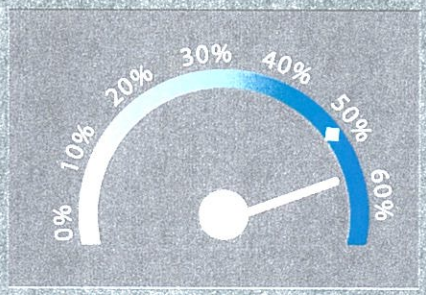
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ Same month, previous year.



SYSTEM CAPACITY

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



OPERATING RATIO

The monthly operating revenues divided by the monthly operating expenses, which depicts the percent of operating costs paid by the riders.

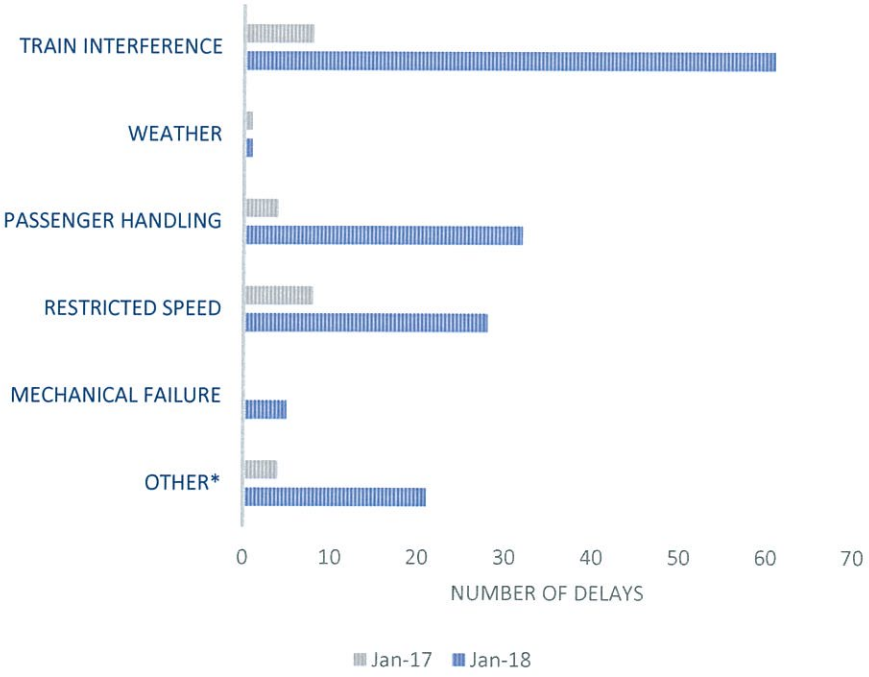
◆ Board-established goal.

ON-TIME PERFORMANCE

OUR RECORD

	January 2018	December 2017	January 2017
Manassas Line	90%	93%	94%
Fredericksburg Line	90%	90%	93%
System Wide	90%	92%	94%

REASONS FOR DELAYS



VRE operated 672 trains in January.

Our on-time rate for January was 90%.

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

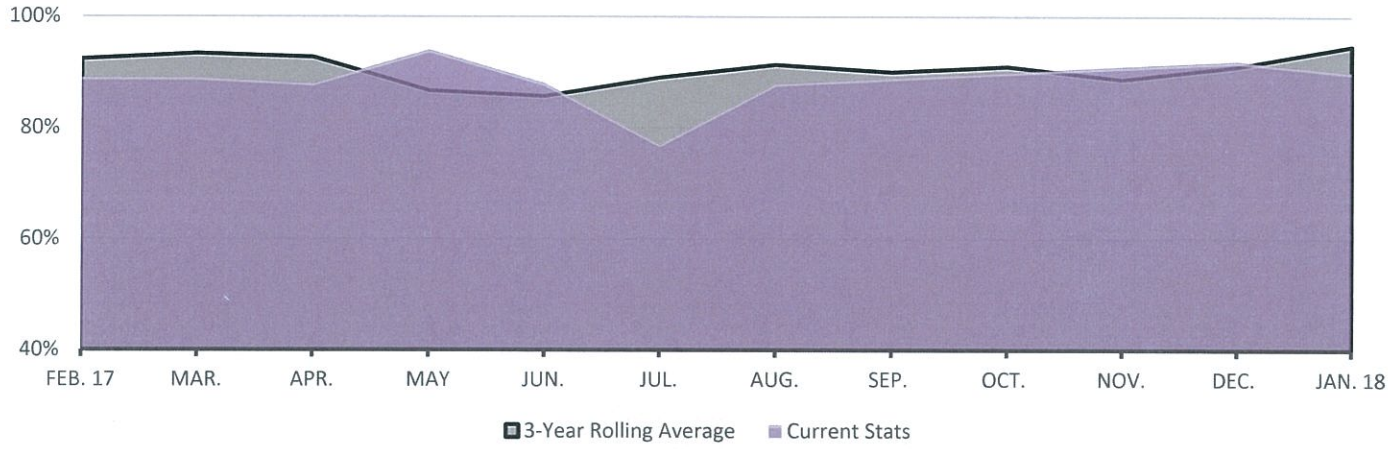
*Includes those trains that were delayed due to late turns, weather, signal/switch failures and maintenance of way.

LATE TRAINS

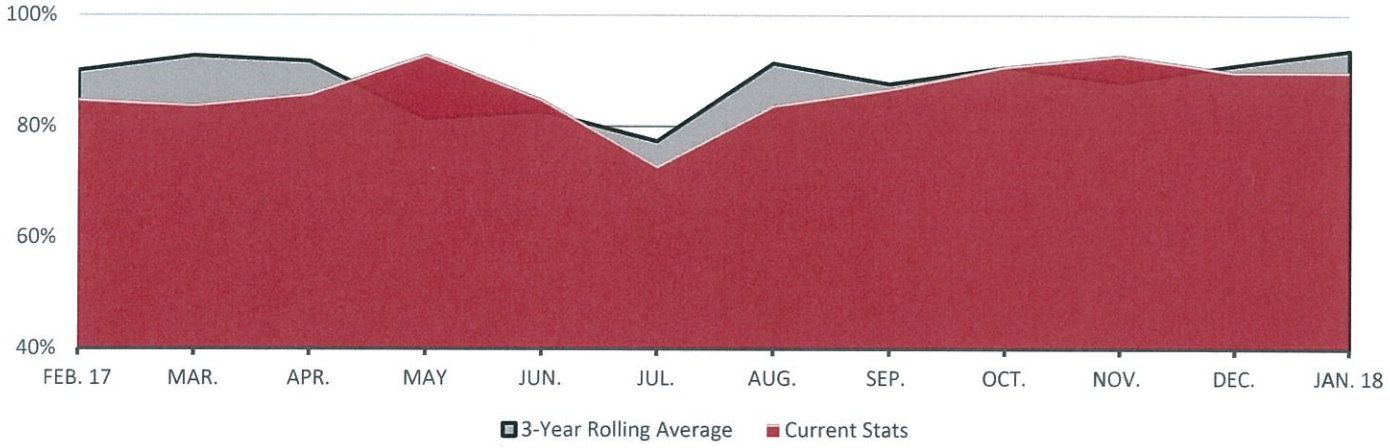
	System Wide			Fredericksburg Line			Manassas Line		
	Nov.	Dec.	Jan.	Nov.	Dec.	Jan.	Nov.	Dec.	Jan.
Total late trains	56	49	36	21	29	23	35	20	13
Average minutes late	21	22	25	21	24	14	21	21	35
Number over 30 minutes	12	8	6	5	4	2	7	4	4
Heat restriction days / total days	0/20	0/20	0/21						

ON-TIME PERFORMANCE

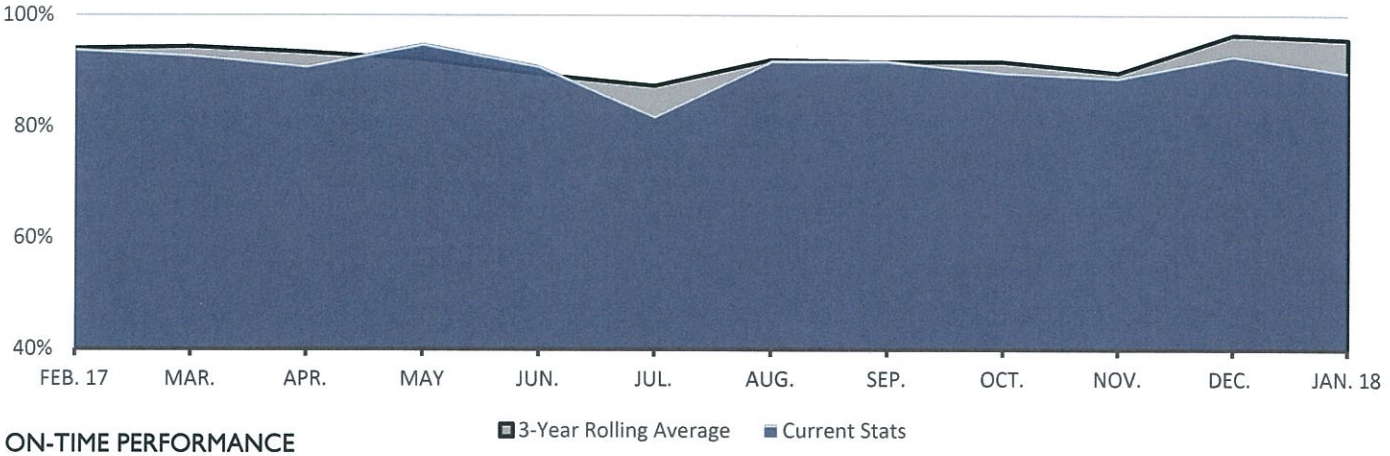
VRE SYSTEM



FREDERICKSBURG LINE

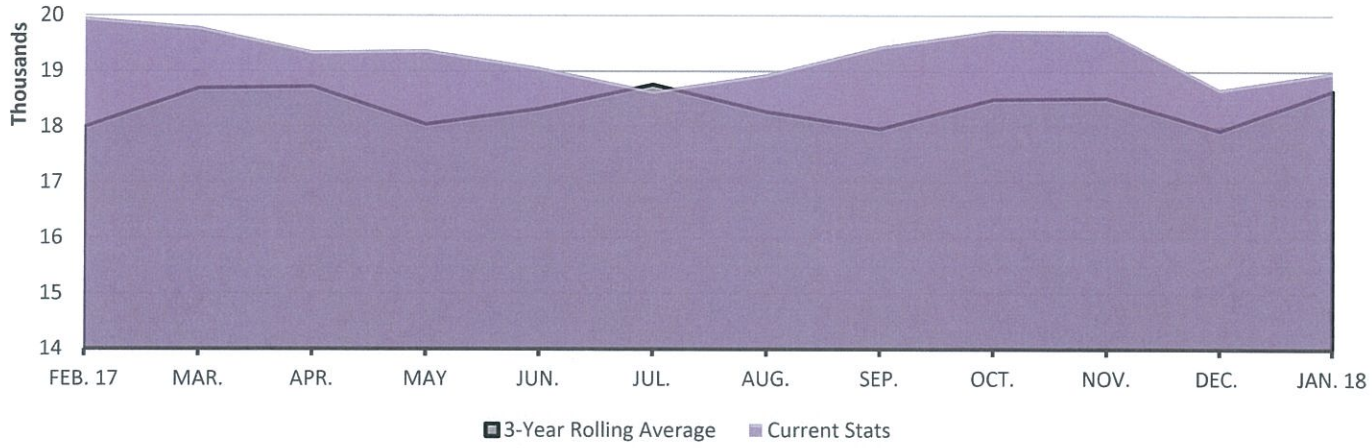


MANASSAS LINE

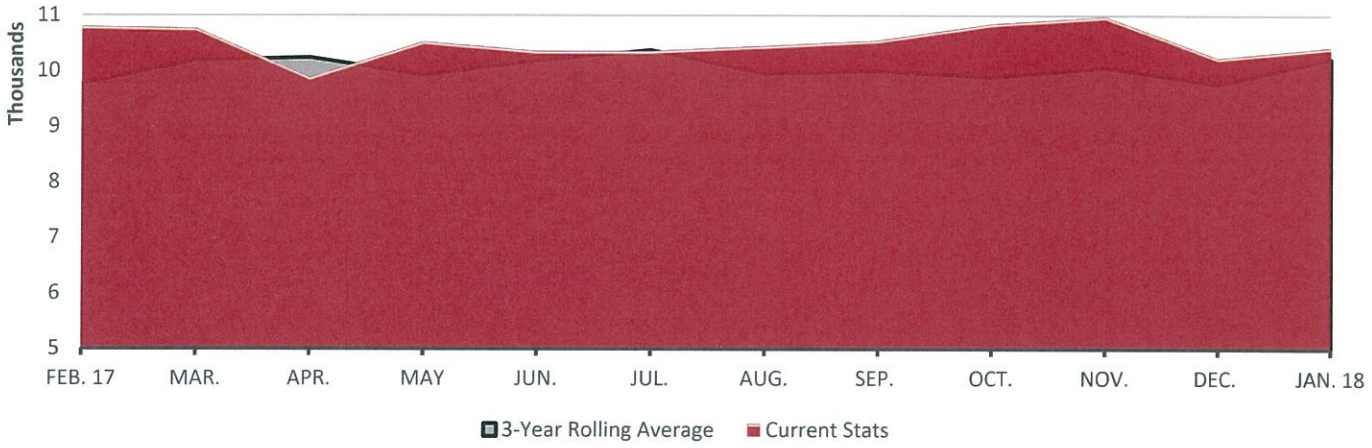


AVERAGE DAILY RIDERSHIP

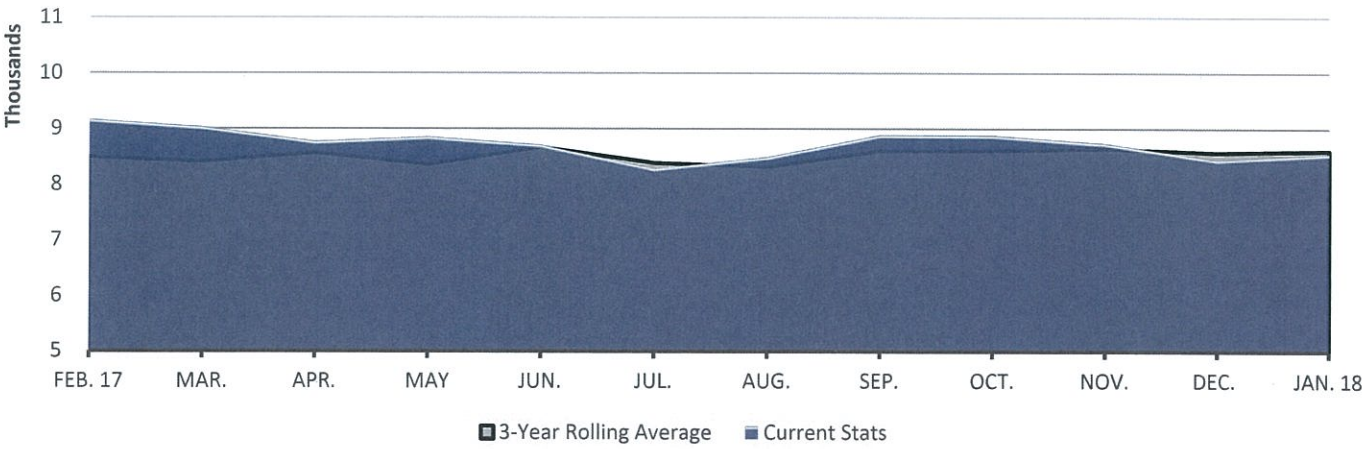
VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



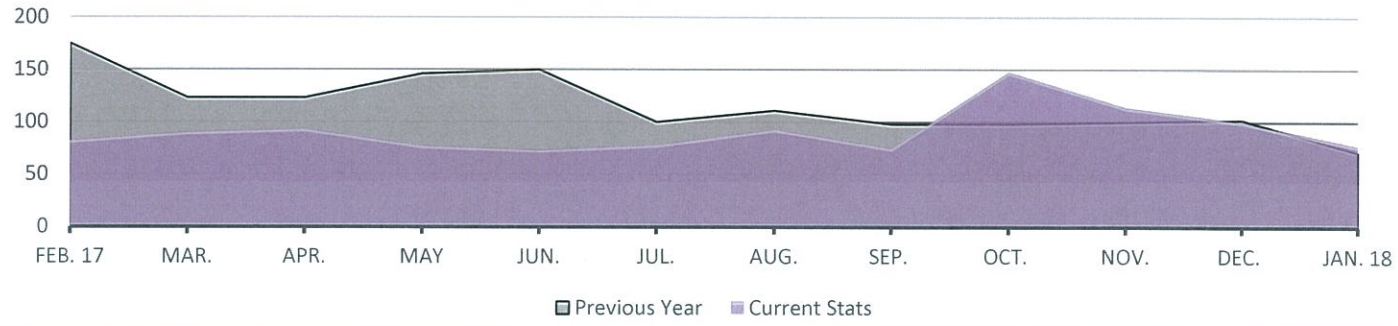
RIDERSHIP UPDATES

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

	January 2018	December 2017	January 2017
Monthly Ridership	398,785	333,071	378,511
Average Daily Ridership	18,990	18,689	19,922
Full Service Days	21	16	19
"S" Service Days	0	4	0

SUMMONSES ISSUED

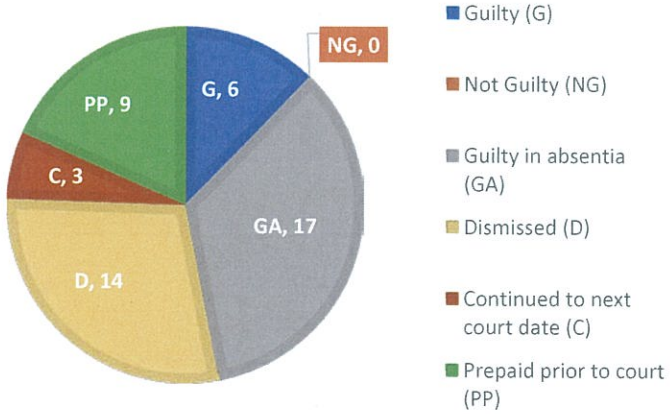
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

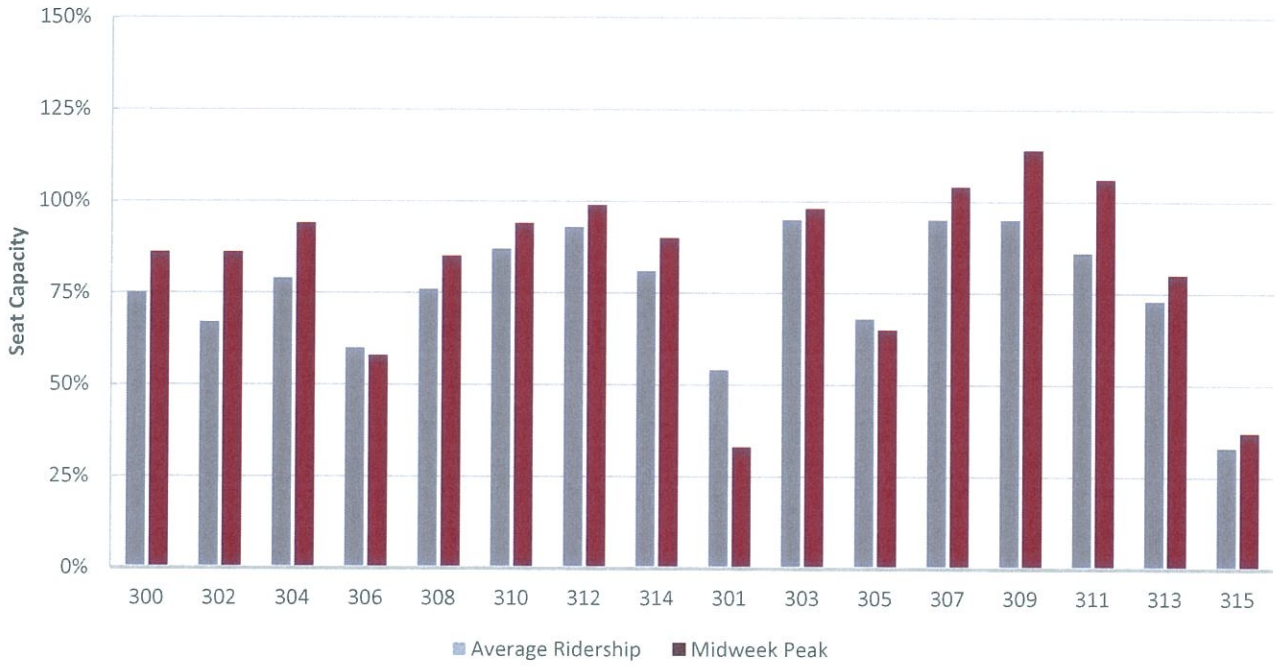
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	33
One-time courtesy	11
Per the request of the conductor	4
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient information	3
Lost and found ticket	0
Other	2
Total Waived	53

MONTHLY SUMMONSES COURT ACTION

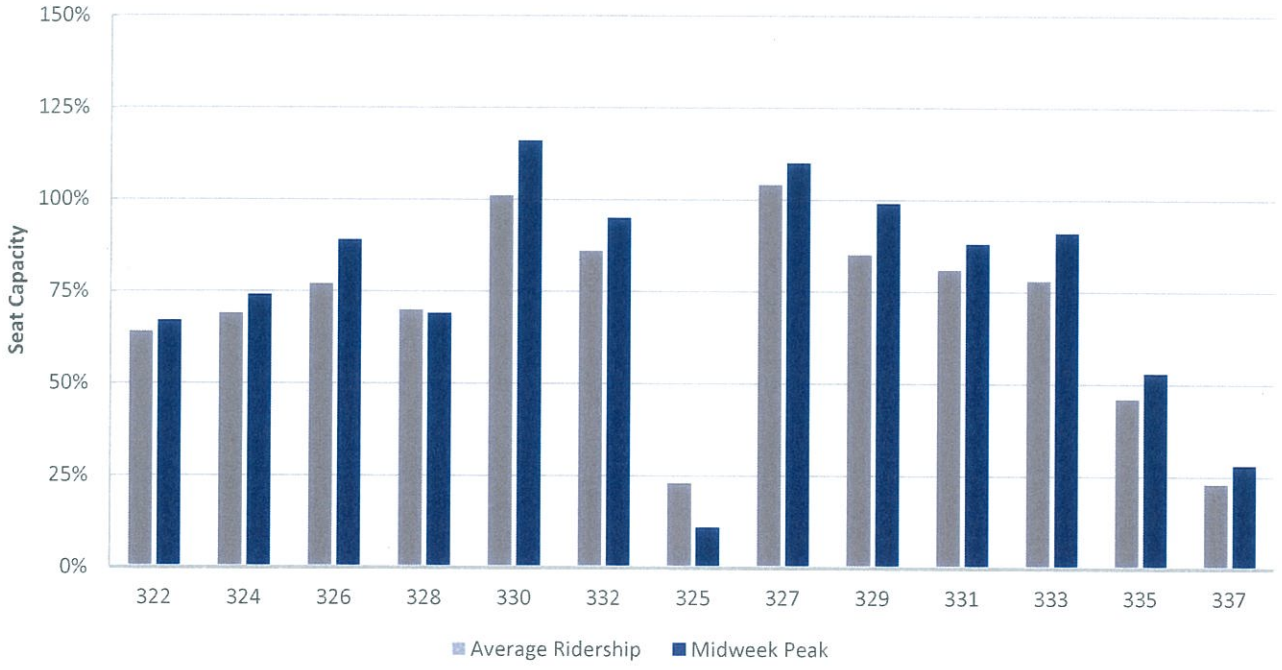


TRAIN UTILIZATION

FREDERICKSBURG LINE

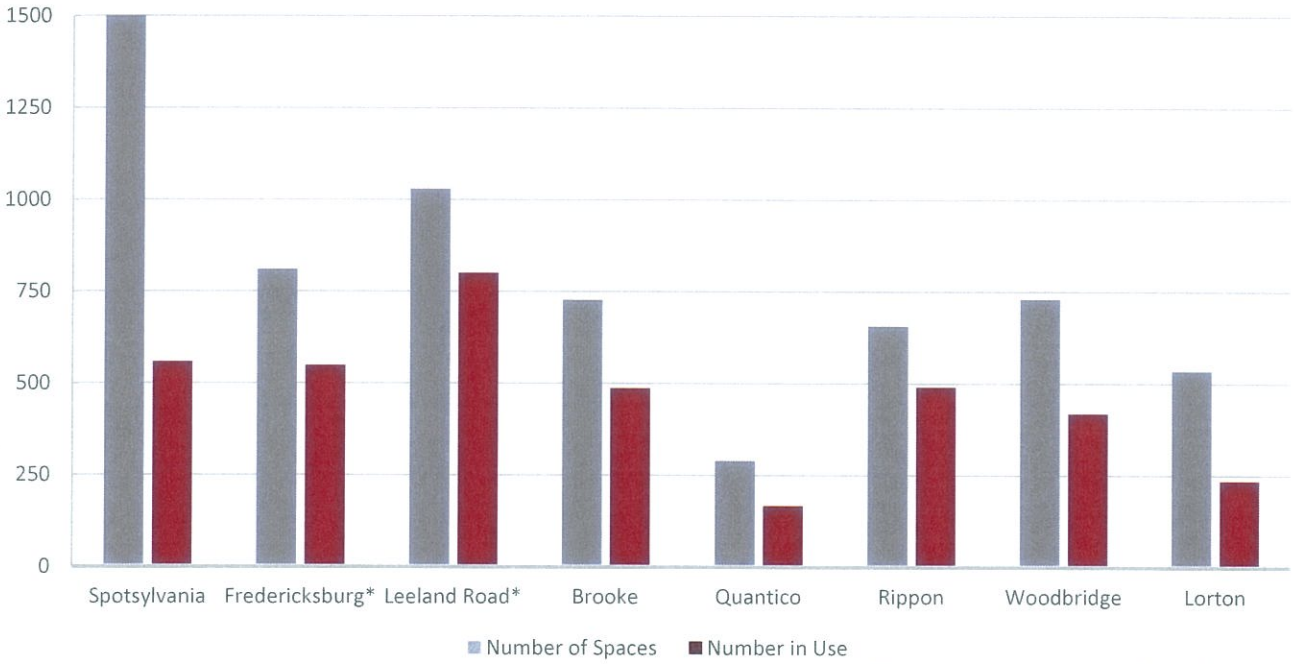


MANASSAS LINE



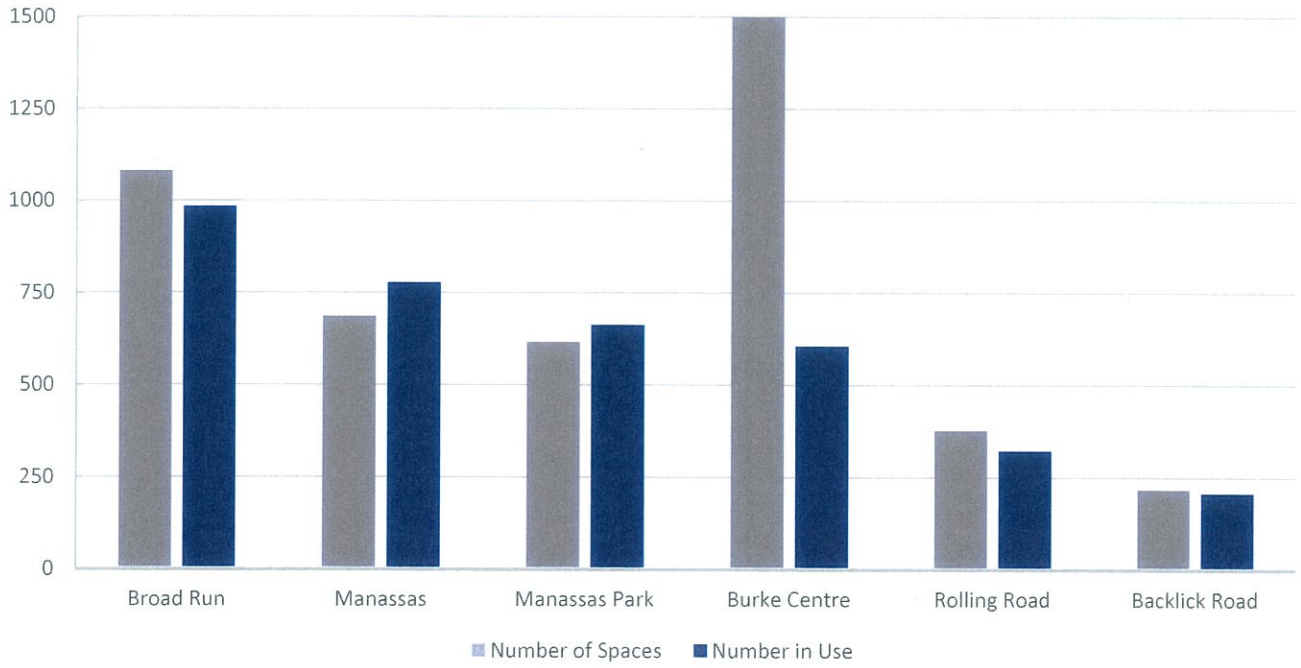
PARKING UTILIZATION

FREDERICKSBURG LINE



*Denotes stations with overflow parking available that is now being included in final counts

MANASSAS LINE



FINANCIAL REPORT

Fare revenue through the first seven months of FY 2018 is $1.25 million above budget (a favorable variance of 5.3%) and is up 0.7% compared to the same period in FY 2017.

The operating ratio through January is 57%. VRE's budgeted operating ratio for the full twelve months of FY 2018 is 50%.

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

FY 2018 Operating Budget Report
Month Ended January 31, 2018

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD $ VARIANCE	YTD % VARIANCE	TOTAL FY18 BUDGET
Operating Revenue							
Passenger Ticket Revenue	3,593,135	3,718,011	24,726,894	23,481,329	1,245,565	5.3%	40,485,050
Other Operating Revenue	44,443	18,900	167,324	130,500	36,824	28.2%	225,000
Subtotal Operating Revenue	3,637,578	3,736,911	24,894,218	23,611,829	1,282,389	5.4%	40,710,050
Jurisdictional Subsidy (1)	8,451,980	8,451,980	17,250,240	17,250,240	-	0.0%	12,875,140
Federal/State/Other Jurisdictional Subsidy	2,528,160	2,508,398	17,977,739	18,053,059	(75,320)	-0.4%	30,731,253
Appropriation from Reserve/Other Income	-	-	-	-	-	0.0%	955,000
Interest Income	43,041	6,300	323,707	43,500	280,207	644.2%	75,000
Total Operating Revenue	14,660,759	14,703,588	60,445,904	58,958,628	1,487,276	2.5%	85,346,443
Operating Expenses							
Departmental Operating Expenses	5,840,760	6,645,834	44,022,691	46,078,875	2,056,184	4.5%	78,595,573
Debt Service	559,586	559,573	3,918,419	3,917,008	(1,411)	0.0%	6,714,870
Other Non-Departmental Expenses	-	-	-	-	-	0.0%	36,000
Total Operating Expenses	6,400,346	7,205,406	47,941,110	49,995,883	2,054,773	4.1%	85,346,443
Net income (loss) from Operations	8,260,413	7,498,182	12,504,795	8,962,746	3,542,049	0.0%	-
Operating Ratio			**57%**	**51%**		***Goal***	***50%***

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

FACILITIES UPDATE

The following is a status update of VRE facilities projects:

Completed projects:

1. Restoration of utility power due to wind storm and implementation of temporary lighting at Franconia-Springfield, Brooke, Rolling Road and Broad Run Stations and Broad Run Yard

2. Installation of improved LED lighting at Spotsylvania Station waiting room

3. Upgrades to electrical power supply for new communication cabinet at Rolling Road Station

4. Replacement of aging HVAC units throughout VRE system

5. Replacement of broken windscreen glass at Rippon Station

Temporary Lighting at Franconia-Springfield Station During Utility Power Outage

Projects scheduled to be completed this quarter:

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

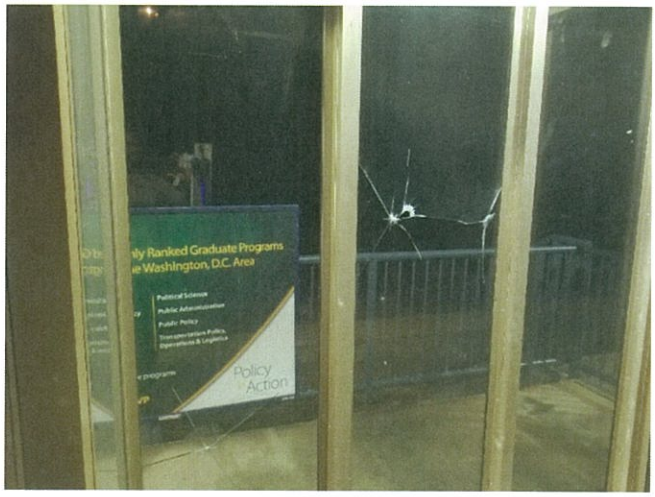
2. Replacement of ADA parking signage at Brooke and Leeland Road Stations

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

4. Repairs to platform concrete at Manassas Station

5. Replacement of light poles and fixtures at Manassas Station

6. Installation of monitoring wells on two outfall drainage pipes at Broad Run Yard to allow for accurate discharge sampling for VPDES General Permit compliance



Rippon Station broken windscreen glass, replaced next day

Projects scheduled to be initiated this quarter:

1. Design of platform widening at L'Enfant Station
2. Replacement of signage at Franconia-Springfield and Fredericksburg Stations
3. Painting of Franconia-Springfield Station
4. Continuation of painting of Woodbridge Station
5. Replacement of light poles and fixtures at Fredericksburg Station
6. Replacement of parking lot signage at Broad Run Station
7. Repairs to pavement and striping at Franconia-Springfield, Rippon, Quantico and Leeland Road Stations, parking lot G in Fredericksburg and Crossroads and Broad Run yards
8. Renovations to Alexandria Headquarters (Suite 201, office space adjacent to Suite 202, to be leased)
9. Replacement of tactile warning strips at various stations
10. Replacement of waste and recycling receptacles throughout VRE system

Ongoing projects:

1. Development of specifications for modernization of Woodbridge Station east elevator
2. Development of design of platform concrete rehabilitation and other station improvements at Fredericksburg Station (to be managed by Office of Development)
3. Development of IFB for Canopy Roof Replacement at the Backlick and Rolling Road Stations

UPCOMING PROCUREMENTS

Scope of Work Pending:

- Replacement of Tactile Warning Strips at Station Platforms
- Purchase of Passenger Elevators
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for the Lifecycle Overhaul and Upgrade Facility
- Program Management Services
- Graphic Design Services
- Canopy Roof Replacement at the Backlick and Rolling Road Stations
- Passenger Railcar Truck Overhaul Services
- Modernization of VRE Woodbridge Station East Elevator
- Repair and Overhaul of Passenger Car HVAC Assemblies
- Repair and Overhaul of Passenger Car Wheelchair Lift Assemblies
- Seat Bottoms for Passenger Cars
- Gallery Car Door Control Switches
- Automated Electric Motor Parking Brake Systems

CAPITAL PROJECTS UPDATES

AS OF FEBRUARY 2, 2018

Broad Run Expansion Study (BRX)

- Participated in Project Management Team (PMT) meetings on January 16th and January 31st
- Participated in Public Outreach meeting on January 18th
- Reviewed BRX project requirements with AECOM
- Participated in BRX environmental workshop on January 24th
- Reviewed schematic design with internally with the operations and mechanical departments
- Briefed Prince William County Transportation, Planning, and Environmental Services departmental staffs on the status of Preliminary Engineering/National Environmental Policy Act (NEPA) for Broad Run Expansion on January 26th
- Participated in meeting between Norfolk Southern (NS) and VRE on January 30th
- Requested information from Prince William County about the Bristow Battlefield and Browne's Battery and contacts
- Contacted Prince William County's Record Center to inquire about a conservation easement near the Broad Run Station
- Received information about Northern Virginia Electric Cooperative (NOVEC) that provides power to Manassas Park Station and forwarded to VHB
- Reviewed January 3rd PMT meeting notes and provided comments to AECOM and VRE Manager of Project Development
- Participated in January 16th PMT meeting
- Participated in meeting with VRE finance regarding assets for future tracking on January 16th
- Participated in phone call update with Continental Field Services, on January 16th regarding information on Early Acquisition (property) regulations for VRE review
- Participated in meeting on January 18th on project public outreach

Midday Storage Replacement Facility

- Attended Advisory Neighborhood Commissions (ANC) meeting on January 9th to hear District Department of Transportation's (DDOT) presentation on streetcar maintenance and storage location analysis as they relate to New York Yard
- Reviewed Environmental Site Assessment (ESA) for Conrail easement and provided comments to VHB
- Provided Potomac and Rappahannock Transportation Commission (PRTC) with Categorical Exclusion (CE) and attachments to send to Federal Transit Administration (FTA)
- CE was submitted to FTA on January 15th and receipt of all materials was confirmed by FTA on January 16th
- Provided comments on Central Armature development plans to Amtrak
- Received and reviewed Project Management Plan (PMP)
- Project agreement review and discussion continuing
- Completed review of e-mail blast material and update to website
- Amtrak provided comments on February 1st to the on survey-only agreement

- Organized and participated in Conrail appraisal SOW review with contractor on Feb 1st; no issues and work has begun

Rolling Road Platform Extension

- Received design comments from NS. Project consultant (Dewberry) is addressing and will provide 90 percent submission for VRE review
- Received comments from Fairfax County; Dewberry to coordinate response with Fairfax County
- Edited Task Order (TO) for Construction Management (CM) activities

Crossroads Real Estate Acquisition

- Submitted appraisal and review appraisal to VRE Legal
- With concurrence from Legal, appraisal and review appraisal were submitted to FTA on January 26th

Long Bridge Expansion Study

- Drafted response to alternatives to be considered in Draft Environmental Impact Statement (DEIS)
- Provided comments on December 8th PMT meeting notes; asked for clarification on treatment of bike/pedestrian facility
- Draft Memorandum of Agreement (MOA) with Federal Railroad Administration (FRA) comments received and forwarded for VRE Legal review
- Responded to issues raised by DDOT and FRA in email received January 19th
- Briefed VRE Chief Executive Officer on status and key issues on January 24th
- Participated in PMT meeting on January 31st

Southeast High Speed Rail Corridor (DC2RVA) Coordination

- VRE provided comments to Department of Rail and Public Transportation (DRPT) and FRA regarding draft environmental impact study document
- Participated in bi-weekly PMT call on January 23th

Lorton Platform Extension

- Final Contract Amendments Processed and executed
- Passed Final Building Inspection
- Final Contract Closeout and Final Invoice anticipated end of February/beginning of March

Quantico Station Improvements

- 60 percent design for station and 90 percent design for site, civil, drainage, track, and retaining wall in vicinity of station released to stakeholders for review and comment
- DRPT Task Order for STV to be able to complete 60-to-90 percent design was executed
- Utility location and potential conflicts coordinated on site through CSXT
- Project progress meeting held at Fredericksburg Office January 25th
- Progress Meeting held at Quantico Station on February 1st
- Met with Marine Corps Base Quantico staff regarding utility locations, coordination with ongoing work at building 1001, Retaining Wall 13 options, and potential impacts to scope and schedule on February 1st

Retaining Wall 13 location on Marine Corps Base Quantico,
looking southward toward Potomac Avenue and Quantico Station

Franconia-Springfield Station Improvements

- 30 percent plan revisions are pending final emergency egress and American with Disabilities Act (ADA) access decisions as well as design review comments by CSXT engineering and operations staff
- Received fully executed CSXT Design Review and Flagging Agreement on January 8th
- Completed initial draft for VRE website project updates for the Communications group
- Participated in the monthly DC2RVA coordination meeting with DRPT on January 23rd

Lorton Station Improvements (Second Platform)

- 30 percent plan revisions are pending final emergency egress and ADA access decisions as well as design review comments by CSXT engineering and operations staff
- Received fully executed CSXT Design Review and Flagging Agreement on January 8th
- Completed initial draft for VRE website project updates for the Communications group
- Participated in the monthly DC2RVA coordination meeting with DRPT on January 23rd

- Provided project updates to the CIP Progress Report for the February monthly meeting

Rippon Station Improvements

- Continued development of 30 percent plans and cost estimate
- Completed initial draft for VRE website project updates for the Communications group
- Participated in the monthly DC2RVA coordination meeting with DRPT on January 23rd

Leeland Road Station Improvements

- Continued development of 30 percent plans and cost estimate
- Completed initial draft for VRE website project updates for the Communications group
- Participated in the monthly DC2RVA coordination meeting with DRPT on January 23rd

Brooke Station Improvements

- Continued development of 30 percent plans and cost estimate
- Continued developing the cost tool estimate for Option 7 based on GEC phasing plan
- Completed initial draft for VRE website project updates for the Communications group
- Participated in the monthly DC2RVA coordination meeting with DRPT on January 23rd
- Requested plan revisions and updates from GEC in response to internal meetings

Alexandria Pedestrian Tunnel Project

- Reviewed meeting notes compiled by Gannet Fleming (GF) for kick-off meeting for study of fourth track, bridges and pedestrian tunnel as a solution to building the pedestrian tunnel with project consultant (Gannett Fleming)
- Participated in a conference call with Gannett Fleming regarding the vertical clearances at the King Street CSXT bridges
- Participated in work session in Gannett Fleming's Baltimore office on January 12th and a conference call with the consultant team on January 19th for analysis of fourth track, bridges and pedestrian tunnel solutions
- Met with City of Alexandria staff on January 19th for a project briefing
- Contacted Virginia Department of Transportation (VDOT) regarding potential changes to the platform in front of the historic station

Crossroads Lifecycle Overhaul & Upgrade Facility (LOU)

- Responded to AECOM on behalf of Maryland Railroad Commuter Service (MARC) regarding the Wheel Truing Machine which MARC is investigating purchasing
- Coordinated with MARC on January 10th and sent the 100 percent design cost estimate for their use
- Forwarded specifications for skylight protection from Kensington Consulting to STV to be incorporated into design of LOU building
- Provided PRTC/Northern Virginia Transportation Commission (NVTC) information to STV for outstanding permit and Best Management Practices Facility Agreement form
- Reviewed details developed by STV for grading study on west side of project

L'Enfant (North) Storage Track Wayside Power

- CSXT has completed acceptance testing

Slaters Lane/Alexandria Track 1 Access

- Confirmed construction agreement executed by VRE and sent notice to CSXT

Manassas Park Station Parking Expansion

- Participated in meeting with VHB Team on January 9th to review cost assumptions and estimate work
- Discussed electrical cooperative power with VRE Chief Operating Officer on January 9th
- Participated in meeting with City of Manassas Park and design team on January 18th
- Forwarded spreadsheet of comments and responses to City of Manassas Park
- Invited VHB to submit scope of work for final design for project on January 18th

PROJECTS PROGRESS REPORT
As of February 2, 2018

PASSENGER FACILITIES

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

PHASE: CD - Conceptual Design PD - Preliminary Design EC - Environment Clearance RW - Right of Way Acquisition FD - Final Design CN - Construction

STATUS: ◆ Completed ● Underway ■ On Hold

⬟ part of the "Penta-Platform" program

[1]Total project cost estimate in adopted FY2018 CIP Budget

[2] Does not include minor (< $50,000) operating expenditures

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

ESTIMATED COSTS ($)					COMPLETION		STATUS
Total[1]	Funded	Unfunded	Authorized	Expended[2]	Percent	Date	
3,201,176	3,201,176	-	1,172,309	602,542	84%	1st QTR 2018	Project complete.
10,021,865	10,021,865	-	1,814,559	1,534,387	70%	3rd QTR 2020	60% design complete. Investgating alternative construction strategies.
7,000,000	7,000,000	-	467,500	90,749	30%	1st QTR 2018	Construction is anticipated to start as part of CSXT work program.
2,400,000	400,000	2,000,000	-	-	5%	3rd QTR 2020	Design work on East Platform only. West Platform elevation funded.
13,000,000	13,000,000	-	*	290,214	20%	2nd QTR 2020	Preliminary engineering is anticipated to be complete in 1st QTR 2018.
2,500,000	2,500,000	-	1,846,675	1,688,333	95%	4th QTR 2017	Project complete.
16,150,000	16,150,000	-	*	269,118	20%	2nd QTR 2020	Preliminary engineering is anticipated to be complete in 1st QTR 2018.
16,632,716	16,632,716	-	*	203,864	20%	4th QTR 2021	Preliminary engineering is anticipated to be completed by August 2018.
No costs for VRE. Private developer providing station.					10%	TBD	Design resumed after resolution of DRPT/CSXT/FRA track project issues.
9,500,000	9,500,000	574,706	-	-	30%	TBD	Final design up to 90% underway under DRPT management and funding
21,334,506	21,334,506	-	*	185,008	20%	4th QTR 2021	Preliminary engineering is anticipated to be completed by August 2018.
14,336,156	14,336,156	-	*	153,015	20%	4th QTR 2021	Preliminary engineering is anticipated to be completed by August 2018.
19,600,000	2,500,000	17,100,000	665,785	540,006	25%	2nd QTR 2018	30% design plans received and under review.
2,000,000	2,000,000	-	442,900	215,090	20%	3rd QTR 2020	60% design plans under review by NS.
21,160,000	400,000	20,760,000	278,767	265,743	10%	2nd QTR 2023	Developing more detailed concept design for selected location.

TRACK AND INFRASTRUCTURE

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

MAINTENANCE AND STORAGE FACILITIES

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

ROLLING STOCK

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

PLANNING, COMMUNICATIONS AND IT

Broad Run Expansion (was Gainesville-Haymarket Extension)	NEPA and PE for expanding commuter rail service capacity in Western Prince William County	◆	●	●	-	-	-
Mobile Ticketing	Implementation of a new mobile ticketing system.	◆	N/A	N/A	N/A	◆	●

PHASE: CD - Conceptual Design PD - Preliminary Design EC - Environment Clearance
RW - Right of Way Acquisition FD - Final Design CN - Construction
STATUS: ◆ Completed ● Underway ■ On Hold

[1] Total project cost estimate in adopted FY2018 CIP Budget

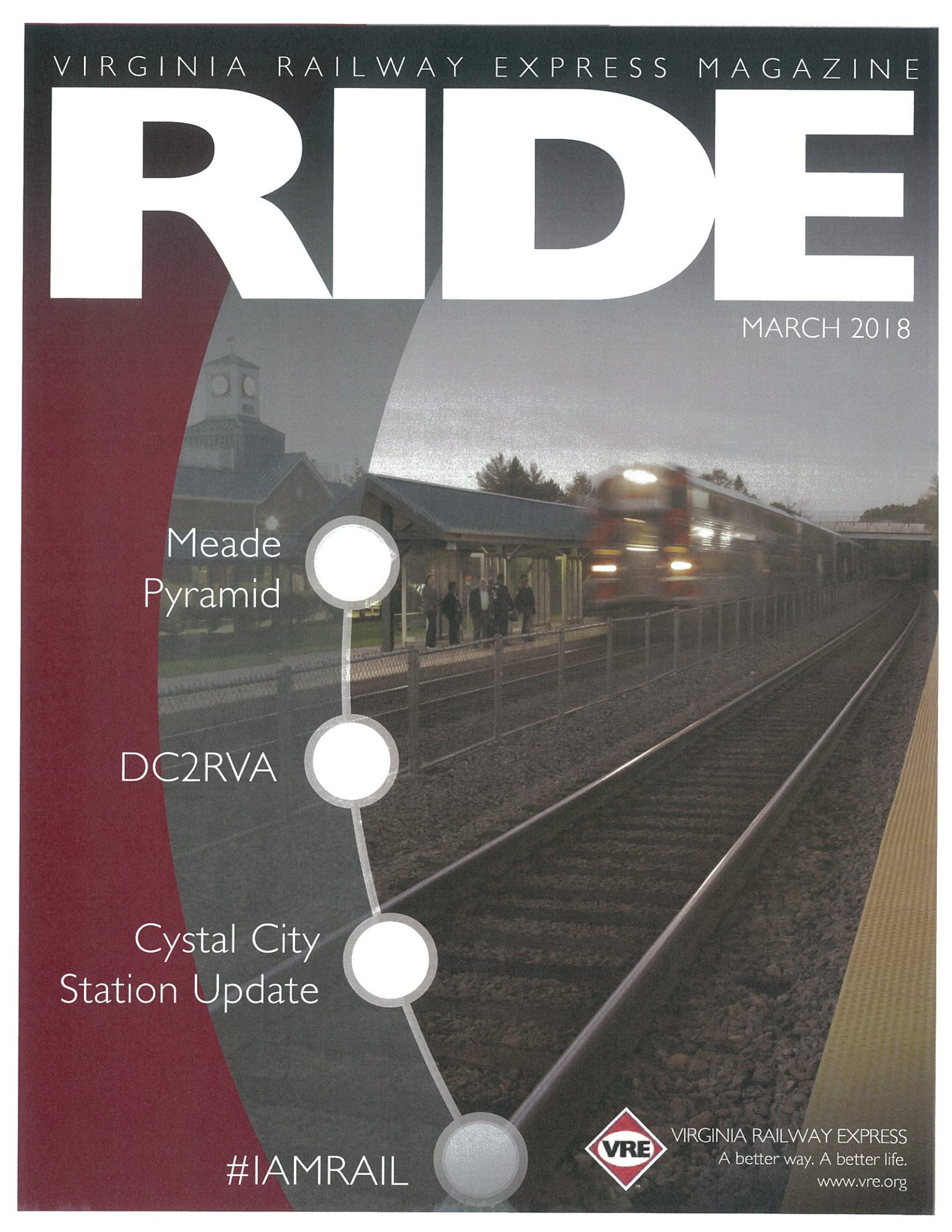
[2] Does not include minor (< $50,000) operating expenditures

ESTIMATED COSTS ($)					COMPLETION			STATUS
Total[1]	Funded	Unfunded	Authorized	Expended[2]	Percent	Date		
32,500,000	32,500,000	-	33,285,519	31,299,225	100%	4th QTR 2015	◆	Project complete. Close-out pending.
4,283,618	4,283,618	-	4,207,057	3,238,355	95%	2nd QTR 2017	●	Power construction 90% complete. Track and signals in service.
3,965,000	3,965,000	-	2,937,323	1,524,304	40%	3rd QTR 2017	●	Power design under review by CSXT & Pepco. Track and signals in service.
35,196,323	35,196,323	-	3,176,039	2,071,698	60%	TBD	■	Design 100% complete. On hold pending property acquisition.
2,950,000	2,950,000	-	2,950,000	108,139	75%	TBD	●	Property appraisal underway, follwed by review by FTA.
88,800,000	88,800,000	-	3,171,599	921,370	35%	4th QTR 2018	●	Progress delayed pending Amtrak approval of site access for survey.
75,264,693	75,264,693	-	69,457,809	36,994,353	95%	4th QTR 2020	◆	All cars received. Completion date reflects end of warranty period.
10,553,000	10,553,000	-	10,294,079	7,472,954	80%	4th QTR 2018	●	Onboard installations ongoing.
617,791,163	5,885,163	611,906,000	5,483,720	2,905,615	15%	3rd QTR 2022	●	Focus on capacity improvements on existing Broad Run complex.
3,510,307	3,510,307	-	3,510,627	1,950,757	55%	2nd QTR 2018	●	Integration with S&B system complete. Mobile now accounts for about 12% of monthly revenue and more than 25% of all tickets sold.

VIRGINIA RAILWAY EXPRESS MAGAZINE

RIDE

MARCH 2018



Meade Pyramid

DC2RVA

Cystal City Station Update

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JOIN US AT LORTON

On March 8th at 10am, special guests will join VRE at the Lorton station in commemorating the recent platform extension. The project marks the first in a series of platform extensions to enhance operational efficiencies. The Lorton platform extension, as with other capital projects in VRE's six year plan, represents VRE's commitment to rail safety and customer service. This event will be open to the public.

ADVERTISING IN RIDE MAGAZINE

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Editor in Chief: Cindy King

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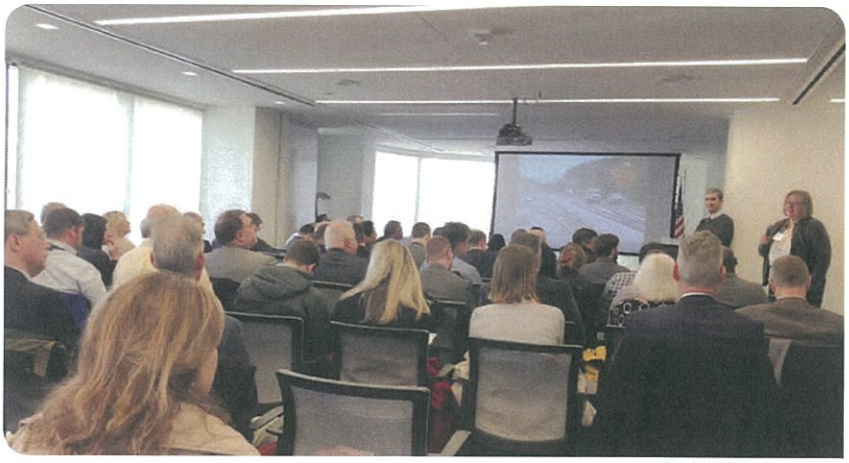

VRE's 2018 Industry Day

FROM THE CEO

VRE'S 2ND ANNUAL INDUSTRY DAY

DOUG ALLEN
Chief Executive Officer

We held our second "Industry Day" early last month for the construction community. Now an annual event, these information sessions outline procurement requirements and other details for the full spectrum of expansion and maintenance projects in VRE's six-year plan.

The event is a great example of VRE at work, with the ultimate goal of ensuring we receive design and construction bids on our projects from highly experienced firms who can deliver the level of quality our system requires. This year's turnout was much higher than expected and included representatives from around the country. In fact, next year we anticipate the need for a larger venue.

You too are invited to learn about our expansion and maintenance projects by way of RIDE magazine, vre.org, and by speaking to us directly at our platform events. Our Meet the Management platform series begins in May, but look for us sooner at your origin and destination stations with smaller pop up events.

Sincerely,

DOUG ALLEN
Chief Executive Officer
Virginia Railway Express

Access RIDE online at www.VRE.org/RIDE

RAILROAD HISTORY: THE MEADE PYRAMID

Meade Pyramid, Spotsylvania

What stands 23 feet tall, weighs 17 tons, is made entirely of granite stones and is virtually inaccessible? Those who board the VRE from Spotsylvania may recognize this mysterious monument, known as the Meade Pyramid, as a hallmark of the fleeting scenery witnessed from the moving train's window pane. The pyramid is a Civil War memorial that was built in 1898 by the Richmond, Fredericksburg and Potomac Railroad (RF&P), with help from the Confederate Memorial Literary Society.

On December 13, 1862 Major General George G. Meade's Union division, which consisted of between 3,800 and 4,500 soldiers, sought to penetrate the gap in Lieutenant General Thomas J. "Stonewall" Jackson's lines. However, sheltered by woods beyond the railroad and open field, the Confederate soldiers anticipated the attack of Meade's lone division. General Meade wrote, "Owing to the wood, nothing could be seen of them, while all our movements on the cleared ground were exposed to their view."

Meade's corps made a breakthrough at the southern end of the battlefield but were aggressively hurled back, sustaining 40% casualties, in part due to lack of reinforcements and a strong Confederate counterattack. He would later write of his loss this day, "While I deeply regret the inability of the division, after having successfully penetrated the enemy's lines, to remain and hold what had been secured, at the same time I deem their withdrawal a matter of necessity. With one brigade commander killed, another wounded, nearly half their number hors de combat; with regiments separated from brigades, and companies from regiments, and all the confusion and disorder incidental to the advance of an extended line through wood and other obstructions; assailed by a heavy fire, not only of infantry but of artillery–not only in front but on both flanks–the best troops would be justified in withdrawing without loss of honor."

Thirty-five years later, the Confederate Memorial Literary Society contacted Virginia railroad executives asking them to construct markers at historically significant sites along their lines. While the society simply wanted a sign erected, the president of the RF&P embraced the proposal. On March 31, 1898, RF&P workers assembled the pyramid using unhewn Virginia granite to memorialize the battle in a location visible to train travelers.

The practically inaccessible location and mysterious nature of the Meade Pyramid serves as a reminder of the many stories which compose Virginia's rich history. As residents of the state, it can be easy to overlook the significance embedded in something as inconsequential as the view from your commute. The next time you find yourself glancing outside of the window, remember that every inch of that view has a story to be told.

"On March 31, 1898, RF&P workers assembled the pyramid using unhewn Virginia granite to memorialize the battle in a location visible to train travelers."

Artistic Expression (Free)

Through April 1, Tuesday - Sunday from 10:00 AM – 5:00 PM

Manassas Museum, 9101 Prince William Street

This annual show will feature the art of students from Osbourn High School. Various mediums and types of art will be featured in this exhibit.

Crow's Nest: An Ecological Gem in Stafford County

March 8 at 6:00 PM

Gari Melchers Home and Studio 224 Washington Street, Falmouth, VA 22405

An illustrated presentation by Mike Lott, Regional Supervisor/ Northern Region Steward. Free admission. Pavilion at Gari Melchers Home and Studio. Contact: Michelle Crow-Dolby at mdolby@umw.edu or 540-654-1851.

Annual Dog Easter Egg Hunt

March 24 at 1:00 PM

Memorial Park, 1401 Kenmore Avenue, Fredericksburg, VA 22401

Come dressed to enter the doggie costume contest to compete for prizes! This is a great way to get out and play with your favorite furry friend. Dogs must be at least 12 weeks old. A small dog area will also be available for dogs under 15lbs. All dog parents must sign a release acknowledging their dog(s) are current on shots and are healthy. On-site registration will be available only if space remains. For information, call 540-372-1086 or visit www.FredParksRec.com

Coastal Shore Guided Hike ($7.50)

March 31 at 11:00 AM through April 1 at 1:15 PM

Leesylvania State Park, 2001 Daniel K. Ludwig Drive, Woodbridge, VA 22172

A 3.5 mile Coastal Shore Guided Hike to learn about the park's history. Have pre-bagged lunches around a bonfire at the Breakwater Store. For only $7.50, you will be provided with your choice of sandwich, bag of chips, cookie, and a bottled drink. Please call the Visitor Center to register 24 hours in advance of the event at 703-583-6904. Learn more: dcr.virginia.gov/state-parks/leesylvania

Harvey ($19-$22, plus service fees)

April 21 – May 12 (Wednesday-Saturday 8:00PM, Sunday 3:00PM)

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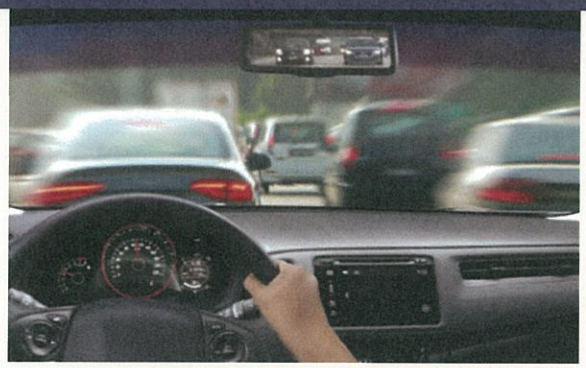

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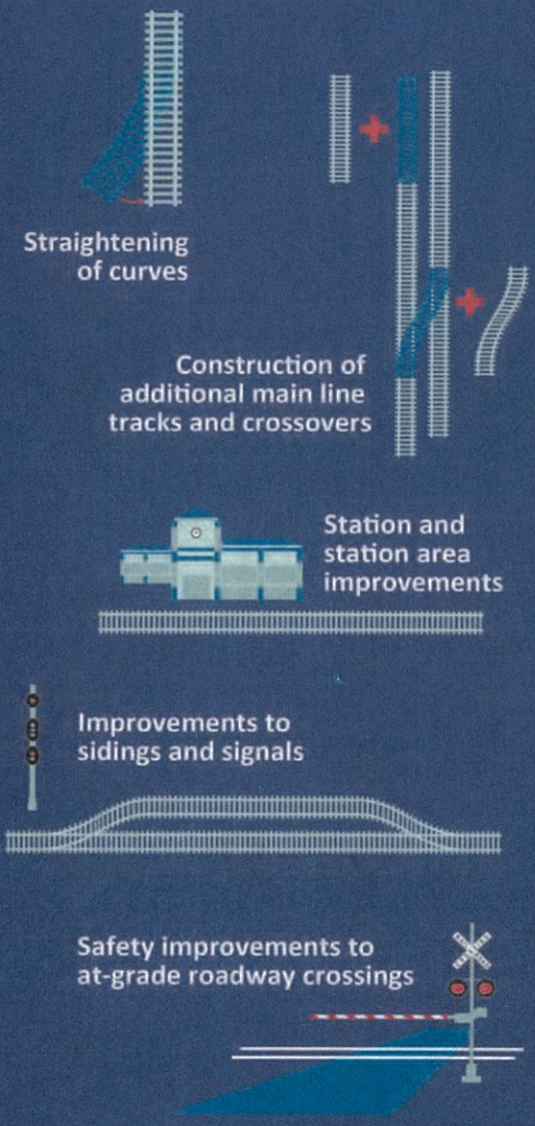

WHAT IS THE DC2RVA PROJECT?

The Federal Rail Administration (FRA) and the Virginia Department of Rail and Public Transportation (DRPT) are working to improve intercity passenger rail service in the north-south corridor between Washington, D.C. and Richmond, VA. These passenger rail service and rail infrastructure improvements are collectively known as the Washington, D.C. to Richmond Southeast High Speed Rail (DC2RVA) Project.

The purpose of the DC2RVA Project is to increase capacity to deliver higher speed passenger rail, expand commuter rail, and accommodate growth of freight rail service in an efficient and reliable multimodal rail corridor. The DC2RVA Project will enable passenger rail to be a competitive transportation choice for intercity travelers between Washington, D.C. and Richmond, and beyond. It extends 123 miles along an existing rail corridor owned by CSX Transportation (CSXT) from the Long Bridge across the Potomac River in Arlington, VA, to Centralia, VA in Chesterfield County, south of Richmond.

PROPOSED IMPROVEMENTS OF THE DC2RVA PROJECT INCLUDE:

- Construct additional main line tracks and track crossovers
- Straighten curves in existing tracks to allow for higher speeds
- Improve intercity passenger rail stations and station areas
- Improve sidings and signals
- Implement roadway crossing safety improvements

THE DC2RVA PROJECT WOULD:

- Improve service frequency, travel time, and on-time performance of intercity passenger trains by adding capacity
- Accommodate freight and commuter rail service
- Include rail infrastructure and safety improvements
- Include passenger service upgrades
- Address rail congestion in the Richmond area

To learn more, visit: dc2rvarail.com

EPA TIER II ENGINE COMPLIANCE

For locomotives to maintain EPA Tier II emissions standards, VRE will replace electronic fuel injector assemblies by the end of this year on its twenty MP36PH-3C locomotives. Replacing the electronic fuel injector assemblies is also part of VRE's lifecyle maintenance strategy to ensure locomotives operate at a high level of reliability throughout their lifecycle.

VRE'S CRYSTAL CITY STATION MAY BE MOVING

The Crystal City VRE station may move slightly south along the rail line. VRE will conduct further analysis and design of the starred relocation site.

Crystal City is one of the busiest VRE stations served by both the Fredericksburg and Manassas Lines. The station however faces a number of operational challenges including but not limited to passenger bottlenecks on the platforms and train bottlenecks on the tracks. To begin determining how to best overcome the site's challenges and to support future system growth, VRE recently completed an evaluation of three potential Crystal City station relocation sites. After careful consideration of the findings, the Arlington County Board, VRE staff and the VRE Operations Board recognized the starred location in the above image as the most favorable station site, and as such, the site will move forward in the process for further analysis and design.

Site Challenge 1. The existing Crystal City platform, at 400 feet, is too short to effectively serve longer trains as it only allows all train car doors to open on a four-car or less train set. The inability for riders to access all train doors creates bottlenecks when getting on/off the train, as currently VRE runs several eight-car train sets. Further, as ridership increases in parallel to population growth, VRE plans to run longer trains. Eventually, an 850-foot platform will be needed for riders to access all doors on future 10-car trains. At the current station location, there is limited space to expand the platform due to the curvature of the tracks and the narrow railroad access.

Site Challenge 2. The Crystal City station platform has access to only one of three existing rail tracks, requiring VRE trains to always use that track. As these tracks are heavily trafficked by other passenger and freight trains and there are only a few locations where trains can switch tracks, all trains on this track must accommodate for the stop at this station. The conceptual design at the starred location incorporates an island platform allowing trains to access the station on two tracks. These conceptual plans also accommodate a future fourth track currently under design by the Virginia Department of Rail and Public Transportation's D.C. to Richmond, Va. (DC2RVA) project (page 4).

Site Challenge 3. The current City City station site is not well connected to other forms of public transportation. The relocation of the Crystal City station will make it easier for riders to access a new Metrorail station entrance on Crystal Drive and the Crystal City-Potomac Yard Transitway. It will also be a shorter walk to many office locations.

What's Next? The timeframe and funding for the final design and construction of this project are yet to be determined. To date, funding has been provided by The Northern Virginia Transportation Authority (NVTA) and the Commonwealth of Virginia. VRE expects to announce a public meeting in late spring/early summer.

Q: WHY CAN'T OPERATIONAL TESTING BE DONE SOME OTHER TIME?

A: In order to ensure your safety as passengers on VRE commuter trains in our heavily used rail corridors, the operating officials of Amtrak, CSX, VRE, Keolis and Norfolk Southern periodically conduct "operational tests" on the crews that operate our trains. These teams, on a monthly basis, create unannounced "tests" and "observations" of employee compliance with the Railroad Codes of Operating Rules.

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WHAT'S BREWING AT THE QUANTICO TRAIN STATION?!

The Town of Quantico has a historic influence dating back to 1654 when it was originally called Potomac. In 1872, the same year the name changed to Quantico, their original train station was built.

This small town, surrounded by the Marine Corps Base, is unquestionably unique. In addition to its historic splendor, this town boasts Ricks Roasters Coffee shop housed in the town's train station served by Amtrak and VRE trains.

The story of Ricks Roasters Coffee began when its owners, Sean and Keely Ricks, had a dream of opening their own business while he was on active duty at the Pentagon and she was a school social worker. They started roasting coffee in their house ... now their dream has grown to its own production facility in south Stafford supplying coffee to over 150 establishments in the mid-Atlantic region, including the Quantico train station.

"Sean and Keely are great people," said Chris Henry VRE Director of Rail Operations. "They have been through a lot, so it is exciting for us to see their growth and success. We also know our riders are happy to have great coffee available every morning," he added.

From left to right: Keely, Danielle and Robin

Since 2013, Ricks Roasters Coffee Shop has been serving its freshly roasted coffee to commuters at the Quantico station. Monday through Friday, the shop opens at 5 AM to make sure those passengers either arriving or departing on the first VRE train have a freshly brewed cup of coffee to start the day. The shop is open until 10 AM then reopens at 3 PM until 8 PM to serve the evening commuting rush.

Rick Roasters Coffee's dedication to serving riders doesn't end at hot beverages, and the shop believes in supporting the local economy. Tuesday through Thursday, a VRE conductor delivers a batch of freshly baked doughnuts from Fredericksburg's delicious Paul's Bakery for morning passengers to enjoy. Also, in addition to being the shop's manager, Robin Long is an owner in North Stafford Farmers Market and supplies snacks and meal options from local farmers market vendors.

Ricks Roasters offers a variety of coffee flavors. From the most popular blend of Four Horsemen to Bourbon Barrel to the latte of the month – there is a beverage for every taste. Their focus is providing a delicious product that everyone can enjoy.

In addition to the variety of food options, riders can also pick up and purchase VRE tickets at the shop.

Even if your destination is not Quantico, stop by Ricks Roasters Coffee shop. You'll get a taste of history, doughnuts, local fare, and of course, freshly brewed coffee!

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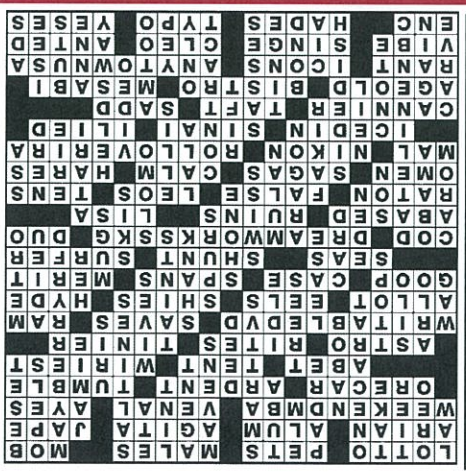
PUZZLE SOLUTIONS



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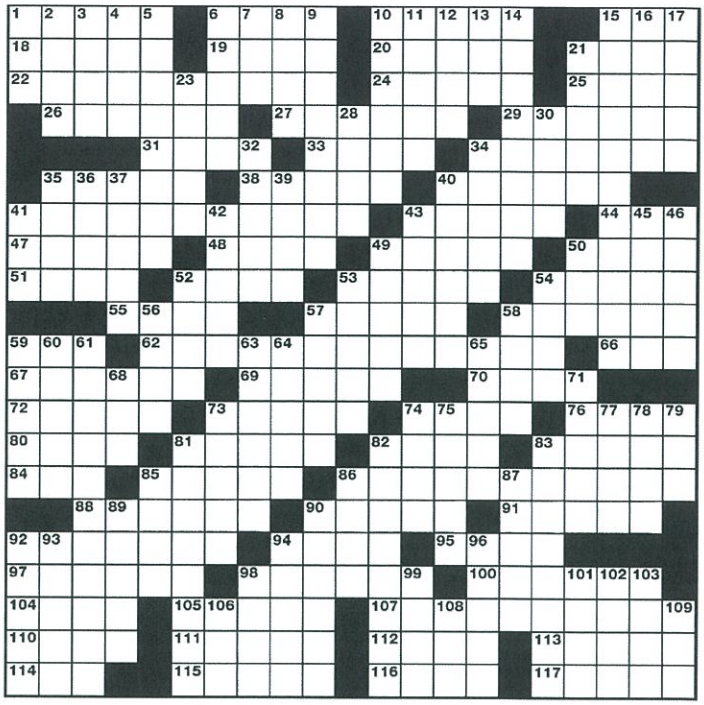
RIDE Survey URL: Ideas, Likes, Critiques? RIDE Magazine Online Survey: vre.org/ridesurvey

RAIL TIME PUZZLES



ACROSS

1 State-run numbers game
6 Shelter adoptees
10 Toms and bucks
15 Crowd around
18 Suffix for sect
19 Reunion attendee
20 Antsy feeling
21 Make a mockery of
22 Part-time degree program
24 Open to bribery
25 Those in favor
26 Part of some freight trains
27 Full of enthusiasm
29 Take a spill
31 Act as lookout for, say
33 Canvas quarters
34 Most lean and muscular
35 2017 World Series winner
38 Solemn procedures
40 Less significant
41 Viewer's recording medium
43 Goalies' stats
44 Wool source
47 Ration out
48 Slippery swimmers
49 Recoils
50 Bad half of fiction
51 Hair gel, for instance
52 Woodwind holder
53 Extends across
54 Deserve to get
55 Salty septet
57 Divert, as a train
58 One visiting websites
59 North Atlantic catch
62 *Saving Private Ryan* studio
66 Twosome
67 Cut down to size
69 Sights near the Colosseum
70 Bart's brainy sister
72 Inform against
73 Not to be trusted
74 Most born in August
76 Poker pair
80 Sign of things to come
81 Heroic tales
82 Tranquil
83 Long-eared hoppers
84 It means "bad"
85 Leica competitor
86 Transferred nest egg
88 Stranded at a chalet, maybe
90 Exodus 19 locale
91 Fibber's admission
92 Comparatively cautious
94 Last president with a mustache
95 Teens' safety org.
97 Venerable
98 Casual eatery
100 Minnesota iron range
104 Blow off steam
105 Smartphone screen array
107 Generic address
110 Instinctive feeling, for short
111 Burn superficially
112 *Pinocchio* goldfish
113 Paid (up)
114 Env. insert
115 Brother of Zeus
116 Keyboarding error
117 Those in favor

DOWN

1 Successful legislation
2 Two-toned treat
3 Stadium level
4 Tolerate
5 Typical solitaire diamond size
6 Priest on a base
7 Source of shade
8 Sousaphone kin
9 Streaming appliances
10 Authorities
11 Deal facilitator
12 Pocket fluff
13 Announcement at LAX
14 Stuff served with soup
15 *Andy Griffith Show* spinoff
16 German autos
17 Under siege
21 Foxx of *Ray*
23 Influential person
28 Certain proof of purchase
30 *Exodus* author
32 Sources of shade
34 Shakespearean title females
35 Singer Guthrie
36 Rural structure
37 Sporty auto roofs
39 Just hanging around
40 Renders impure
41 Quipster
42 Office agreement
43 Lower leg
45 French farewell
46 Washington's subway
49 Goads
50 Yonder yawl
52 Quipster
53 Performed brilliantly
54 Cocoa holders
56 Idyllic place
57 Sandwich staple
58 Winter Olympics gear
59 Billiards bounce
60 Sotomayor appointer
61 True crime series
63 King Ferdinand's homeland
64 Disney film set in China
65 Sports replay technique
68 Reunion attendee
71 Video arcade pioneer
73 Hindu ascetic
74 __ *Land* (2016 blockbuster film)
75 Island near Lady Liberty
77 Pennsylvania port
78 Uncool one
79 Nine-digit ID issuer
81 Dinner menu selection
82 42 Down, e.g.
83 Was in charge
85 Science guy __ deGrasse Tyson
86 Falling-out
87 YouTube post
89 Benjamin
90 Mouths off to
92 Have a cameo role?
93 A second time
94 Hint of color
96 Argumentative comeback
98 Hold together
99 Nothing but
101 Green Gables girl
102 Objections
103 "Got it"
106 Snoop group
108 Informal affirmative
109 Product pitches

SUDOKU

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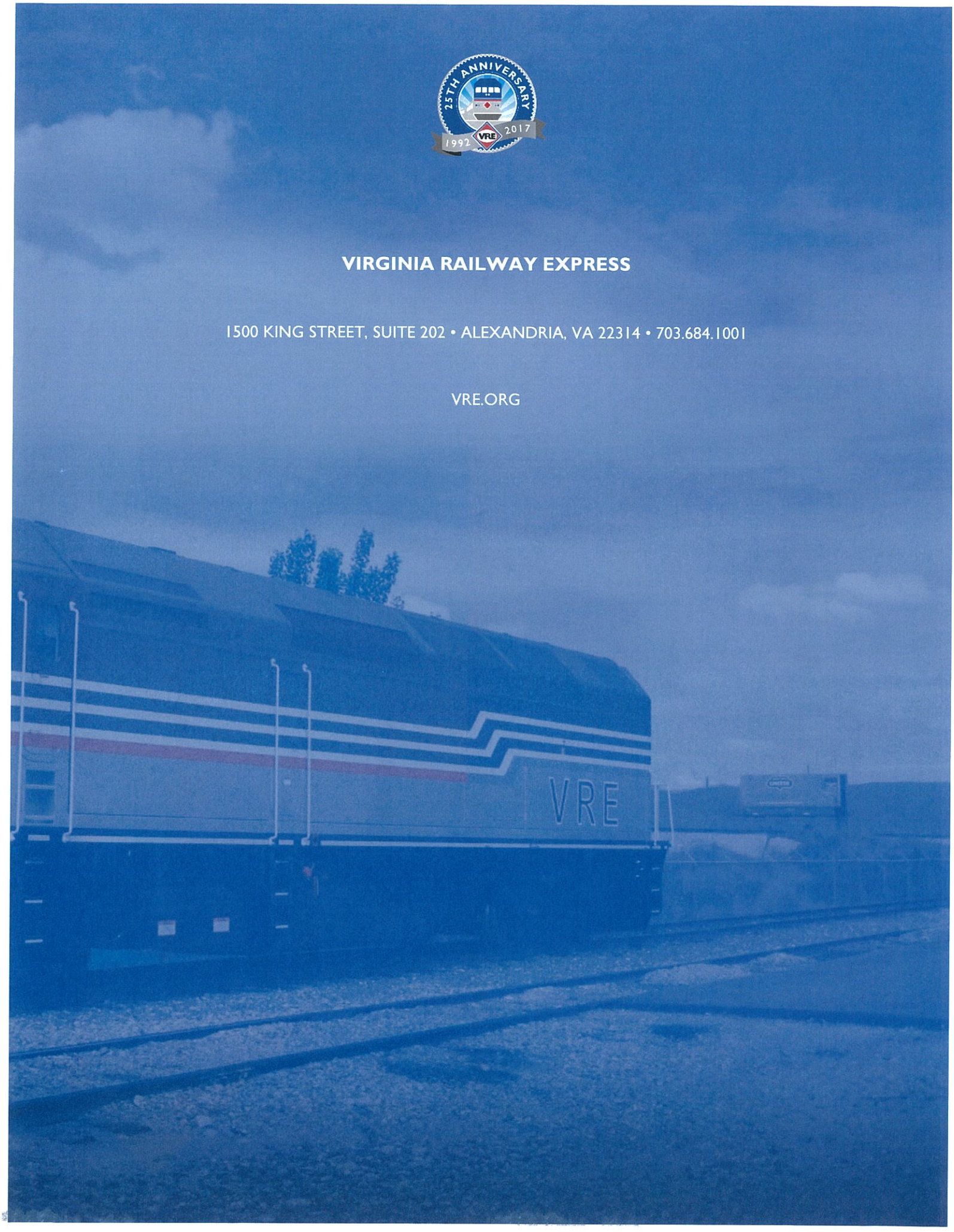

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VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Virginia Railway Express Operations Board Meeting

March 16, 2018

Executive Committee Meeting – 8:30 am
Operations Board Meeting - 9:00 am

PRTC Headquarters
14700 Potomac Mills Road
Woodbridge, VA 22192

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Photo Session for 2018 Board Portrait
5. Approval of Minutes from the February 16, 2018 VRE Operations Board Meeting
6. Chairman's Comments
7. Chief Executive Officer's Report
8. Virginia Railway Express Riders' and Public Comment
9. Action Items:
   A. Authorization to Issue a Request for Proposals for Facility Security Services
   B. Authorization to Amend the Contract for Safety and Security Consulting Services

C. Authorization to Amend the Contract for Fare Collections Equipment and Software Maintenance

D. Authorization to Execute a Contract for Insurance Brokerage Services

E. Authorization to Issue a GPC Task Order for the FY 2018 National Transit Database Data Collection

10. Information Items:

A. Spending Authority Report

11. Closed Session

12. Operations Board Member's Time

The Next VRE Operations Board Meeting
April 20, 2018 - 9:00 am at PRTC

Virginia Railway Express

Martin E. Nohe
Chairman

Katie Cristol
Vice-Chairman

Maureen Caddigan
Secretary

John C. Cook
Treasurer

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

Alternates

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

Doug Allen
Chief Executive Officer

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

M I N U T E S

VRE Operations Board Meeting
PRTC Headquarters – Prince William County, Virginia
March 16, 2018

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

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

Alternates Present	Jurisdiction
Ruth Anderson (PRTC)	Prince William County
Michael McLaughlin	DRPT
Paul Trampe (PRTC)	Spotsylvania County

Alternates Absent	Jurisdiction
Pete Candland (PRTC)	Prince William County
Jack Cavalier (PRTC)	Stafford County
Hector Cendejas (PRTC)	City of Manassas Park
Libby Garvey (NVTC)	Arlington County
Jeanine Lawson (PRTC)	Prince William County
Tim Lovain (NVTC)	City of Alexandria
Jeff McKay (NVTC)	Fairfax County
Cindy Shelton (PRTC)	Stafford County
Billy Withers (PRTC)	City of Fredericksburg
Mark Wolfe (PRTC)	City of Manassas

Staff and General Public	
Doug Allen – VRE	Lezlie Lamb – VRE
Paolo Belita – Prince William County	Bob Leibbrandt – Prince William County
Nydia Blake – Prince William County	Steve MacIsaac – VRE Legal Counsel
Rich Dalton – VRE	Betsy Massie – PRTC
Greg Deibler – VRE	Kate Mattice – NVTC
John Duque – VRE	Charlotte Nourse – VRE
Lucy Gaddis – VRE	Kristen Nutter – VRE
Rhonda Gilchrest – NVTC	Aimee Perron Seibert – The Hillbridge Group
Chris Henry – VRE	Lynn Rivers – Arlington County
Tom Hickey – VRE	Scott Schenk – The Free Lance-Star
Christine Hoeffner – VRE	Bob Schneider – PRTC
Todd Horsley – DRPT	Mark Schofield – VRE
John Kerins – Keolis	Joe Swartz – VRE
Cindy King – VRE	Ciara Williams – DRPT
Mike Lake – Fairfax County DOT	

Vice-Chairman Cristol chaired the meeting since Chairman Nohe was on vacation. Vice-Chairman Cristol called the meeting to order at 9:06 A.M. Following the Pledge of Allegiance, Roll Call was taken.

Approval of the Agenda – 3

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

Approval of the Minutes of the February 16, 2018 Operations Board Meeting – 4

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

Chairman's Comments –5

Vice-Chairman Cristol remarked VRE has a few things to celebrate from the recent General Assembly Session. She asked Mr. Swartz and Ms. Siebert to give an update on legislation passed in the General Assembly. Mr. Swartz reviewed VRE's three legislative priorities, which include a gas tax floor, transit capital funding to fix the fiscal cliff, and dedicated funding for VRE. Legislation was passed on a gas tax floor and $15 million in dedicated funding for VRE as well as the creation of a Commuter Rail Operating and Capital (CROC) fund. Unfortunately, no legislation was passed to address the transit capital funding.

Ms. Siebert thanked all of VRE's partners (NVTC, PRTC, NVTA, Northern Virginia Chamber of Commerce, and the jurisdictions) for all their hard work. It was a team effort. Legislation passed that provides $154 million for WMATA, $15 million for VRE and a gas tax floor. She stated it is important to keep working forward, as the governor will most likely amend the bills. In response to a question from Mr. Smedberg, Ms. Siebert noted the Veto Session and a Special Session on the budget will occur on April 18th. Any changes made by the governor must occur by April 9th. The two bills (HB1539 and SB856) awaiting the governor's signature are virtually identical. It is anticipated the governor will amend one version. The General Assembly cannot amend bills presented during the Veto Session.

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

Mr. Kelly commended VRE with developing a focused legislative agenda with specific requests, which resulted in some success. He stated the fiscal cliff still needs to be addressed since the dynamics are not going to change. Regarding the gas tax floor, much of the additional revenue will be shifted to VRE. He stated the City of Fredericksburg understands the importance of VRE, but the smaller jurisdictions don't have another funding source for local projects. Ms. Siebert explained the bill still leaves $7.5 million in additional gas tax revenue for PRTC jurisdictions. Mr. Kelly expressed his concern that only regional funds are being used to mitigate the problem. Vice-Chairman Cristol stated VRE staff will be analyzing the implications in reductions in NVTA funding.

Board members acknowledged all the hard work of Ms. Siebert, along with VRE, NVTC, PRTC and jurisdictional staff. Vice-Chairman Cristol announced the Legislative Committee will meet immediately after this meeting to discuss these legislative issues in more depth. She invited all Board Members to attend.

Vice-Chairman Cristol stated the Operations Board photo has been rescheduled to the April meeting.

Chief Executive Officer's Report –6

On behalf of the VRE staff, Mr. Allen thanked Mr. Swartz and Ms. Siebert, as well as Secretary of Transportation Valentine, Deputy Secretary Donohue and DRPT Director Mitchell and her staff, for advancing VRE's legislative interests in Richmond. He stated it is rewarding to have a good relationship with the Commonwealth.

Mr. Allen reported on March 13th an Amtrak auto train stuck a vehicle near the Lorton Station. VRE service was impacted and he thanked PRTC for providing bus bridges. He also reported on-time performance for February was 95 percent system wide and average daily ridership was 19,000.

Mr. Allen acknowledged Kristin Nutter, who was recently promoted to Manager of Purchasing and Contract Administration. He recognized VRE's Chief Safety, Security and Compliance Officer, Greg Deibler, who was selected as Railway Age's Fast Trackers – Top 10 Under 40, which identifies the top 10 rising industry stars making an impact in their respective fields and represent the "best of the best." Mr. Allen announced Jennifer Young, VRE's Senior Communications Specialist, participated as one of five finalists for the 2018 APTA Call Center Challenge, where they faced off in a national competition to test their customer services and problem-solving skills. Mr. Allen also introduced Charlotte Nourse, VRE's new Communications Specialist.

Mr. Allen gave some highlights of the Lorton Station Extension Project Ribbon Cutting Ceremony on March 15th. As part of VRE's Natural Growth Strategy, platforms will be extended at all stations. Rolling Road Station is the next station for improvements. He also reported VRE is also on track to meet the Positive Train Control deadline on December 31, 2018.

Mr. Allen asked Ms. Hoeffner to give a presentation on the Broad Run Expansion project. Ms. Hoeffner stated VRE was awarded funding from NVTA through the I-66 Outside the Beltway Concessionaire Payment to make comprehensive improvements to the Broad Run Station, including improvements to the station, parking, and maintenance and storage facility.

Ms. Hoeffner explained the current surface parking lot has 1,081 spaces and 88 percent of passengers arrive via Piper Lane, which connects to Route 28. VRE is looking for ways to mitigate impacts to Piper Lane and distribute traffic to other roads. She reviewed the complexity of the expansion project, as well as preserving opportunities for future expansion. There are a number of constraints that impact where VRE can expand, including vertical and height restrictions associated with airport operations. To accomplish parking expansion, VRE is looking at various sites within the footprint of the existing

station site as well as adjacent to the station. She identified private land on the other side of the tracks that would provide space for additional parking as well as an additional point of access to help distribute traffic. Staff has concluded a preferred concept for the yard expansion and station platform, while parking alternatives are still being explored. Staff plans to come back with a preferred concept in April.

Mr. Cook asked why VRE is not considering a parking garage facility. Ms. Hoeffner explained with the timeframe to spend the NVTA funding by Toll Day 1 (2022) of the I-66 Outside the Beltway project, it could be a challenge to complete improvements and get through the design, engineering and construction of a parking structure. Surface parking is more achievable to meet the near-term timeline. VRE plans to present long-term alternatives for future expansion, which could include a parking structure. Mr. Cook and Mr. Smedberg both noted five years seems like enough time to construct a parking structure. Mr. Cook stated VRE does not need a new design plan and suggested using a design plan from another station, such as Burke Centre. Mr. Allen also noted other challenges, including height restrictions, with the station being so close to Manassas Airport's flight path. Mr. Allen stated staff can do more analysis on a parking garage facility and bring back more information to the Board. Vice-Chairman Cristol directed staff to return with a cost benefit analysis of a parking structure versus surface parking.

VRE Riders' and Public Comment – 8

There were no rider comments.

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

Mr. Allen stated the Operations Board is being asked to authorize him to issue a Request for Proposals (RFP) for Facility Security Services for a period of a base year and four option years. Resolution #9A-03-2018 would accomplish this.

Mr. Allen explained VRE uses a multi-pronged strategy to protect its assets and personnel, including armed security officers at the maintenance and storage facilities and other locations. VRE's current contract will expire in November 2018 and there needs to be a seamless transition to a new contract. After evaluation of the proposals, staff will return to the Board to request authorization to award the contract.

Mr. Kelly moved, with a second by Ms. Bulova, to approve Resolution #9A-03-2018. The vote in favor was cast by Board Members Anderson, Bulova, Caddigan, Cook, Cristol, Dudenhefer, Jenkins, Kelly, McLaughlin, Sebesky, Smedberg and Trampe.

Authorization to Amend the Contract for Safety and Security Consulting Services – 9B

Mr. Allen stated the Operations Board is being asked to authorize him to amend the current Safety and Security Consulting Contract with Kensington Consulting, LLC, of Kensington, Maryland, to increase the authorization in the amount of $100,000 for a total amount not to exceed $500,000. Resolution #9B-03-2018 would accomplish this.

In response to a question from Mr. Smedberg, Mr. Allen stated as design and construction work has increased, the current authorization of $400,000 for this contract has been fully

committed at the end of December 2017 (the first month of the second-year option). The amount being requested for this amendment will allow for additional consulting services to continue through the second option year of this contract, ending November 2018, as VRE goes through the procurement process for the next Security Consulting Services contract.

Ms. Bulova moved, with a second by Ms. Caddigan, to approve Resolution #9B-03-2018. The vote in favor was cast by Board Members Anderson, Bulova, Caddigan, Cook, Cristol, Dudenhefer, Jenkins, Kelly, McLaughlin, Sebesky, Smedberg and Trampe.

Authorization to Amend the Contract for Fare Collections Equipment and Software Maintenance – 9C

Mr. Allen stated the Operations Board is being asked to authorize him to execute a contract amendment with Scheidt & Bachmann for maintenance of the fare collection system equipment and software. The term of the amendment is one additional year at a cost of $702,820, which includes a 2.6 percent escalation based on the Producer Price Index (PPI). The total amount of this amendment is $702,820, with no contingency, bringing the total contract authorization amount from $14,048,177, to an amount not to exceed $14,750,997. Resolution #9C-03-2018 would accomplish this.

Mr. Jenkins moved, with a second by Ms. Bulova, to approve Resolution #9C-03-2018. The vote in favor was cast by Board Members Anderson, Bulova, Caddigan, Cook, Cristol, Dudenhefer, Jenkins, Kelly, McLaughlin, Sebesky, Smedberg and Trampe.

Authorization to Execute a Contract for Insurance Brokerage Services – 9D

Mr. Allen stated the Operations Board is asked to authorize him to execute a contract with Aon Risk Services, Inc., of Baltimore, Maryland for Insurance Brokerage Services in the amount of $740,000, plus a five percent contingency of $37,000, for a total amount not to exceed $777,000, for a base period of three years and two option years, with the CEO exercising the option years at his discretion. Resolution #9D-03-2018 would accomplish this.

Ms. Smedberg moved, with a second by Ms. Bulova, to approve Resolution #9D-03-2018. The vote in favor was cast by Board Members Anderson, Bulova, Caddigan, Cook, Cristol, Dudenhefer, Jenkins, Kelly, McLaughlin, Sebesky, Smedberg and Trampe.

Authorization to Issue a GPC Task Order for the FY 2018 National Transit Database Data Collection – 9E

Mr. Allen stated the Operations Board is being asked to authorize him to issue a General Planning Consultant (GPC) Task Order to Vanasse Hangen Brustlin, Inc. (VHB) for National Transit Database (NTD) ridership data collection for FY 2018 in the amount of $128,274, plus a 10 percent contingency of $12,827, for a total not to exceed $141,101. Resolution #9E-03-2018 would accomplish this.

Vice-Chairman Cristol asked how automatic passenger counters factor into this work. Mr. Allen explained once the counters are installed, calibrated, and verified consistent, they will

help supplement this work and make it easier to submit NTD data. It could result in some cost savings.

Ms. Caddigan moved, with a second by Mr. Kelly, to approve Resolution #9E-03-2018. The vote in favor was cast by Board Members Anderson, Bulova, Caddigan, Cook, Cristol, Dudenhefer, Jenkins, Kelly, McLaughlin, Sebesky, Smedberg and Trampe.

Spending Authority Report –10A

The written report includes one task order in the amount of $80,809 to NVE, Inc. under the Maintenance Services for VRE Facilities Contract for installation of a booster pump at the Crossroads Yard. There were no questions or comments.

Operations Board Member Time – 12

Ms. Caddigan wished everyone a happy Saint Patrick's Day.

Adjournment

Without objection, Vice-Chairman Cristol adjourned the meeting at 9:56 A.M.

Approved this 20th day of April 2018.

_____
Martin Nohe
Chairman

_____
Maureen Caddigan
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the March 16, 2018 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

Rhonda Gilchrest

_____
Rhonda Gilchrest

DRAFT

Virginia Railway Express
Operations Board

Resolution
9A-03-2018

Authorization to Issue a Request for Proposals for Facility Security Services

WHEREAS, VRE remains committed to protecting passengers, employees and equipment from security risks at VRE facilities; and,

WHEREAS, on October 10, 2013, the VRE Operations Board authorized the CEO to enter into a contract for security services; and,

WHEREAS, the current contract will expire in November 2018; and,

WHEREAS, preparations must be made to ensure a seamless transition to a new contract;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and that competitive negotiation is the appropriate method to procure these services; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Facility Security Services.

Approved this 16th day of March 2018

Martin Nohe for
Martin Nohe
Chairman

Maureen Caddigan
Maureen Caddigan
Secretary

Virginia Railway Express
Operations Board

Resolution
9B-03-2018

Authorization to Amend the Contract for Safety and Security Consulting Services

WHEREAS, the VRE Operations Board approved the current Safety and Security Consulting Contract with Kensington Consulting, LLC, of Kensington, Maryland on October 16, 2015, for a period not to exceed five years and an amount not to exceed $400,000; and,

WHEREAS, the number of active projects has increased, as has demand for third-party safety and security design certification; and,

WHEREAS, the current contract's spending authorization has been fully committed and additional work is anticipated before a new contract can be procured;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the current Safety and Security Consulting Contract with Kensington Consulting LLC of Kensington, Maryland, to increase the authorization in the amount of $100,000, for a total amount not to exceed $500,000.

Approved this 16th day of March 2018

Katie Cristol for
Martin Nohe
Chairman

Maureen Caddigan
Secretary

Virginia Railway Express
Operations Board

Resolution
9C-03-2018

Authorization to Amend the Contract for Fare Collections Equipment and Software Maintenance

WHEREAS, on June 16, 2000, the VRE Operations Board authorized a contract with Scheidt & Bachmann for the delivery of a new fare collections system; and,

WHEREAS, on October 31, 2002, the system was accepted and maintenance support began; and,

WHEREAS, the current equipment and software maintenance agreement is set to expire on June 30, 2018; and,

WHEREAS, the proprietary nature of the fare collections system and warranty considerations related to the latest system upgrade makes Scheidt & Bachmann the only vendor option to perform the ongoing system maintenance work;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract amendment with Scheidt & Bachmann for maintenance of the Fare Collections system equipment and software for an additional year, in the amount of $702,820, with no contingency, bringing the total contract authorization amount from $14,048,177, to an amount not to exceed $14,750,997.

Approved this 16th day of March 2018

Martin Nohe
Chairman

Maureen Caddigan
Secretary

Virginia Railway Express
Operations Board

Resolution
9D-03-2018

Authorization to Execute a Contract for Insurance Brokerage Services

WHEREAS, the Virginia Department of Risk Management (DRM) and VRE agreed in 2007 to transfer the function of procuring insurance coverage to VRE; and,

WHEREAS, the Operations Board authorized the CEO to issue a Request for Proposals for Insurance Brokerage Services on October 20, 2017 to solicit proposals from prospective offerors to provide property, terrorism, automobile and liability insurance brokerage services in addition to consulting services for risk management; and,

WHEREAS, a competitive procurement process was undertaken, yielding two proposals; and,

WHEREAS, the proposal received from Aon Risk Services, Inc. of Maryland was determined by a technical evaluation team to be the most responsive; and,

WHEREAS, the Operations Board's approval of this procurement does not represent its independent assessment of the candidate's responses to the solicitation or of each step in the procurement process followed by staff; rather, the Operations Board's action is premised upon its conclusion, after review of the information before it, that the process used by the staff was in accordance with law and that the staff recommendation appears to be reasonable;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with Aon Risk Services, Inc. of Maryland for Insurance Brokerage Services in the amount of $740,000, plus a 5% contingency of $37,000, for a total amount not to exceed $777,000, for a base period of three years and two option years, with the VRE CEO exercising the option years at his discretion.

Approved this 16th day of March 2018

Martin Nohe
Chairman

Maureen Caddigan
Secretary

Virginia Railway Express
Operations Board

Resolution
9E-03-2018

Authorization to Issue a GPC Task Order for the FY 2018 National Transit Database Data Collection

WHEREAS, as a recipient of Federal Urbanized Area Formula (§5307) grant funds, VRE is required to report ridership, passenger miles and other performance data to the National Transit Database on an annual basis; and,

WHEREAS, the data required to report these statistics is collected annually via a boarding/alighting survey of VRE trains; and,

WHEREAS, Vanasse Hangen Brustlin, Inc., VRE's General Planning Consultant contractor, has the qualifications to collect this data and has presented an acceptable proposal to perform said services;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a General Planning Consultant Task Order to Vanasse Hangen Brustlin, Inc. for National Transit Database data collection for FY2018 in the amount of ***$128,274***, plus a 10% contingency ***of $12,827***, for a total not to exceed ***$141,101.***

Approved this 16th day of March 2018

Martin Nohe for
Martin Nohe
Chairman

Maureen Caddigan
Maureen Caddigan
Secretary

VIRGINIA RAILWAY EXPRESS
BROAD RUN EXPANSION

VRE Operations Board

March 16, 2018

A BETTER WAY. A BETTER LIFE.

ITEM 9-C
April 5, 2018
PRTC Regular Meeting

BROAD RUN STATION AND MSF

- Broad Run Station
  - Busiest Manassas Line station
  - Strong demand forecast for the future
  - Parking is near capacity (~ 93% utilization)
- Broad Run maintenance and storage facility (MSF)
  - Used for overnight train storage and maintenance
  - Train storage is at capacity

	2017	2030	2040 18 Daily Trains	2040 32 Daily Trains
Boardings	1,200	1,500	1,700	2,100
Parking Demand	1,000	1,400	1,600	1,900

2017 boardings from 10/4/17 VRE Master Agreement Survey; future year forecast from VRE Travel Demand Model (VTDM), 11/17/17

BROAD RUN STATION AND MSF

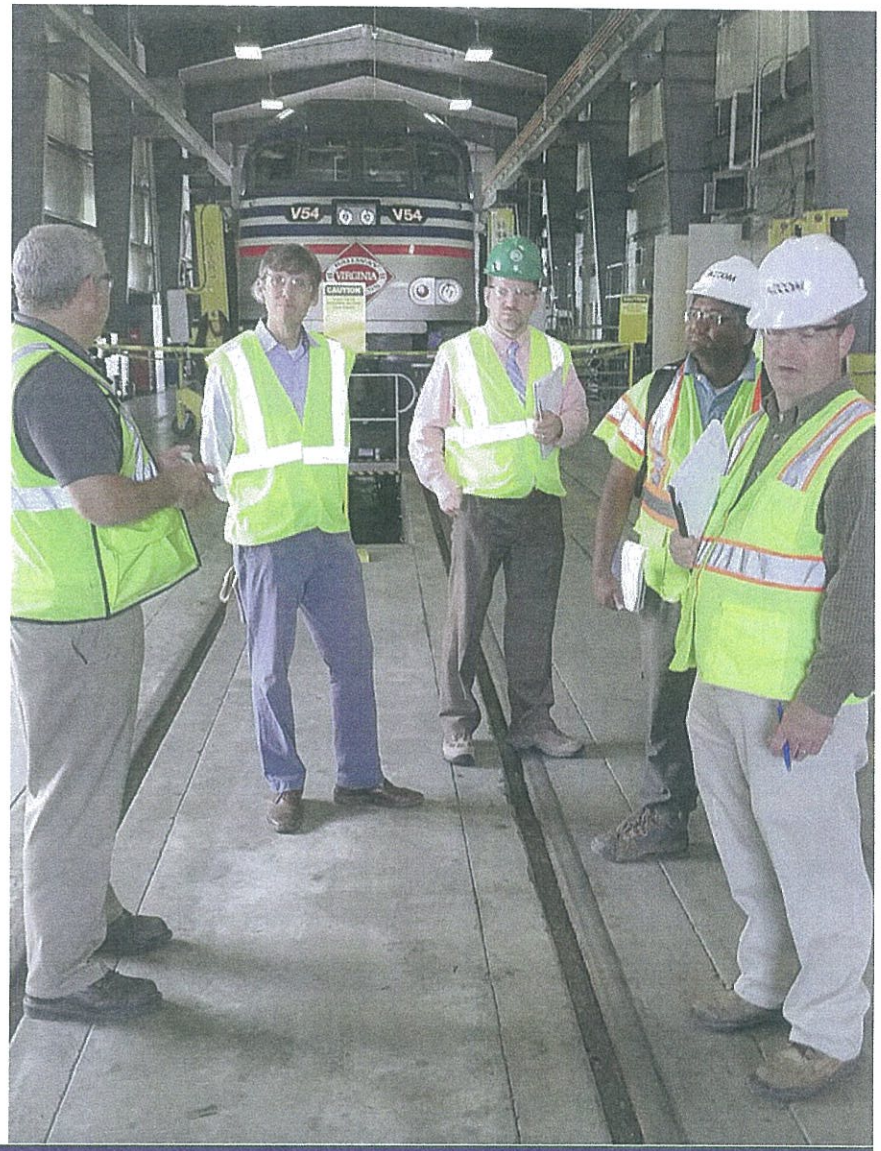
VIRGINIA RAILWAY EXPRESS

PROJECT ELEMENTS

- Increase station parking to 1,500 spaces (+400 spaces)
- Longer storage tracks at MSF
  - Store longer trains
  - 10 additional coaches (1,300 peak seats)
  - Relocation and expansion of crew/MSF facilities
- 3.4 miles of third track on NS main line
- Relocate station platform to enable MSF expansion and 3rd track
- Allow for future expansion in the plan
  - Store more trains/expand MSF footprint
  - Up to 2,000 parking spaces by 2040

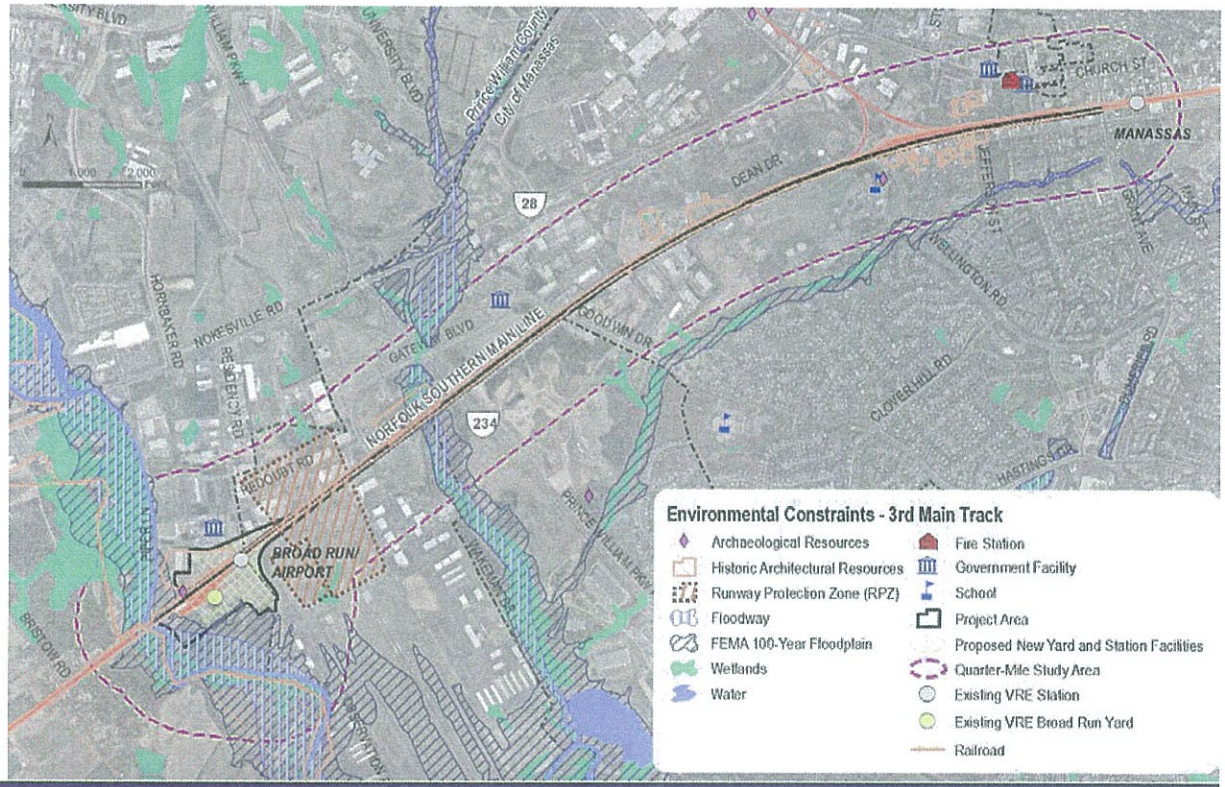
BROAD RUN EXPANSION OBJECTIVES

- Accommodate near-term growth in VRE demand
  - Same number of trains as today
  - Add seats on trains, parking spaces
- Improve station access/egress
  - Cars
  - Bicycles, pedestrians, kiss-and-ride/shuttles/transit
- Increase railroad capacity and operating flexibility
- Do not preclude long-term service expansion - more trains



EVALUATION OF ALTERNATIVES

- Multiple environmental resources within project area
  - Floodplain
  - Wetlands
  - Potential cultural/historic resources
  - Manassas Airport
- Limited expansion potential at current station/MSF



EVALUATION OF ALTERNATIVES

- Multiple parking expansion options under consideration
- Includes new parking north of NS tracks
  - Distributes traffic to station
  - Reduces impacts on Piper Lane
  - Provides multimodal access opportunities
  - Would require property acquisition

VIRGINIA RAILWAY EXPRESS

NEXT STEPS

- Develop evaluation criteria
  - Station access and traffic
  - Long-term expansion potential and flexibility
  - Property impacts
  - Construction impacts
  - Environmental impacts
- Identify preferred concept (April 2018)
- Complete preliminary engineering and NEPA on a single alternative (August 2018)

VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-A
Information Item

To: **Chairman Nohe and the VRE Operations Board**

From: **Doug Allen**

Date: **March 16, 2018**

Re: **Spending Authority Report**

On May 15, 2015, the VRE Operations Board approved increasing the Chief Executive Officer's spending authority from $50,000 to $100,000. It was resolved any purchase of greater than $50,000 would be communicated to the Board as an information item.

- On February 15, 2018, VRE issue a Task Order in the amount of $80,809 to NVE, Inc. under the Maintenance Services for VRE Facilities Contract for installation of a booster pump on the six-inch water main serving the Crossroads yard hydrants, service and inspection building and train wash facility, to increase water pressure.

ITEM 10-A
April 5, 2018
PRTC Regular Meeting

OMNIRIDE

To: Board of Commissioners

From: Bob Schneider, Executive Director

Re: Tim Collins & Associates Critical Incident Review, Assessment & Report

Date: March 29, 2018

Issue Review: Following two incidents where a First Transit operator made unauthorized use of an OmniRide bus within four months, I asked for a 3rd-party, fact-finding review of the two incidents. I identified Tim Collins, an established industry manager who has worked in management for a number of private firms (First Transit, as well as their primary competitors) and most recently has been performing consulting work on behalf of the Metro Washington Council of Governments (MWCoG). His experience includes safety & operations reviews at large and small systems.

The emphasis for the fact-finding was along three key questions:

1. Was the event predictable/preventable?
2. What was the response by both PRTC and First Transit during each of the critical incidents?
3. What changes have been instituted/implemented to: a) avoid additional or future critical incidents; and b) better respond during such events if they occur.

Staff prepared a list of sub-questions in each of these major areas to assist the review process. PRTC and First Transit provided access to all employees and documents to Mr. Collins with PRTC's Quality Assurance Manager as the designated point-of-contact for materials and information. The review began the third week of January and concluded late February with a final report in early March.

Next Steps:

1. At the April 5th PRTC Commission Meeting, Tim Collins will present his finding to the Commission and answer questions for the Board.
2. The final report, with legally required redactions, will be provided and made available to the public.
3. I will provide a separate assessment of the report and recommendations to the Commission.

Materials may be distributed to the Commissioners prior to the meeting to help provide deeper background on the presentation.

Wheels-to-Wellness

Transportation Voucher Program for medically-related trips

Program goal - ease transportation challenges for elderly, disabled and low-income residents within PRTC bus services area

ITEM 10-B
April 5, 2018
PRTC Regular Meeting

How It Began

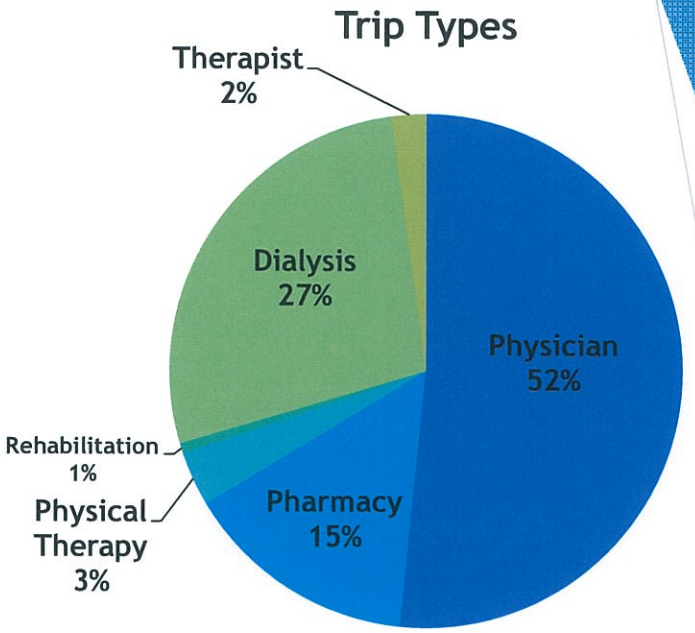
- In 2011 PRTC completed a mobility management plan to identify mobility challenges confronting the elderly, persons with disabilities and low income households
- One solution was the creation of a transportation voucher program for medically-related trips
  - The Plan was adopted by the Commission in March 2011
  - The Plan was endorsed by the Prince William Board of County Supervisors in April 2011
- The Wheels-to-Wellness program began in February 2013 and was sustained with three (3) one-year grants totaling $798,840 from the Potomac Health Foundation (PHF)

- Program eligibility:
  - Reside in PHF's specified zip codes within Prince William County (i.e., eastern PWC)
  - Not eligible for Medicaid non-emergency transportation
  - 80+ years old; ***or***
  - Disabled as defined by the American with Disabilities Act; ***or***
  - Reside in a low income household - not more than 1.9x the federal poverty level

- Program elements:
  - Participants pay $3 co-pay for each one-way trip
  - Program paid up to $25 for each one-way trip
  - Monthly benefit ranged from six (6) trips per month to 22 trips per month depending on medical needs.

FY13

- Funding - $69,227 from PHF
- Extensive outreach efforts
- Program enrollment began February 2013
- 161 Participants enrolled
- 326 Trips Taken - average trip cost $12

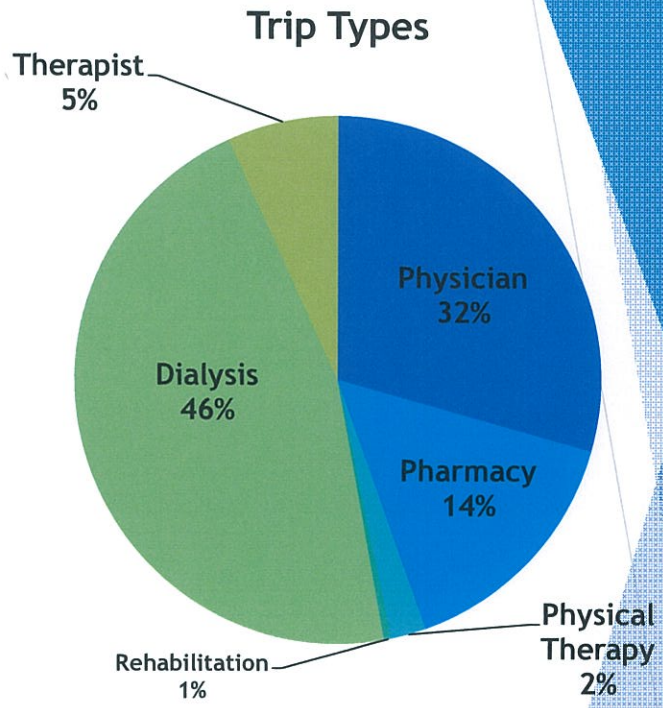


"I'm so glad that someone decided that there are real people out here who don't qualify for Medicaid but need to get to doctor appointments, physical therapy and pharmacies," said Katy Lane, a Dumfries resident who gets around with a scooter.

FY14 - FY15

- Funding - $323,822 (FY14) and $432,402 (FY15) from PHF
- 719 participants were enrolled
- 33,352 trips taken - average trip cost $12

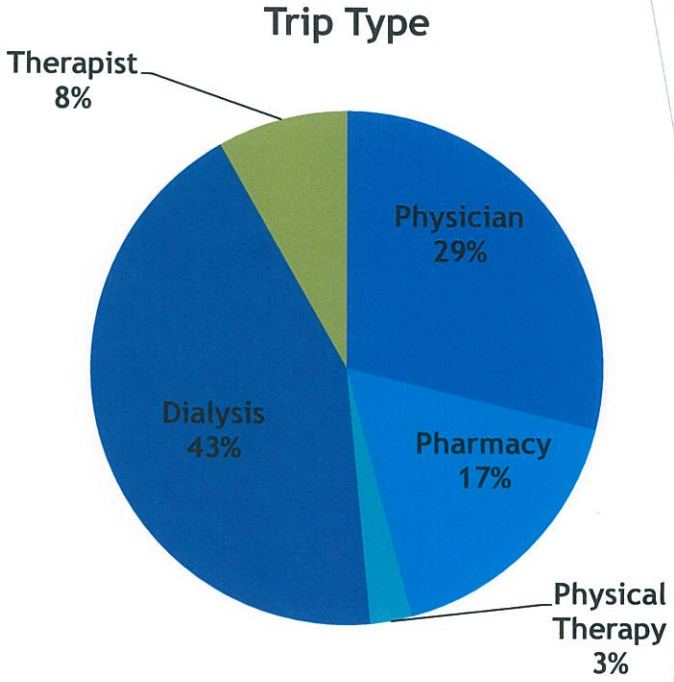
	Satisfied	Not Satisfied	Unknown
Has the Wheels-to-Wellness staff been courteous and helpful?	95%	2%	3%
Are you satisfied or not satisfied with the transportation services provided?	88%	3%	9%
Has the program had a positive impact on your ability to make health-related trips?	93%	2%	5%
Overall are you satisfied or not satisfied with the program?	93%	2%	5%
Would you recommend the program to others?	96%	2%	2%



- Beyond a small amount of grant funding to carry forward, the program was not funded in FY16. New enrollments were suspended in May 2015.

FY16

- With funding contributions from PWC ($160,000) and private contributions ($10,788), along with PHF grant funding carried forward ($42,616), the program was sustained through March 31, 2016.
- 13,304 trips taken - average trip cost $11
- Program was suspended April 2016 - Sept 2016 due to lack of funding.



FY17

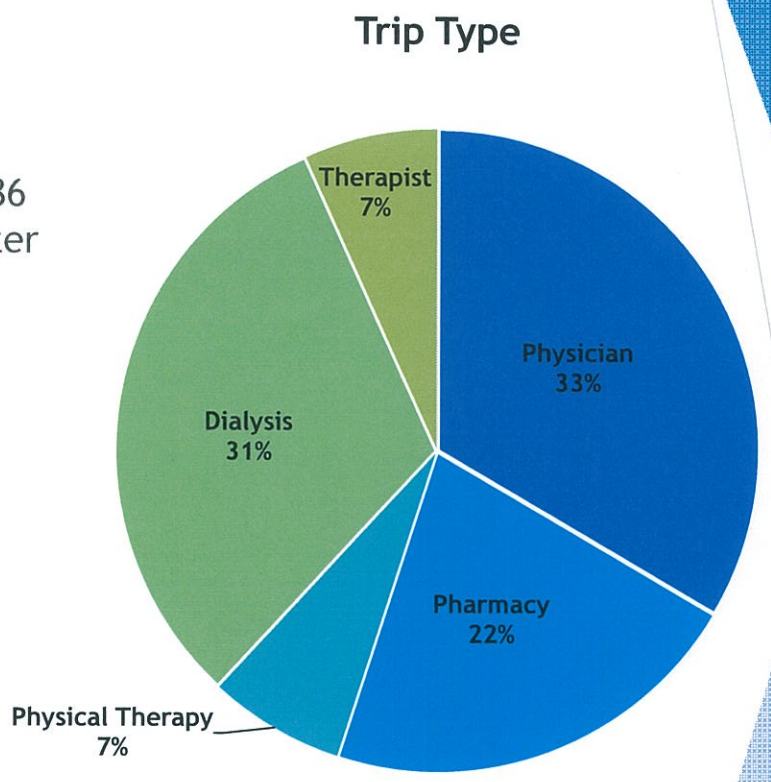
- Program reinstated September 2016 with a $75,000 grant from Kaiser Permanente, PWC contribution ($53,174) and private contributions ($12,296).

- Program eligibility changes due to funding situation:
  - Not eligible for Medicaid non-emergency transportation
  - Must reside in low-income household (1.9x federal poverty level) **and**
  - 80+ years old ***or*** disabled as defined by ADA

- Program element changes
  - Introduced enrollment fee of $15
  - Co-pay increased from $3 to $5 for each one-way trip
  - Program pays up to $10.00 for each one-way trip
  - Monthly trip maximum - $60 (equivalent of 6 one-way trips)
  - Program expanded to all PWC including Cities of Manassas and Manassas Park

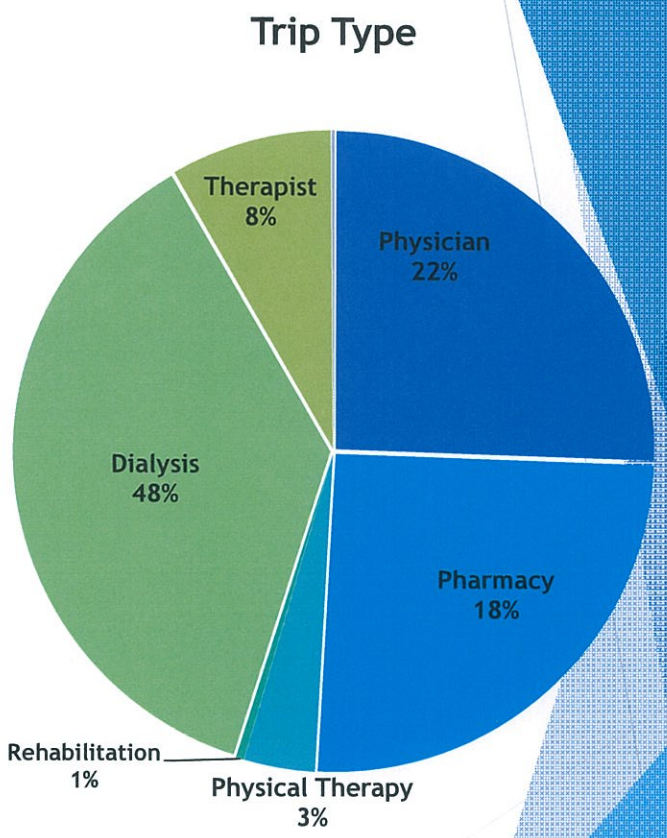
FY17 Cont.

- 135 participants enrolled (initially only 86 participants returned to the program after the suspension)
- 1,424 trips taken - average trip cost $8



FY18

- Funding - MWCOG/PHF grant - $125,000 (2-year $250,000 grant ends June 2019), remaining PWC contribution ($21,826), remaining Kaiser Permanente grant funding ($16,812) and private contributions ($3,140)
- Program element changes to increase enrollment:
  - Reduced co-pay back to $3 for each one-way trip
  - Program payment for each one-way trip increased to $20
- 207 enrolled participants (as of Feb 28)
- 6,087 trips taken (as of Feb 28) - average cost $8



FY19

- Funding will be the remaining $125,000 from the MWCOG grant
- Next steps
  - Continue to look for funding opportunities

Questions?

April 5, 2018
PRTC Regular Meeting

Information Items
February System Performance and Ridership Reports
Revised Purchasing Authority Report
Wheels-to-Wellness Funding Status

PRTC
Potomac and Rappahannock Transportation Commission

14700 Potomac Mills Road
Woodbridge, VA 22192

April 5, 2018

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Perrin A. Palistrant
Director of Operations and Operations Planning

Doris Lookabill
Director of Program Administration

THROUGH: Robert A. Schneider, PhD
Executive Director

RE: February System Performance and Ridership Report

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*OmniRide Express and Metro Direct Service**

- February average daily ridership was relatively flat compared to January
- A mix bag of weather caused fluctuations in ridership, but showed an upward trend late month
- Reviewing data and preparing schedules for minor service change in July

*OmniLink Local Bus Service**

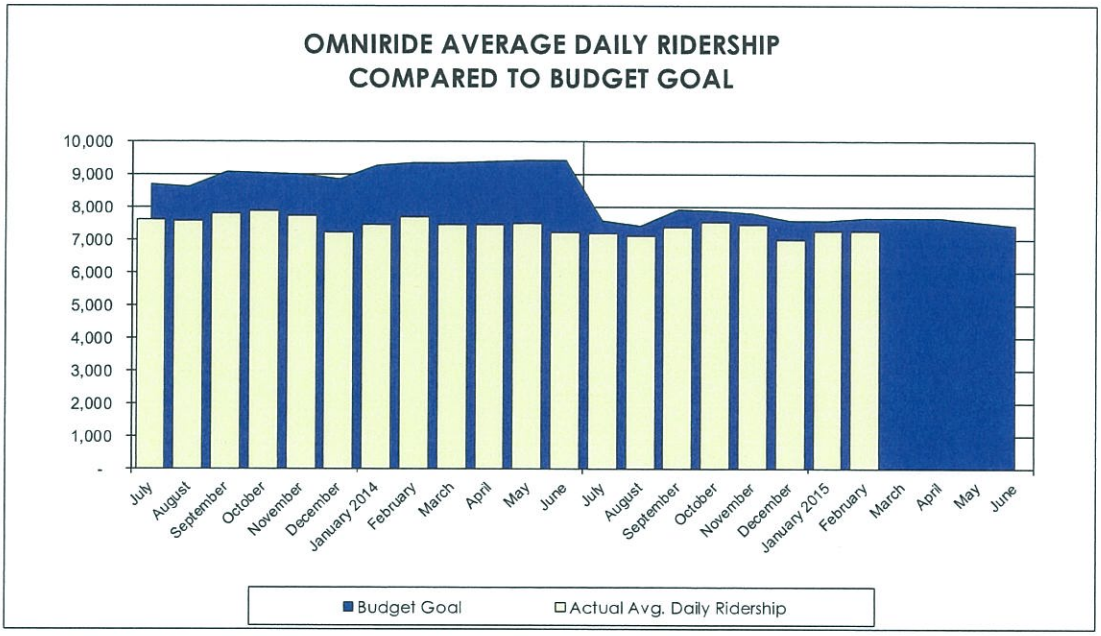
- February average daily ridership increased 5 percent from January
- Weekday ridership started an upward trend starting mid-month
- Saturday ridership is being reviewed by staff due to continual month to month declines

Vanpool Alliance Program

- Enrollment increased to 664 vans
- February ridership increased 5 percent over the same month last year

OMNIRIDE EXPRESS SERVICE

Month	Monthly Ridership FY17	Monthly Ridership FY18	Average Daily Ridership FY17	Average Daily Ridership FY18	% Change	FY18 Budget Goal	Change from Goal
July	150,922	140,343	7,621	7,225	-5.2%	7,599	(374)
August	175,881	164,929	7,599	7,114	-6.4%	7,427	(313)
September	162,621	147,004	7,811	7,417	-5.0%	7,943	(526)
October	158,700	158,222	7,919	7,572	-4.4%	7,913	(341)
November	146,086	138,188	7,735	7,458	-3.6%	7,806	(348)
December	133,654	123,853	7,237	7,022	-3.0%	7,602	(580)
January	136,374	145,038	7,485	7,304	-2.4%	7,596	(292)
February	146,303	136,436	7,722	7,290	-5.6%	7,688	(398)
March							
April							
May							
June							
Year to Date	**1,210,541**	**1,154,013**	**7,641**	**7,300**	**-4.5%**	**7,697**	**(397)**



At year's end figures are revised, if needed, to account for any lingering data latency.

7/16 - Avg. Daily Ridership excludes the Friday before and Tuesday after July 4

9/16- Avg. Daily Ridership excludes the Friday before Labor Day

10/16- Avg. Daily Ridership excludes Friday before Columbus Day (7) and Columbus Day (11).

11/16- Avg. Daily Ridership excludes Election Day (8), Veterans Day (11), and days before and after Thanksgiving (22,23,25 and 30)

12/16- Avg. Daily Ridership excludes Christmas tree lighting (1), and holiday period (19-30)

1/17- Avg. Daily Ridership excludes MLK Day (16), Inauguration ESP Service (18-20), AM snow/PWC School in service day (30)

2/17- Avg. Daily Ridership excludes Friday before President's Day (17) and President's Day (20)

3/17- Avg. Daily Ridership Excludes Snow/Schools Closed (14,15)

4/17- Avg. Daily Ridership excludes PWC Spring Break (10-14 and 17)

5/17- Avg. Daily ridership excludes days before and after Memorial Day holiday (26 and 30)

6/17- Avg. Daily Ridership excludes Friday before Fourth of July Holiday (30)

7/17- Avg. Daily ridership excludes days before and after Fourth of July Holiday (3,5,6,7)

9/17 - Avg. Daily Ridership Excludes Friday before Labor Day Holiday (1)

10/17-Avg. Daily Ridership Excludes Friday before Columbus Day and Columbus Day (5, 8)

11/17-Avg. Daily Ridership Excludes Day before Veterans Day (10), Week of Thanksgiving and Monday after (20-24 and 27), Christmas Tree Lighting ESP

12/17- Avg. Daily Ridership excludes holiday period (20-29)

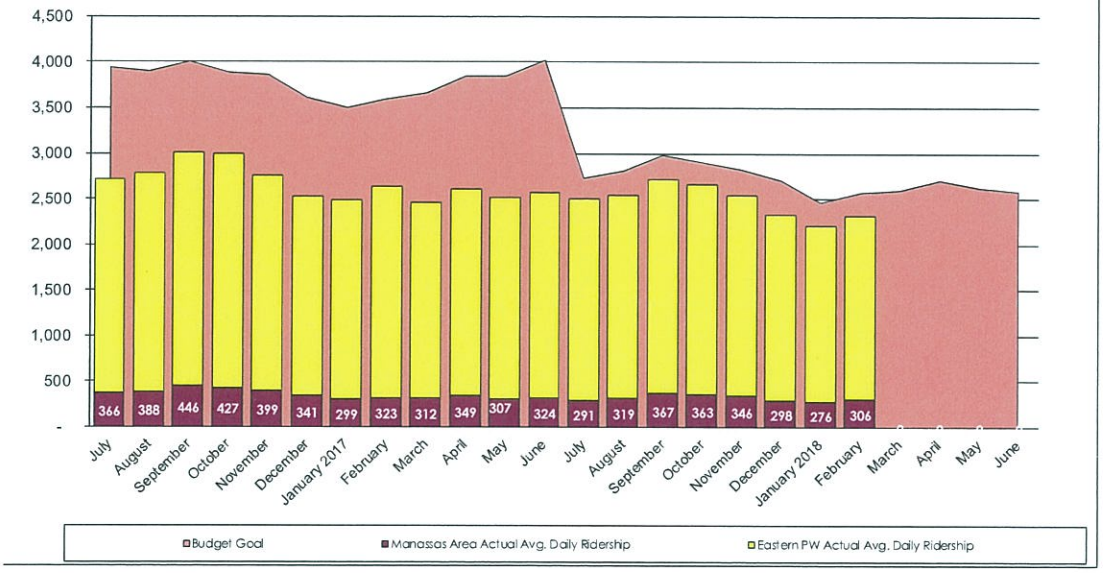
1/18- Avg. Daily Ridership excludes New Year's holiday and weather related school closures (2-5), MLK Holiday (15), School closures-snow (17), Federal

2/18- Avg. Daily Ridership excludes weather related school closures and delays (7), Friday before President's Day (16) President's Day Holiday (19)

OMNILINK LOCAL SERVICE

WEEKDAY							
	Monthly Ridership		Average Daily Ridership			FY18	Change from
Month	FY17	FY18	FY17	FY18	% Change	Budget Goal	Goal
July	54,174	49,365	2,715	2,507	-7.7%	2,723	(216)
August	63,944	58,330	2,780	2,536	-8.8%	2,807	(271)
September	61,832	54,048	3,003	2,709	-9.8%	2,985	(276)
October	61,742	57,288	2,991	2,659	-11.1%	2,906	(247)
November	54,900	50,905	2,753	2,540	-7.7%	2,824	(284)
December	50,602	43,042	2,531	2,331	-7.9%	2,695	(364)
January	50,650	44,114	2,483	2,208	-11.1%	2,458	(250)
February	51,955	45,089	2,632	2,320	-11.9%	2,563	(243)
March							
April							
May							
June							
Year to Date	**449,799**	**402,181**	**2,736**	**2,476**	**-9.5%**	**2,745**	**(269)**

OMNILINK AVERAGE WEEKDAY RIDERSHIP COMPARED TO BUDGET GOALS



At year's end figures are revised, if needed, to account for any lingering data latency.

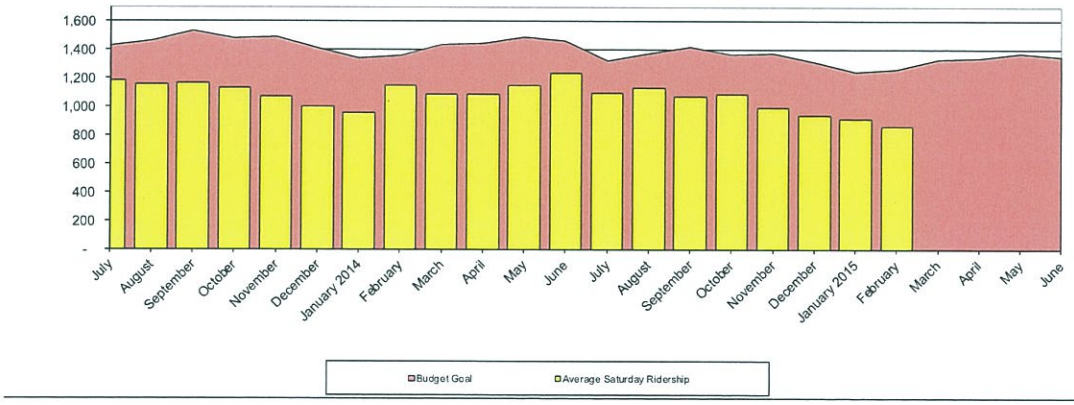
7/16 - Avg. Deaily ridership excludes Tuesday after Fourth of July holiday.
9/16- Avg. Daily Ridership excludes heavy rainfall and storms on the 29th and 30th.
10/16- Avg. Daily Ridership excludes Columbus Day (11).
11/16- Avg. Daily Ridership excludes Election Day (8), Veterans Day (11), and days before and after Thanksgiving (22,23,25 and 30)
12/16- Avg. Daily Ridership excludes holiday period (19-30)

1/17- Avg. Daily Ridership excludes MLK Day (16), Inauguration Day schools closed (20), AM Snow/PWC school in service day (30)
2/17- Avg. Daily Ridership excludes President's Day (20)
3/17- Avg. Daily Ridership excludes Snow/Schools Closed (14,15)
4/17- Avg. Daily Ridership excludes PWC Spring Break (10-14 and 17)
7/17-Avg. Daily Ridership excludes days before and after Fourth of July Holiday (3,5,6,7)
9/17- Avg. Daily Ridership excludes Friday before Labor Day (1)
10/17- Avg. Daily Ridership excludes Columbus Day (8)
11/17- Avg. Daily Ridership excludes Election Day (7), Veterans Day Observed (10), Wednesday before and Friday after Thanksgiving (23 and 25)
12/17- Avg. Daily Ridership excludes holiday period (20-29)
1/18- Avg. Daily Ridership excludes New Year's holiday and weather related school closures (2-5), MLK Holiday (15), School closures-snow (17)
2/18- Avg. Daily Ridership excludes weather related school closures (7), President's Day Holiday (19)

OMNILINK LOCAL SERVICE

SATURDAY							
	Monthly Ridership		Average *Saturday* Ridership			*Average Saturday* FY18	Change from
Month	FY17	FY18	FY17	FY18	% Change	Budget Goal	Goal
July	5,931	5,606	1,186	1,099	-7.4%	1,433	(334)
August	4,628	4,528	1,157	1,132	-2.2%	1,482	(350)
September	4,672	5,350	1,168	1,070	-8.4%	1,529	(459)
October	5,661	4,349	1,132	1,087	-4.0%	1,474	(387)
November	4,294	3,966	1,074	992	-7.6%	1,474	(482)
December	4,181	4,119	998	944	-5.4%	1,409	(465)
January	3,511	3,423	961	914	-4.9%	1,334	(420)
February	4,600	3,437	1,150	859	-25.3%	1,364	(505)
March							
April							
May							
June							
Year to Date	**37,478**	**34,778**	**1,103**	**1,012**	**-8.3%**	**1,437**	**(425)**

OMNILINK AVERAGE SATURDAY RIDERSHIP COMPARED TO BUDGET GOAL



At year's end figures are revised, if needed, to account for any lingering data latency.

12/16 - Excludes weather/delayed start of service (17) and Christmas Eve (24)

1/17 - Excludes snow/ice (7)

12/17 - Excludes weather (9) and New Years Eve weekend/very cold weather (30)

1/18- Excludes snow/very cold weather (6)

OMNIMATCH / VANPOOL ALLIANCE

	OmniMatch				*Vanpool Alliance*			
	FY17	FY18	FY17	FY18	FY17	FY18	FY17	FY18
	New Applications Received	New Applications Received	Other Applications Received	Other Applications Received	Vanpools Enrolled	Vanpools Enrolled	Monthly Passenger Trips	Monthly Passenger Trips
July	30	34	16	5	577	653	108,930	117,257
August	16	36	16	20	586	658	123,562	133,874
September	84	22	10	15	588	659	117,862	116,527
October	71	52	25	12	606	662	117,283	127,548
November	40	40	13	17	614	663	115,731	120,117
December	28	25	9	10	621	650	109,232	108,423
January	44	47	1	10	624	652	116,304	128,991
February	27	32	12	5	626	664	114,271	117,217
March								
April								
May								
June								
Average	**43**	**36**	**13**	**12**	**605**	**658**	**115,397**	**121,244**

1) "New PRTC Applications Received" include all new customers inquiring about rideshare options in Prince William, Manassas, and Manassas Park.
2) "Other Applications Received" include reapplicants, deletions and commuters contacted as a follow-up interested in remaining in the program.
3) "Vanpools Enrolled" includes all vanpools approved as of last day of the month.

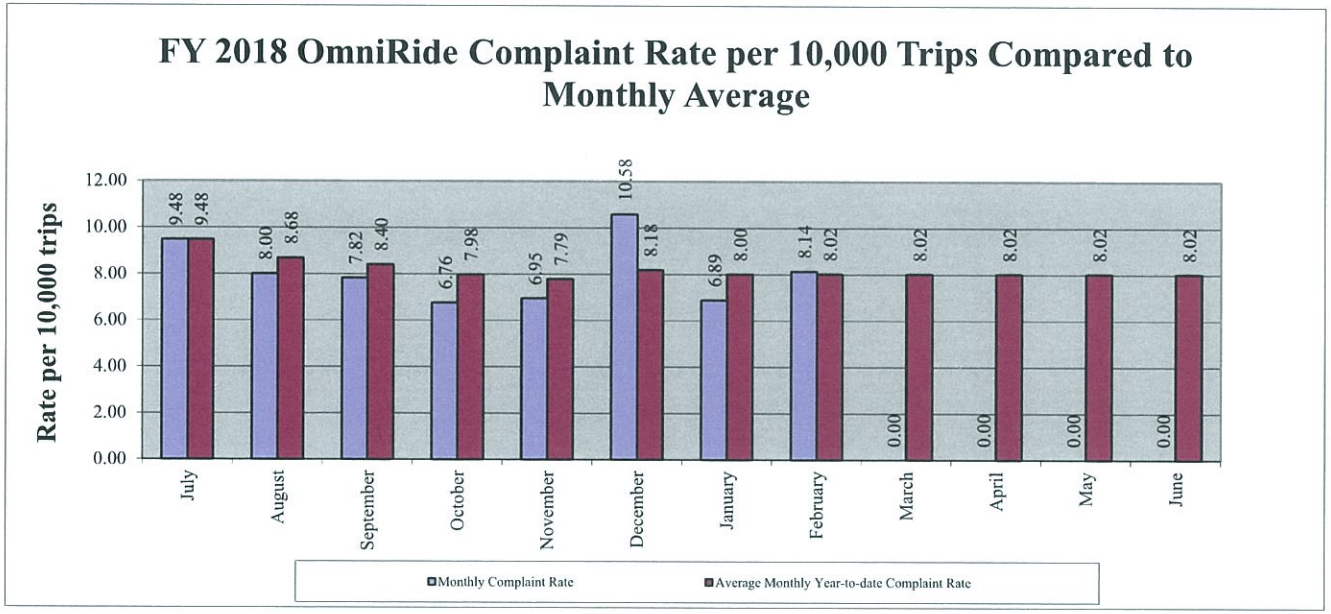
FY18 Customer Service Department Monthly Service Totals

	February	January	Change	% Change
CALL ACTIVITY				
Total Incoming Calls	7,897	10,186	-2,289	-22%
Percentage Handled by IVR	49%	49%	0	0%
Percentage Handled by CS	46%	45%	0	3%
Percentage Abandoned	4%	6%	0	-26%
Daily Average	153	189	-37	-19%
Average Waiting Time	0:58	1:07	0:09	13%
RIDERSHIP				
Off-route trips Scheduled:				
One Time Trips	1,561	1,613	-52	-3%
Standing Order Trips	692	692	0	0%
Sub Total	2,253	2,305	-52	-2%
Daily Average	94	85	9	10%
Fixed Route:	46,273	45,232	1,041	2%
Total Ridership*	48,526	47,537	989	2%
RIDER ACCOMODATIONS				
Total Trip Turn Downs	54	34	20	59%
% Of Trips Turned Down	2.34%	1.45%	0.89%	61%

* - Includes Saturday ridership

FY 2017 Year-to-date OmniRide Complaints			
	Ridership	Complaints	Per 10k Trips
July	150,922	154	10.20
August	175,881	127	7.22
September	162,621	141	8.67
October	158,700	126	7.94
November	146,086	99	6.78
December	133,654	165	12.35
January	136,374	84	6.16
February	146,303	88	6.01
March			
April			
May			
June			
Year-to-date totals	**1,210,541**	**984**	**8.13**

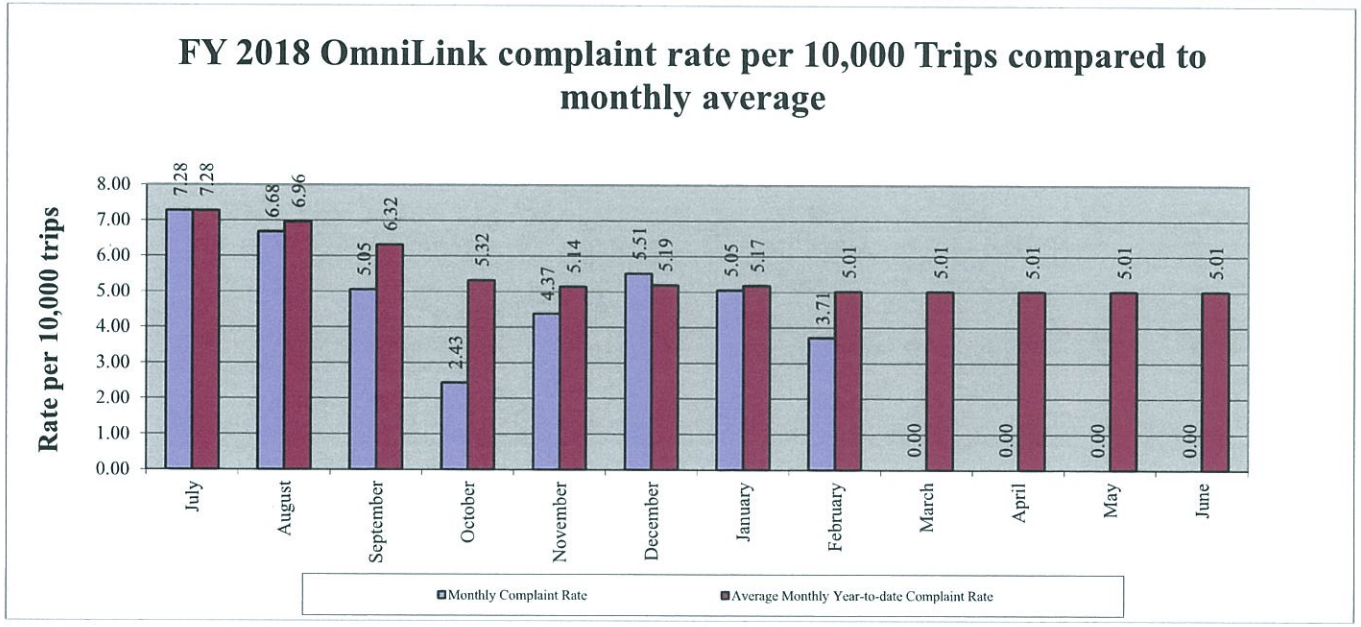
FY 2018 Year-to-date OmniRide Complaints			
	Ridership	Complaints	Per 10k Trips
July	140,343	133	9.48
August	164,929	132	8.00
September	147,004	115	7.82
October	158,222	107	6.76
November	138,188	96	6.95
December	123,853	131	10.58
January	145,038	100	6.89
February	136,436	111	8.14
March			
April			
May			
June			
Year-to-date totals	**1,154,013**	**925**	**8.02**



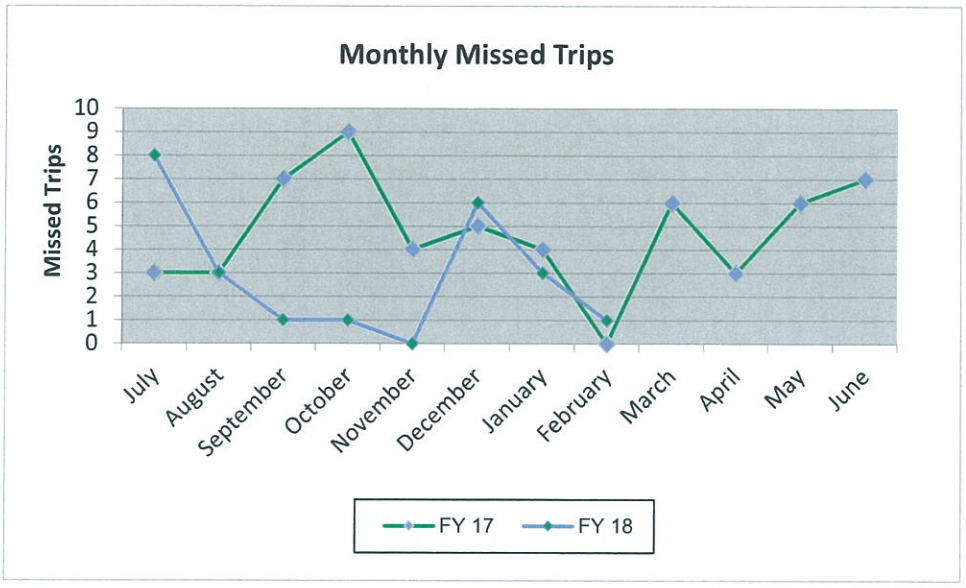
Complaint rates for OmniRide service for the current month and for the year-to-date in contrast to fiscal year 2017 overall rate, which is the benchmark for evaluating contractor performance for fiscal year 2018 in the bus services contract.

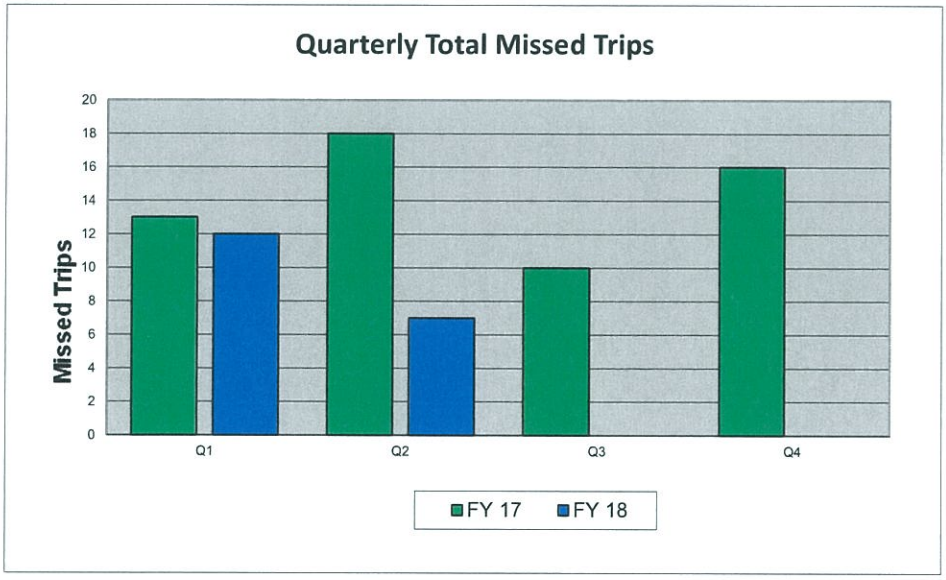
FY 2017 Year-to-date OmniLink Complaints			
	Ridership	Complaints	Per 10k Trips
July	60,105	20	3.33
August	68,572	24	3.50
September	66,504	25	3.76
October	67,403	30	4.45
November	59,194	13	2.20
December	54,783	29	5.29
January	54,161	22	4.06
February	56,555	18	3.18
March			
April			
May			
June			
Year-to-date totals	**487,277**	**181**	**3.71**

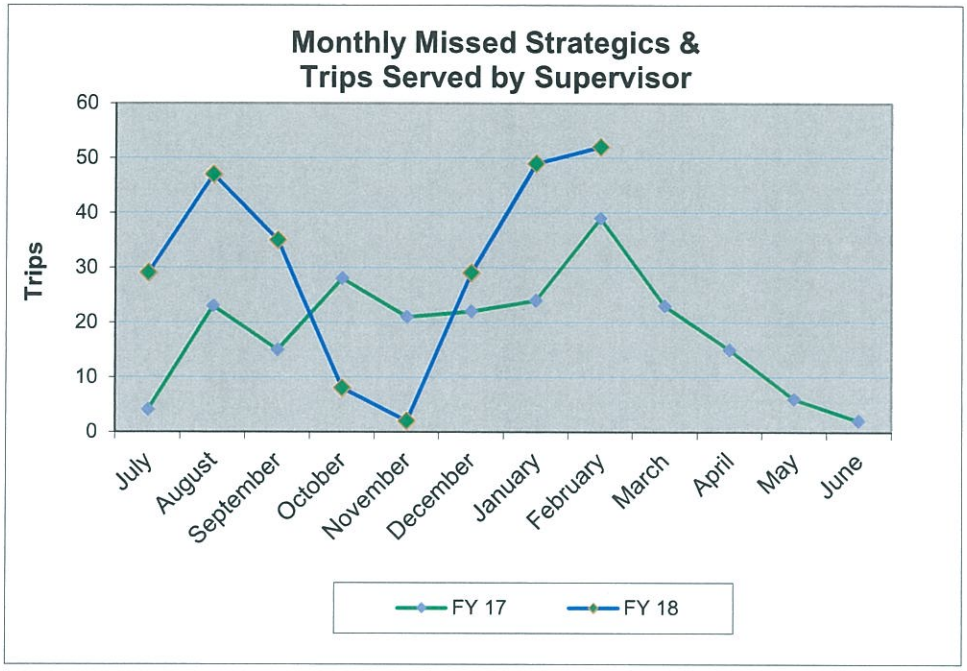
FY 2018 Year-to-date OmniLink Complaints			
	Ridership	Complaints	Per 10k Trips
July	54,971	40	7.28
August	62,858	42	6.68
September	59,398	30	5.05
October	61,637	15	2.43
November	54,871	24	4.37
December	47,161	26	5.51
January	47,537	24	5.05
February	48,526	18	3.71
March			
April			
May			
June			
Year-to-date totals	**436,959**	**219**	**5.01**

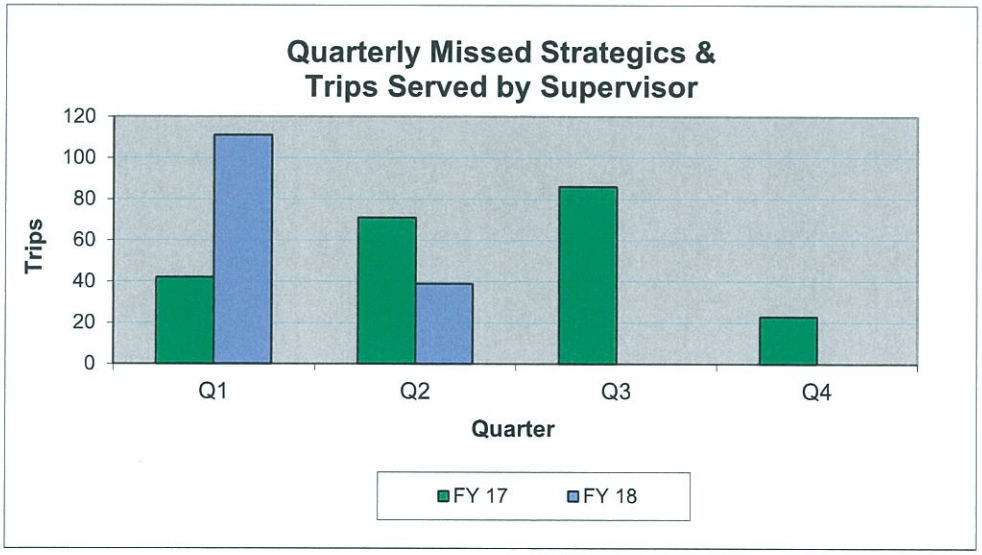


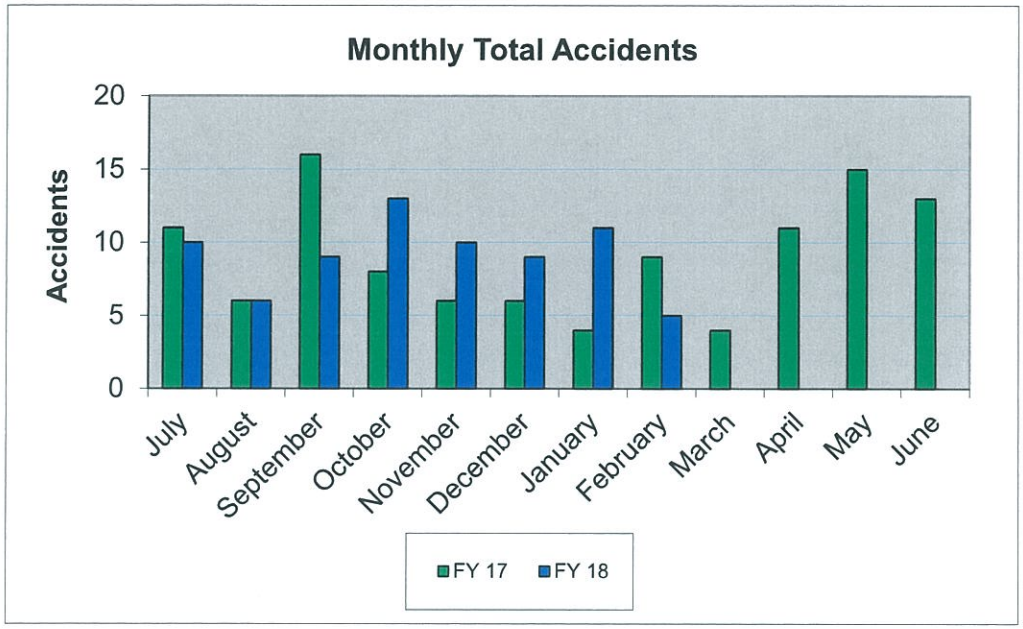
Complaint rates for OmniLink service for the current month and for the year-to-date in contrast to fiscal year 2017 overall rate, which is the benchmark for evaluating contractor performance for fiscal year 2018 in the new bus services contract.

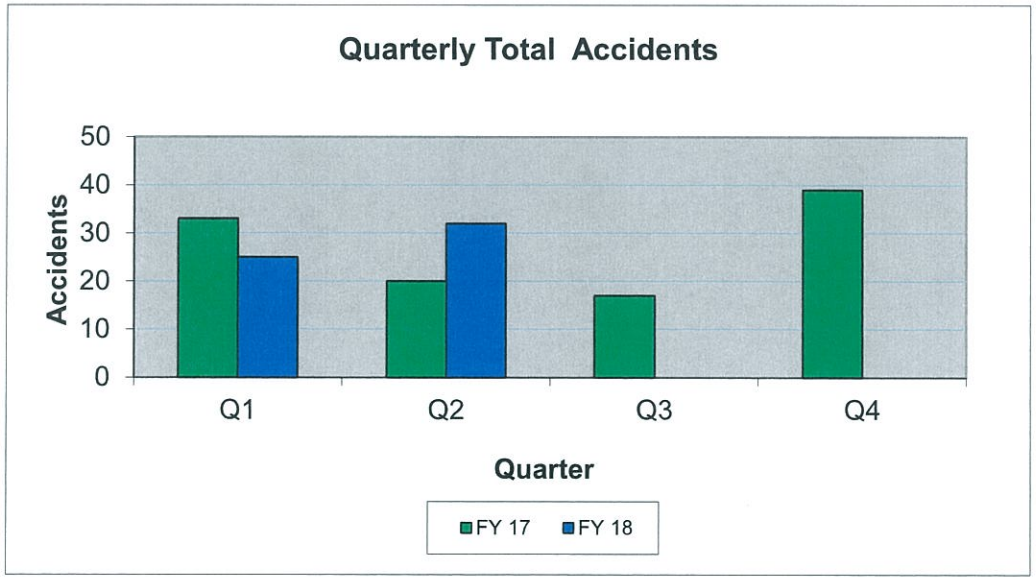

Monthly Missed Trips
Missed Trips
10
9
8
7
6
5
4
3
2
1
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18

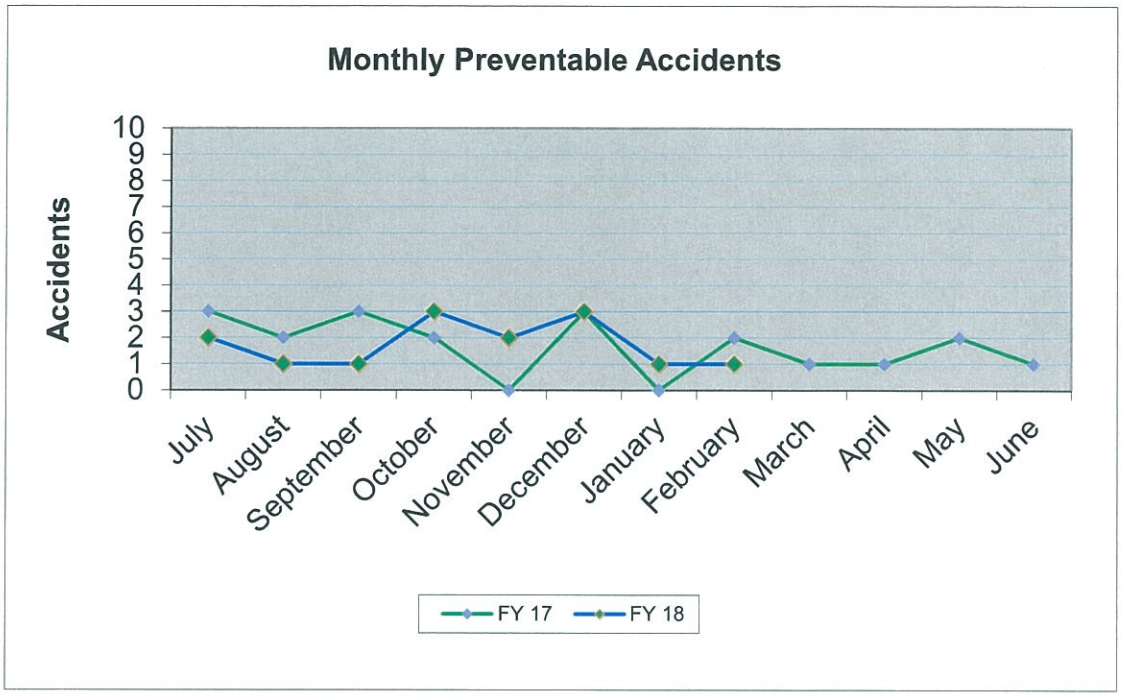

Quarterly Total Missed Trips
Missed Trips
20
18
16
14
12
10
8
6
4
2
0
Q1
Q2
Q3
Q4
FY 17
FY 18

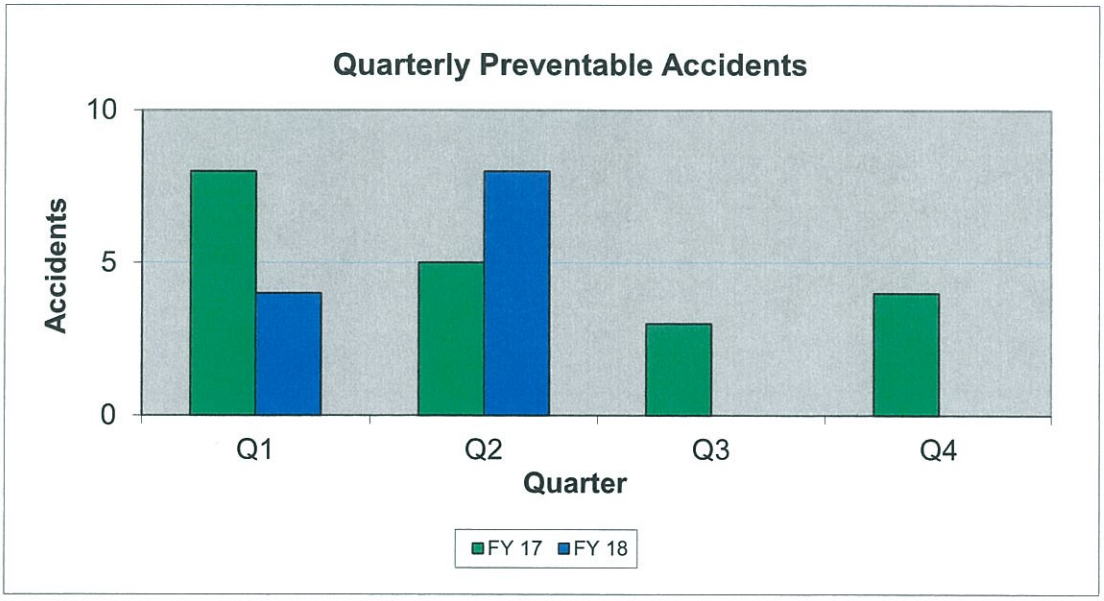

Monthly Missed Strategics &
Trips Served by Supervisor
Trips
60
50
40
30
20
10
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18

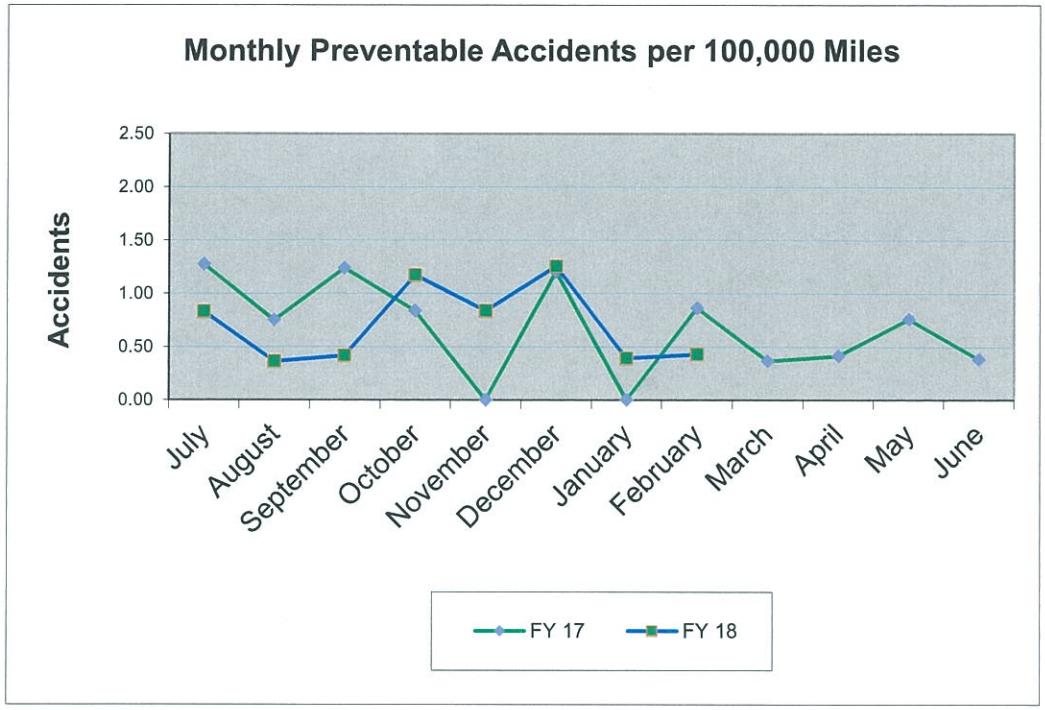

Quarterly Missed Strategics &
Trips Served by Supervisor
Trips
120
100
80
60
40
20
0
Q1
Q2
Q3
Q4
Quarter
FY 17
FY 18

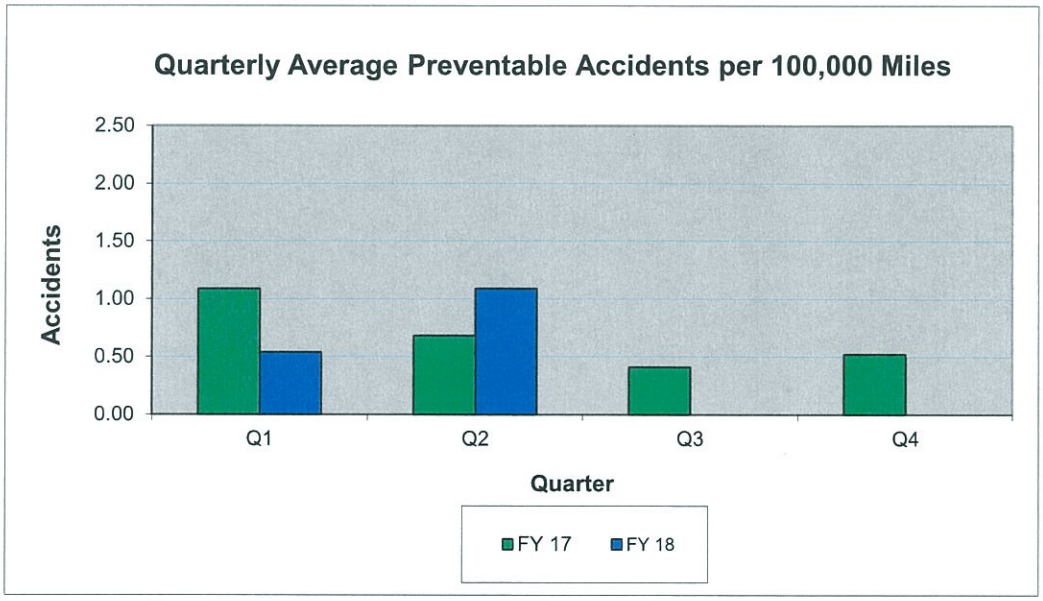

Monthly Total Accidents
Accidents
20
15
10
5
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18

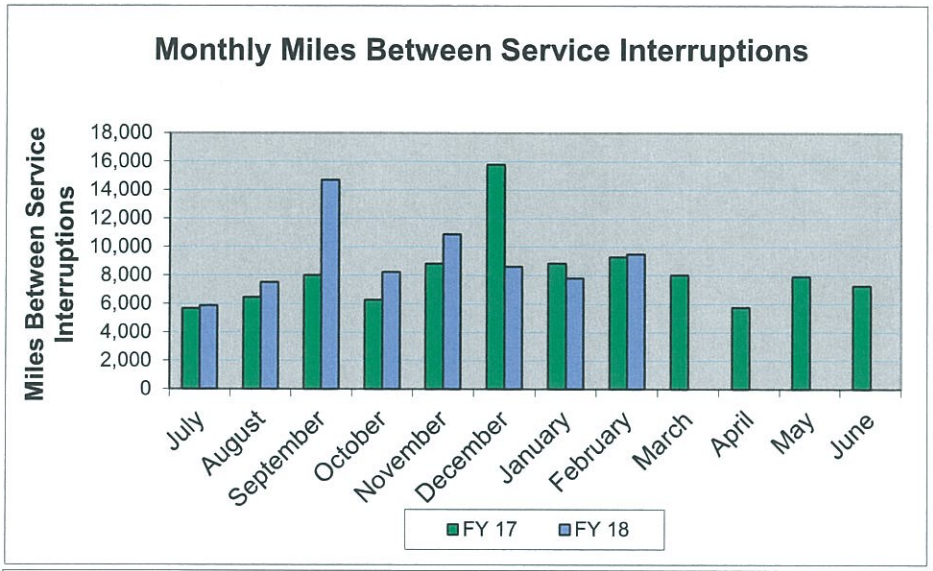

Quarterly Total Accidents
Accidents
50
40
30
20
10
0
Q1
Q2
Q3
Q4
Quarter
FY 17
FY 18

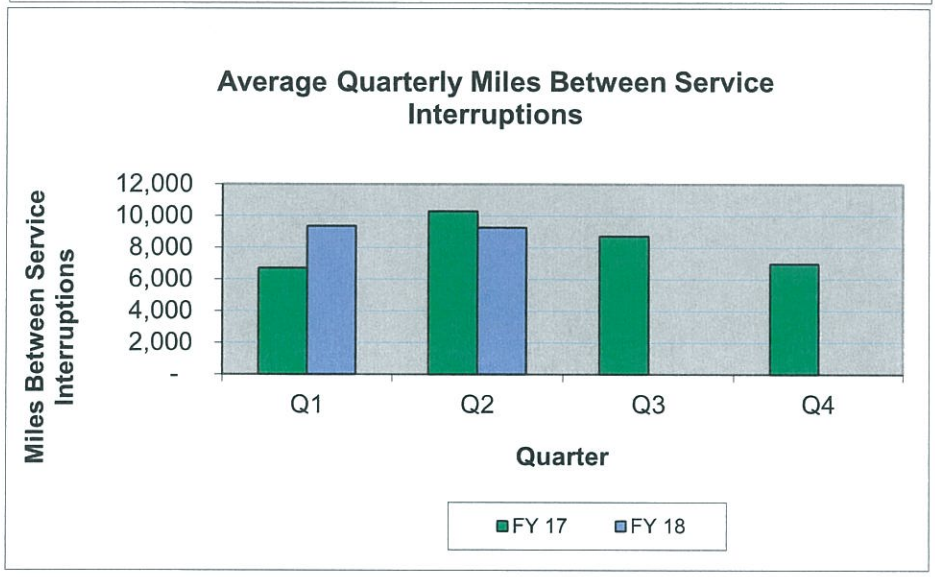

Monthly Preventable Accidents
Accidents
10
9
8
7
6
5
4
3
2
1
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18


Quarterly Preventable Accidents
Accidents
10
5
0
Q1
Q2
Q3
Q4
Quarter
FY 17
FY 18


Monthly Preventable Accidents per 100,000 Miles
Accidents
2.50
2.00
1.50
1.00
0.50
0.00
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18


Quarterly Average Preventable Accidents per 100,000 Miles
Accidents
2.50
2.00
1.50
1.00
0.50
0.00
Q1
Q2
Q3
Q4
Quarter
FY 17
FY 18


Monthly Miles Between Service Interruptions
Miles Between Service Interruptions
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18


Average Quarterly Miles Between Service Interruptions
Miles Between Service Interruptions
12,000
10,000
8,000
6,000
4,000
2,000
-
Q1
Q2
Q3
Q4
Quarter
FY 17
FY 18

PRTC
Potomac and Rappahannock Transportation Commission

14700 Potomac Mills Road
Woodbridge, VA 22192

April 5, 2018

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD
Executive Director

RE: Revised Purchasing Authority Report

On June 4, 2015, the Potomac and Rappahannock Transportation Commission (PRTC) approved increasing the Executive Director's delegated purchasing authority from $50,000 to $100,000. It was resolved that any purchase of greater than $50,000 would be communicated to the Board as an information item.

In February 2018, there were no purchase orders issued within the Executive Director's new spending authority.

Wheels-to-Wellness Funding Status
As of February 28, 2018

Grant/Contribution	Organization	Amount	Notes	
Enrollment Fees Collected		$105		
Contribution	Lake Jackson Volunteer Fire & Rescue Department - Bingo Account	$500		02/09/2018
Contribution	Linda Lee - Go Fund Me	$931		02/16/2018
Sub Total		$1,536		

Pending

Grant/Contribution	Organization	Amount	Notes	
Sub Total		$0		

Previously Reported

Grant/Contribution	Organization	Amount	Notes	Date
Enrollment Fees		$2,865		
Contribution	Davita Dialysis Center	$1,261	Net IEC 3% admin fee per agreement (actual donation	01/18/2018
Grant	MWCOG Enhanced Mobility Grant/Potomac Health Foundation 50% match (disabled and seniors)	$250,000		06/14/17
Contribution	First United Presbyterian Church of Dale City	$500		08/31/16
Contribution	St. Francis of Assisi Church	$2,000		08/25/16
Grant	Kaiser Permanente (low income individuals)	$72,750	Net IEC 3% admin fee per agreement (actual grant was $75,000)	8/9/2016
Contribution	Prince William County	$75,000		July 2016
Contribution	First United Presbyterian Church of Dale City	$500		06/21/16
Contribution	Zion Baptist Church in Baltimore	$700		05/10/16
Contribution	First United Presbyterian Church of Dale City	$500		04/25/16
Contribution	Gregg and Jean Reynolds	$50		04/19/16
Contribution	NOVEC (corporate)	$500		04/14/16
Grant	Transurban Express Lane Grant	$1,500		04/11/16
Contribution	Malloy	$500		04/11/16
Contribution	NOVEC HELPS	$485	Net IEC 3% admin fee per agreement (actual contribution was $500)	04/08/16
Contribution	Findley Asphalt	$1,000		03/31/16
Contribution	Lustine Toyota	$2,000		03/29/16
Contribution	Infinity Solutions, Inc	$250		03/29/16
Contribution	Sacred Heart Catholic Church	$200		03/21/16
Contribution	Holy Family Catholic Church	$1,000		03/21/16
Contribution	First Baptist Church of Woodbridge	$5,000		03/08/16
Contribution	First United Presbyterian Church of Dale City	$1,000		02/25/16
Contribution	First Mount Zion	$5,000		02/01/16
Contribution	Prince William County	$160,000		Aug 2015
Sub Total:		$584,561		
Grand Total (excluding Pending)		$586,097		
Remaining (excluding Pending)		$197,064		