April 5, 2018

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD
Executive Director

RE: April 5th Commission Meeting

Enclosed is your board kit for the April 5, 2018 Commission meeting at 7:00 p.m. in PRTC's large conference room (2nd floor).

If you have any questions regarding agenda items or any other item in your board kit, please contact me at (703) 580-6117 or bschneider@omniride.com.

Enclosure: As stated

POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION
14700 POTOMAC MILLS RD • WOODBRIDGE, VA • 22192 • PRTCTRANSIT.ORG

Board of Commissioners Monthly Meeting

Thursday, April 5, 2018, 7:00pm: PRTC Transit Center

Prior to entering the meeting, please turn all electronic devices (cell phones, pagers, etc.) to a silent, vibrate or off position.

OFFICERS

Hon. Ruth Anderson, Chair (Prince William County) • Hon. Jeanette Rishell, Vice Chair (City of Manassas Park) • Hon. Pamela Sebesky, Secretary (City of Manassas) • Hon. Wendy Maurer, Treasurer (Stafford County)

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1. Call to Order (Anderson)

2. Invocation and Pledge of Allegiance (Anderson)

3. Attendance Roll Call (Anderson/Altis)

4. Adoption of Agenda – April 5, 2018 (Anderson)

5. Approval of Minutes – March 1, 2018 (Anderson/Schneider)

6. Citizen's Time/Public Comment (Anderson)

7. Approval of Consent Agenda – April 5, 2018 (Anderson)
   - A. RES Acceptance of the Jurisdictional Financial Report for the Period Ended January 31, 2018
   - B. RES Authorization to Sign Federal Transit Administration's FY2018 Annual Certifications and Assurances

8. PRTC Executive Director's Time (Schneider)
   - A. INFO Follow-up from Prior Meetings
   - B. INFO 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]

9. Virginia Railway Express Chief Executive Officer's Time (Allen)
   A. INFO CEO Report
   B. INFO Agenda, Minutes, and Adopted Resolutions of the March 16, 2018 VRE Operations Board Meeting
   C. INFO Broad Run Expansion
   D. INFO Spending Authority Report

10. Presentations/Information Items
   A. INFO Critical Bus Incidents Report
   B. INFO Wheels-to-Wellness Presentation

11. PRTC Action Items (Anderson/Schneider)

12. PRTC Chair's Time (Anderson)

13. Other Business/Commissioners' Time (Anderson)

14. Adjournment (Anderson)

<u>Information Items</u>
Performance Service Reports
Revised Purchasing Authority Report
Wheels-to-Wellness Funding Status

ITEM 1-3
April 5, 2018
PRTC Regular Meeting

ITEM 1

Call to Order

ITEM 2

Invocation and Pledge of Allegiance

ITEM 3

Attendance Roll Call

ITEM 4
April 5, 2018
PRTC Regular Meeting
Res. No. 18-04-___

MOTION:

SECOND:

RE: APPROVE – AGENDA – APRIL 5, 2018

ACTION:

WHEREAS, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") meets on a monthly basis and an agenda is presented to the Commission for review and approval.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the agenda of April 5, 2018, as presented/amended.

Votes:
Ayes:
Abstain:
Nays:
Absent from Vote:
Alternate Present Not Voting:
Absent from Meeting:

ITEM 5
April 5, 2018
PRTC Regular Meeting
Res. No. 18-04-___

MOTION:

SECOND:

RE: **APPROVE – MINUTES – MARCH 1, 2018**

ACTION:

WHEREAS, on April 5, 2018 at 7:00 p.m. the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") convened its regular meeting at the PRTC Transit Center, located at 14700 Potomac Mills Road, Woodbridge, Virginia; and

WHEREAS, PRTC conducted business in accordance with a published agenda dated April 5, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of March 1, 2018.

Votes:
Ayes:
Nays:
Abstain:
Absent from Vote:
Alternate Present Not Voting:
Absent from Meeting:

POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION

14700 POTOMAC MILLS ROAD • WOODBRIDGE, VA • 22192 •
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MINUTES
PRTC Commission Meeting – March 1, 2018

Members Present	Jurisdiction
*Ruth Anderson, Chair	Prince William County
*Maureen Caddigan	Prince William County (departed @ 8:10 p.m.)
*Matt Kelly	City of Fredericksburg
*Jeanine Lawson	Prince William County
*Wendy Maurer, Treasurer	Stafford County
*Marty Nohe	Prince William County
*Frank Principi, Immediate Past Chairman	Prince William County
*Pamela Sebesky, Secretary	City of Manassas
*Jeanette Rishell, Vice Chair	City of Manassas Park
*Gary Skinner, At-Large Member	Spotsylvania County
*Paul Trampe	Spotsylvania County
Members Absent	
George Barker	Virginia Senate
Mark Dudenhefer	Stafford County
John Jenkins	Prince William County
Jennifer Mitchell	Department of Rail and Public Transportation
Alternates Present	
*Norm Catterton	Prince William County
*Steve Pittard	Department of Rail and Public Transportation
*Cindy Shelton	Stafford County
Alternates Absent	
Hilda Barg	Prince William County
Pete Candland	Prince William County
Jack Cavalier	Stafford County
Hector Cendejas	City of Manassas Park
Todd Horsley	Department of Rail and Public Transportation
Margaret Franklin	Prince William County
Tim McLaughlin	Spotsylvania County
Suhas Naddoni	Prince William County
David Ross	Spotsylvania County
Donald Shuemaker	Prince William County
Billy Withers	City of Fredericksburg
Mark Wolfe	City of Manassas

*Voting Member
**Delineates arrival/departure following the commencement of the PRTC Board Meeting. Notation of the exact arrival/departure time is included in the body of the minutes.

Staff and General Public

Gina Altis – PRTC
Monica Backmon – NVTA
Tomonkia Byrd – PRTC
Tim Collins – Consultant
Nelson Cross – First Transit
Tracy Dean – PRTC
Rob Dickerson – PRTC Legal Counsel
Joyce Embrey – PRTC
Althea Evans – PRTC
Christine Hoeffner – VRE
Ken Jones – PRTC
Lamarr Johnson – PRTC
Todd Johnson – PRTC
Bob Leibbrandt – Prince William County
Doris Lookabill – PRTC
Jacque Lucas – PRTC Legal Counsel
Amber Maiden – Citizen
Betsy Massie – PRTC
Jerry McIntosh – PRTC
Karen Mills – First Transit
Brian Mitchell – First Transit
Perrin Palistrant – PRTC
Kim Pitner – PRTC
Cynthia Porter-Johnson – PRTC
Christine Rodrigo – PRTC
Rhiannon Roszell – First Transit
Bob Schneider – PRTC
Markesha Smithen – PRTC
Chuck Steigerwald – PRTC
Nia Tuix – Citizen
Michael Williams – PRTC
Bea Wooden – PRTC
Monique Wyche – First Transit

Madam Chair Anderson called the meeting to order at 7:10 p.m. The Pledge of Allegiance, Invocation, and Roll Call followed.

Approval of the Agenda –4 [RES 18-03-01]

Commissioner Lawson moved, with a second by Commissioner Maurer, to approve the agenda, as amended. Madam Chair Anderson moved Item 9 to follow Item 5. There was no discussion on the motion. (LAWSON/MAURER, UNANIMOUS)

Approve – Minutes – February 1, 2018 PRTC Board Meeting – 5 [RES 18-03-02]

Commissioner Maurer moved, with a second by Commissioner Kelly, to approve the minutes of February 1, 2018, as presented. There was no discussion on the motion. (MAURER/KELLY, UNANIMOUS)

Citizens' Time - 6

Madam Chair Anderson noted that anyone wishing to address the Commission this evening will have three minutes to speak and for those who do speak to introduce themselves and to state if they are representing an organization or themselves. A number of individuals addressed the Commission (Transcript attached).

Approval of the Consent Agenda –7 [RES 18-03-03]

Commissioner Kelly moved, with a second by Commissioner Sebesky, to approve the Consent Agenda, as presented. There was no discussion on the motion. [KELLY/SEBESKY, UNANIMOUS]

- Accepted the Potomac and Rappahannock Transportation Monthly Jurisdictional Financial Report for the Period Ended December 31, 2017, as presented. [RES 18-03-04]

- Authorized to Budget and Appropriate the City of Fredericksburg's Motor Fuels Tax Funds for Various Transportation Projects, as presented. [RES 18-03-05]

- Authorized to Deobligate $71,596 of the City of Fredericksburg's Motor Fuels Tax for Various Capital Projects, as presented. [RES 18-03-06]

PRTC Executive Director's Time – 8

Dr. Schneider briefed the Board on the following item(s) of interest:

- For Commissioners' perusal, a new OmniRide Fact Sheet is provided that is a snapshot of PRTC's services and membership.

- This week in both the House and Senate with regard to the Metro mass transit funding bill and the gas tax bill, which are two separate pieces of legislation have conformed and gone to conference committee. A Conferees for Transportation Bills list of who the different members are for benefit and information purposes is provided to give Commissioners a better understanding of who will be in the conference process of working through the two bills.

- PRTC Director of Strategic Planning (Chuck Steigerwald) reported that PRTC released an on-line survey with the help of PRTC's bus-sponsoring jurisdictions Manassas, Manassas Park, and Prince William County whereby the survey was pushed through PRTC's website via its Rider Express e-mail system and through the websites of the three member jurisdictions, members of The Coalition for Human Services, and a few other outlets. The survey is designed to get a sense of the community's priorities and preferences for transit services that will have TDM service that PRTC will include or at least consider in developing its TDP and TDM. The survey will be active through March 13th and, to date, about 250 responses have been received.

- A Wheels-to-Wellness presentation will be given to the Commission at its April meeting.

- A critical incident review has been conducted based on the I-495 and I-95 bus incidents that occurred in August and December. PRTC has received a preliminary draft report and is expecting a final report. Mr. Tim Collins will be present at the Commission's April meeting to give an overview, answer any questions, give an assessment, and recommendations.

- PRTC was a sponsor at the Prince William Chamber Business Leadership Awards yesterday, sponsoring the Community Outreach Award. Jirani Coffee House in downtown Manassas won the award.

- With regard to the fatal bus accident that occurred on February 7th in downtown Washington, D.C., no charges are expected or pending from the Police. Dr. Schneider expressed appreciation to everyone for their cooperation during the investigation and in particular to the PRTC dispatch team, PRTC's Director of Marketing and Communications, and Public Relations Specialist and noted that in a moment of tragedy everyone in the organization stood up and did an outstanding job.

Virginia Railway Express Chief Executive Officer's Time – 9

In Mr. Allen's absence, Ms. Christine Hoeffner briefed the Board on the following item(s) of interest:

- Average daily ridership in the month of January is 18,990 that included 10,400 trips on the Fredericksburg Line and about 8,600 trips on the Manassas Line. System-wide On-Time Performance (OTP) for January is 91 percent (90% Fredericksburg Line and 92% Manassas Line).

- Doug Allen (VRE CEO) and Rich Dalton (VRE Deputy CEO/COO) met with Federal Railroad Administration (FRA) staff on January 31, 2018 to give an update on VRE's Positive Train Control (PTC) implementation. VRE is on schedule to meet the December 31, 2018 deadline to implement the PTC system.

- On February 8, 2018, VRE's Office of Development sponsored its second Annual Industry Day. The event is intended to inform the construction community of the $300 million of funded projects that VRE will advertise for design and construction in VRE's six-year program upcoming in the next several years and to generate interest in both the construction and engineering design communities to pursue and compete for VRE projects.

- VRE held a stakeholder workshop on February 28, 2018 for the update of VRE's Transit Development Plan (TDP), which is a six-year constrained plan with a ten year planning horizon that looks at service expansion and capital needs. The TDP is a requirement for all VDRPT grantees and affords an opportunity for VRE to review its goals and objectives for the overall system and short-term plans. A second stakeholder workshop will be held in the June/July time frame.

- The new platform extension at the VRE Lorton Station ribbon cutting ceremony is scheduled for Thursday, March 8th at 10:00 a.m. Speakers include VRE Operations Board Chair Marty Nohe and Fairfax Board of County Supervisors Chair Sharon Bulova.

[Commissioner Caddigan departed at 8:10 p.m. prior to the start of Item 10-A]

Presentations – 10

A. Presentation on PRTC FY 19 Budget – Review of Revenues

PRTC Director of Finance and Administration (Joyce Embrey) gave a presentation on the "OmniRide FY19 Proposed Budget – Review of Expenses." A question and answer session followed.

Commissioner Lawson asked what the terms/expiration date is on the First Transit contract. Ms. Embrey noted it is a ten-year contract and that the initial contract term was for three years (July 1, 2013 to June 30, 2016). The contract was extended three additional years (July 1, 2016 to June 30, 2019).

Continuing, Commissioner Lawson asked Ms. Embrey to clarify the 3.8% annual increase and asked if this is the standard. Ms. Embrey noted that the 3.8% is an annual increase (hourly rate). Dr. Schneider noted that, unfortunately, there is no industry standard and explained that one standard is to use indexes to the region and that the 3.8% annual increase is an estimate of what the pattern has been to keep up with inflation. One of the challenges PRTC frequently faces is the competition for drivers departing for other jobs as well as losing drivers, so a part of this is to keep up with the cost of living growth that PRTC has experienced in Northern Virginia. A lot of other places do index, which can be indexed to labor through the Bureau of Transportation Statistics or the Bureau of Labor Statistics; however, there are different ways to do this. PRTC will evaluate the issue as it moves forward from where PRTC is now. About a year from now, the Commission will need to make big decisions about renewals, contract type, how PRTC goes about this, and how PRTC can better generate the dollars in a different way.

Commissioner Skinner asked Ms. Embrey to expand on the $1.6 million vanpool reports. Ms. Embrey noted that currently vanpool operators receive $200/month if they provide specified information to the Vanpool Alliance Program. In turn, PRTC inputs the data into the National Transit Database reporting the information, which in turn generates federal dollars.

Commissioner Skinner also asked how the vanpool operators' reports are verified. Mr. Steigerwald noted that PRTC has a reporting software package that runs basic logic checks about what vanpool operators report and explained that for passengers, vanpool operators have a roster to record what days riders actually travel on the van. PRTC also conducts a quality control check e.g., an operator doesn't go through every name every day of the month since there are some logic checks built within the software system that won't allow the same rider of more than one van to be reported. On the operational statistical side, PRTC basically maps out a route with expected mileage, and the vanpool operators report the odometer reading from the vehicle to PRTC. There is a logic check to ensure they are at least somewhat close, but there's not a lot of variance, so built-in checks assist.

Commissioner Lawson asked the status of reducing the size of some of the OmniLink buses to be more customized to the routes. Dr. Schneider noted that part of the process is that PRTC has worked its way in western Prince William County (Manassas, Manassas Park area, and Sudley Road service redesign) and is now working through the concept redesign of what it will be for eastern Prince William County. Dr. Schneider went on to note that budget-wise, PRTC is waiting to see what happens in Virginia assuming that something is going to happen at the legislature meaning it's not known at this time what to budget or program for, so PRTC is budgeting for a reasonable continuity and continuation of where PRTC is now and has service design improvements potentially based upon how dollars flow that can provide better service in the corridors of Manassas and Route 1. PRTC is contemplating moving away from the fixed-deviation program and migrate to ADA Paratransit. There's also a whole separate concept of micro-transit that will serve portions of the suburban element of getting into farm country where the focus can be placed more on suburban development, which doesn't mean that PRTC can't operate service where there are predominately agricultural areas, but rather they would be trips that travel to hospital areas. It also wouldn't be cross-county transportation or travel into Fairfax as there would be different solutions developed. This is a bigger picture issue, which the Commission can talk about at some point.

Commissioner Lawson asked how many buses are there to be rehabilitated. Ms. Embrey replied 11 buses. Dr. Schneider noted that a carry forward item from last year's budget is that PRTC has 68 percent of 31 MCI buses funded, but doesn't have a match. PRTC has asked for some flexibility to use some federal funds that would close the gap between the 100 percent required and the 68 percent so with a 32 percent gap, the question is can PRTC match this with federal funds. The master agreement says PRTC must use local funds, which will come directly from PRTC's partner agencies. Dr. Schneider noted that VDRPT has some different issues in mind and PRTC anticipates to have the issue resolved by the end of April, which would allow PRTC to go into production for new equipment as early as the June/July time frame and/or maybe as late as the August/September time frame.

Commissioner Pittard asked how many buses need to be replaced, noted that VDRPT is holding firm to the 68 percent match this year, and asked staff to provide the required information. Dr. Schneider noted that 31 buses need to be replaced.

PRTC Action Items – 11

Authorization to Award a Contract for Security Services [RES 18-03-07]

Commissioner Maurer moved, with a second by Commissioner Nohe, to authorize the Executive Director to award SecurCorp, Inc. a contract for a period of one year amounting to $101,088 and further authorized the Executive Director to exercise each of the nine one-year options without any further Commission action, if this is deemed to be in the Commission's best interest and further authorized a ten (10) percent contingency allowance that the Executive Director may use to defray additional unforeseen security services costs, if they prove necessary. There was no discussion on the motion. (MAURER/NOHE, UNANIMOUS)

Approval of PRTC/VRE Title VI Program Update for 2018-2021 and Submittal to the Federal Transit Administration [Res. No. 18-03-08]

Commissioner Rishell moved, with a second by Commissioner Nohe, to approve the 2018–2021 PRTC/VRE Title VI Program Update, including the Title VI System-Wide Service Standards Monitoring Results document available via: http://www/prtctransit.org/docs/commission/mar2018/2018-2021-PRTC-VRE-Title-VI-Program-with-Broad-Attachments.pdf. There was no discussion on the motion. (RISHELL/NOHE, UNANIMOUS)

Dr. Schneider commended Director of Grants and Project Management Betsy Massie and PRTC Transportation Project Manager Cynthia Porter-Johnson on a job well done. In particular, expressed appreciation to Ms. Porter- Johnson, who did the bulk of the work to ready the Title VI Program Update.

Recommend Approval of the Revised FY18 PRTC and First Transit Employee Incentive Programs – [RES 18-03-09]

Commissioner Lawson moved, with a second by Commissioner Maurer, to approve the revised FY18 PRTC and First Transit employee incentive programs. There was no discussion on the motion. (LAWSON/MAURER, UNANIMOUS)

Authorization to Issue an Invitation for Bids (IFB) for Installation of LED Lighting – Phase II [RES 18-03-10]

Commissioner Nohe moved, with a second by Commissioner Sebesky, to authorize the Executive Director to issue an Invitation for Bids (IFB) for Installation of LED Lighting – Phase II and further that a recommendation of contract award will be brought back to the Potomac and Rappahannock Transportation Commission for separate authorization. (NOHE/SEBESKY, UNANIMOUS)

PRTC Chairman's Time – 12

Madam Chair Anderson announced that a new orientation handbook is being prepared for new and current Commissioners alike, which contains critical information on how to serve as a Commissioner.

Madam Chair Anderson announced that a Meet & Greet orientation for new Commissioners involving PRTC staff giving briefings before the regular Board meeting is scheduled for Thursday, April 5th at 5:30 p.m. and encouraged all Commissioners to attend. Also for the foreseeable future, the PRTC Executive Board will meet at 6:00 p.m. prior to the regular Commission meetings.

Madam Chair Anderson noted that the PRTC Executive Board has started making draft, potential recommendations for updating PRTC's Bylaws and invited all of the Commissioners to provide suggestions/recommendations.

Madam Chair Anderson announced that a Transit Driver Appreciation Day is scheduled to occur on March 16th and asked Dr. Schneider to elaborate further. Dr. Schneider noted that PRTC in partnership with First Transit is hosting a Transit Driver Appreciation Day where PRTC will supply breakfast and First Transit will provide lunch. Dr. Schneider extended an invitation to all of the Commissioners to stop by the PRTC Transit Center as early as 3:30 a.m. when the first buses pull out and/or between 7:30 a.m. to 8:00 a.m. when the lion share of drivers return back to Transit Center. The event will also recognize Technicians and Mechanics (essentially everybody) in order to celebrate everyone.

At this time, Madam Chair Anderson read the statement below regarding some of the allegations that have come forward to PRTC:

> "In connection with the additional allegations of discrimination received by me and other Commissioners on Monday and arising out of the proposed RIF plan that was tabled in December, I am asking that Dr. Schneider contact the Prince William County EEO and Diversity Officer through the County Executive's office to perform a review of these new allegations on behalf of PRTC."

Asked and hearing no objections, Madam Chair Anderson announced that the Commission will move forward with the issue.

Other Business/Commissioners' Time – 13

Commissioner Sebesky invited everyone to attend the Greater Manassas St. Patrick's Day Parade at 11:00 a.m. on Saturday, March 10th starting in downtown Manassas and noted that Commissioner Caddigan will serve as Grand Marshall.

Commissioner Lawson asked how the high winds will affect PRTC's bus operations tomorrow. PRTC Director of Operations and Operations Planning (Perrin Palistrant) noted that PRTC will operate normal bus service and that he has a call at 9:00 p.m. this evening with the weather service in the region to discuss tomorrow's bus operations. Mr. Palistrant also noted that a poll of all the bus systems has been conducted and all are planning to operate service. Mr. Palistrant informed the Commission that buses can operate up to 45 mph sustained winds and at that point a re-evaluation will occur and a determination made as to whether or not service will be curtailed or suspended. However, currently the winds are supposed remain under 40 mph with gusts up to 60 to 70 mph. Caution will be urged, delays will most likely occur, trees down, and detours may occur, but the region itself has come together to monitor the situation as it develops. All said, PRTC's intention is to roll buses out as usual and changes will be made accordingly, if a dramatic change in the weather occurs.

Commissioner Pittard noted that a piece of information that's often overlooked is that the state has dedicated $200 million/year to WMATA over the last four years, which will continue going forward. Commissioner Pittard went on to note that of the $154 million of new funding there's about $10 million from the state-wide source otherwise what was said previously is that it will generally come from the jurisdictions as a whole. Virginia's share of the $1.5 million plan is about $467 million/year with VDRPT contributing about $200-$210 million making the local difference $250 to $260 million.

Adjournment – 14

There being no further business to come before the Commission, Madam Chair Anderson adjourned the meeting at 8:40 p.m.

Information Items
There were no comments.

NEXT MEETING:	March 1, 2018, 7:00 p.m.
LOCATION:	PRTC Transit Center 14700 Potomac Mills Road, 2nd Floor Woodbridge, VA 22192-6811

ATTACHMENT

Item 6
March 1, 2018
PRTC Regular Meeting

Citizens' Time (Transcript)

Bea Wooden, PRTC
My name is Beatrice Wooden Dispatcher PRTC for 13 years. I want to speak on the rebranding Vision 20/20. There's only one Bus company in Prince William County. Anyone that lives in Prince William County knows about the bus system, slug lines, so why are we rebranding. The focus needs to be on fixing the problems that currently exists. You can call the system OmniRide, OmniLink or whatever else but if the service is bad, it does not matter what you call it or what color the buses are painted you will lose passengers. If dispatch is eliminated um if dispatch is gone, the on-time performance of the buses will suffer. No reliable service equals loss in ridership and once you lose customers, it's hard to get them back. It's really a waste of money and time that could be better used by senior management focusing on improving the issues that exists. This was the same plan that Bob Schneider used at his former place of employment, The Comet. The words used are exactly the same, paint the buses a different color, but underlying service did not improve. This is a totally different community what works there does not mean that it'll work here in Prince William County. Thank you.

Ken Jones, PRTC
Hey ya'll My name is Ken Jones I'm the Manager of Dispatch um I'll keep this short um at the last meeting I mentioned the chronic operator shortage that the contractor First Transit has been experiencing for what was then in the past 90 days um things have not improved in the last 30 days. I'm not sure if they're being addressed or if senior management here is forcing them to address the issues, but for the month of February there were 63 instances of supervisors being used to cover open routes. Now if the supervisors are being used to drive buses, they're not available for the other duties that are specified in the contract between PRTC and First Transit, which means they're not available to step in to assist the proposed contracted dispatchers as the Executive Director has stated will be the case if the dispatch department is eliminated and turned over to the contractor. The Executive Director's philosophy is that there should be minimal oversight of the contractor, which shows in his desire to gut the quality assurance department. This will result in multiple problems and multiple issues um and there are examples that I don't have time go through but but if you take the time to look and do your due diligence you'll see the issues. Finally, I'll just say that if the contractor is not looking up to their current obligations and have not shown themselves worthy of being given any additional responsibility of dispatching, therefore, they should not be given any more taxpayer money for doing a subpar job. Thank you.

Amber Maiden, Citizen

Amber Maiden I'm here as a citizen. I deal with an educational consulting firm called Alchemy Enterprises. I have an extensive background in getting organizations to comply with the law, specifically the EEO laws of this nation. I worked for several years at the Washington Metropolitan Airport Authority and when I was here last month, I said that I was going to get into the facts of this case, because when the dispatchers were talking last month they sounded really bad, so I started to look into it and actually its worse. First Transit has a business model that seems to operate with no regard for human life um two high profile accidents within the last three months, that's really bad for any industry, but especially transportation where you're moving huge vehicles that have toxic fuel, flammable fuel through a very high populace area. These buses run up and down 95 and they go into DC where millions of people from a tristate area are trying to get in and out. When a bus is smoking, it needs to be pulled over, it needs to be evacuated. When a bus driver is having mental issues that needs to be dealt with before they run deep into the state of Virginia and I don't know put the bus on fire whatever that needs to be dealt with prior so those are the issues that I have with First Transit as a citizen. These dispatchers and quality assurance, they are the first people on the line to catch that. We as people who live in this community, we want them on that line, we need them on that line regardless of what is being proposed with the RIF and the EEO issues, but as I said before there are clearly EEO issues so delving into the history of this organization, this is an organization that doesn't seem to have ever been in compliance with the most basic requirements of the EEO laws, so the first EEO law the Civil Rights Act of 1964 is well over 50 years old um the most basic requirements are to have a policy, post it, let people know what they should do if they feel like their rights are being violated at their place of employment. I don't know that PRTC has ever done that in accordance with the law, the anti-harassment laws which go to sexual harassment. So there's a lot of women in this room I can tell you this kind of stuff is linked. Wherever there's black people getting RIF'd, the sexual harassment is right behind it to my experience right behind it. Those two things go together with a certain mentality that's old and needs to die and has no place in 21st century work force so as a taxpayer I'm definitely opposed to the RIF, definitely want to know that these buses are safe, and definitely want to know that public servants can go to work and do their jobs especially when it involves safety and not be harassed.

Jerry McIntosh, PRTC

My name is Jerry McIntosh QA Monitor. I would like to start off by saying I commend you Ms. Anderson and all the ones who are not embarrassed to start these meetings off in prayer. That takes courage and for some odd reason we're living in a time where there's no prayer has been taken out of schools, I commend you. We need it in our building and I commend all of you who and even the ones don't listen to the ones who prefer to say whatever continue and we that's big with me. When ya'll get a chance to come down everyone who has a vote, can you come into this building come unannounced and let's not go with the window dressing. When you come in here and you have a badge please we're not bad people our kids go to schools here okay our kids play on the basketball team, our kids uh on the soccer teams would ya'll please come down and talk business, we don't have to talk about the investigations and nothing like that we can just talk business untangling some of these things so you can make a good vote when it's time for you to vote. Thank you.

Nia Tuix, Citizen

Good evening my name is Nia Tuix. I'm the President of The Greater DC Chapter of the National Action Network founded by our great leader Reverend Doctor Al Sharpton in 1991. I'm here again on behalf of the PRTC thirteen those that have received RIF notices that our investigations have shown to be based on racism and lies. We are not here to insult anyone, this was our findings doesn't mean we're right doesn't mean we're wrong, however, I wanted to say that any company is in the company or in a capitalistic country uh to be in business to earn revenue and you want to earn a surplus and that's right that's okay, however, in doing so there laws that govern um human and civil rights. Seniority for an example when you're talking about RIFs, you can't just arbitrarily choose a group to meet that budget or to meet a requirement that probably is out of your own hands this is the state of Virginia. A lot of times you get information that is above you and they say hey you're going to meet this requirement so you have to look at your budget and say what can we do to meet the requirement. The objection is to do it with lies and racism. There's a way that it can be done that uh equates or rather that the law appreciates respects the citizens, the community, the workers, the managers it's harder to do it that way, it's easier to just say take that group no courage no kind of heart, but it's harder to look at how you can manage a budget to meet the requirements that are equitable that are dealt with justice dealt with some form of humanity rather than just look at a group that has zero reprimands, a group that has held the company to the financial successes that the company has today. So look a little deeper, because the National Action Network is known. We have a reputation for fighting injustice and and bringing civil attention to the PRTC, that's your reputation where you may not even have been involved in this decision to take this group cause it's based on lies unless it is substantiated by yourselves to say no they're not lies this is why this group is going. So I appreciate the time Madam Chairman for allowing me and your group to come and speak before you again and again I come uh I'm here in humility and in the hope that justice will prevail for everyone and especially the PRTC thirteen, who has done a remarkable job according to their record. Thank you Madam Chairman.

ITEM 6
April 5, 2018
PRTC Regular Meeting

<u>Citizens' Time</u>
(3 minute time limit per person)

ITEM 7
April 5, 2018
PRTC Regular Meeting
Res. No. 18-04-___

MOTION:

SECOND:

RE: APPROVE – CONSENT AGENDA – APRIL 5, 2018

ACTION:

WHEREAS, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") was presented with a consent agenda; and

WHEREAS, an opportunity was afforded for items to be added or deleted from the consent agenda.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the consent agenda of April 5, 2018, as presented/amended.

Votes:
Ayes:
Abstain:
Nays:
Absent from Vote:
Alternate Present Not Voting:
Absent from Meeting:

ITEM 7-A
April 5, 2018
PRTC Regular Meeting
Res. No. 18-04-___

MOTION:

SECOND:

RE: **ACCEPTANCE OF THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION MONTHLY JURISDICTIONAL FINANCIAL REPORT FOR THE PERIOD ENDED JANUARY 31, 2018**

ACTION:

WHEREAS, a financial report for each jurisdiction is prepared each month for presentation to the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission"); and

WHEREAS, this report supplies information on the current month and year-to-date motor fuel tax collections; earned interest, other revenues, state administration cost, expenditures, transfers and encumbrances; and

WHEREAS, this information covers the PRTC as a whole, as wells as each separate jurisdiction.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby accept the Jurisdictional Financial Report for the period ended January 31, 2018, as presented/amended.

Votes:
Ayes:
Abstain:
Nays:
Absent from Vote:
Alternate Present Not Voting:
Absent from Meeting:

Fuel Tax Revenues
Budget to Actual
Seven Months Ended January 2018

	FY18 YTD Budget	FY18 YTD Actual	Variance %	Variance $
Prince William County	6,692,992	6,632,565	-1%	(60,427)
Stafford	2,097,900	2,110,022	1%	12,122
Manassas	458,325	553,118	21%	94,793
Manassas Park	428,808	448,507	5%	19,699
Fredericksburg	785,925	806,811	3%	20,886
Spotsylvania	2,316,767	2,302,077	-1%	(14,690)
Total	12,780,717	12,853,100	1%	72,383

Year to date budget reflects updated FY2018 motor fuels tax revenue projections done as part of the FY2019 budget and six year plan process.

POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

PRTC COMMISSION MEETING
DATE APRIL 5, 2018

MONTHLY FINANCIAL REPORT FOR ALL JURISDICTIONS
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2018

FY18 Beginning Fund Balance	$ 11,530,152.73	(1)

	Current Month	Year To Date
Gross Tax Revenue	$ 1,965,598.40	$ 12,853,099.71
Less: State Admin. Cost	$ -	$ -
Net Tax Revenue	$ 1,965,598.40	$ 12,853,099.71
Interest from Investment	$ 17,108.70	$ 81,669.86
Total Tax & Investment Revenue	$ 1,982,707.10	$ 12,934,769.57
Expenditures/Transfers	$ (9,786,571.50)	$ (16,257,215.00)
Reimbursement/Transfer from Other Governments	$ -	$ -
PRTC Operating Fund Balance	$ -	$ 4,000,000.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS) PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		$ 12,207,707.30
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		$ 9,056,700.29
FY18 Projected State Grant (remainder)		$ 173,267.40
LESS: Unexpended Adopted Resolutions		$ (9,444,803.47) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	-	-
Jurisdictional Reimbursement	$0.00	$0.00
Total Projected Unencumbered Balance		$ 11,992,871.52 (2)

ADOPTED RESOLUTIONS	AMOUNT		EXPENDITURES	BALANCE	
08-06-07	$ 173,000.00	(1)	$ -	$ 173,000.00	
09-11-07	$ 93,139.69	(1)	$ -	$ 93,139.69	
10-11-05	$ 234,500.00	(1)	$ -	$ 234,500.00	
13-06-08	$ 200,000.00	(1)	$ -	$ 200,000.00	
15-05-07	$ 371,164.00	(1)	$ -	$ 371,164.00	
15-12-06	$ 2,749.78	(1)	$ -	$ 2,749.78	
16-03-07/18-03-06	$ -	(1)	$ -	$ -	
16-06-09	$ 222,540.00	(1)	$ -	$ 222,540.00	
17-03-07	$ 382,261.00	(1)	$ -	$ 382,261.00	
17-06-05/18-03-06	$ -	(1)	$ -	$ -	
17-06-07	$ 65,000.00	(1a)	$ -	$ 65,000.00	
17-06-08	$ 222,070.00	(1a)	$ -	$ 222,070.00	
17-06-09	$ 5,191,287.00	(1a)	$ 5,191,287.00	$ -	
17-06-13	$ 15,275,700.00	(1a)	$ 11,065,928.00	$ 4,209,772.00	
17-07-06	$ 116,000.00		$ -	$ 116,000.00	
17-07-07	$ 206,000.00		$ -	$ 206,000.00	
18-01-04	$ 1,737,677.00		$ -	$ 1,737,677.00	
18-03-05	$ 1,208,930.00		$ -	$ 1,208,930.00	
Total	$ 25,702,018.47		$ 16,257,215.00	$ 9,444,803.47	(*)

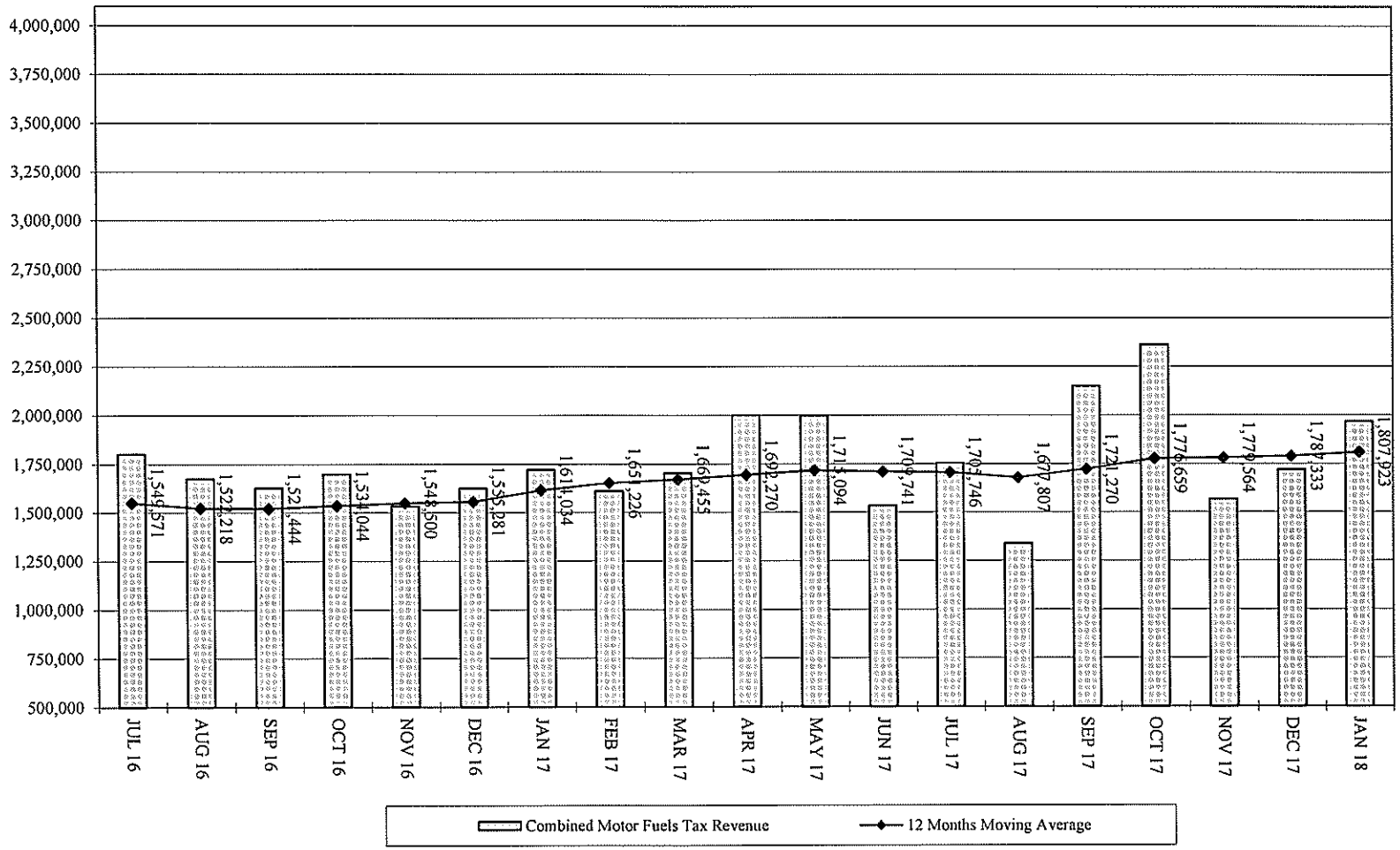
(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue (for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS

FY17 and FY18



POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

PRTC COMMISSION MEETING
DATE APRIL 5, 2018

MONTHLY FINANCIAL REPORT FOR PRINCE WILLIAM COUNTY
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2018

FY18 Beginning Fund Balance		$ 2,027,495.95 (1)

	Current Month	Year To Date
Gross Tax Revenue	$ 990,555.66	$ 6,632,564.77
Less: State Admin. Cost	$ -	$ -
Net Tax Revenue	$ 990,555.66	$ 6,632,564.77
Interest from Investment	$ 7,128.23	$ 22,864.73
Total Tax & Investment Revenue	$ 997,683.89	$ 6,655,429.50
Expenditures/Transfers	$ (6,577,881.00)	$ (10,396,000.00)
Transfer From Prince William County	$ -	$ -
PRTC Operating Fund Balance	$ -	$ 3,818,119.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS) PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		$ 2,105,044.45
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		4,841,135.23
LESS: Unexpended Adopted Resolutions		$ (4,186,300.00) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	0.00	-
Jurisdictional Reimbursement	$0.00	$0.00
Total Projected Unencumbered Balance		$ 2,759,879.68 (2)

ADOPTED RESOLUTIONS	AMOUNT	EXPENDITURES	BALANCE
08-06-07	$ 173,000.00 (1)	$ -	$ 173,000.00
17-06-13	$ 14,409,300.00 (1a)	$ 10,396,000.00	$ 4,013,300.00
Total	$ 14,582,300.00	$ 10,396,000.00	$ 4,186,300.00 (*)

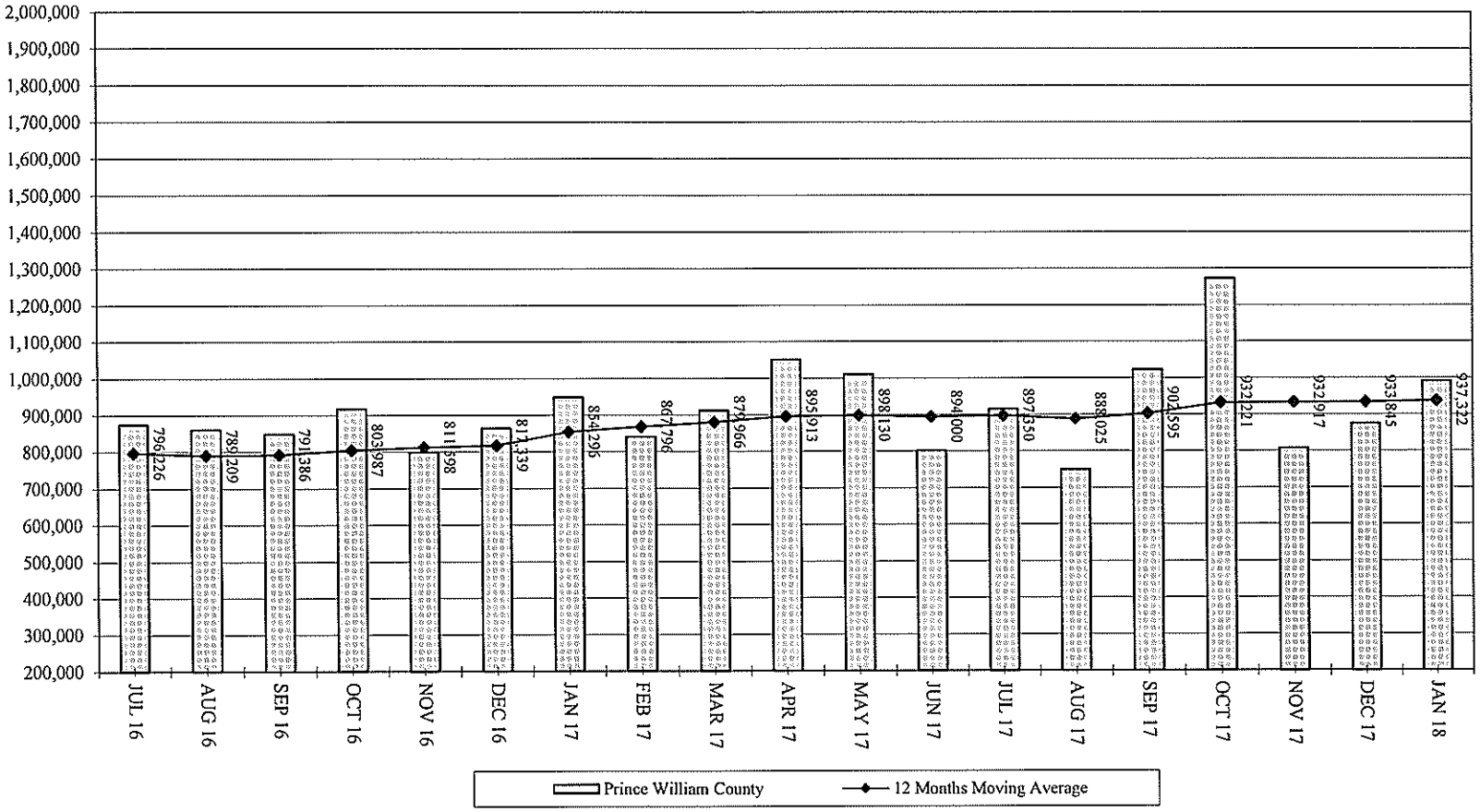
(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue (for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS

FY17 and FY18



POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

PRTC COMMISSION MEETING
DATE APRIL 5, 2018

MONTHLY FINANCIAL REPORT FOR STAFFORD COUNTY
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2018

FY18 Beginning Fund Balance		$ 1,932,896.98	(1)

	Current Month	Year To Date
Gross Tax Revenue	$ 364,130.45	$ 2,110,022.34
Less: State Admin. Cost	$ -	$ -
Net Tax Revenue	$ 364,130.45	$ 2,110,022.34
Interest from Investment	$ 1,044.64	$ 6,709.21
Total Tax & Investment Revenue	$ 365,175.09	$ 2,116,731.55
Expenditures/Transfers	$ (1,241,985.00)	$ (2,442,614.00)
PRTC Operating Fund Balance	$ -	$ 28,372.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS) PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		$ 1,635,386.53
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		1,486,377.66
LESS: Unexpended Adopted Resolutions		$ - (*)
Other Financing Sources/(Uses)		
Claims and Judgments	$0.00	$0.00
Jurisdictional Reimbursement	$0.00	$0.00
Total Projected Unencumbered Balance		$ 3,121,764.19 (2)

ADOPTED RESOLUTIONS	AMOUNT		EXPENDITURES	BALANCE	
17-06-09	$ 2,344,514.00	(1a)	$ 2,344,514.00	$ -	
17-06-13	$ 98,100.00	(1a)	$ 98,100.00	$ -	
Total	$ 2,442,614.00		$ 2,442,614.00	$ -	(*)

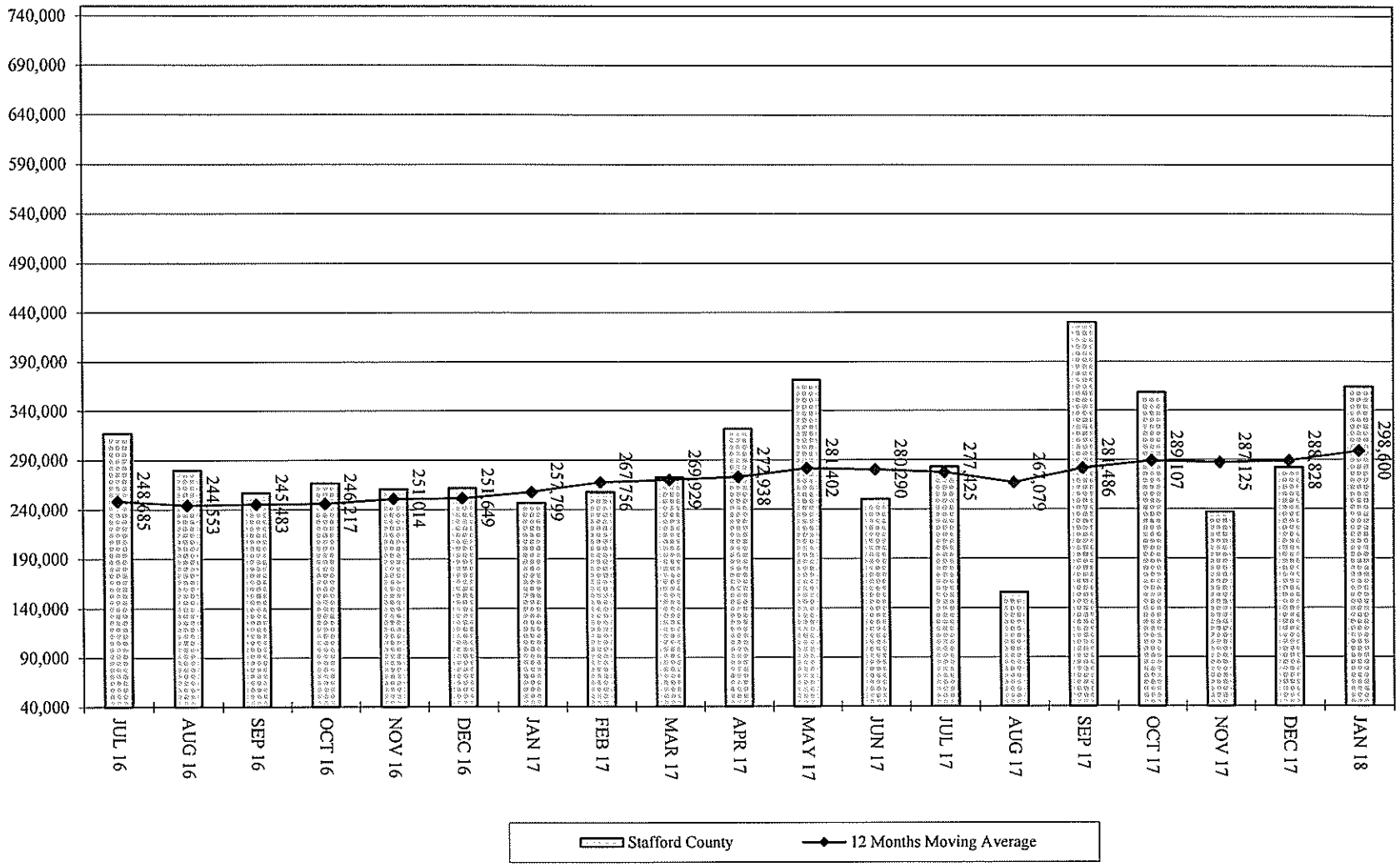
(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue (for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS

FY17 and FY18



POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

PRTC COMMISSION MEETING
DATE APRIL 5, 2018

MONTHLY FINANCIAL REPORT FOR CITY OF MANASSAS
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2018

FY18 Beginning Fund Balance			$ 243,169.32	(1)
	Current Month		Year To Date	
Gross Tax Revenue	$ 87,325.80		$ 553,117.85	
Less: State Admin. Cost	$ -		$ -	
Net Tax Revenue	$ 87,325.80		$ 553,117.85	
Interest from Investment	$ 156.34		$ 1,353.15	
Total Tax & Investment Revenue	$ 87,482.14		$ 554,471.00	
Expenditures/Transfers	$ (514,193.00)		$ (657,314.00)	
Reimbursement From Other Governments (State Grant)	$ -		$ -	
PRTC Operating Fund Balance	$ -		$ 50,828.00	
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS) PLUS YEAR TO DATE REVENUE LESS EXPENDITURES			$ 191,154.32	
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)			232,582.15	
FY18 Projected State Grant (remainder)			173,267.40	
LESS: Unexpended Adopted Resolutions			$ (706,082.00)	(*)
Other Financing Sources/(Uses)				
Claims and Judgments	$0.00		$0.00	
Jurisdictional Reimbursement	$0.00		$0.00	
Total Projected Unencumbered Balance			$ (109,078.13)	(2)

ADOPTED RESOLUTIONS	AMOUNT		EXPENDITURES	BALANCE	
16-06-09	$ 222,540.00	(1)	$ -	$ 222,540.00	
17-06-07	$ 65,000.00	(1a)	$ -	$ 65,000.00	
17-06-08	$ 222,070.00	(1a)	$ -	$ 222,070.00	
17-06-09	$ 434,586.00	(1a)	$ 434,586.00	$ -	
17-06-13	$ 419,200.00	(1a)	$ 222,728.00	$ 196,472.00	
Total	$ 1,363,396.00		$ 657,314.00	$ 706,082.00	(*)

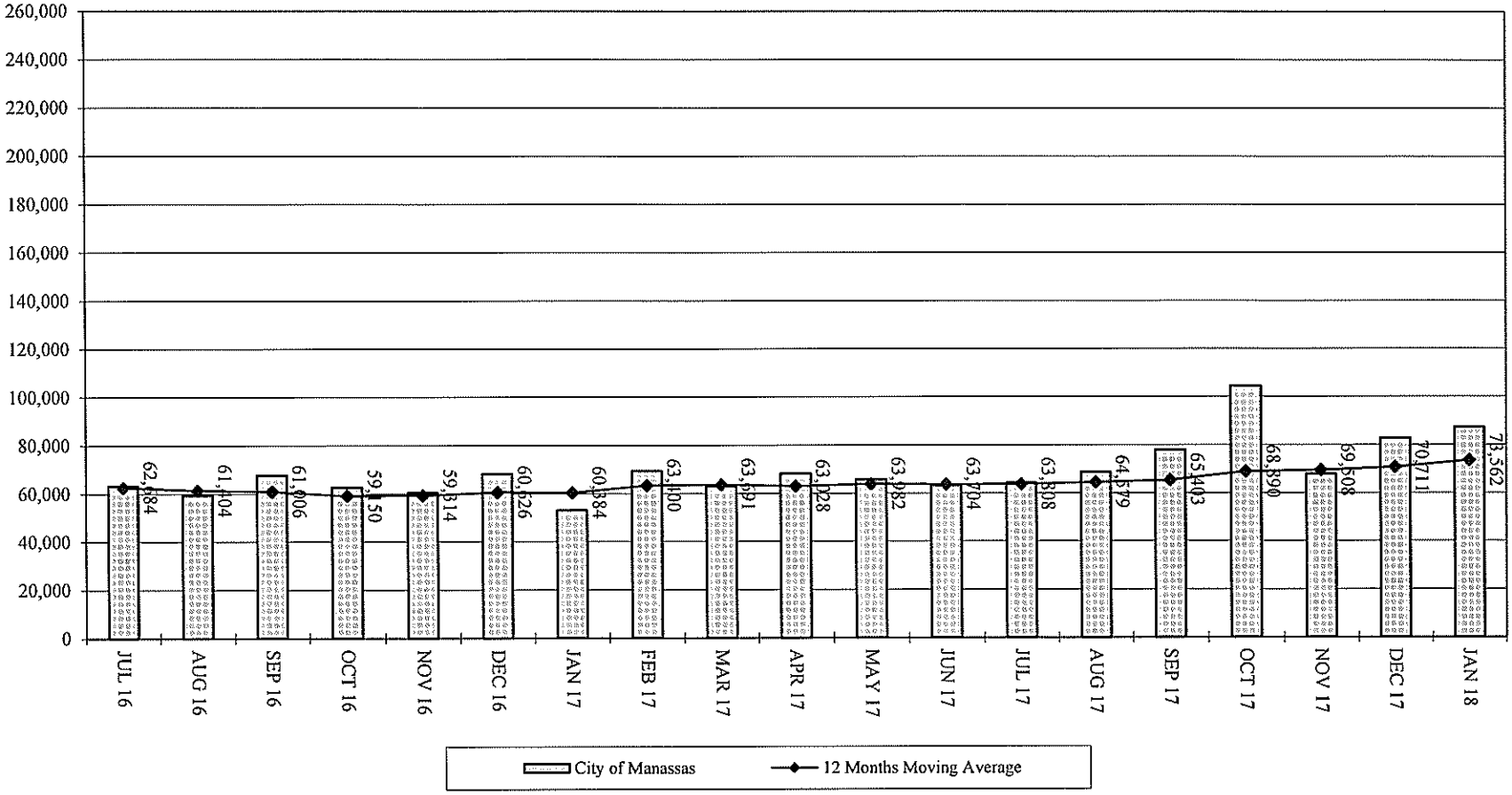
(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue (for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS

FY17 and FY18



POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

PRTC COMMISSION MEETING
DATE APRIL 5, 2018

MONTHLY FINANCIAL REPORT FOR CITY OF MANASSAS PARK
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2018

FY18 Beginning Fund Balance		$ 2,460,115.84 (1)

	Current Month	Year To Date
Gross Tax Revenue	$ 64,695.80	$ 448,506.82
Less: State Admin. Cost	$ -	$ -
Net Tax Revenue	$ 64,695.80	$ 448,506.82
Interest from Investment	$ 2,805.78	$ 16,701.34
Total Tax & Investment Revenue	$ 67,501.58	$ 465,208.16
Expenditures/Transfers	$ (395,038.00)	$ (668,918.00)
PRTC Operating Fund Balance	$ -	$ 36,521.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS) PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		$ 2,292,927.00
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		286,593.18
LESS: Unexpended Adopted Resolutions		$ (1,220,803.69) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	$0.00	$0.00
Jurisdictional Reimbursement	$0.00	$0.00
Total Projected Unencumbered Balance		$ 1,358,716.49 (2)

ADOPTED RESOLUTIONS	AMOUNT		EXPENDITURES	BALANCE	
09-11-07	$ 93,139.69	(1)	$ -	$ 93,139.69	
10-11-05	$ 234,500.00	(1)	$ -	$ 234,500.00	
13-06-08	$ 200,000.00	(1)	$ -	$ 200,000.00	
15-05-07	$ 371,164.00	(1)	$ -	$ 371,164.00	
17-06-09	$ 474,718.00	(1a)	$ 474,718.00	$ -	
17-06-13	$ 194,200.00	(1a)	$ 194,200.00	$ -	
17-07-06	$ 116,000.00		$ -	$ 116,000.00	
17-07-07	$ 206,000.00		$ -	$ 206,000.00	
Total	$ 1,889,721.69		$ 668,918.00	$ 1,220,803.69	(*)

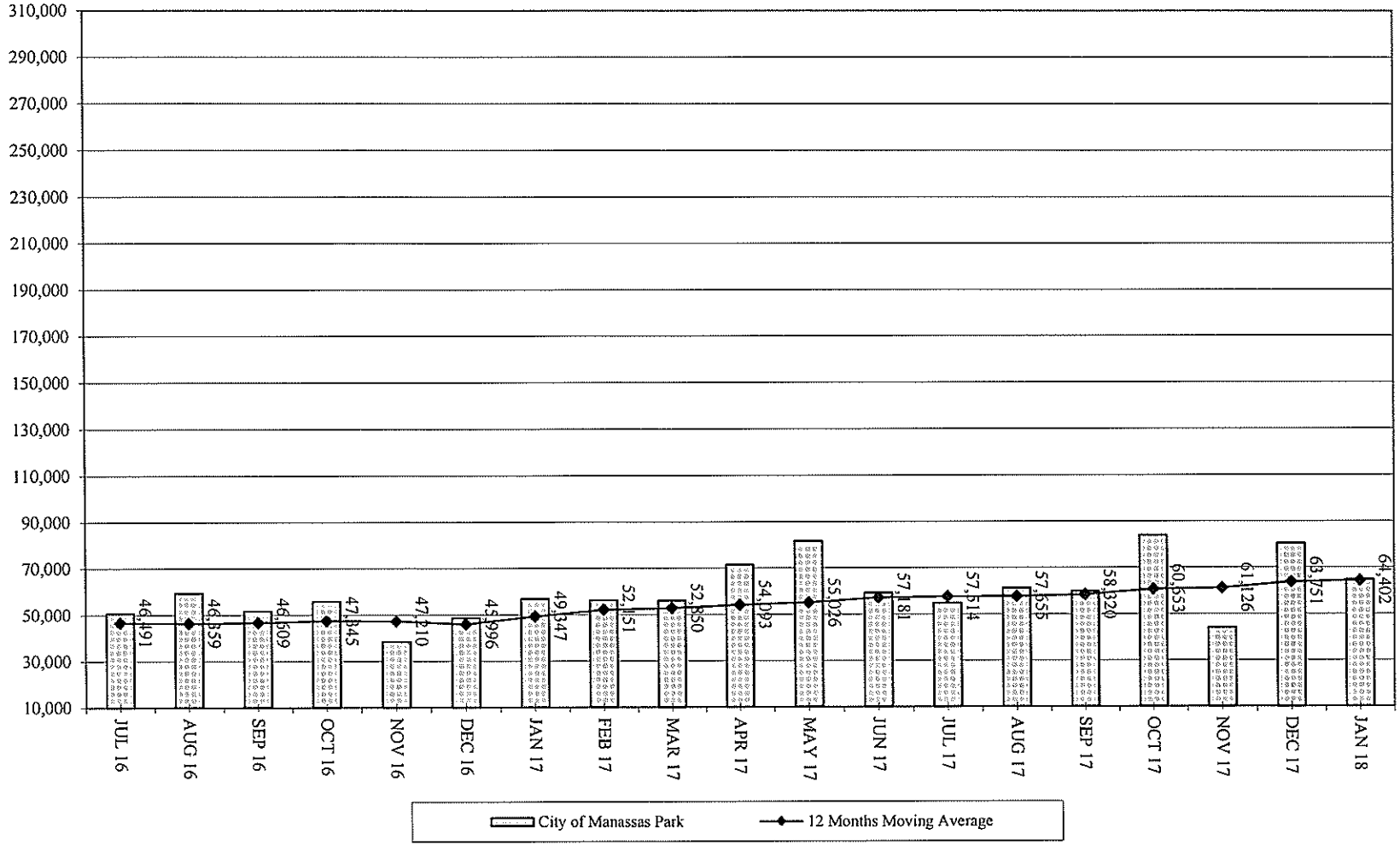
(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue (for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

PRTC NET FUEL TAX COLLECTIONS

FY17 and FY18



POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

PRTC COMMISSION MEETING
DATE APRIL 5, 2018

MONTHLY FINANCIAL REPORT FOR CITY OF FREDERICKSBURG
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2018

FY18 Beginning Fund Balance			$ 1,189,603.73	(1)
	Current Month		Year To Date	
Gross Tax Revenue	$ 121,579.47		$ 806,811.28	
Less: State Admin. Cost	$ -		$ -	
Net Tax Revenue	$ 121,579.47		$ 806,811.28	
Interest from Investment	$ 1,541.39		$ 8,474.53	
Total Tax & Investment Revenue	$ 123,120.86		$ 815,285.81	
Expenditures/Transfers	$ (239,889.00)		$ (460,778.00)	
PRTC Operating Fund Balance	$ -		$ 12,250.00	
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS) PLUS YEAR TO DATE REVENUE LESS EXPENDITURES			$ 1,556,361.54	
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)			540,488.72	
LESS: Unexpended Adopted Resolutions			$ (1,208,930.00)	(*)
Other Financing Sources/(Uses)				
Claims and Judgments	$0.00		$0.00	
Jurisdictional Reimbursement	$0.00		$0.00	
Total Projected Unencumbered Balance			$ 887,920.26	(2)

ADOPTED RESOLUTIONS	AMOUNT		EXPENDITURES	BALANCE	
16-03-07/18-03-06	$ -	(1)	$ -	$ -	
17-06-05/18-03-06	$ -	(1)	$ -	$ -	
17-06-09	$ 417,278.00	(1a)	$ 417,278.00	$ -	
17-06-13	$ 43,500.00	(1a)	$ 43,500.00	$ -	
18-03-05	$ 1,208,930.00		$ -	$ 1,208,930.00	
Total	$ 1,669,708.00		$ 460,778.00	$ 1,208,930.00	(*)

(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

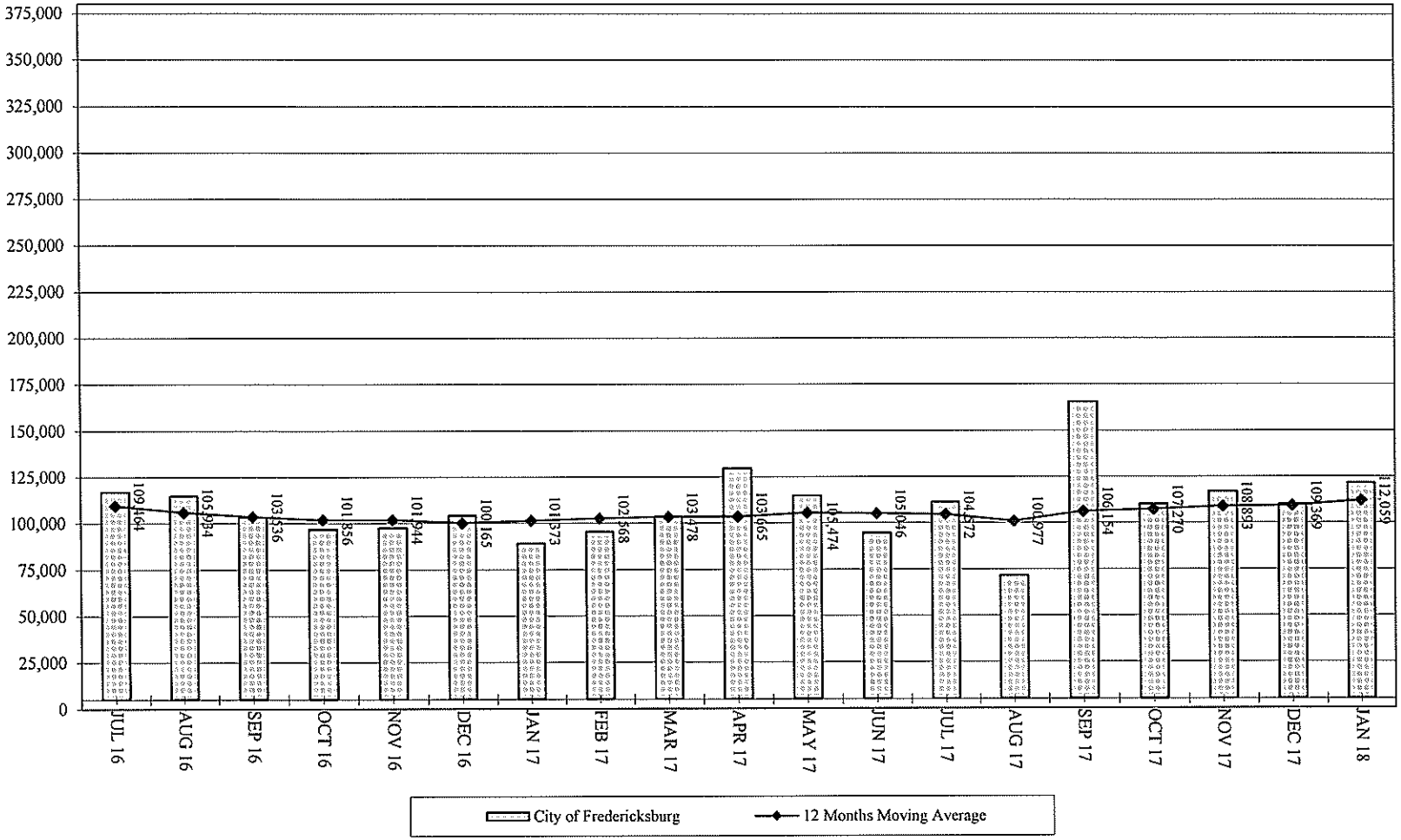
(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue (for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

Note: Report as of 6/30/17 includes expense accrual of $869,843.

PRTC NET FUEL TAX COLLECTIONS

FY17 and FY18



POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION

PRTC COMMISSION MEETING
DATE APRIL 5, 2018

MONTHLY FINANCIAL REPORT FOR SPOTSYLVANIA COUNTY
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2018

FY18 Beginning Fund Balance				$ 3,676,870.91	(1)

	Current Month	Year To Date
Gross Tax Revenue	$ 337,311.22	$ 2,302,076.65
Less: State Admin. Cost	$ -	$ -
Net Tax Revenue	$ 337,311.22	$ 2,302,076.65
Interest from Investment	$ 4,432.32	$ 25,566.90
Total Tax & Investment Revenue	$ 341,743.54	$ 2,327,643.55
Expenditures/Transfers	$ (817,585.50)	$ (1,631,591.00)
PRTC Operating Fund Balance	$ -	$ 53,910.00
FUND BALANCE (BEFORE UNEXPENDED ADOPTED RESOLUTIONS) PLUS YEAR TO DATE REVENUE LESS EXPENDITURES		$ 4,426,833.46
FY18 Projected Motor Fuel Revenue (for remainder of fiscal year)		1,669,523.35
LESS: Unexpended Adopted Resolutions		$ (2,122,687.78) (*)
Other Financing Sources/(Uses)		
Claims and Judgments	$0.00	$0.00
Jurisdictional Reimbursement	$0.00	$0.00
Total Projected Unencumbered Balance		$ 3,973,669.03 (2)

ADOPTED RESOLUTIONS	AMOUNT		EXPENDITURES	BALANCE	
15-12-06	2,749.78	(1)	$ -	$ 2,749.78	
17-03-07	$ 382,261.00	(1)	$ -	$ 382,261.00	
17-06-09	$ 1,520,191.00	(1a)	$ 1,520,191.00	$ -	
17-06-13	$ 111,400.00	(1a)	$ 111,400.00	$ -	
18-01-04	$ 1,737,677.00		$ -	$ 1,737,677.00	
Total	$ 3,754,278.78		$ 1,631,591.00	$ 2,122,687.78	(*)

(1) Remaining balance @ 6/30/17 (1a) June 2017 resolution for FY18 expenditures

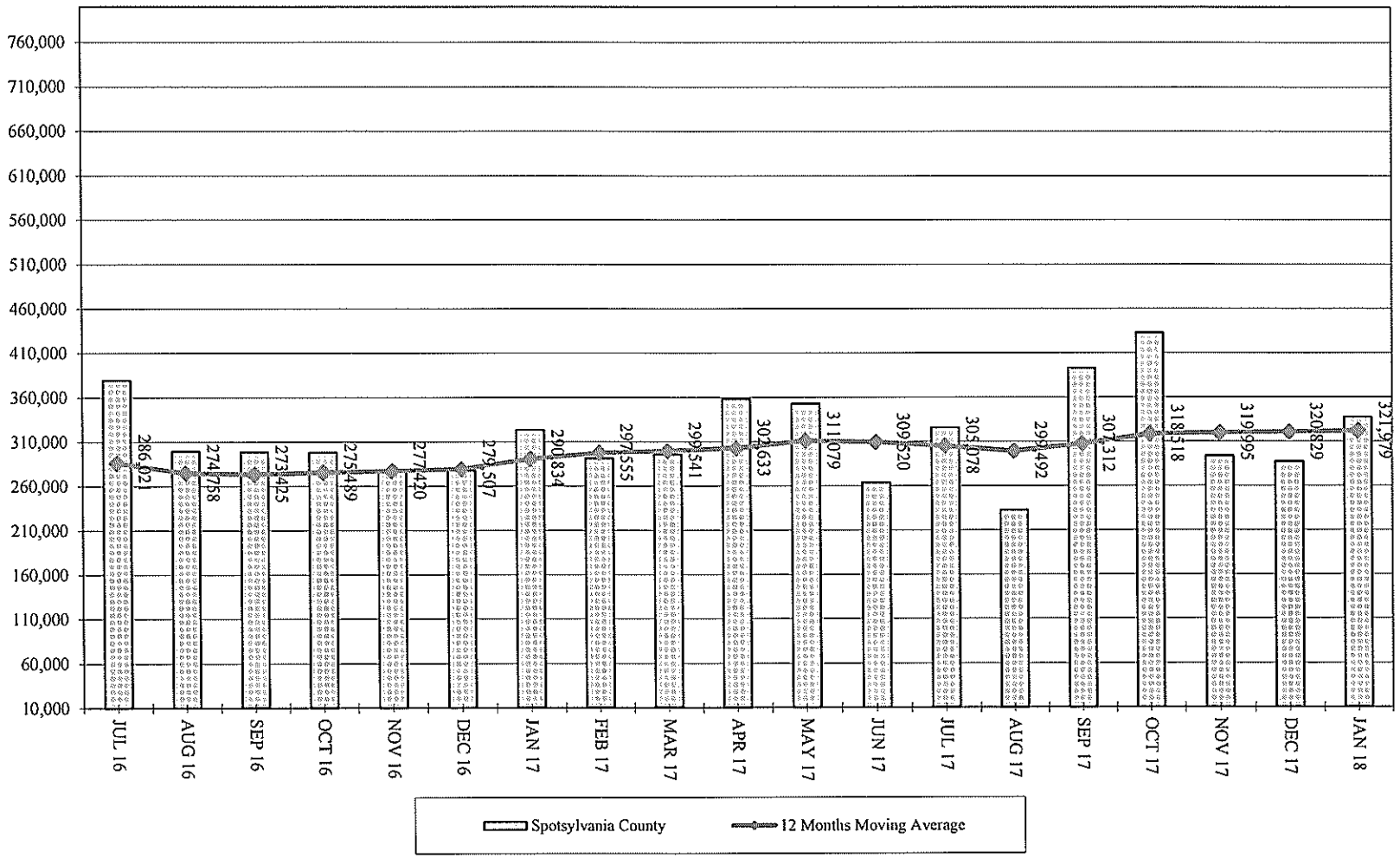
(2) Projected Unencumbered Balance equals Fund Balance plus FY18 Projected Revenue (for remainder of fiscal year) minus Unexpended Adopted Resolutions, plus Other Financing Sources.

(*) Resolutions which have been encumbered will not be expended until funds become available.

Note: Report as of 6/30/17 includes expense accrual of $997,331.36.

PRTC NET FUEL TAX COLLECTIONS

FY17 and FY18



ITEM 7-B
April 5, 2018
PRTC Regular Meeting
Res. No. 18-04-___

MOTION:

SECOND:

RE: **AUTHORIZATION TO SIGN FEDERAL TRANSIT ADMINISTRATION'S (FTA) FY2018 ANNUAL CERTIFICATIONS AND ASSURANCES**

ACTION:

WHEREAS, before the Federal Transit Administration (FTA) will award federal grants, its grantees must submit certifications and assurances signifying acceptance and intended compliance with Federal laws and regulations governing the use of grant funds; and

WHEREAS, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") is the federal grantee for itself, and the Virginia Railway Express (VRE); and

WHEREAS, the FTA has issued the Certifications and Assurances required for federal fiscal year 2018 grants; and

WHEREAS, as in past years, PRTC intends to comply with all Certifications and Assurances.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to execute the appropriate FTA certifications and assurances, with concurrence of PRTC's and VRE's legal counsel, and execute the FTA grants awarded to PRTC on behalf of VRE and itself.

Votes:
Ayes:
Abstain:
Nays:
Absent from Vote:
Alternate Present Not Voting:
Absent from 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: Betsy Massie
Director, Grants and Project Management

THROUGH: Robert A. Schneider, PhD
Executive Director

RE: Authorization to Sign the Federal Transit Administration's (FTA) FY2018 Annual Certifications and Assurances

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Recommendation:

Authorize the Executive Director to sign the Federal Transit Administrations (FTA) FY2018 annual Certifications and Assurances.

Background:

Each year the FTA issues a list of certifications and assurances that grantees must accept in order to receive federal grants. The Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") is a grant recipient for both itself and the Virginia Railway Express (VRE), so Commission authorization is being sought at this time to enable the Executive Director to sign these Certifications and Assurances for federal fiscal year 2018. The Executive Director's signature signifies PRTC's intention to comply with each of the requirements; PRTC's and VRE's attorneys will also sign to signify their concurrence.

FTA issued the latest list, posting it on their web-page February 22, 2018 along with Instructions which included changes from last year. A summary of the changes present in the latest version of the certifications and assurances, as well as, an unabridged description of them appear here as Attachments I and II, respectively.

With the attached resolution the Commission authorizes the Executive Director to sign the annual Certifications and Assurances and execute the FTA grants awarded to PRTC on behalf of VRE and itself.

Fiscal Impact:

Not applicable.

Attachments: As stated

ATTACHMENT 1

CHANGES TO THE FY2018 FTA CERTIFICATIONS AND ASSURANCES

Certification Category Number and Name		Changes to Certification
Preface	Preface	No changes.
Category 01	Required Certifications and Assurances for Each Applicant	In Category 01.D.3.j a new subparagraph (4) was added to include Civil Rights requirements on any transfer of property acquired or improved with federal assistance. Subparagraph 01.g.2.b (3) was clarified to state that a covenant of nondiscrimination will be added to any real property that is retained or transfered. Category 03 has been added as 01.E and the remaining categories have been renumbered.
Category 02	Lobbying	No changes.
	Procurement and Procurement Systems	Moved to Category 01.
Category 03	Private Sector Protections	No changes.
Category 04	Rolling Stock Reviews and Bus Testing	No changes.
Category 05	Demand Responsive Service	No changes.
Category 06	Intelligent Transportation Systems	No changes.
Category 07	Interest and Financing Costs and Acquisition of Captial Assets by Lease	No changes.
Category 08	Transit Asset Management and Public Transportation Agecny Safety Plan	A new paragraph 08.C has been added to include that an effort will be made to have a State Safety Oversight Program in effect by April 15, 2019 (this only pertains to states that have a rail fixed guideway public transportation system).
Category 9	Alcohol and Controlled Substances Testing	No changes.
Category 10	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvements)	No changes.
Category 11	State of Good Repair Program	No changes.
Category 12	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	No changes.
Category 13	Urbanized Area Formula Grant Programs and Passenger Ferry Grant Program	No changes.
Category 14	Seniors and Individuals with Disabilities Programs	No changes.
Category 15	Rural Areas and Appalachian Development Programs	No changes.

CHANGES TO THE FY2018 FTA CERTIFICATIONS AND ASSURANCES		
Certification Category Number and Name		**Changes to Certification**
Category 16	Tribal Transit Programs (Public Transportation on Indian Reservations Programs)	Two new paragraphs were added, 5.e and 5.f, to include that federal assistance in this program must also comply with Categories 08.A, 08.B and 09.
Category 17	State Safety Oversight Grant Program	No changes.
Category 18	Public Transportation Emergency Relief Program	No changes.
Category 19	Expedited Project Devlivery Pilot Program	No changes.
Category 20	Infrastructure Finance Programs	No changes.
	Paul S Sarbanes Transit in Parks Program	This Category was deleted, all program funds have been obligated and no new grants are possible.
Category 21	Construction Hiring Preferences	No changes.

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

PREFACE

Before the Federal Transit Administration (FTA or We) may award federal assistance for public transportation in the form of a federal grant, cooperative agreement, loan, line of credit, loan guarantee, master credit agreement, or State Infrastructure Bank (SIB) cooperative agreement, certain pre-award Certifications and Assurances are required, except as FTA determines otherwise in writing. The Applicant must authorize a representative (Authorized Representative) to select and sign its Certifications and Assurances and bind the Applicant's compliance. You, as your Applicant's Authorized Representative, must select and sign all Certifications and Assurances that your Applicant must provide to support each application it submits to FTA for federal assistance during federal fiscal year (FY) 2018.

We request that you read each Certification and Assurance and select those that will apply to any application for which your Applicant might seek FTA assistance during FY 2018. As provided by federal laws, regulations, and requirements, FTA may award federal assistance only if the Applicant's Authorized Representative selects adequate Certifications and Assurances.

We have consolidated our Certifications and Assurances into twenty-one (21) Categories.

We encourage you to make a single selection that will encompass all twenty-one (21) Categories of Certifications and Assurances that apply to our various programs. FTA, the Applicant, and the Applicant's Authorized Representative, understand and agree that not every provision of these twenty-one (21) Categories of Certifications and Assurances will apply to every Applicant or every Award or Project included in an Award, even if you make a single selection encompassing all twenty-one (21) Categories. Nor will every provision of each Certification or Assurance within a single Category apply if that provision does not apply to your Applicant or the Award it seeks. The type of Applicant and its application will determine which Certifications and Assurances apply.

In the alternative:

- *All Applicants must select the Assurances in Category 01, "Required Certifications and Assurances for each Applicant.*
- *If your Applicant requests or intends to request more than $100,000 in federal assistance during FY2018, you must select the "Lobbying" Certification in Category 02, except if your Applicant is an Indian tribe, Indian organization, or an Indian tribal organization.*
- *Depending on the nature of your Applicant and the Award it seeks, you may also need to select one or more Certifications and Assurances in Categories 03 through 21.*

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected that apply to its Award, itself, any Subrecipient, or any other Third

Party Participant in its Award, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and any other Third Party Participant as necessary to assure your Applicant's compliance with the applicable Certifications and Assurances selected on its behalf.

Except as FTA determines otherwise in writing, if your Applicant is a team, consortium, joint venture, or partnership, it understands and agrees that you must identify the activities that each member will perform and the extent to which each member will be responsible for compliance with the selected Certifications and Assurances. You also must identify each member's role in the Award, whether as a Recipient, Subrecipient, Third Party Contractor, or other Third Party Participant.

It is important that you and your Applicant also understand that these Certifications and Assurances are pre-award requirements, generally imposed by federal law or regulation, and do not include all federal requirements that may apply to it or its Award. We expect you to submit your Applicant's FY 2018 Certifications and Assurances and its applications for federal assistance in FTA's Transit Award Management System (TrAMS). You must be registered in TrAMS to submit your Applicant's FY 2018 Certifications and Assurances. TrAMS contains fields for selecting among the twenty-one (21) Categories of Certifications and Assurances and a designated field for selecting all twenty-one (21) Categories of Certifications and Assurances. If FTA agrees that you are unable to submit your Applicant's FY 2018 Certifications and Assurances electronically, you must submit the Signature Pages at the end of this document, as FTA directs, marked to show the Categories of Certifications and Assurances that you are submitting.

Be aware that these Certifications and Assurances have been prepared in light of:

- *The Fixing America's Surface Transportation (FAST) Act, Public Law No. 114-94, December 4, 2015, and other authorizing legislation to be enacted,*
- *The Moving Ahead for Progress in the 21st Century Act (MAP-21), Public Law No. 112-141, July 6, 2012, as amended by the Surface Transportation and Veterans Health Care Choice Improvement Act of 2015, Public Law No. 114-41, July 31, 2015,*
- *Previous enabling legislation that remains in effect, and*
- *Appropriations Acts or Continuing Resolutions funding the U.S. Department of Transportation during Fiscal Year 2018.*

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

CATEGORY 01. REQUIRED CERTIFICATIONS AND ASSURANCES FOR EACH APPLICANT.

Before FTA may provide federal assistance for your Applicant's Award, you must select the Certifications and Assurances in Category 01 in addition to any other applicable Certifications and Assurances, except as FTA determines otherwise in writing.

Any provision of the Certifications and Assurances in Category 01 that does not apply will not be enforced.

01.A. Certifications and Assurances of Authority of the Applicant and Its Authorized Representative.

You certify and affirm that in signing these Certifications, Assurances, and Agreements, both you, as your Applicant's Authorized Representative, and your Applicant's attorney who is authorized to represent your Applicant in legal matters, may undertake the following activities on your Applicant's behalf, in compliance with applicable state, local, or Indian tribal laws, regulations, and requirements and your Applicant's by-laws or internal rules:

1. Execute and file its application for federal assistance,
2. Execute and file its Certifications, Assurances, Charter Service Agreement, and School Bus Agreement, as applicable, binding its compliance,
3. Execute its Grant Agreement, Cooperative Agreement, Loan, Loan Guarantee, Line of Credit, Master Credit Agreement, or State Infrastructure Bank (SIB) Cooperative Agreement for which the Applicant is seeking federal assistance from FTA,
4. Comply with applicable federal laws, regulations, and requirements, and
5. Follow applicable federal guidance.

01.B. Standard Assurances.

On behalf of your Applicant, you assure that it understands and agrees to the following:

1. It will comply with all applicable federal laws, regulations, and requirements in implementing its Award.
2. It is under a continuing obligation to comply with the terms and conditions of its Grant Agreement or Cooperative Agreement with FTA for each Award, including the FTA Master Agreement and other documents incorporated by reference and made part of its Grant Agreement or Cooperative Agreement, or latest amendment thereto.
3. It recognizes that federal laws, regulations, and requirements may be amended from time to time and those amendments may affect the implementation of its Award.
4. It understands that Presidential executive orders and federal guidance, including federal policies and program guidance, may be issued concerning matters affecting it or its Award.
5. It agrees that the most recent federal laws, regulations, requirements, and guidance will apply to its Award, except as FTA determines otherwise in writing.
6. Except as FTA determines otherwise in writing, it agrees that requirements for FTA programs may vary depending on the fiscal year for which the federal assistance for those programs was appropriated or made available.

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

01.C. Intergovernmental Review Assurance.

(This assurance in this Category 01.C does not apply to an Indian tribe, an Indian organization, or an Indian tribal organization that applies for federal assistance made available under 49 U.S.C. § 5311(c)(1), which authorizes FTA's Tribal Transit Programs.)

As required by U.S. Department of Transportation (U.S. DOT) regulations, "Intergovernmental Review of Department of Transportation Programs and Activities," 49 CFR part 17, on behalf of your Applicant, you assure that it has submitted or will submit each application for federal assistance to the appropriate state and local agencies for intergovernmental review.

01.D. Nondiscrimination Assurance.

On behalf of your Applicant, you assure that:

1. It will comply with the following laws, regulations, and requirements so that no person in the United States will be denied the benefits of, or otherwise be subjected to discrimination in, any U.S. DOT or FTA assisted program or activity (particularly in the level and quality of transportation services and transportation-related benefits) based on race, color, national origin, religion, sex, disability, or age including:
   a. Federal transit laws, specifically 49 U.S.C. § 5332 (prohibiting discrimination based on race, color, religion, national origin, sex (including gender identity), disability, age, employment, or business opportunity),
   b. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d,
   c. Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e *et seq.* (prohibiting discrimination based on race, color, religion, sex, (including gender identity and sexual orientation) or national origin,
   d. Executive Order No. 11246, "Equal Employment Opportunity" September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it in part and is applicable to federal assistance programs,
   e. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681 *et seq.*,
   f. U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR part 25,
   g. The Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, *et seq.*,
   h. The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 *et seq.*,
   i. U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR part 21,
   j. U.S. DOT regulations, specifically 49 CFR parts 27, 37, 38, and 39, and
   k. Any other applicable federal statutes that may be signed into law, federal regulations that may be issued, or federal requirements that may be imposed.
2. It will comply with federal guidance implementing federal nondiscrimination laws, regulations, or requirements, except as FTA determines otherwise in writing.
3. As required by 49 CFR § 21.7:

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

a. It will comply with 49 U.S.C. § 5332, 42 U.S.C. § 2000d, and 49 CFR part 21 in the manner that:
   (1) It implements its Award,
   (2) It undertakes property acquisitions, and
   (3) It operates all parts of its facilities, as well as its facilities operated in connection with its Award.
b. This assurance applies to its Award and to all parts of its facilities, as well as its facilities used to implement its Award.
c. It will promptly take the necessary actions to carry out this assurance, including the following:
   (1) Notifying the public that discrimination complaints about transportation-related services or benefits may be filed with U.S. DOT or FTA Headquarters Office of Civil Rights, and
   (2) Submitting information about its compliance with these provisions to U.S. DOT or FTA upon their request.
d. If it transfers U.S. DOT or FTA assisted real property, structures, or improvements to another party, any deeds and instruments recording that transfer will contain a covenant running with the land assuring nondiscrimination:
   (1) While the property is used for the purpose that the federal assistance is extended, or
   (2) While the property is used for another purpose involving the provision of similar services or benefits.
e. The United States has a right to seek judicial enforcement of any matter arising under:
   (1) Title VI of the Civil Rights Act, 42 U.S.C. § 2000d,
   (2) U.S. DOT regulations, 49 CFR part 21, or
   (3) This assurance.
f. It will make any changes in its Title VI implementing procedures, as U.S. DOT or FTA may request, to comply with:
   (1) Title VI of the Civil Rights Act, 42 U.S.C. § 2000d,
   (2) U.S. DOT regulations, 49 CFR part 21, and
   (3) Federal transit law, 49 U.S.C. § 5332.
g. It will comply with applicable federal guidance issued to implement federal nondiscrimination requirements, except as FTA determines otherwise in writing.
h. It will extend the requirements of 49 U.S.C. § 5332, 42 U.S.C. § 2000d, and 49 CFR part 21 to each Third Party Participant, including any:
   (1) Subrecipient,
   (2) Transferee,
   (3) Third Party Contractor or Subcontractor at any tier,
   (4) Successor in Interest,
   (5) Lessee, or
   (6) Other Participant in its Award, except FTA and the Applicant (and later, the Recipient).
i. It will include adequate provisions to extend the requirements of 49 U.S.C. § 5332, 42 U.S.C. § 2000d, and 49 CFR part 21 to each third party agreement, including each:
   (1) Subagreement at any tier,
   (2) Property transfer agreement,

(3) Third party contract or subcontract at any tier,
(4) Lease, or
(5) Participation agreement.

j. The assurances you have made on your Applicant's behalf remain in effect as long as FTA determines appropriate, including, for example, as long as:
   (1) Federal assistance is provided for its Award,
   (2) Its property acquired or improved with federal assistance is used for a purpose for which the federal assistance is extended, or for a purpose involving similar services or benefits,
   (3) It retains ownership or possession of its property acquired or improved with federal assistance provided for its Award,
   (4) It transfers property acquired or improved with federal assistance, for the period during which the real property is used for a purpose for which the financial assistance is extended or for another purpose involving the provision of similar services or benefits, or
   (5) FTA may otherwise determine in writing.

4. As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 CFR part 27, specifically 49 CFR § 27.9, and consistent with 49 U.S.C. § 5332, you assure that:
   a. It will comply with the following prohibitions against discrimination based on disability listed below in subsection 4.b of this Category 01.D Assurance, of which compliance is a condition of approval or extension of any FTA assistance awarded to:
      (1) Construct any facility,
      (2) Obtain any rolling stock or other equipment,
      (3) Undertake studies,
      (4) Conduct research, or
      (5) Participate in any benefit or obtain any benefit from any FTA administered program.
   b. In any program or activity receiving or benefiting from federal assistance that U.S. DOT administers, no qualified individual with a disability will, because of his or her disability, be:
      (1) Excluded from participation,
      (2) Denied benefits, or
      (3) Otherwise subjected to discrimination.

01.E Procurement Certification.

The Applicant agrees to comply with:

a. U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 200, particularly 2 CFR §200.317-26 "Procurement Standards;
b. Federal laws, regulations, and requirements applicable to FTA procurements; and
c. The latest edition of FTA Circular 4220.1 and other applicable federal guidance.

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

01.F. Suspension and Debarment, Tax Liability, and Felony Convictions Certifications.

01.F.1 Suspension and Debarment.

On behalf of your Applicant, you certify that:

a. It will comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 CFR part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 CFR part 180.

b. To the best of its knowledge and belief, that its Principals and Subrecipients at the first tier:
   (1) Are eligible to participate in covered transactions of any federal department or agency and are not presently:
      (a) Debarred,
      (b) Suspended,
      (c) Proposed for debarment,
      (d) Declared ineligible,
      (e) Voluntarily excluded, or
      (f) Disqualified.
   (2) Within a three-year period preceding its latest application or proposal, its management has not been convicted of or had a civil judgment rendered against any of them for:
      (a) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction, or contract under a public transaction,
      (b) Violation of any federal or state antitrust statute, or
      (c) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property.
   (3) It is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses listed in the preceding subsection b(2) of this Certification.
   (4) It has not had one or more public transactions (federal, state, or local) terminated for cause or default within a three-year period preceding this Certification.
   (5) If, at a later time, it receives any information that contradicts the preceding statements of subsections a or b of this Category 01.F Certification, it will promptly provide that information to FTA.
   (6) It will treat each lower tier contract or subcontract under its Award as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it:
      (a) Equals or exceeds $25,000,
      (b) Is for audit services, or
      (c) Requires the consent of a federal official.
   (7) It will require that each covered lower tier contractor and subcontractor:
      (a) Comply and facilitate compliance with the federal requirements of 2 CFR parts 180 and 1200, and
      (b) Assure that each lower tier participant in its Award is not presently declared by any federal department or agency to be:

1 Debarred from participation in any federally assisted Award,
2 Suspended from participation in any federally assisted Award,
3 Proposed for debarment from participation in any federally assisted Award,
4 Declared ineligible to participate in any federally assisted Award,
5 Voluntarily excluded from participation in any federally assisted Award, or
6 Disqualified from participation in any federally assisted Award.

c. It will provide a written explanation if it or any of its principals, including any of its first tier Subrecipients or its Third Party Participants at a lower tier, is unable to certify compliance with the preceding statements in this Category 01.F.1 Certification.

01.F.2. Tax Liability.

If your Applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, on behalf of your Applicant, you certify that:

a. Your Applicant and its prospective Subrecipients have no unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
b. Your Applicant and its Subrecipients will follow applicable U.S. DOT guidance when issued.

01.F.3. Felony Convictions.

If your Applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, on behalf of your Applicant, you certify that:

a. Your Applicant and its prospective Subrecipients have not been convicted of a felony criminal violation under any federal law within the preceding 24 months.
b. Your Applicant and its Subrecipients will follow applicable U.S. DOT guidance when it is issued.

01.G. U.S. OMB Assurances in SF-424B and SF-424D.

The assurances in this Category 01.G are consistent with the U.S. OMB assurances required in the U.S. OMB SF-424B and SF-424D, and updated as necessary to reflect changes in federal laws, regulations, and requirements.

1. *Administrative Activities.* On behalf of your Applicant, you assure that:
   a. For any application it submits for federal assistance, it has adequate resources to plan, manage, and properly complete the tasks to implement its Award, including:
      (1) The legal authority to apply for federal assistance,
      (2) The institutional capability,
      (3) The managerial capability, and
      (4) The financial capability (including funds sufficient to pay the non-federal share of the cost of incurred under its Award).
   b. As required, it will give access and the right to examine materials related to its Award to the following entities or individuals, including, but not limited to:

(1) FTA,
(2) The Comptroller General of the United States, and
(3) The State, through an appropriate authorized representative.

c. It will establish a proper accounting system in accordance with generally accepted accounting standards or FTA guidance.
d. It will establish safeguards to prohibit employees from using their positions for a purpose that results in:
   (1) A personal or organizational conflict of interest or personal gain, or
   (2) An appearance of a personal or organizational conflict of interest or personal gain.

2. *Specifics of the Award.* On behalf of your Applicant, you assure that:
   a. It will begin and complete work within the period of performance that applies following receipt of an FTA Award.
   b. For FTA assisted construction Awards:
      (1) It will comply with FTA provisions concerning the drafting, review, and approval of construction plans and specifications,
      (2) It will provide and maintain competent and adequate engineering supervision at the construction site to assure that the completed work conforms to the approved plans and specifications,
      (3) It will include a covenant to assure nondiscrimination during the useful life of the real property financed under its Award in its title to that real property, and it will include such covenant in any transfer of such property,
      (4) To the extent FTA requires, it will record the federal interest in the title to FTA assisted real property or interests in real property, and
      (5) It will not alter the site of the FTA assisted construction or facilities without permission or instructions from FTA by:
         (a) Disposing of the underlying real property or other interest in the site and facilities,
         (b) Modifying the use of the underlying real property or other interest in the site and facilities, or
         (c) Changing the terms of the underlying real property title or other interest in the site and facilities.
   c. It will furnish progress reports and other information as FTA or the state may require.
3. *Statutory and Regulatory Requirements.* On behalf of your Applicant, you assure that:
   a. Your Applicant will comply with all federal laws, regulations, and requirements relating to nondiscrimination that apply, including, but not limited to:
      (1) The prohibitions against discrimination based on race, color, or national origin, as provided in Title VI of the Civil Rights Act, 42 U.S.C. § 2000d.
      (2) The prohibitions against discrimination based on sex, as provided in:
         (a) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 – 1683, and 1685 – 1687, and
         (b) U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR part 25.

(3) The prohibitions against discrimination based on age in federally assisted programs, as provided in the Age Discrimination Act of 1975, as amended, 42 U.S.C. §§ 6101 – 6107.
(4) The prohibitions against discrimination based on disability in federally assisted programs, as provided in section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794.
(5) The prohibitions against discrimination based on disability, as provided in the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101.
(6) The prohibitions against discrimination in the sale, rental, or financing of housing, as provided in Title VIII of the Civil Rights Act, 42 U.S.C. § 3601 *et seq.*
(7) The prohibitions against discrimination based on drug abuse, as provided in the Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. § 1101 *et seq.*
(8) The prohibitions against discrimination based on alcohol abuse, as provided in the Comprehensive Alcohol Abuse and Alcoholism Prevention Act of 1970, as amended, 42 U.S.C. § 4541 *et seq.*
(9) The confidentiality requirements for records of alcohol and drug abuse patients, as provided in the Public Health Service Act, as amended, 42 U.S.C. § 290dd – 290dd-2.
(10) The prohibitions against discrimination in employment as provided in Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e *et seq.*,
(11) The nondiscrimination provisions of any other statute(s) that may apply to its Award.

b. As provided by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Relocation Act), 42 U.S.C. § 4601 *et seq.*, and 49 U.S.C. § 5323(b), regardless of whether federal assistance has been provided for any real property acquired or improved for purposes of its Award:
(1) It will provide for fair and equitable treatment of any displaced persons or any persons whose property is acquired or improved as a result of federally assisted programs.
(2) It has the necessary legal authority under state and local laws, regulations, and requirements to comply with:
(a) The Uniform Relocation Act. 42 U.S.C. § 4601 *et seq.*, as specified by 42 U.S.C. §§ 4630 and 4655, and
(b) U.S. DOT regulations, "Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs," 49 CFR part 24, specifically 49 CFR § 24.4.
(3) It has complied with or will comply with the Uniform Relocation Act and implementing U.S. DOT regulations because:
(a) It will adequately inform each affected person of the benefits, policies, and procedures provided for in 49 CFR part 24.
(b) As provided by 42 U.S.C. §§ 4622, 4623, and 4624, and 49 CFR part 24, if its Award results in displacement, it will provide fair and reasonable relocation payments and assistance to:
1 Displaced families or individuals, and
2 Displaced corporations, associations, or partnerships.

(c) As provided by 42 U.S.C. § 4625 and 49 CFR part 24, it will provide relocation assistance programs offering the services described in the U.S. DOT regulations to such:
   1 Displaced families and individuals, and
   2 Displaced corporations, associations, or partnerships.

(d) As provided by 42 U.S.C. § 4625(c)(3), within a reasonable time before displacement, it will make available comparable replacement dwellings to families and individuals.

(e) It will do the following:
   1 Carry out the relocation process to provide displaced persons with uniform and consistent services, and
   2 Make available replacement housing in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin.

(f) It will be guided by the real property acquisition policies of 42 U.S.C. §§ 4651 and 4652.

(g) It will pay or reimburse property owners for their necessary expenses as specified in 42 U.S.C. §§ 4653 and 4654, understanding that FTA will provide federal assistance for its eligible costs of providing payments for those expenses, as required by 42 U.S.C. § 4631.

(h) It will execute the necessary implementing amendments to FTA assisted third party contracts and subagreements.

(i) It will execute, furnish, and be bound by such additional documents as FTA may determine necessary to effectuate or implement these assurances.

(j) It will incorporate these assurances by reference into and make them a part of any third party contract or subagreement, or any amendments thereto, related to its Award that involves relocation or land acquisition.

(k) It will provide in any affected document that these relocation and land acquisition provisions must supersede any conflicting provisions.

c. It will comply with the Lead-Based Paint Poisoning Prevention Act, specifically 42 U.S.C. § 4831(b), which prohibits the use of lead-based paint in the construction or rehabilitation of residence structures.

d. It will, to the extent applicable, comply with the protections for human subjects involved in research, development, and related activities supported by federal assistance of:
   (1) The National Research Act, as amended, 42 U.S.C. § 289 *et seq.*, and
   (2) U.S. DOT regulations, "Protection of Human Subjects," 49 CFR part 11.

e. It will, to the extent applicable, comply with the labor standards and protections for federally assisted Awards of:
   (1) The Davis-Bacon Act, as amended, 40 U.S.C. §§ 3141 – 3144, 3146, and 3147,
   (2) Sections 1 and 2 of the Copeland "Anti-Kickback" Act, as amended, 18 U.S.C. § 874, and 40 U.S.C. § 3145, respectively, and
   (3) The Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. § 3701 *et seq.*

f. It will comply with any applicable environmental standards prescribed to implement federal laws and executive orders, including, but not limited to:

(l) Complying with the institution of environmental quality control measures under the National Environmental Policy Act of 1969, as amended, 42 U.S.C. §§ 4321 – 4335 and following Executive Order No. 11514, as amended, 42 U.S.C. § 4321 note.
(2) Following the notification of violating facilities provisions of Executive Order No. 11738, 42 U.S.C. § 7606 note.
(3) Following the protection of wetlands provisions of Executive Order No. 11990, 42 U.S.C. § 4321 note.
(4) Following the evaluation of flood hazards in the floodplains provisions of Executive Order No. 11988, May 24, 1977, as amended, 42 U.S.C. § 4321 note.
(5) Complying with the assurance of consistency with the approved state management program developed pursuant to the Coastal Zone Management Act of 1972, as amended, 16 U.S.C. §§ 1451 – 1465.
(6) Complying with the Conformity of Federal Actions to State (Clean Air) Implementation Plans requirements under section 176(c) of the Clean Air Act of 1970, as amended, 42 U.S.C. §§ 7401 – 7671q.
(7) Complying with protections for underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, 42 U.S.C. § 300f – 300j-6.
(8) Complying with the protections for endangered species under the Endangered Species Act of 1973, as amended, 16 U.S.C. §§ 1531 – 1544.
(9) Complying with the environmental protections for federal transportation programs, including, but not limited to, protections for parks, recreation areas, or wildlife or waterfowl refuges of national, state, or local significance or any land from a historic site of national, state, or local significance to be used in a transportation Award, as required by 49 U.S.C. § 303 (also known as "Section 4f").
(10) Complying with the protections for national wild and scenic rivers systems, as required under the Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. §§ 1271 – 1287.
(11) Complying with and facilitating compliance with:
    (a) Section 106 of the National Historic Preservation Act of 1966, as amended, 54 U.S.C. § 300108,
    (b) The Archaeological and Historic Preservation Act of 1974, as amended, 54 U.S.C. § 312501 *et seq.*, and
    (c) Executive Order No. 11593 (identification and protection of historic properties), 54 U.S.C. § 300101.

g. To the extent applicable, it will comply with the following federal requirements for the care, handling, and treatment of warm-blooded animals held or used for research, teaching, or other activities supported with federal assistance:
    (1) The Animal Welfare Act, as amended, 7 U.S.C. § 2131 *et seq.*, and
    (2) U.S. Department of Agriculture regulations, "Animal Welfare," 9 CFR subchapter A, parts 1, 2, 3, and 4.

h. To the extent applicable, it will obtain a certificate of compliance with the seismic design and construction requirements of U.S. DOT regulations, "Seismic Safety," 49 CFR part 41, specifically 49 CFR § 41.117(d), before accepting delivery of any FTA assisted buildings.

i. It will comply with and assure that each of its Subrecipients located in special flood hazard areas will comply with section 102(a) of the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. § 4012a(a), by:
   (1) Participating in the federal flood insurance program, and
   (2) Purchasing flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.
j. It will comply with:
   (1) The Hatch Act, 5 U.S.C. §§ 1501 – 1508, 7324 – 7326, which limits the political activities of state and local agencies and their officers and employees whose primary employment activities are financed in whole or part with federal assistance, including a federal loan, grant agreement, or cooperative agreement, and
   (2) 49 U.S.C. § 5323(l)(2) and 23 U.S.C. § 142(g), which provide an exception from Hatch Act restrictions for a nonsupervisory employee of a public transportation system (or of any other agency or entity performing related functions) receiving federal assistance appropriated or made available under 49 U.S.C. chapter 53 and 23 U.S.C. § 142(a)(2) to whom the Hatch Act does not otherwise apply.
k. It will perform the financial and compliance audits as required by the:
   (1) Single Audit Act Amendments of 1996, 31 U.S.C. § 7501 *et seq.*,
   (2) U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 200, and
   (3) Most recent applicable U.S. OMB Compliance Supplement, 2 CFR part 200, appendix XI (previously known as the U.S. OMB Circular A-133 Compliance Supplement).
l. It will comply with all other federal laws, regulations, and requirements that apply.
m. It will follow federal guidance governing it and its Award, except as FTA has expressly approved otherwise in writing.

CATEGORY 02. LOBBYING.

Before FTA may provide federal assistance for a grant or cooperative agreement exceeding $100,000 or a loan, line of credit, loan guarantee, or loan insurance exceeding $150,000, you must select the Lobbying Certifications in Category 02, unless your Applicant is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 31 U.S.C. § 1352, and/or except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 02 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:
1. As required by 31 U.S.C. § 1352 and U.S. DOT regulations, "New Restrictions on Lobbying," specifically 49 CFR § 20.110:
   a. The lobbying restrictions of this Certification apply to its requests:
      (1) For $100,000 or more in federal assistance for a grant or cooperative agreement, and

(2) For $150,000 or more in federal assistance for a loan, line of credit, loan guarantee, or loan insurance, and

b. Your Certification on your Applicant's behalf applies to the lobbying activities of:
   (1) The Applicant,
   (2) Its Principals, and
   (3) Its Subrecipients at the first tier.

2. To the best of your knowledge and belief:
   a. No federal appropriated funds have been or will be paid by your Applicant or on its behalf to any person to influence or attempt to influence:
      (1) An officer or employee of any federal agency regarding the award of a:
         (a) Federal grant or cooperative agreement, or
         (b) Federal loan, line of credit, loan guarantee, or loan insurance, or
      (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
         (a) Federal grant or cooperative agreement, or
         (b) Federal loan, line of credit, loan guarantee, or loan insurance.
   b. Your Applicant will submit a complete OMB Standard Form LLL (Rev. 7-97), "Disclosure of Lobbying Activities," consistent with the instructions on that form, if any funds other than federal appropriated funds have been or will be paid to any person to influence or attempt to influence:
      (1) An officer or employee of any federal agency regarding the award of a:
         (a) Federal grant or cooperative agreement, or
         (b) Federal loan, line of credit, loan guarantee, or loan insurance, or
      (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
         (a) Federal grant or cooperative agreement, or
         (b) Federal loan, line of credit, loan guarantee, or loan insurance.
   c. Your Applicant will include the language of this Certification in its Award documents under a federal grant, cooperative agreement, loan, line of credit, or loan insurance including, but not limited to:
      (1) Each third party contract,
      (2) Each third party subcontract,
      (3) Each subagreement, and
      (4) Each third party agreement.

3. Your Applicant understands that:
   a. This Certification is a material representation of fact that the Federal Government relies on, and
   b. It must submit this Certification before the Federal Government may award federal assistance for a transaction covered by 31 U.S.C. § 1352, including a:
      (1) Federal grant or cooperative agreement, or
      (2) Federal loan, line of credit, loan guarantee, or loan insurance.

4. Your Applicant understands that any person who does not file a required Certification will incur a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

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CATEGORY 03. PRIVATE SECTOR PROTECTIONS.

Before FTA may provide federal assistance for an Award that involves the acquisition of public transportation property or the operation of public transportation facilities or equipment, you must select the Private Property Protections Assurances in Category 03.A and enter into the Agreements in Category 03.B and Category 03.C on behalf of your Applicant, except as FTA determines otherwise in writing.

Any provision of the Assurances and Agreements in Category 03 that does not apply will not be enforced.

03.A. Private Property Protections.

If your Applicant is a state, local government, or Indian tribal government and seeks federal assistance from FTA to acquire the property of a private transit operator or operate public transportation in competition with or in addition to a public transportation operator, the Private Property Protections Assurances in Category 03.A apply to your Applicant, except as FTA determines otherwise in writing.

To facilitate FTA's ability to make the findings required by 49 U.S.C. § 5323(a)(1), on behalf of your Applicant, you assure that:

1. Your Applicant has or will have:
   a. Determined that the federal assistance it has requested is essential to carrying out its Program of Projects as required by 49 U.S.C. §§ 5303, 5304, and 5306,
   b. Provided for the participation of private companies engaged in public transportation to the maximum extent feasible, and
   c. Paid just compensation under state or local laws to the company for any franchise or property acquired.
2. Your Applicant has completed the actions described in the preceding section 1 of this Category 03.A Certification before:
   a. It acquires the property or an interest in the property of a private provider of public transportation, or
   b. It operates public transportation equipment or facilities:
      (1) In competition with transportation service provided by an existing public transportation operator, or
      (2) In addition to transportation service provided by an existing public transportation operator.

03.B. Charter Service Agreement.

If your Applicant seeks federal assistance from FTA to acquire or operate transit facilities or equipment, the Charter Service Agreement in Category 03.B applies to your Applicant, except as FTA determines otherwise in writing.

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To comply with 49 U.S.C. § 5323(d) and (g) and FTA regulations, "Charter Service, 49 CFR part 604, specifically 49 CFR § 604.4, on behalf of your Applicant, you are entering into the following Charter Service Agreement:

1. FTA's "Charter Service" regulations apply as follows:
   a. FTA's Charter Service regulations restrict transportation by charter service using facilities and equipment acquired or improved under an Award derived from:
      (1) Federal transit laws, 49 U.S.C. chapter 53,
      (2) 23 U.S.C. §§ 133 or 142, or
      (3) Any other Act that provides federal public transportation assistance, unless otherwise excepted.
   b. FTA's charter service restrictions extend to:
      (1) Your Applicant, when it receives federal assistance appropriated or made available for:
         (a) Federal transit laws, 49 U.S.C. chapter 53,
         (b) 23 U.S.C. §§ 133 or 142, or
         (c) Any other Act that provides federal public transportation assistance, unless otherwise excepted.
      (2) Any Third Party Participant that receives federal assistance derived from:
         (a) Federal transit laws, 49 U.S.C. chapter 53,
         (b) 23 U.S.C. §§ 133 or 142, or
         (c) Any other Act that provides federal public transportation assistance, unless otherwise excepted.
   c. A Third Party Participant includes any:
      (1) Subrecipient at any tier,
      (2) Lessee,
      (3) Third Party Contractor or Subcontractor at any tier, and
      (4) Other Third Party Participant in its Award.
   d. You and your Applicant agree that neither it nor any governmental authority or publicly owned operator that receives federal public transportation assistance appropriated or made available for its Award will engage in charter service operations, except as permitted under:
      (1) Federal transit laws, specifically 49 U.S.C. § 5323(d) and (g),
      (2) FTA regulations, "Charter Service," 49 CFR part 604, to the extent consistent with 49 U.S.C. § 5323(d) and (g),
      (3) Any other federal Charter Service regulations, or
      (4) Federal guidance, except as FTA determines otherwise in writing.
   e. You and your Applicant agree that the latest Charter Service Agreement selected in its latest annual Certifications and Assurances is incorporated by reference and made part of the Underlying Agreement accompanying its Award of federal assistance from FTA.
   f. You and your Applicant agree that:
      (1) FTA may require corrective measures or impose remedies on it or any governmental authority or publicly owned operator that receives federal assistance from FTA that has demonstrated a pattern of violating of FTA's Charter Service regulations by:
         (a) Conducting charter operations prohibited by federal transit laws and FTA's Charter Service regulations, or

(b) Otherwise violating its Charter Service Agreement selected in its latest annual Certifications and Assurances.

(2) These corrective measures and remedies may include:

(a) Barring your Applicant or any Third Party Participant operating public transportation under its Award that has provided prohibited charter service from receiving federal assistance from FTA,

(b) Withholding an amount of federal assistance as provided by Appendix D to FTA's Charter Service regulations, or

(c) Any other appropriate remedy that may apply.

2. In addition to the exceptions to the restrictions in FTA's Charter Service regulations, FTA has established the following additional exceptions to those restrictions:
   a. FTA's Charter Service restrictions do not apply to your Applicant if it seeks federal assistance appropriated or made available under 49 U.S.C. §§ 5307 or 5311 to be used for Job Access and Reverse Commute (JARC) activities that would have been eligible for assistance under former 49 U.S.C. § 5316 in effect in FY 2012 or a previous fiscal year, provided that it uses that federal assistance from FTA for those program purposes only.
   b. FTA's Charter Service restrictions do not apply to your Applicant if it seeks federal assistance appropriated or made available under 49 U.S.C. § 5310 to be used for New Freedom activities that would have been eligible for assistance under former 49 U.S.C. § 5317 in effect in FY 2012 or a previous fiscal year, provided it uses that federal assistance from FTA for those program purposes only.
   c. An Applicant for assistance under 49 U.S.C. chapter 53 will not be determined to have violated the FTA Charter Service regulations if that Applicant provides a private intercity or charter transportation operator reasonable access to that Applicant's federally assisted public transportation facilities, including intermodal facilities, park and ride lots, and bus-only highway lanes, as provided in 49 U.S.C. § 5323(r).

03.C. School Bus Agreement.

If your Applicant seeks federal assistance from FTA to acquire or operate transit facilities or equipment, the School Bus Agreement in Category 03.C applies to your Applicant, except as FTA determines otherwise in writing.

To comply with 49 U.S.C. § 5323(f) and (g) and FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. § 5323(f) and (g), your Applicant agrees to enter into the following School Bus Agreement:

1. FTA's "School Bus Operations" regulations at 49 CFR part 605 restricts school bus operations using facilities and equipment acquired or improved with federal assistance derived from:
   a. Federal transit laws, 49 U.S.C. chapter 53,
   b. 23 U.S.C. §§ 133 or 142, or
   c. Any other Act that provides federal public transportation assistance, unless otherwise excepted.
2. FTA's school bus operations restrictions extend to:
   a. Your Applicant, when it receives federal assistance appropriated or made available for:

(1) Federal transit laws, 49 U.S.C. chapter 53,
(2) 23 U.S.C. §§ 133 or 142, or
(3) Any other Act that provides federal public transportation assistance, unless otherwise excepted.

b. Any Third Party Participant that receives federal assistance derived from:
(1) Federal transit laws, 49 U.S.C. chapter 53,
(2) 23 U.S.C. §§ 133 or 142, or
(3) Any other Act that provides federal public transportation assistance, unless otherwise excepted.

3. A Third Party Participant includes any:
   a. Subrecipient at any tier,
   b. Lessee,
   c. Third Party Contractor or Subcontractor at any tier, and
   d. Any other Third Party Participant in the Award.
4. You and your Applicant agree, and will obtain the agreement of any Third Party Participant, that it will not engage in school bus operations in competition with private operators of school buses, except as permitted under:
   a. Federal transit laws, specifically 49 U.S.C. § 5323(f) and (g),
   b. FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. § 5323(f) and (g),
   c. Any other federal School Bus regulations, or
   d. Federal guidance, except as FTA determines otherwise in writing.
5. You and your Applicant agree that the latest School Bus Agreement selected on its behalf in FTA's latest annual Certifications and Assurances is incorporated by reference and made part of the Underlying Agreement accompanying its Award of federal assistance.
6. You and your Applicant agree that after it is a Recipient, if it or any Third Party Participant has violated this School Bus Agreement, FTA may:
   a. Bar your Applicant or Third Party Participant from receiving further federal assistance for public transportation, or
   b. Require the Applicant or Third Party Participant to take such remedial measures as FTA considers appropriate.

CATEGORY 04. ROLLING STOCK REVIEWS AND BUS TESTING.

Before FTA may provide federal assistance for an Award to acquire rolling stock for use in revenue service or to acquire a new bus model, you must select the Rolling Stock Reviews and Bus Testing Certifications in Category 04, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 04 that does not apply will not be enforced.

04.A. Rolling Stock Reviews.

If your Applicant seeks federal assistance from FTA to acquire rolling stock for use in revenue service, the Rolling Stock Reviews Certifications in Category 04.A apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that, when procuring rolling stock for use in revenue service:

1. Your Applicant will comply with:
   a. Federal transit laws, specifically 49 U.S.C. § 5323(m), and
   b. FTA regulations, "Pre-Award and Post-Delivery Audits of Rolling Stock Purchases," 49 CFR part 663, and
2. As provided in 49 CFR § 663.7:
   a. Your Applicant will conduct or cause to be conducted the required pre-award and post-delivery reviews of that rolling stock, and
   b. It will maintain on file the Certifications required by 49 CFR part 663, subparts B, C, and D.

04.B. Bus Testing.

If your Applicant seeks federal assistance from FTA to acquire a new bus model, the Bus Testing Certifications in Category 04.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that:

1. FTA's bus testing requirements apply to all acquisitions of new buses and new bus models that require bus testing as defined in FTA's Bus Testing regulations, and it will comply with:
   a. 49 U.S.C. § 5318, and
   b. FTA regulations, "Bus Testing," 49 CFR part 665.
2. As required by 49 CFR § 665.7, when acquiring the first bus of any new bus model or a bus model with a major change in components or configuration, your Applicant will not spend any federal assistance appropriated under 49 U.S.C. chapter 53 to acquire that new bus or new bus model until:
   a. That new bus or new bus model has been tested at FTA's bus testing facility, and
   b. It has received a copy of the test report prepared for that new bus or new bus model.
3. It will ensure that the new bus or new bus model that is tested has met the performance standards consistent with those regulations, including the:
   a. Performance standards for:
      (1) Maintainability,
      (2) Reliability,
      (3) Performance (including braking performance),
      (4) Structural integrity,
      (5) Fuel economy,
      (6) Emissions, and
      (7) Noise, and
   b. Minimum safety performance standards established under 49 U.S.C. § 5329, when issued.
4. It will ensure that the new bus or new bus model that is tested has received a passing aggregate test score under the "Pass/Fail" standard established by regulation.

CATEGORY 05. DEMAND RESPONSIVE SERVICE.

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Before FTA may provide federal assistance to a public entity that operates demand responsive service for an Award to acquire a non-rail vehicle that is not accessible, you must select the Demand Responsive Service Certifications in Category 05, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 05 that does not apply will not be enforced.

As required by U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 CFR part 37, specifically 49 CFR § 37.77(d), on behalf of your Applicant, you certify that:

1. Your Applicant offers public transportation services equivalent in level and quality of service to:
   a. Individuals with disabilities, including individuals who use wheelchairs, and
   b. Individuals without disabilities.
2. Viewed in its entirety, your Applicant's service for individuals with disabilities is:
   a. Provided in the most integrated setting feasible, and
   b. Equivalent to the service it offers individuals without disabilities with respect to:
      (1) Response time,
      (2) Fares,
      (3) Geographic service area,
      (4) Hours and days of service,
      (5) Restrictions on priorities based on trip purpose,
      (6) Availability of information and reservation capability, and
      (7) Constraints on capacity or service availability.

CATEGORY 06. INTELLIGENT TRANSPORTATION SYSTEMS.

Before FTA may provide federal assistance for an Award in support of an Intelligent Transportation System (ITS), you must select the Intelligent Transportation Systems Assurances in Category 06, except as FTA determines otherwise in writing.

Any provision of the Assurances in Category 06 that does not apply will not be enforced.

On behalf of your Applicant, you and your Applicant:

1. Understand that, as used in this Assurance, the term Intelligent Transportation System is defined to include technologies or systems of technologies that provide or significantly contribute to the provision of one or more Intelligent Transportation System (ITS) user services as defined in the "National ITS Architecture."
2. Assure that, as provided in 23 U.S.C. § 517(d), any Award that includes an ITS or related activity financed with appropriations made available from the Highway Trust Fund, including amounts made available to deploy ITS facilities or equipment, will conform to the appropriate regional ITS architecture, applicable standards, and protocols developed under 23 U.S.C. § 517(a) or (c), unless it obtains a waiver as provided in 23 U.S.C. § 517(d)(2).

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CATEGORY 07. INTEREST AND FINANCING COSTS AND ACQUISITION OF CAPITAL ASSETS BY LEASE.

Before FTA may award federal assistance appropriated or made available under 49 U.S.C. chapter 53 to support the interest, financing, or leasing costs of any Award financed under the Urbanized Area Formula Grants Program, Fixed Guideway Capital Investment Grants Program, any program to which the requirements of 49 U.S.C. § 5307 apply, or any other program as FTA may specify, you must select the Certifications in Category 07, except as FTA may determine otherwise in writing.

Any provision of the Certifications and Assurances in Category 07 that does not apply will not be enforced.

07.A. Interest and Financing Costs.

If your Applicant intends to use federal assistance to support the interest or any other financing costs for an Award financed under the Urbanized Area Formula Grants Program, the Fixed Guideway Capital Investment Grants Program, the New Starts, Small Starts, and Core Capacity Programs, any program that must comply with the requirements of 49 U.S.C. § 5307, or any other program as FTA may specify, the Interest and Financing Costs Certifications in Category 07.A apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that:

1. It will not seek reimbursement for interest or any other financing costs unless:
   a. It is eligible to receive federal assistance for those costs, and
   b. Its records demonstrate that it has shown reasonable diligence in seeking the most favorable financing terms, as FTA may require.
2. It will comply with the same favorable financing cost provisions for Awards financed under:
   a. The Urbanized Area Formula Grants Program,
   b. A Full Funding Grant Agreement,
   c. An Early Systems Work Agreement,
   d. The Fixed Guideway Capital Investment Program financed by previous FTA enabling legislation,
   e. Any program that must comply with the requirements of 49 U.S.C. § 5307, or
   f. Any other program as FTA may specify.

07.B. Acquisition of Capital Assets by Lease.

If your Applicant seeks federal assistance from FTA to acquire capital assets (other than rolling stock or related equipment) through a lease, the Acquisition of Capital Assets by Lease Certifications and Assurances in Category 07.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify and assure that, as required by FTA regulations, "Capital Leases," 49 CFR part 639, to the extent consistent with the FAST Act. If your

Applicant acquires any capital asset (other than rolling stock or related equipment) through a lease financed with federal assistance appropriated or made available under 49 U.S.C. chapter 53, it will not enter into a capital lease for which FTA can provide only incremental federal assistance unless it has adequate financial resources to meet its future lease obligations if federal assistance is not available.

CATEGORY 08. TRANSIT ASSET MANAGEMENT PLAN, PUBLIC TRANSPORTATION AGENCY SAFETY PLAN, AND STATE SAFETY OVERSIGHT REQUIREMENTS.

Before FTA may provide federal assistance appropriated or made available under 49 U.S.C. chapter 53 to support an Award, you must select the Certifications in Category 08, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 08 that does not apply will not be enforced.

08.A. Transit Asset Management Plan.

If your Applicant applies for funding appropriated or made available for 49 U.S.C. chapter 53, the Transit Asset Management Certifications in Category 08.A apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that it and each of its Subrecipients will:
1. Comply with FTA regulations, "Transit Asset Management," 49 CFR part 625, and
2. Follow federal guidance that will implement the regulations at 49 CFR part 625.

08.B. Public Transportation Safety Program.

If your Applicant applies for funding under 49 U.S.C. chapter 53 and it is a State, local government authority, or any other operator of a public transportation system, the particular provisions under the Public Transportation Safety Program in Category 08.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that it will comply with applicable regulations, and follow federal guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

08.C. State Safety Oversight Requirements.

If your Applicant applies for funding under 49 U.S.C. chapter 53 and is in a state with a rail fixed guideway public transportation system, Category 08.C applies to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, if it is a state and has a rail fixed guideway public transportation system, you certify that:

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1. The Applicant will comply with FTA regulations, "State Safety Oversight," 49 CFR part 659, until the Applicant has a certified State Safety Oversight Program under the regulations at 49 CFR part 674.
2. For those Applicants that do have a certified State Safety Oversight Program, the Applicant will comply with the regulations at 49 CFR part 674.
3. For those Applicants that do not have a certified State Safety Oversight Program, the Applicant will make progress towards meeting the April 15, 2019, State Safety Oversight Program certification deadline.

CATEGORY 09. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If your Applicant must comply with the alcohol and controlled substance testing requirements of 49 U.S.C. § 5331 and its implementing regulations, before FTA may provide federal assistance for an Award, you must select the Certifications in Category 09, except as FTA may determine otherwise in writing.

Any provision of the Certifications in Category 09 that does not apply will not be enforced.

As required by 49 U.S.C. § 5331, and FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," 49 CFR part 655, subpart I, specifically 49 CFR § 655.83, on behalf of your Applicant, including an Applicant that is a state, and on behalf of its Subrecipients and Third Party Contractors, you certify that:

1. Your Applicant, its Subrecipients, and Third Party Contractors to which these testing requirements apply have established and implemented:
   a. An alcohol misuse testing program, and
   b. A controlled substance testing program.
2. Your Applicant, its Subrecipients, and its Third Party Contractors to which these testing requirements apply have complied or will comply with all applicable requirements of 49 CFR part 655 to the extent those regulations are consistent with 49 U.S.C. § 5331.
3. Consistent with U.S. DOT Office of Drug and Alcohol Policy and Compliance Notice, issued October 22, 2009, if your Applicant, its Subrecipients, or its Third Party Contractors to which these testing requirements apply reside in a state that permits marijuana use for medical or recreational purposes, your Applicant, its Subrecipients, and its Third Party Contractors to which these testing requirements apply have complied or will comply with the federal controlled substance testing requirements of 49 CFR part 655.

CATEGORY 10. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS PROGRAM (NEW STARTS, SMALL STARTS, AND CORE CAPACITY IMPROVEMENT).

Before FTA may provide federal assistance for an Award financed under the New Starts, Small Starts, or Core Capacity Improvement Program authorized under 49 U.S.C. § 5309, you must select the Certifications in Category 10, except as FTA may determine otherwise in writing.

Any provision of the Certifications in Category 10 that does not apply will not be enforced.

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Except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625,
4. It will comply with:
   a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
   b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304, and
5. It will comply with FTA guidance, "Final Interim Policy Guidance, Federal Transit Administration Capital Investment Grant Program," June 2016.

CATEGORY 11. STATE OF GOOD REPAIR PROGRAM.

Before FTA may provide federal assistance for an Award financed under the State of Good Repair Program authorized under 49 U.S.C. § 5337, you must select the Certifications in Category 11, except as FTA determines otherwise in writing.

Any provision of the Assurance in Category 11 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award,
3. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with the Applicant's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625, and
4. It will comply with:
   a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
   b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.

CATEGORY 12. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS

Before FTA may provide federal assistance for an Award under the Buses and Bus Facilities Program authorized under 49 U.S.C. § 5339, as amended by the FAST Act, which authorizes grants for formula and competitive Bus and Bus Facilities and Low or No Emission buses or an award under the Low or No Emission Vehicle Development Program authorized under former 49 U.S.C. § 5312(d)(5), you must select the Certifications in Category 12, except as FTA determines otherwise in writing.

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Any provision of the Certifications in Category 12 that does not apply will not be enforced.

12.A. Grants for Buses and Bus Facilities Program

The following Certifications for the Grants for Buses and Bus Facilities Program and Low or No Emission Buses are required by 49 U.S.C. § 5339, as amended by the FAST Act, which provides that the requirements of 49 U.S.C. § 5307 shall apply to Recipients of grants made in urbanized areas and under the Low or No Emission Bus Program, 49 U.S.C. § 5339(c) The requirements of 49 U.S.C. § 5311 shall apply to Recipients of Bus and Bus Facilities grants made in rural areas. Therefore:

1. If your Applicant is in an urbanized area, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
   a. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
   b. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
   c. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
   d. When using or involving a facility or equipment acquired or improved with federal assistance under 49 U.S.C. § 5339 during non-peak hours for transportation, Applicants in an urbanized area will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
      (1) Any senior,
      (2) Any individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
      (3) Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act, 42 U.S.C. § 401 *et seq.*, and
      (4) Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act, 42 U.S.C. § 1395 *et seq.*.
   e. When carrying out a procurement under 49 U.S.C. § 5339, it will comply with:
      (1) The applicable general provisions of 49 U.S.C. § 5323, and
      (2) The applicable third party contract provisions of 49 U.S.C. § 5325.
   f. It has complied with or will comply with 49 U.S.C. § 5307(b).
   g. As required by 49 U.S.C. § 5307(d):
      (1) It has or will have the amount of funds required for the non-federal share,
      (2) It will provide the non-federal share from sources approved by FTA, and
      (3) It will provide the non-federal share when needed.
   h. It will comply with:
      (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and

(2) The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.

i. It has a locally developed process to solicit and consider public comment before:
   (1) Raising a fare, or
   (2) Implementing a major reduction of public transportation service.

j. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

2. Except as FTA determines otherwise in writing, if your Applicant is in a rural area, you certify, on behalf of your Applicant, that:
   a. It has or will have and require each Subrecipient to have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
   b. It has or will have and require each Subrecipient to have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
   c. It will maintain and require each Subrecipient to maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
   d. Its state program has provided for a fair distribution of federal assistance appropriated or made available under 49 U.S.C. § 5311(b) within the state to eligible entities, including Indian reservations.
   e. Its program provides or will provide the maximum feasible coordination of federal assistance for public transportation service with transportation service financed by other federal sources.
   f. Its Awards and Subawards in its Formula Grants for the Rural Areas Program are included in:
      (1) The statewide transportation improvement program, and
      (2) To the extent applicable, a metropolitan transportation improvement program.
   g. With respect to the non-federal share:
      (1) It has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the non-federal share, as required by 49 U.S.C. § 5311(g),
      (2) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share from sources approved by FTA, and
      (3) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share when needed.
   h. It may transfer a facility or equipment acquired or improved under its Award to any other entity eligible to receive assistance under 49 U.S.C. chapter 53, if:
      (1) The Recipient possessing the facility or equipment consents to the transfer, and
      (2) The facility or equipment will continue to be used as required under 49 U.S.C. § 5311.

12.B. Low or No Emission Vehicle Deployment.

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If your Applicant seeks federal assistance from FTA for an Award financed under the Low or No Emission Vehicle Development Program authorized under former 49 U.S.C. § 5312(d)(5), the Certifications and Assurances in Category 12.B apply to your Applicant, except as FTA determines otherwise in writing.

Former section 5312(d)(5)(C)(i) of title 49, United States Code, requires the following Certifications for Low or No Emission Vehicle Deployment Program before awarding federal assistance appropriated or made available under MAP-21. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify and assure that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award in accordance with its transit management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. When using or involving a facility or equipment acquired or improved with federal assistance under former 49 U.S.C. § 5312(d)(5) during non-peak hours for transportation, it will charge a fare not exceeding fifty (50) percent of the peak hour to the following individuals:
   a. Any senior,
   b. Any individual who, because of illness, injury, age, a congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or who has semi-ambulatory capability) and is unable to use a public transportation service or a public transportation facility effectively without special facilities, special planning, or special design,
   c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act, 42 U.S.C. § 401 *et seq.*, and
   d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act, 42 U.S.C. § 1395 *et seq.*.
5. When carrying out a procurement under this Program, it will comply with:
   a. The applicable general provisions of 49 U.S.C. § 5323, and
   b. The applicable third party contract provisions of 49 U.S.C. § 5325.
6. It has complied with or will comply with 49 U.S.C. § 5307(b) because:
   a. It has informed or will inform the public of the amounts of its federal assistance available under this Program,
   b. It has developed or will develop, in consultation with interested parties including private transportation providers, its proposed Program of Projects for activities to be financed,
   c. It has published or will publish its proposed Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Projects and its performance as an Applicant,
   d. It has provided or will provide an opportunity for a public hearing to obtain the views of individuals on its proposed Program of Projects,
   e. It has assured or will assure that its proposed Program of Projects provides for coordination of public transportation services assisted under 49 U.S.C. § 5336, as

amended by the FAST Act, with federally assisted transportation services supported by other federal sources,

f. It has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final list of Projects, and
g. It has made or will make the final list of Projects for which an Award is sought available to the public.

7. With respect to the non-federal share:
   a. It has or will have the amount of funds required for the non-federal share,
   b. It will provide the non-federal share from sources approved by FTA, and
   c. It will provide the non-federal share when needed.
8. It will comply with:
   a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
   b. The statewide and nonmetropolitan planning requirements of 49 U.S.C. § 5304.
9. It has a locally developed process to solicit and consider public comment before:
   a. Raising a fare, or
   b. Implementing a major reduction of public transportation service.
10. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

CATEGORY 13. URBANIZED AREA FORMULA GRANTS PROGRAMS AND PASSENGER FERRY GRANT PROGRAM.

Before FTA may provide federal assistance for an Award financed under the Urbanized Area Formula Grants Program authorized under 49 U.S.C. § 5307, as amended by the FAST Act, which authorizes federal assistance for Job Access and Reverse Commute (JARC) activities, and the Passenger Ferry Grant Program authorized under 49 U.S.C. § 5307(h), you must select the Certifications in Category 13, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 13 that does not apply will not be enforced.

13.A. Urbanized Area Formula Grants Program under the FAST Act.

If your Applicant seeks federal assistance from FTA for an Award financed under the Urbanized Area Formula Grants Program authorized under 49 U.S.C. § 5307, as amended by the FAST Act, the Certifications in Category 13.A apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications for the Urbanized Area Formula Grants Program under 49 U.S.C. § 5307, as amended by the FAST Act, are required by 49 U.S.C. § 5307(c)(1). Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.

3. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625,
4. When using or involving a facility or equipment acquired or improved with federal assistance under 49 U.S.C. § 5307 during non-peak hours for transportation, it will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
   a. Any senior,
   b. Any individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
   c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act, 42 U.S.C. § 401 *et seq.*, and
   d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act, 42 U.S.C. § 1395 *et seq.*.
5. When carrying out a procurement under 49 U.S.C. § 5307, it will comply with:
   a. The applicable general provisions of 49 U.S.C. § 5323, and
   b. The applicable third party contract provisions of 49 U.S.C. § 5325.
6. It has complied with or will comply with 49 U.S.C. § 5307(b) because:
   a. It has made or will make available to the public information on the amounts of federal assistance available to it under 49 U.S.C. § 5307,
   b. It has developed or will develop, in consultation with interested parties including private transportation providers, its proposed Program of Projects for activities for which federal assistance is sought,
   c. It has published or will publish its proposed Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on its proposed Program of Projects and its performance as an Applicant or Recipient,
   d. It has provided or will provide an opportunity for a public hearing to obtain the views of individuals on its proposed Program of Projects,
   e. It has ensured or will ensure that its proposed Program of Projects provides for coordination of transportation services financed by FTA under 49 U.S.C. § 5336, as amended by the FAST Act, with transportation services supported by other Federal Government sources,
   f. It has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
   g. It has made or will make its final Program of Projects available to the public.
7. As required by 49 U.S.C. § 5307(d):
   a. It has or will have the amount of funds required for the non-federal share,
   b. It will provide the non-federal share from sources approved by FTA, and
   c. It will provide the non-federal share when needed.
8. As required by 49 U.S.C. § 5307(c)(1)(H), it will comply with:
   a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and

b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.

9. As required by 49 U.S.C. § 5307(c)(1)(I), it has a locally developed process to solicit and consider public comment before:
   a. Raising a fare, or
   b. Implementing a major reduction of public transportation.
10. Each fiscal year:
   a. It will assure that at least one (1) percent of the amount of federal assistance under 49 U.S.C. § 5307 apportioned to its urbanized area must be expended for Public Transportation Security activities as described in 49 U.S.C. § 5307(c)(1)(J)(i) including:
      (1) Increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages),
      (2) Increased camera surveillance of an area in or adjacent to that system,
      (3) Emergency telephone line or lines to contact law enforcement or security personnel in an area in or adjacent to that system, and
      (4) Any other activity intended to increase the security and safety of an existing or planned public transportation system, or
   b. The Designated Recipients in its urbanized area certify that such expenditures for Public Transportation Security activities are not necessary.
11. If it serves an urbanized area with a population of at least 200,000 individuals, as determined by the Bureau of the Census:
   a. It will provide a report by the end of the fourth quarter of the preceding federal fiscal year that lists projects carried out in the preceding fiscal year under this section for associated transit improvements as defined in 49 U.S.C. § 5302, and
   b. The report of its Associated Transit Improvements or related activities is or will be incorporated by reference and made part of its Certifications and Assurances.
12. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

13.B. Passenger Ferry Grant Program.

If your Applicant seeks federal assistance from FTA for an Award financed under the Passenger Ferry Grant Program authorized under 49 U.S.C. § 5307(h), as amended by the FAST Act, the Certifications in Category 13.B apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications for the Passenger Ferry Grant Program are required by 49 U.S.C. § 5307(c)(1) or (h). Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.

3. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. When using or involving a facility or equipment acquired or improved with federal assistance under 49 U.S.C. § 5307(h) during non-peak hours for transportation, it will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
   a. Any senior,
   b. Any individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
   c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act, 42 U.S.C. § 401 *et seq.*, and
   d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act, 42 U.S.C. § 1395 *et seq.*.
5. When carrying out a procurement under 49 U.S.C. § 5307(h), it will comply with:
   a. The applicable general provisions of 49 U.S.C. § 5323, and
   b. The applicable third party contract provisions of 49 U.S.C. § 5325.
6. As required by 49 U.S.C. § 5307(d):
   a. It has or will have the amount of funds required for the non-federal share,
   b. It will provide the non-federal share from sources approved by FTA, and
   c. It will provide the non-federal share when needed.
7. As required by 49 U.S.C. § 5307(c)(1)(H), it will comply with:
   a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
   b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.
8. As required by 49 U.S.C. § 5307(c)(1)(I), it has a locally developed process to solicit and consider public comment before:
   a. Raising a fare, or
   b. Implementing a major reduction of public transportation service.
9. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

CATEGORY 14. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

Before FTA may provide federal assistance for an Award financed under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program authorized under 49 U.S.C. § 5310, as amended by the FAST Act, or the Pilot Program for Innovative Coordinated Access and Mobility under Section 3006(b) of the FAST Act, you must select the Certifications in Category 14, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 14 that does not apply will not be enforced.

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1. The following Certifications for the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program are required by 49 U.S.C. § 5310. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
   a. Each Subrecipient is:
      (1) A private nonprofit organization, or
      (2) A state or local governmental authority that:
         (a) Is approved by a state to coordinate services for seniors and individuals with disabilities, or
         (b) Certifies that there are no private nonprofit organizations readily available in the area to provide the services authorized for support under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program.
   b. Your Applicant will comply with the following selection and planning requirements:
      (1) The Projects it has selected or will select for an Award or Subaward of federal assistance appropriated or made available under 49 U.S.C. § 5310 are included in a public transit-human services transportation plan that has been:
         (a) Locally developed, and
         (b) Coordinated.
      (2) The public transit-human services transportation plan was developed and approved through a process that included participation by:
         (a) Seniors,
         (b) Individuals with disabilities,
         (c) Representatives of public, private, and nonprofit transportation providers,
         (d) Representatives of public, private, and nonprofit human services providers, and
         (e) Other members of the public.
      (3) Within its Award, the Projects selected to receive federal assistance will assist in providing transportation services for seniors and individuals with disabilities are included in its Program of Projects submitted to FTA annually.
      (4) To the maximum extent feasible, the services financed by 49 U.S.C. § 5310 will be coordinated with transportation services financed by other federal departments and agencies, including any transportation activities carried out by a Recipient of federal assistance from the Department of Health and Human Services.
   c. As required by 49 U.S.C. § 5310(e)(2)(B), it certifies that if it allocates federal assistance received under 49 U.S.C. § 5310 to any Subrecipient, it will have allocated that federal assistance on a fair and equitable basis.
   d. It will not transfer a facility or equipment acquired or improved with federal assistance appropriated or made available for a grant under 49 U.S.C. § 5310 to any other Recipient eligible to receive assistance under 49 U.S.C. chapter 53, unless:
      (1) The Recipient possessing the facility or equipment consents to the transfer, and
      (2) The facility or equipment will continue to be used as required under 49 U.S.C. § 5310.
   e. As required by 49 U.S.C. § 5310(b)(2), it will use at least fifty-five (55) percent of the federal assistance it receives for Capital Projects to meet the special needs of seniors and individuals with disabilities.

f. The requirements of 49 U.S.C. § 5307, as determined by FTA, will apply to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program authorized by 49 U.S.C. § 5310.

2. FTA has determined that certain requirements of 49 U.S.C. § 5307 are appropriate for the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, some of which require Certifications. Therefore, as specified under 49 U.S.C. § 5307(c)(1), your Applicant certifies that:
   a. It has or will have and will require each Subrecipient to have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
   b. It has or will have and will require each Subrecipient to have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award or Subaward.
   c. It will maintain and will require each Subrecipient to maintain its equipment and facilities acquired or improved under its Award or Subaward, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
   d. When carrying out a procurement under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, it will require each Subrecipient to comply with:
      (1) The applicable general provisions of 49 U.S.C. § 5323, and
      (2) The applicable third party contract provisions of 49 U.S.C. § 5325.
   e. With respect to the non-federal share:
      (1) It has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the non-federal share, as required by 49 U.S.C. § 5310,
      (2) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share from sources approved by FTA, and
      (3) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share when needed.
   f. It has complied or will comply and will require each Subrecipient to comply with:
      (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
      (2) The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.

g. To the extent applicable, it will and will require its Subrecipients to comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

CATEGORY 15. RURAL AREAS AND APPALACHIAN DEVELOPMENT PROGRAMS.

Before FTA may provide federal assistance for an Award financed under the Formula Grants for Rural Areas Program authorized under 49 U.S.C. § 5311(b), as amended by FAST Act, and the Appalachian Development Public Transportation Assistance Program authorized under

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49 U.S.C. § 5311(c)(2), as amended by FAST Act, you must select the Certifications in Category 15, except as FTA determines otherwise in writing.

Any provision of the Certifications and Assurances in Category 15 that does not apply will not be enforced.

15.A. Formula Grants for Rural Areas Program.

If your Applicant seeks federal assistance from FTA for an Award financed under the Formula Grants for the
Rural Areas Program authorized under 49 U.S.C. § 5311, the Certifications in Category 15.A apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications apply to each state or state organization serving as your Applicant for federal assistance appropriated or made available for the Rural Areas Formula Program financed under 49 U.S.C. § 5311(b), as amended by FAST Act. On its behalf, you certify and assure that:

1. It has or will have and require each Subrecipient to have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have and require each Subrecipient to have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
3. It will maintain and require each Subrecipient to maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. It will and will require each Subrecipient to comply with applicable regulations and guidance that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.
5. Its state program has provided for a fair distribution of federal assistance appropriated or made available under 49 U.S.C. § 5311(b) within the state to eligible entities, including Indian reservations.
6. Its program provides or will provide the maximum feasible coordination of federal assistance for public transportation service authorized by 49 U.S.C. § 5311(b) with transportation service financed by other federal sources.
7. Its Awards and Subawards in its Formula Grants for the Rural Areas Program are included in:
   a. The statewide transportation improvement program, and
   b. To the extent applicable, a metropolitan transportation improvement program.
8. With respect to the non-federal share:
   a. It has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the non-federal share, as required by former 49 U.S.C. § 5311(g),
   b. It will provide and, as necessary, will require each Subrecipient to provide the non-federal share from sources approved by FTA, and
   c. It will provide and, as necessary, will require each Subrecipient to provide the non-federal share when needed.

9. It may transfer a facility or equipment acquired or improved under its Award to any other Recipient eligible to receive assistance under 49 U.S.C. chapter 53, if:
   a. The Recipient possessing the facility or equipment consents to the transfer, and
   b. The facility or equipment will continue to be used as required under 49 U.S.C. § 5311.
10. Each fiscal year:
   a. It will spend at least fifteen (15) percent of its federal assistance authorized under 49 U.S.C. § 5311 and available that fiscal year for eligible activities to develop and support intercity bus transportation within the state including:
      (1) Planning and marketing for intercity bus transportation,
      (2) Capital grants for intercity bus facilities.
   b. If it will spend less than fifteen (15) percent of its federal assistance authorized under 49 U.S.C. § 5311 and available that fiscal year for eligible activities to develop and support intercity bus transportation within the state, it will provide to FTA a Certification from the governor of the state that:
      (1) It has consulted with the affected intercity bus service providers about the intercity bus needs of the state, and
      (2) The state's intercity bus service needs are being met adequately.

15.B. Appalachian Development Public Transportation Assistance Program.

If your Applicant seeks federal assistance from FTA for an Award financed under the Appalachian Development Public Transportation Assistance Program authorized under 49 U.S.C. § 5311(c)(2), the Certifications in Category 15.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify and assure that, if it is unable to use its federal assistance made available or appropriated for public transportation operating assistance, in accordance with 49 U.S.C. § 5311(c)(2)(D), it may use the federal assistance for a Highway Project only after:
1. It provides notice and an opportunity for comment and appeal to affected public transportation providers,
2. It approves such use in writing, and
3. In approving the use, it determines that local transit needs are being addressed.

CATEGORY 16. TRIBAL TRANSIT PROGRAMS (PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS PROGRAMS).

Before FTA may provide federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), you must select the Certifications in Category 16, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 16 that does not apply will not be enforced.

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

FTA has established terms and conditions for Tribal Transit Program grants financed with federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). On behalf of your Applicant, you certify and assure that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
4. With respect to its procurement system:
   a. It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 200, for Awards made on or after December 26, 2014,
   b. It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
   c. It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
5. It will comply with the Certifications, Assurances, and Agreements in:
   a. Category 03.B and 03.C (Charter Service Agreement and School Bus Agreement),
   b. Category 04.A and 04.B (Rolling Stock Reviews and Bus Testing),
   c. Category 05 (Demand Responsive Service),
   d. Category 06 (Intelligent Transportation Systems),
   e. Category 08.A and 08.B (Transit Asset Management Plan and Public Transportation Safety Program), and
   f. Category 09 (Alcohol and Controlled Substances Testing).

CATEGORY 17. STATE SAFETY OVERSIGHT GRANT PROGRAM.

Before FTA may provide federal assistance for an Award financed under the State Safety Oversight Grant Program authorized under 49 U.S.C. § 5329(e)(6), you must select the Certifications in Category 17, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 17 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.

2. It has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award in accordance with the its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. When carrying out a procurement under its Award, it will comply with:
   a. The applicable general provisions of 49 U.S.C. § 5323, and
   b. The applicable third party contract provisions of 49 U.S.C. § 5325.
5. As required by 49 U.S.C. § 5329(e)(6)(C):
   a. It has or will have the amount of funds required for the non-federal share,
   b. It will provide the non-federal share only from sources approved by FTA, and will not be met by:
      (1) Any federal assistance,
      (2) Any funds received from a public transportation agency, or
      (3) Any revenues earned by a public transportation agency, and
   c. Will provide the non-federal share when needed.
6. Depending on how far your Applicant has progressed in developing a certified State Safety Oversight program under 49 CFR part 674, the following FTA regulations will apply:
   a. States With a Certified Program. Your Applicant agrees that FTA regulations, "State Safety Oversight," 49 CFR part 674, will apply;
   b. States Without a Certified Program. Your Applicant agrees that FTA regulations, "Rail Fixed Guideway Systems; State Safety Oversight," 49 CFR part 659, will continue to apply to those states that do not have a certified Program as required by 49 U.S.C. § 5329(e) and 49 CFR part 674.

CATEGORY 18. PUBLIC TRANSPORTATION EMERGENCY RELIEF PROGRAM.

Before FTA may provide federal assistance for an Award financed under the Public Transportation Emergency Relief Program authorized under 49 U.S.C. § 5324, you must select the Certifications in Category 18, except as FTA determines otherwise in writing.

Any provision of the Assurance in Category 18 that does not apply will not be enforced.

As required by 49 U.S.C. § 5324(d), on behalf of your Applicant, you assure that it will:
1. Comply with the requirements of the Certifications and Assurances as FTA determines will apply to an Applicant for federal assistance appropriated or made available for the Public Transportation Emergency Relief Program, and
2. Comply with FTA regulations, "Emergency Relief," 49 CFR part 602.

CATEGORY 19. EXPEDITED PROJECT DELIVERY PILOT PROGRAM.

Before FTA may provide federal assistance for an Award financed under the Expedited Project Delivery Pilot Program authorized under section 3005(b) of the FAST Act, you must select the Certifications in Category 19, except as FTA determines otherwise in writing.

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

To the extent that any Certification in Category 19 does not apply, it will not be enforced.

As required by section 3005(b)(3)(B) of the FAST Act, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. It will comply with:
   a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
   b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.

CATEGORY 20. INFRASTRUCTURE FINANCE PROGRAMS.

Before FTA may provide credit assistance for an Award that also is or will be financed under the Transportation Infrastructure Finance and Innovation Act (TIFIA) Program authorized under 23 U.S.C. §§ 601 – 609, or the State Infrastructure Banks (SIB) Program authorized under 23 U.S.C. § 610, you must select the Certifications in Category 20.

If the Applicant does not receive credit assistance under the TIFIA or SIB programs, the Certifications and Assurances in Category 20 will not be enforced.

20.A. Transportation Infrastructure Finance and Innovation Act (TIFIA) Program.

If your Applicant seeks federal assistance from FTA for an Award that also is or will be financed under the TIFIA Program authorized under 23 U.S.C. §§ 601 – 609 the Certifications and Assurances in Category 20.A apply to your Applicant. In administering this Program, the FAST Act cross-cutting requirements supersede inconsistent former requirements.

On behalf of your Applicant, you certify and assure, as required by 49 U.S.C. § 5323(o), that federal transit laws, specifically 49 U.S.C. § 5307, 49 U.S.C. § 5309, and 49 U.S.C. § 5337, apply to any Project under 49 U.S.C. chapter 53 that receives TIFIA credit assistance under 23 U.S.C. §§ 601 – 609.

1. To comply with 49 U.S.C. §5307, specifically 49 U.S.C. § 5307(c)(1), on your Applicant's behalf, you certify that:
   a. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
   b. It has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.

c. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
d. For transportation during non-peak hours and using or involving a facility or equipment of an Award financed using 49 U.S.C. § 5307 funds, it will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
   (1) Any senior,
   (2) Any individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
   (3) Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act, 42 U.S.C. § 401 *et seq.*, and
   (4) Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act, 42 U.S.C. § 1395 *et seq.*.
e. When carrying out a TIFIA-financed procurement, the Applicant will comply with:
   (1) The applicable provisions of 49 U.S.C. § 5323, and
   (2) The applicable provisions of 49 U.S.C. § 5325.
f. It has complied with or will comply with 49 U.S.C. § 5307(b).
g. (1) It has or will have no more than 80 percent of the Total Award Budget as the sum of all federal grants and any TIFIA-financed awards,
   (2) It will provide the non-federal share from sources approved by FTA, and
   (3) It will provide the non-federal share when needed.
h. It will comply with:
   (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
   (2) The statewide and nonmetropolitan planning requirements of 49 U.S.C. § 5304.
i. It has a locally developed process to solicit and consider public comment before:
   (1) Raising a fare, or
   (2) Implementing a major reduction of public transportation.
j. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

2. To comply with the interest and financing costs restrictions of 49 U.S.C. chapter 53, it agrees that it will not seek reimbursement for interest or any other financing costs incurred in connection with its Award that must be in compliance with those requirements unless:
   a. It is eligible to receive federal assistance for those expenses, and
   b. Its records demonstrate that it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, to the extent FTA may require.
3. It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*).
4. Pursuant to the National Environmental Policy Act of 1969 (NEPA), 42 U.S.C. § 5321 *et seq.*, the Project will qualify for an environmental categorical exclusion or receive a finding of no significant impact or a record of decision under NEPA before the Applicant undertakes activities for which it expects to receive federal assistance.

5. It agrees that it will adopt a transit asset management plan that complies with regulations implementing 49 U.S.C. § 5326(d).

20.B. State Infrastructure Banks (SIB) Program.

If your Applicant is a state and seeks federal assistance from FTA for a project that also is or will be financed under the SIB Program authorized under 23 U.S.C. § 610, the Certifications and Assurances in Category 20.B apply to your state and its Award, except as the Secretary determines in writing. In administering this Program, the FAST Act cross-cutting requirements supersede inconsistent former requirements.

On behalf of the state Applicant for federal assistance for its SIB Program, you certify and assure that:

1. It will comply with the following applicable federal laws establishing the various SIB Programs since 1995:
   a. 23 U.S.C. § 610,
   b. Section 1511 of TEA-21, 23 U.S.C. § 181 note, or
   c. Section 350 of the National Highway System Designation Act of 1995, as amended, 23 U.S.C. § 181.
2. It will comply with or follow the Grant Agreement between it and FTA that provides federal assistance to the SIB, including the FTA Master Agreement, which is incorporated by reference into the Grant Agreement, except that, unless FTA determines otherwise in writing, a provision of the FTA Master Agreement incorporated by reference into that Grant Agreement will not apply if it conflicts with any provision of:
   a. 23 U.S.C. § 610, as amended by the FAST Act,
   b. 23 U.S.C. § 610 or its predecessor before the FAST Act was signed into law,
   c. Section 1511 of TEA-21, 23 U.S.C. § 181 note, or section 350 of the National Highway System Designation Act of 1995, as amended, 23 U.S.C. § 181 note,
   d. Federal guidance pertaining to the SIB Program,
   e. The SIB Cooperative Agreement establishing the state's SIB Program,
   f. The Grant Agreement with FTA.
3. As required by 49 U.S.C. § 5323(o), federal transit laws, specifically 49 U.S.C. § 5307, 49 U.S.C. § 5309, and 49 U.S.C. § 5337, as amended by the FAST Act, apply to any Award under 49 U.S.C. chapter 53 that receives SIB support or financing under title 23, United States Code.
4. As required by 49 U.S.C. § 5323(o) and 49 U.S.C. § 5307(c)(1):
   a. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
   b. It has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
   c. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
   d. When using or involving a facility or equipment acquired or improved with federal assistance under a SIB-financed Award during non-peak hours for transportation, it will

charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
(1) Any senior,
(2) Any individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
(3) Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act, 42 U.S.C. § 401 *et seq.*, and
(4) Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act, 42 U.S.C. § 1395 *et seq.*.

e. When carrying out a procurement under a SIB-financed Award, it will comply with:
(1) The applicable general provisions of 49 U.S.C. § 5323, and
(2) The applicable third party contract provisions of 49 U.S.C. § 5325.

f. It has complied with or will comply with 49 U.S.C. § 5307(b).

g. It has or will have or provide:
(1) The amount of funds required for the non-federal share by the SIB Program, but not less than twenty-five (25) percent of each capitalization grant,
(2) The non-federal share from sources approved by FTA, and
(3) The non-federal share when needed.

h. It will comply with:
(1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
(2) The statewide and nonmetropolitan planning requirements of 49 U.S.C. § 5304.

i. It has a locally developed process to solicit and consider public comment before:
(1) Raising a fare, or
(2) Implementing a major reduction of public transportation.

j. It will comply with applicable regulations, a guidance, and directives that implement the Public Transportation Safety Program provisions of § 5329(b)-(d), except as FTA determines otherwise in writing.

5. As required by 49 U.S.C. chapter 53, it certifies that it will not seek reimbursement for interest or any other financing costs incurred in connection with its Award unless:
a. It is eligible to receive federal assistance for those expenses, and
b. Its records demonstrate that it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, as FTA may require.

6. It agrees that it will adopt a transit asset management plan that complies with FTA regulations, "Transit Asset Management," 49 CFR part 625.

CATEGORY 21. CONSTRUCTION HIRING PREFERENCES.

Before FTA may provide federal assistance for a third party contract for construction hiring financed under title 49 U.S.C. or title 23 U.S.C. using a geographic, economic, or any other hiring preference not otherwise authorized by federal law or regulation, you must select the

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

Certifications in Category 21 on behalf of your Applicant, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 21 that does not apply will not be enforced.

As provided by section 192 of division L, title I of the Consolidated Appropriations Act, 2017, Public Law No. 114-113, on behalf of your Applicant, you certify that if, in connection with any third party contract for construction hiring financed under title 49 U.S.C. or title 23 U.S.C., it uses a geographic, economic, or any other hiring preference not otherwise authorized by law or prohibited under 2 CFR § 200.319(b):

1. Except with respect to apprentices or trainees, a pool of readily available but unemployed individuals possessing the knowledge, skill, and ability to perform the work that the third party contract requires resides in the jurisdiction where the work will be performed,
2. It will include appropriate provisions in its bid document ensuring that its third party contractor(s) do not displace any of its existing employees in order to satisfy such hiring preference, and
3. That any increase in the cost of labor, training, or delays resulting from the use of such hiring preference does not delay or displace any transportation project in the applicable Statewide Transportation Improvement Program or Transportation Improvement Program.

Selection and Signature Page(s) follow.

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS

(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: _____

The Applicant agrees to comply with applicable provisions of Categories 01 – 21. _____

OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

Category	Description	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Private Sector Protections.	_____
04.	Rolling Stock Reviews and Bus Testing.	_____
05.	Demand Responsive Service.	_____
06.	Intelligent Transportation Systems.	_____
07.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
08.	Transit Asset Management Plan, Public Transportation Safety Program, and State Safety Oversight Requirements.	_____
09.	Alcohol and Controlled Substances Testing.	_____
10.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).	_____
11.	State of Good Repair Program.	_____
12.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.	_____
13.	Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.	_____
14.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.	_____
15.	Rural Areas and Appalachian Development Programs.	_____
16.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	_____
17.	State Safety Oversight Grant Program.	_____
18.	Public Transportation Emergency Relief Program.	_____
19.	Expedited Project Delivery Pilot Program.	_____
20.	Infrastructure Finance Programs.	_____
21.	Construction Hiring Preferences.	_____

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2018 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for federal assistance to be awarded by FTA in FY 2018)

AFFIRMATION OF APPLICANT

Name of the Applicant: _____

Name and Relationship of the Authorized Representative: _____

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2018, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2018.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature_____ Date: _____

Name_____
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): _____

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature_____ Date: _____

Name_____
Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

ITEM 8
April 5, 2018
PRTC Regular Meeting

<u>PRTC Executive Director's Time</u>

A. INFO Follow-up from Prior Meetings

B. INFO 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]**

ITEM 8-A
April 5, 2018
PRTC Regular Meeting

<u>PRTC Executive Director's Time</u>
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.

ITEM 9
April 5, 2018
PRTC Regular Meeting

<u>Virginia Railway Express Chief Executive Officer's Time</u>

A. INFO CEO Report

B. INFO Agenda, Minutes, and Adopted Resolutions of the March 16, 2018 VRE Operations Board Meeting

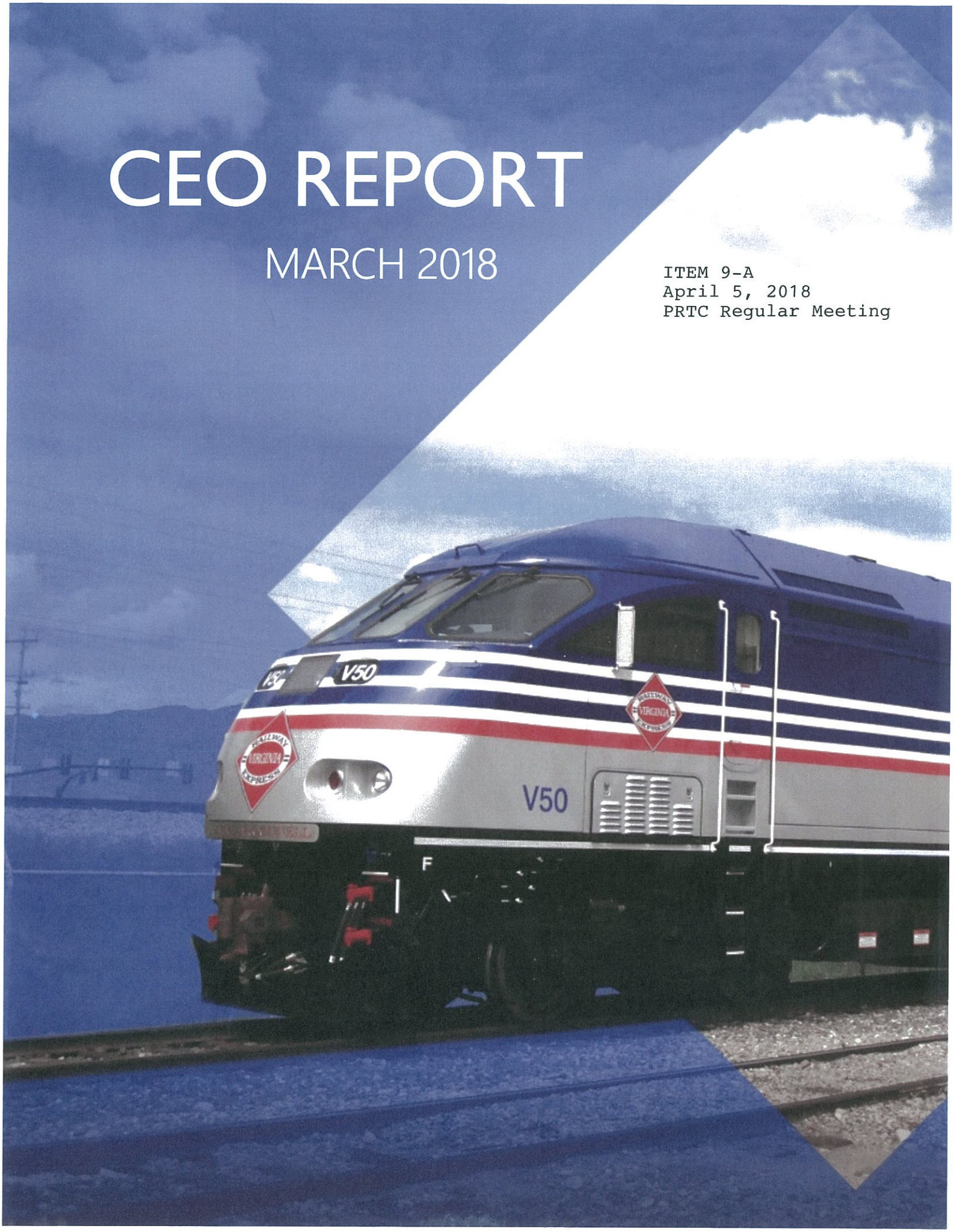
C. INFO Broad Run Expansion

D. INFO Spending Authority Report

CEO REPORT

MARCH 2018

ITEM 9-A
April 5, 2018
PRTC Regular Meeting



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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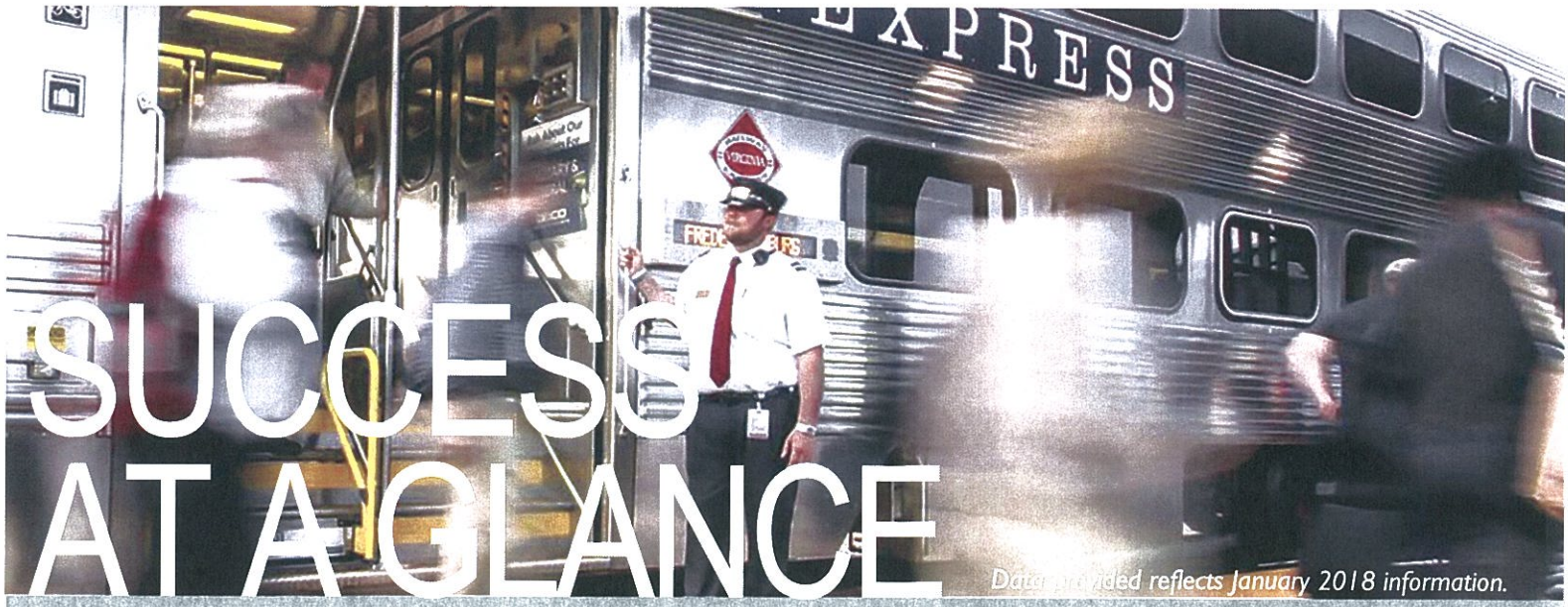
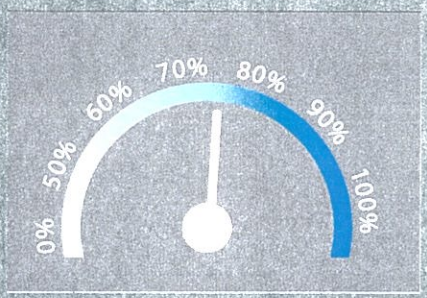


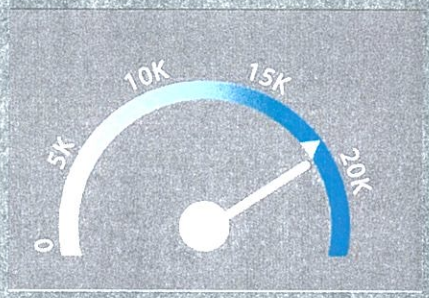
SUCCESS AT A GLANCE

Data provided reflects January 2018 information.



PARKING UTILIZATION

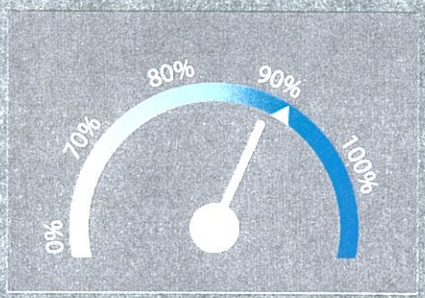
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



AVERAGE DAILY RIDERSHIP

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

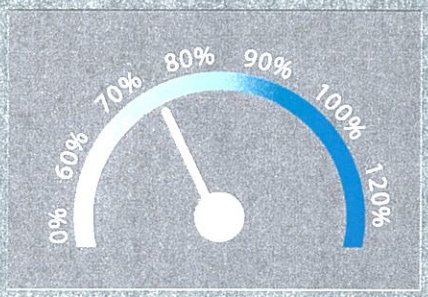
▲ Same month, previous year.



ON-TIME PERFORMANCE

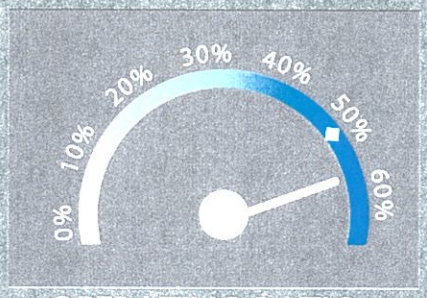
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ 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.

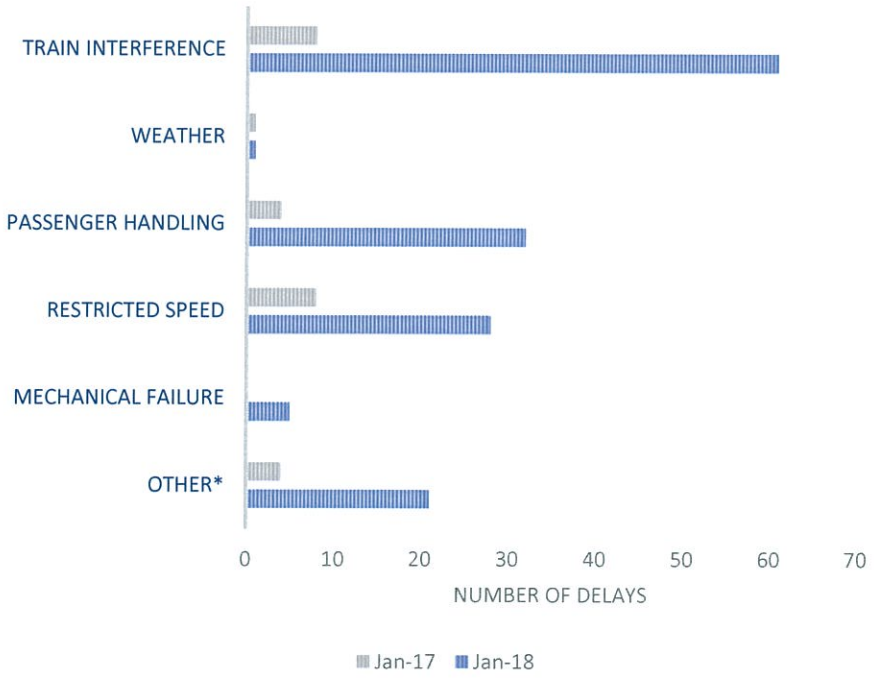
◆ Board-established goal.

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



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

VRE operated 672 trains in January.

Our on-time rate for January was 90%.

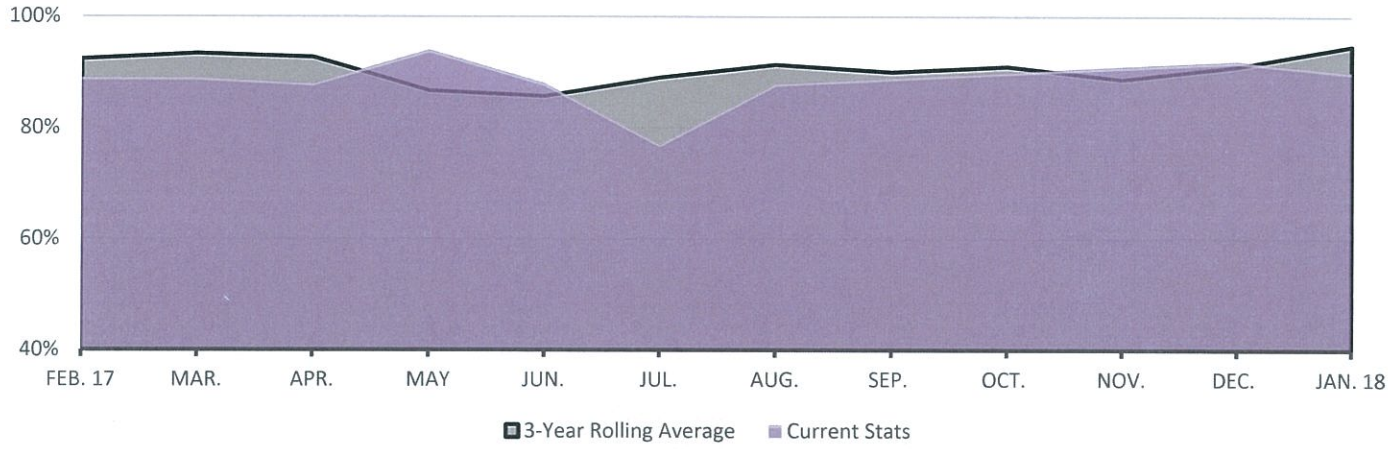
Thirty-six of the trains arrived more than five minutes late to their final destinations. Thirteen of those late trains were on the Manassas Line and twenty-three of those late trains were on the Fredericksburg Line.

LATE TRAINS

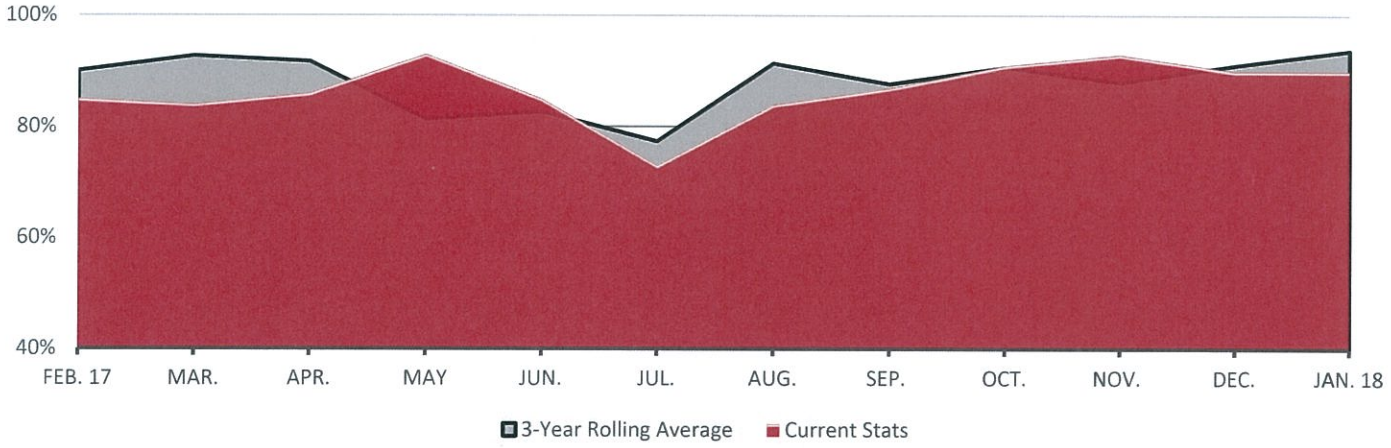
	System Wide			Fredericksburg Line			Manassas Line		
	Nov.	Dec.	Jan.	Nov.	Dec.	Jan.	Nov.	Dec.	Jan.
Total late trains	56	49	36	21	29	23	35	20	13
Average minutes late	21	22	25	21	24	14	21	21	35
Number over 30 minutes	12	8	6	5	4	2	7	4	4
Heat restriction days / total days	0/20	0/20	0/21						

ON-TIME PERFORMANCE

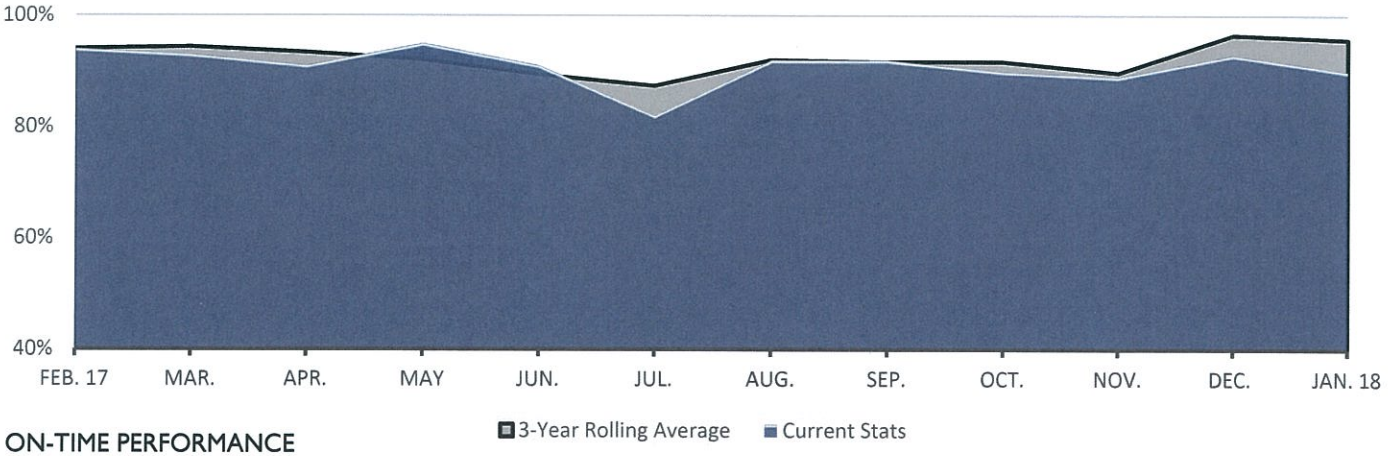
VRE SYSTEM



FREDERICKSBURG LINE

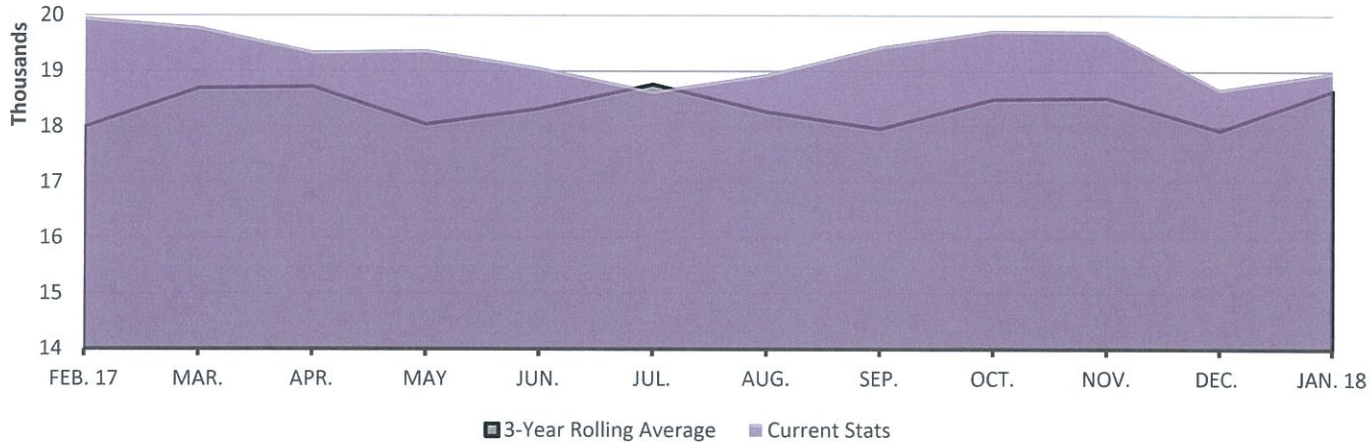


MANASSAS LINE

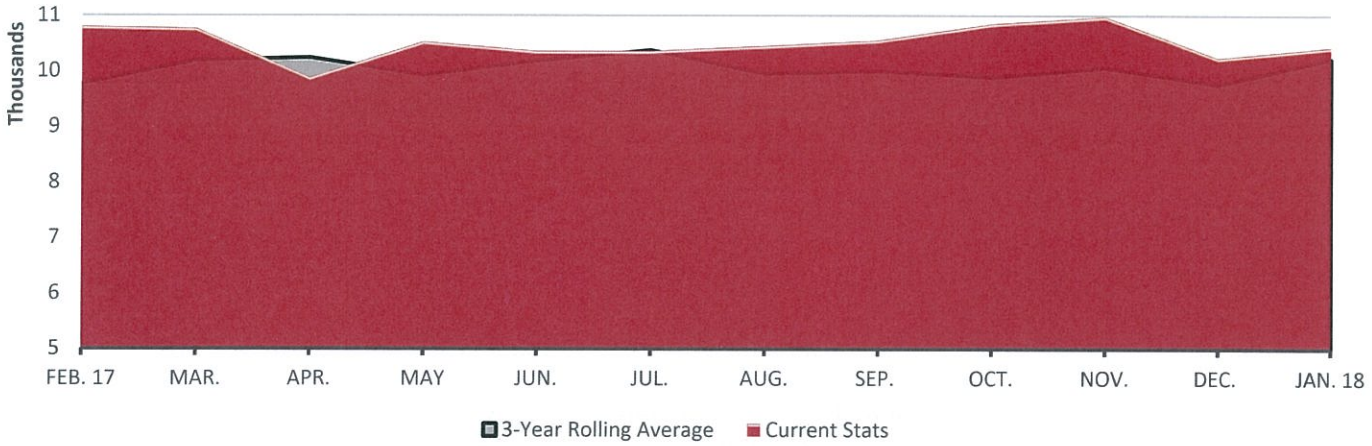


AVERAGE DAILY RIDERSHIP

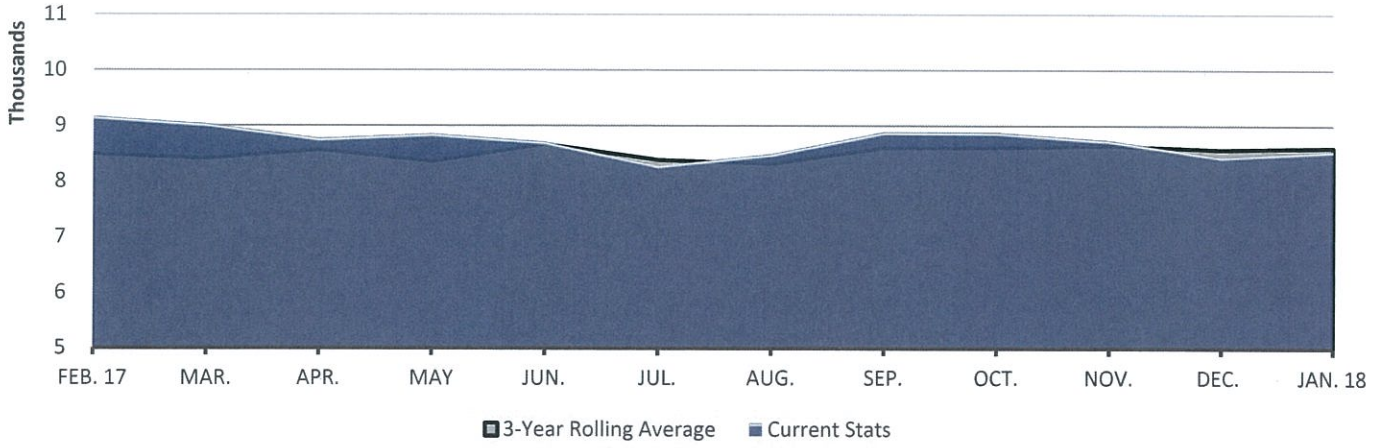
VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



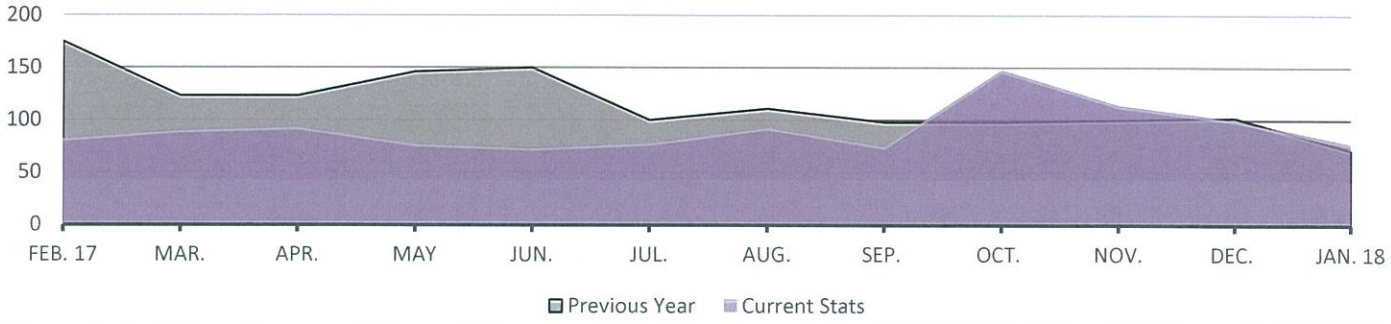
RIDERSHIP UPDATES

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

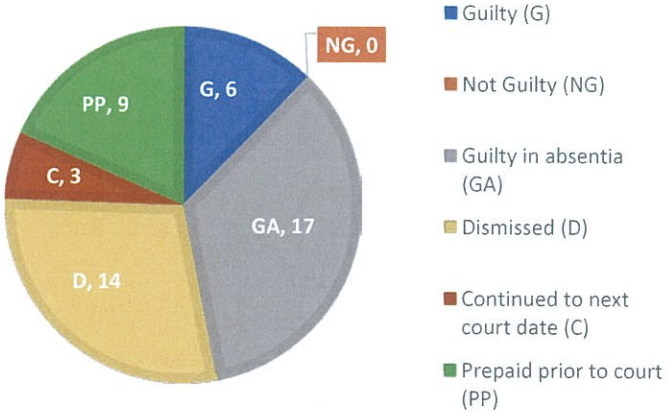
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

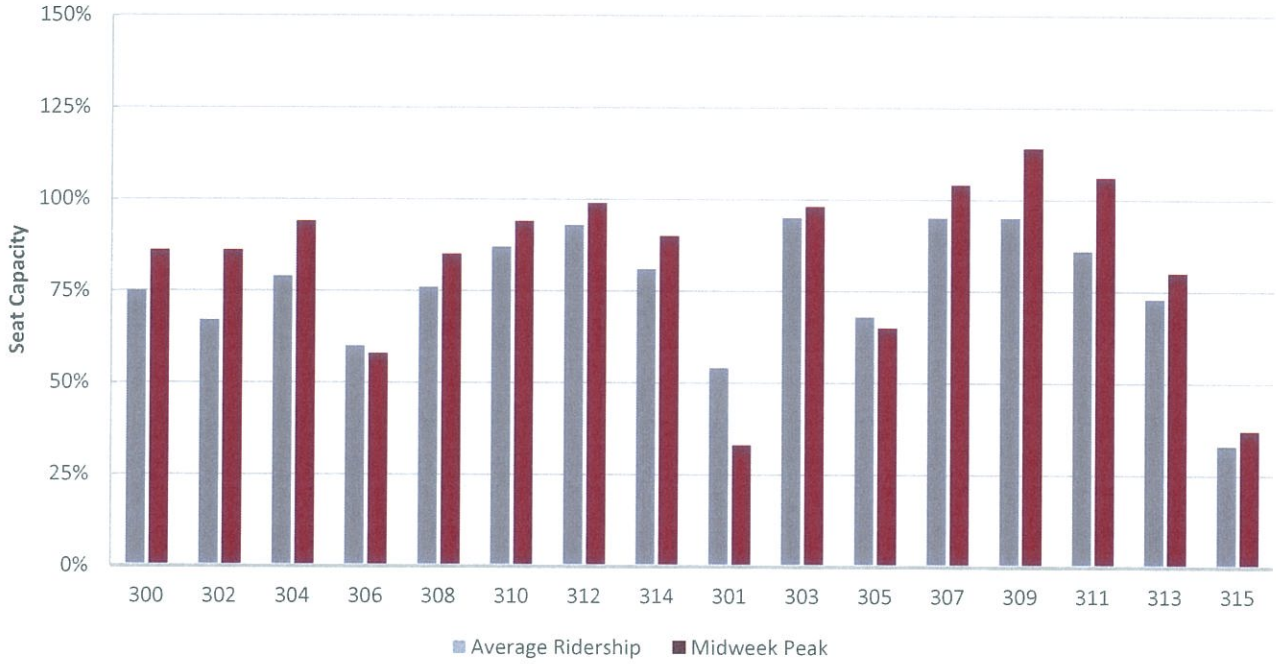
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	33
One-time courtesy	11
Per the request of the conductor	4
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient information	3
Lost and found ticket	0
Other	2
Total Waived	53

MONTHLY SUMMONSES COURT ACTION

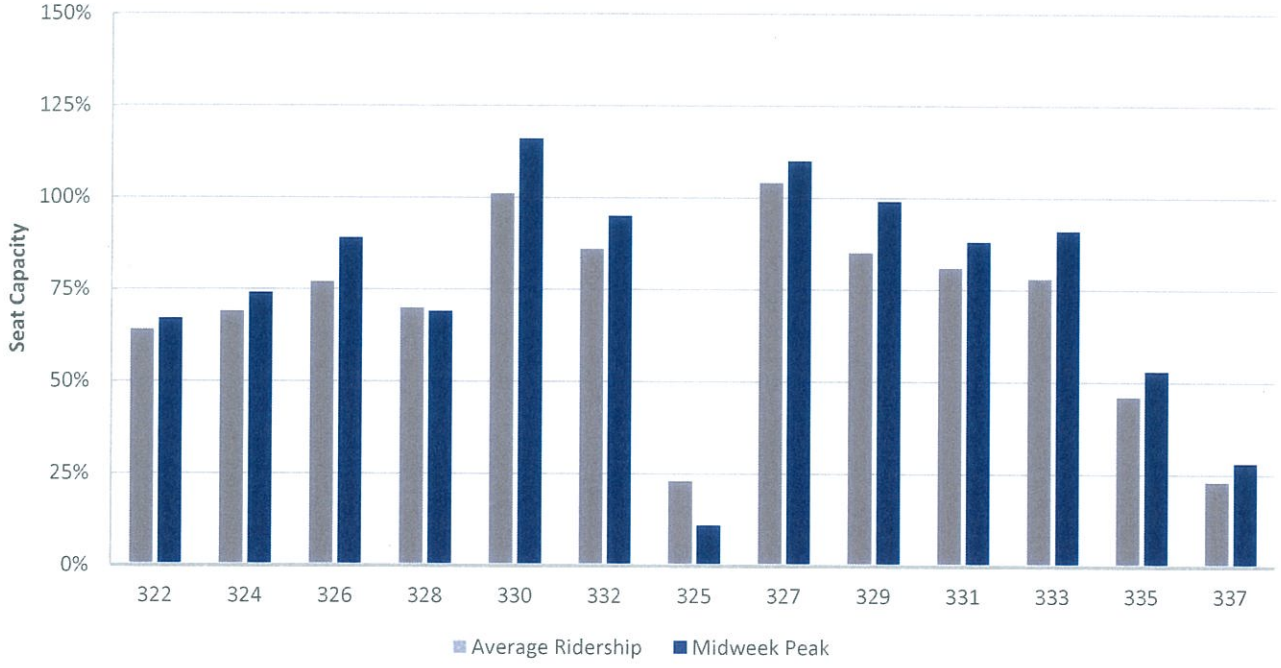


TRAIN UTILIZATION

FREDERICKSBURG LINE

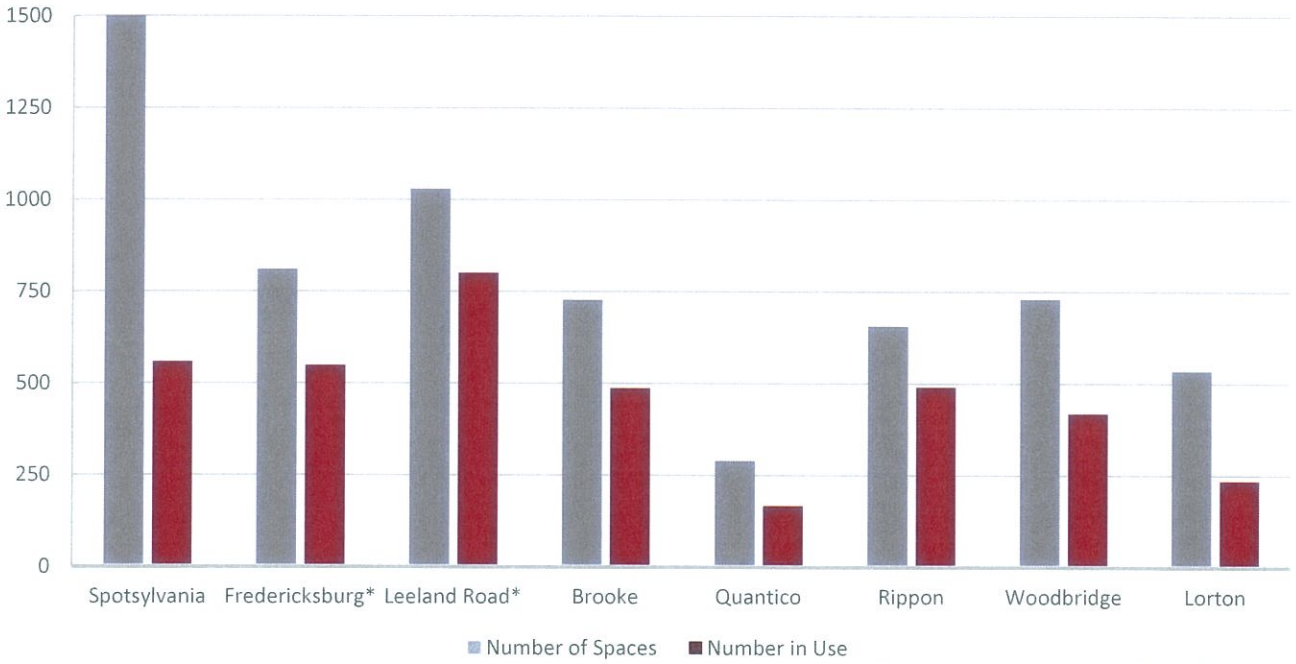


MANASSAS LINE



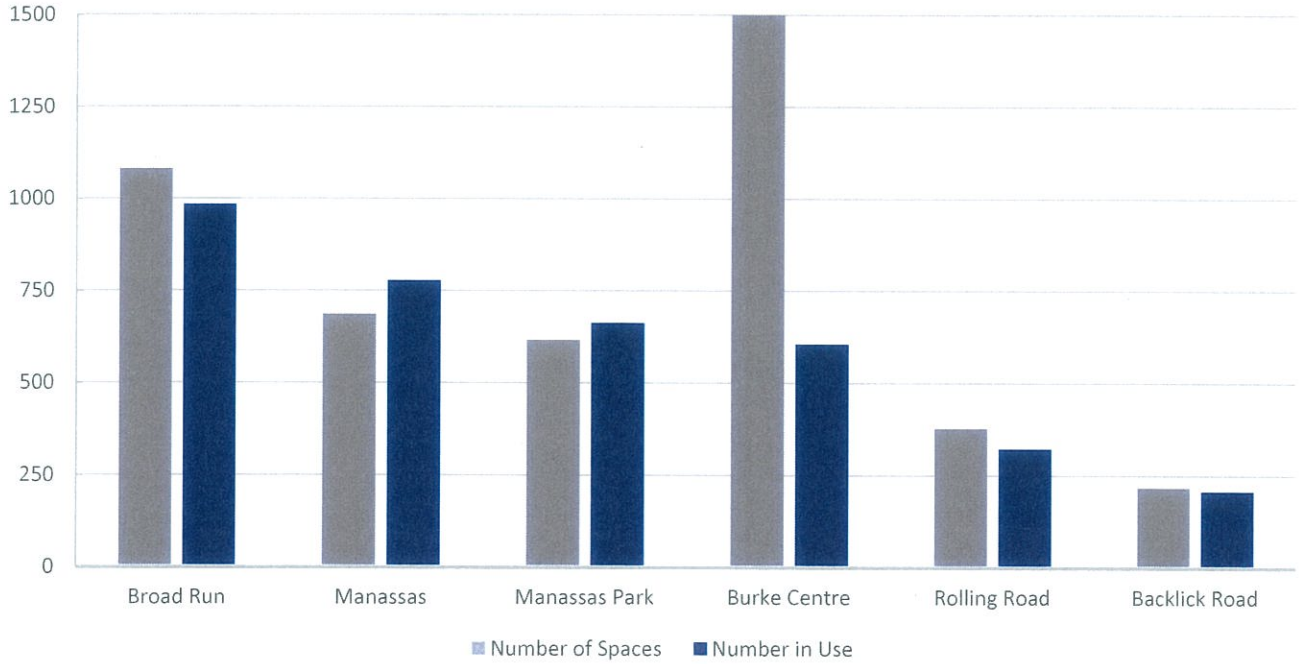
PARKING UTILIZATION

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

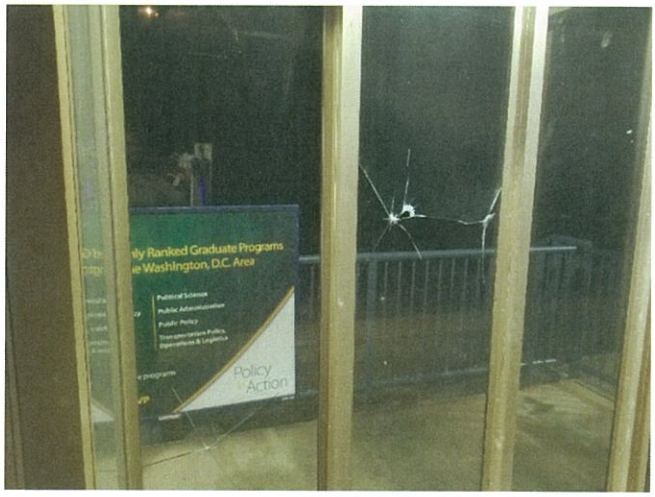
2. Replacement of ADA parking signage at Brooke and Leeland Road Stations

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

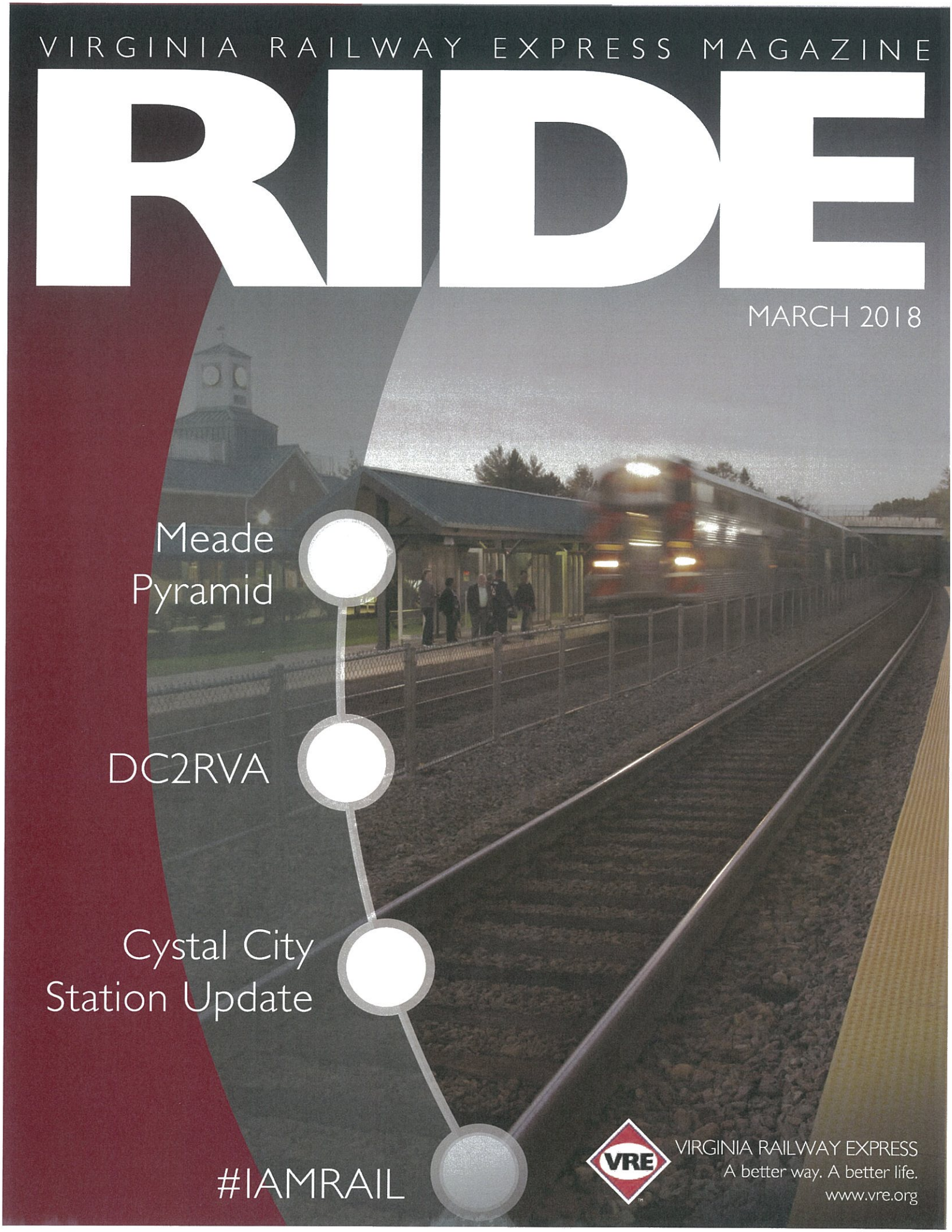
[2] Does not include minor (< $50,000) operating expenditures

ESTIMATED COSTS ($)					COMPLETION			
Total[1]	Funded	Unfunded	Authorized	Expended[2]	Percent	Date		STATUS
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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PLEASE RECYCLE THIS MAGAZINE

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Editor in Chief: Cindy King

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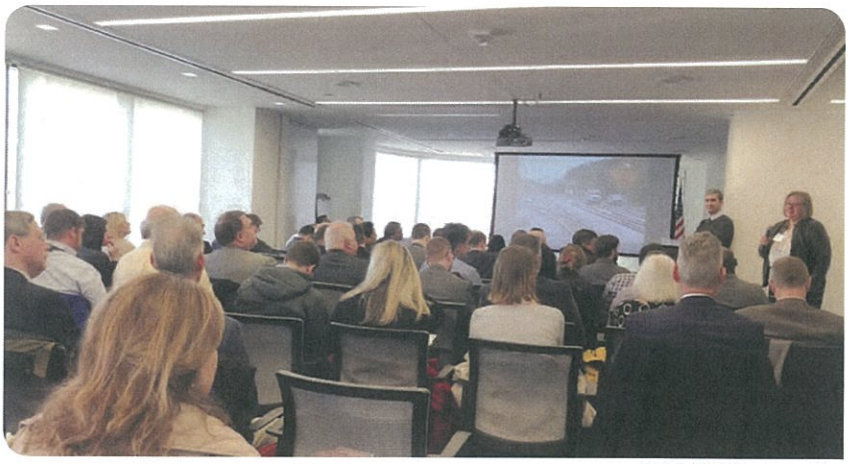


VRE's 2018 Industry Day

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.

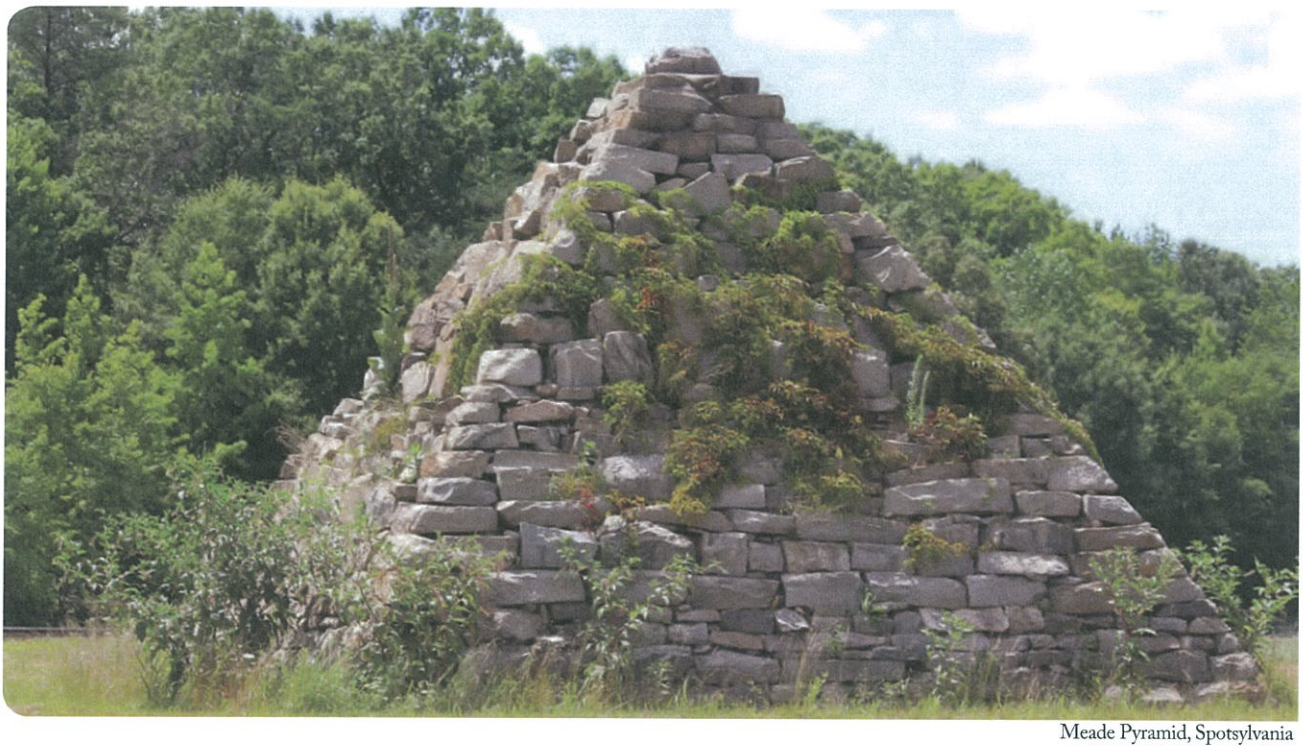
You too are invited to learn about our expansion and maintenance projects by way of RIDE magazine, vre.org, and by speaking to us directly at our platform events. Our Meet the Management platform series begins in May, but look for us sooner at your origin and destination stations with smaller pop up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

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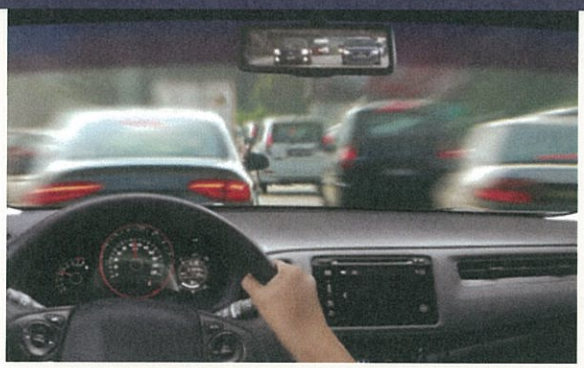

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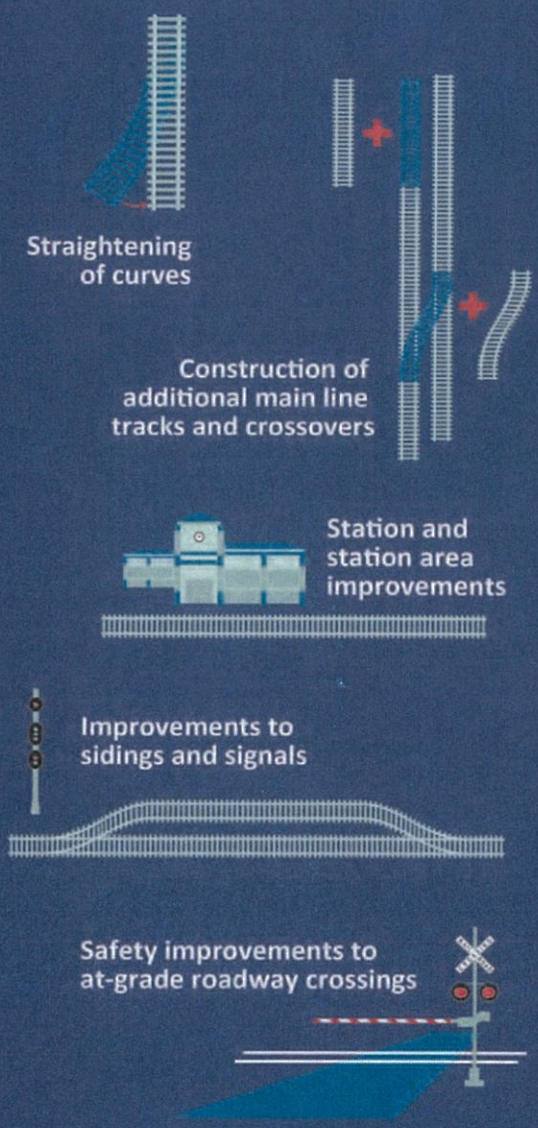

WHAT IS THE DC2RVA PROJECT?

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!

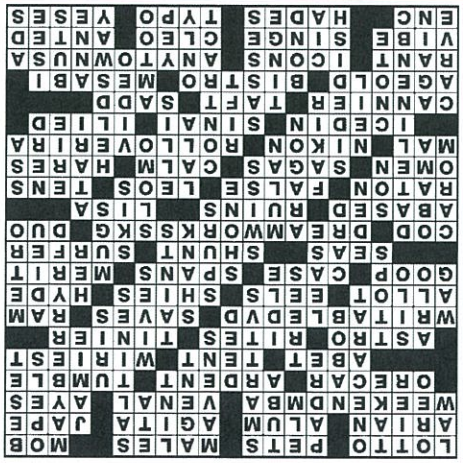
Get Noticed With VRE Advertising

VRE carries 20,000 passengers every workday and 70 percent of passengers have an annual household income of more than $100,000.

Reach our passengers with advertising opportunities on our platforms, in our trains and through our award-winning RIDE Magazine.

For more information go to www.vre.org/advertising or contact advertising@vre.org or (703) 838-5417.

PUZZLE SOLUTIONS



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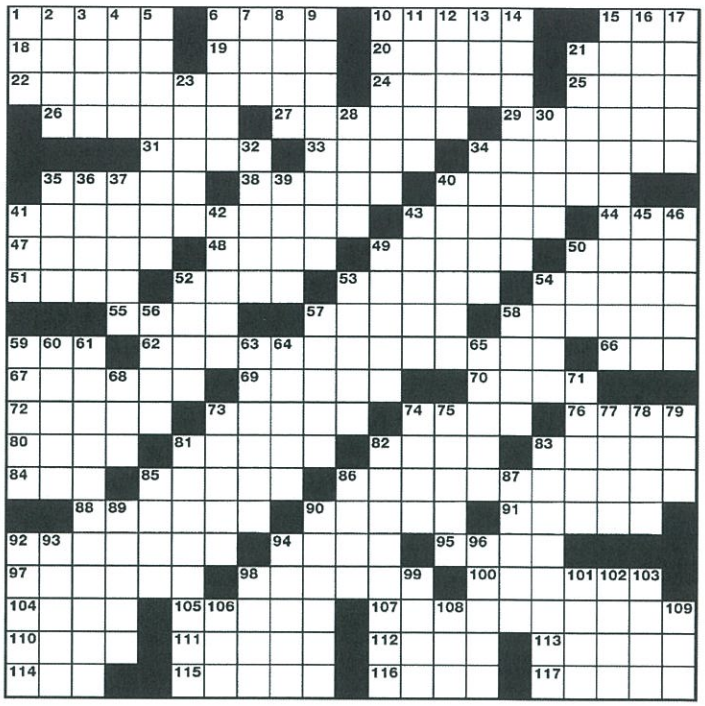
RIDE Survey URL: Ideas, Likes, Critiques? RIDE Magazine Online Survey: vre.org/ridesurvey

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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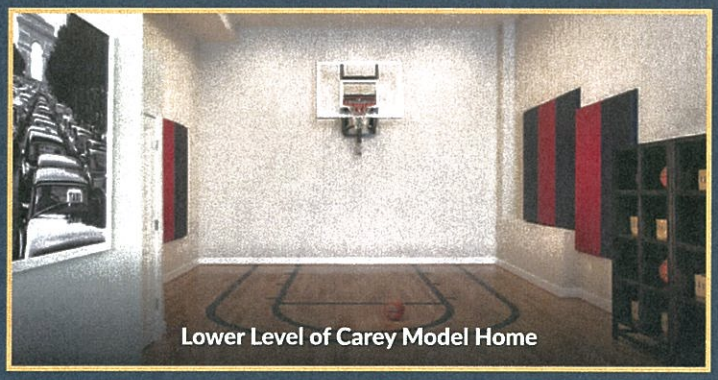
"Technically, Daylight Saving Time isn't time travel, but, sure, I guess if you see another you, try to avoid him."

LIVE MINUTES TO QUANTICO AT WINDSOR HILL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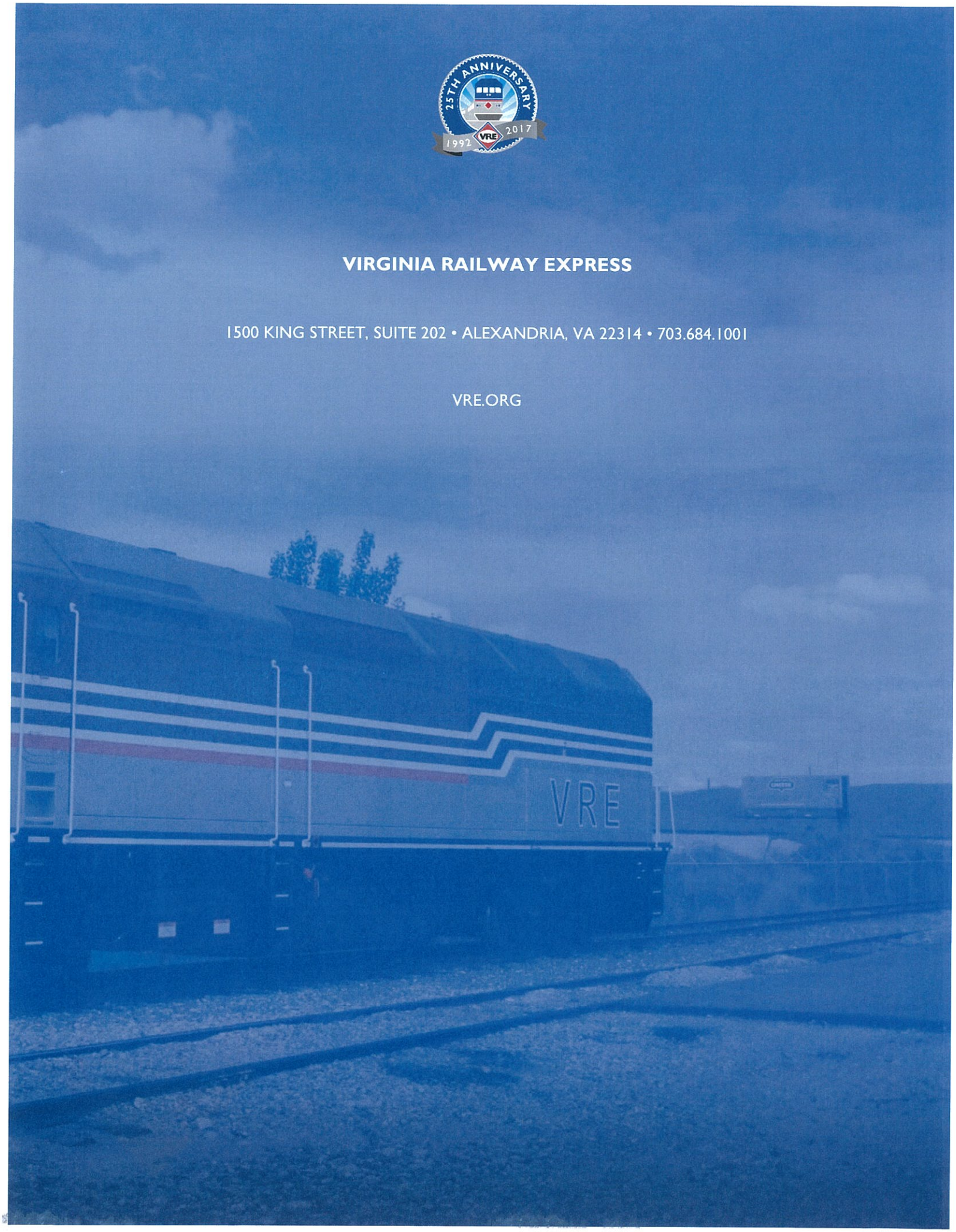

VIRGINIA RAILWAY EXPRESS

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VRE.ORG

ITEM 9-B
April 5, 2018
PRTC Regular Meeting

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

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	

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

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

Katie Cristol 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

Katie Cristol for
Martin Nohe
Chairman

Maureen Caddigan
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

Katie Cristol for
Martin Nohe
Chairman

Maureen Caddigan
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

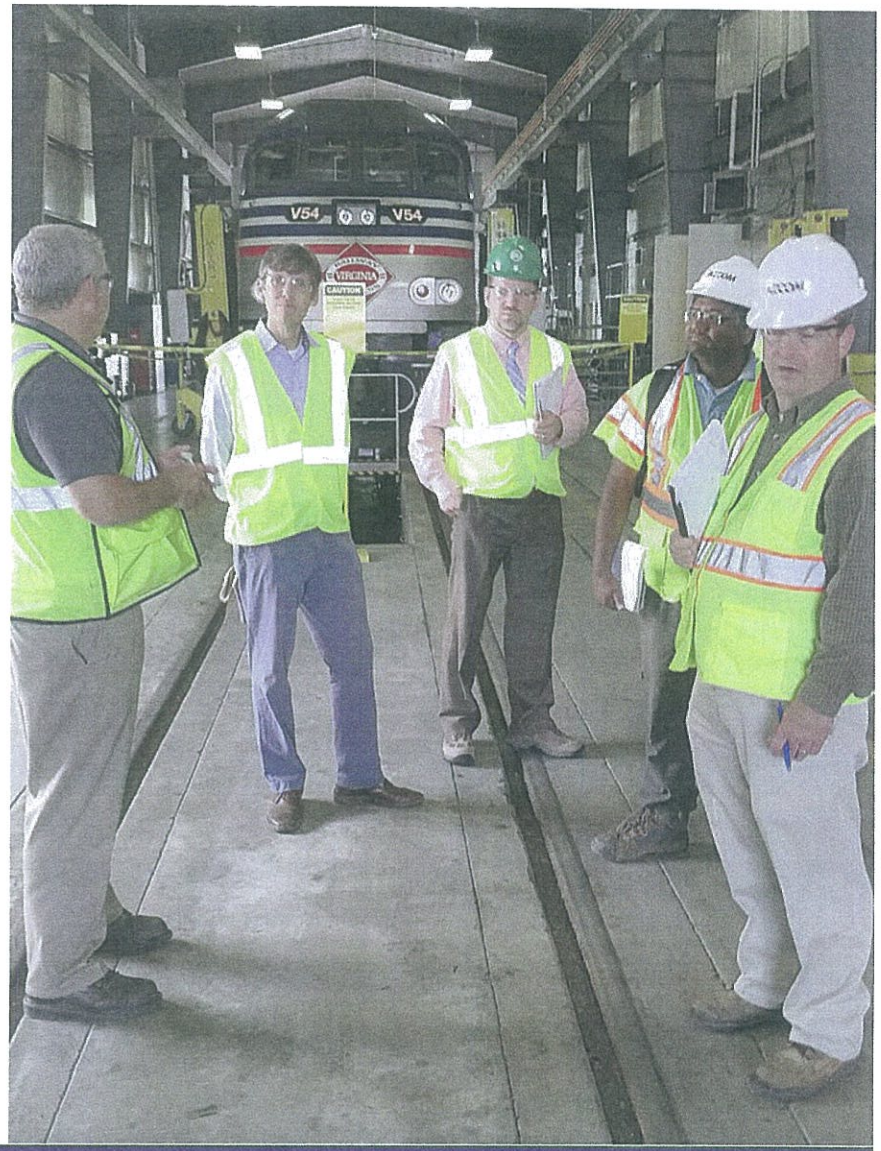
VIRGINIA RAILWAY EXPRESS

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

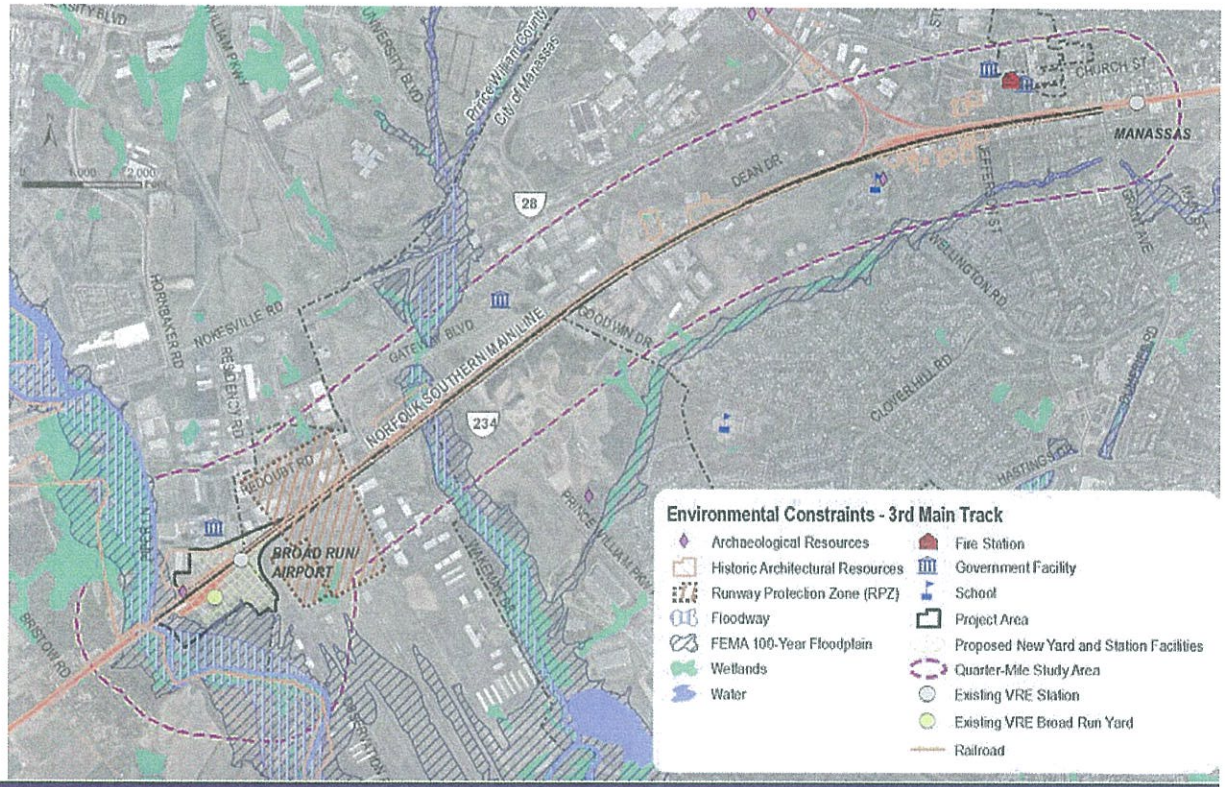
- Accommodate near-term growth in VRE demand
  - Same number of trains as today
  - Add seats on trains, parking spaces
- Improve station access/egress
  - Cars
  - Bicycles, pedestrians, kiss-and-ride/shuttles/transit
- Increase railroad capacity and operating flexibility
- Do not preclude long-term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



VIRGINIA RAILWAY EXPRESS

EVALUATION OF ALTERNATIVES

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



VIRGINIA RAILWAY EXPRESS

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)

ITEM 9-D
April 5, 2018
PRTC Regular Meeting

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
April 5, 2018
PRTC Regular Meeting

<u>Presentations/Information Items</u>

A. Critical Bus Incidents Report

B. Wheels-to-Wellness Presentation

ITEM 10-A
April 5, 2018
PRTC Regular Meeting

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.

ITEM 10-B
April 5, 2018
PRTC Regular Meeting

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

How It Began

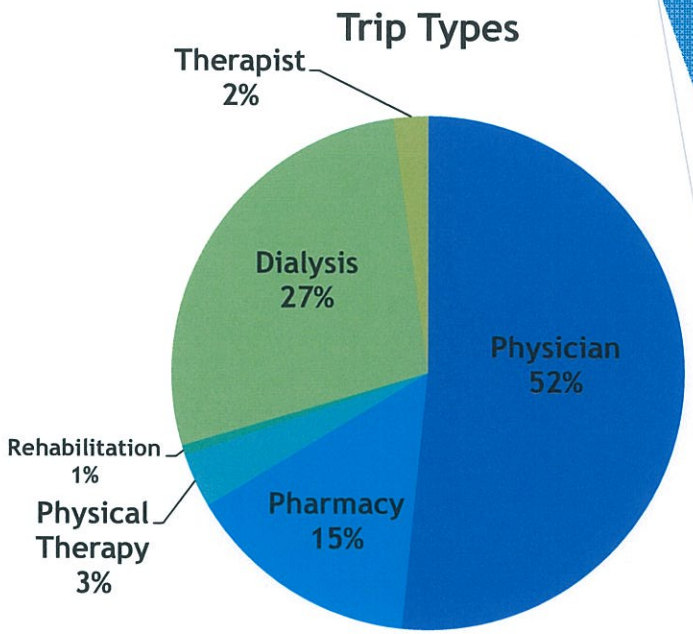
- In 2011 PRTC completed a mobility management plan to identify mobility challenges confronting the elderly, persons with disabilities and low income households
- One solution was the creation of a transportation voucher program for medically-related trips
  - The Plan was adopted by the Commission in 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

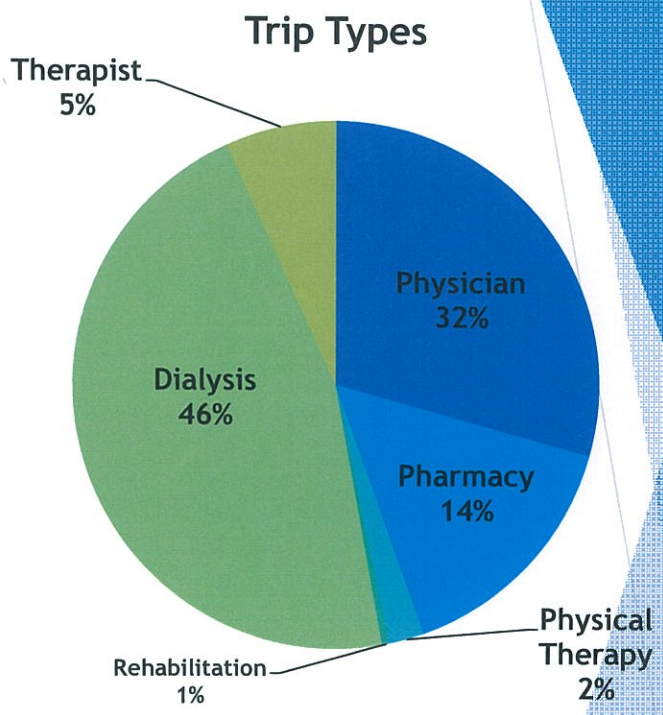


"I'm so glad that someone decided that there are real people out here who don't qualify for Medicaid but need to get to doctor appointments, physical therapy and pharmacies," said Katy Lane, a Dumfries resident who gets around with a scooter.

FY14 - FY15

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

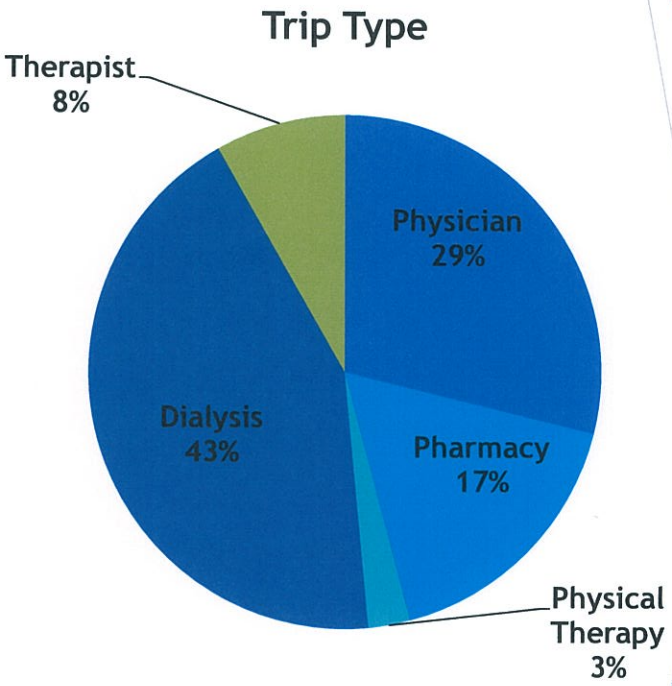
	Satisfied	Not Satisfied	Unknown
Has the Wheels-to-Wellness staff been courteous and helpful?	95%	2%	3%
Are you satisfied or not satisfied with the transportation services provided?	88%	3%	9%
Has the program had a positive impact on your ability to make health-related trips?	93%	2%	5%
Overall are you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

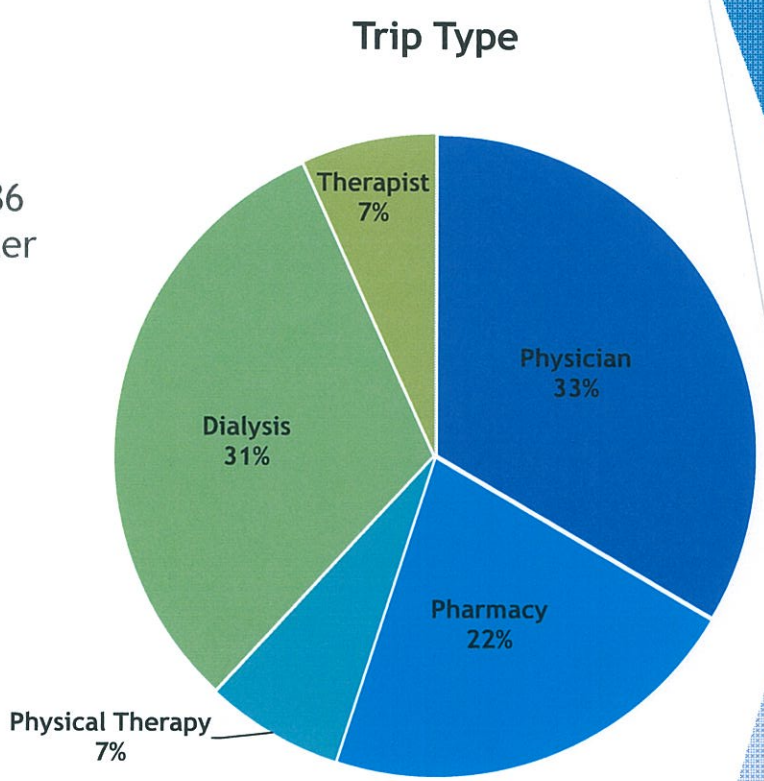
- Program reinstated September 2016 with a $75,000 grant from Kaiser Permanente, PWC contribution ($53,174) and private contributions ($12,296).

- 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

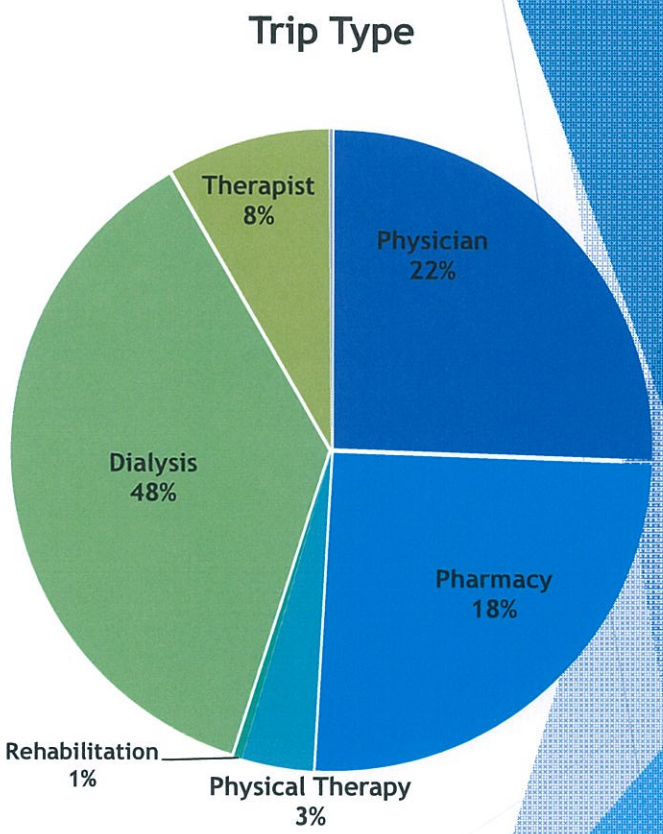
FY17 Cont.

- 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?

ITEM 11
April 5, 2018
PRTC Regular Meeting

PRTC Action Items

ITEM 12
April 5, 2018
PRTC Regular Meeting

PRTC CHAIR'S TIME

ITEM 13

Other Business/Commissioners' Time

ITEM 14

Adjournment

Upcoming Meetings: PRTC 2018 Meeting Schedule (attached)

Potomac and Rappahannock
Transportation Commission

PRTC 2018 MEETING SCHEDULE

PRTC Commission Meetings are held on the first Thursday at 7:00 p.m. in the second Floor Conference Room of the PRTC Transit Center, 14700 Potomac Mills road, Woodbridge, Virginia, unless otherwise noted.

~~January 4~~

~~February 1~~

~~March 1~~

April 5

May 3

June 7

July 5

August – *Board Recess (no meeting)*

September 6

October 4

November 1

December 6 – *Nominating Committee meets at 6:00 p.m. prior to PRTC Board Meeting*

**Date changed due to holiday and/or VaCO County Government Day (February 8, 2018)*

PRTC Executive Board and Operations Committee (bus-sponsoring jurisdictions) meet on an "as needed" basis at 6:00 p.m. prior to the regular scheduled PRTC Board Meeting – advance notification is provided.

All VRE Operations Board meetings are scheduled for the third Friday of each month at 9:00 a.m. and takes place at PRTC Headquarters (except for the Board's August recess).

OmniRide • Metro Direct • OmniLink • Cross County Connector • OmniMatch • VRE
(703) 583-7782 • Fax: (703) 583-1377
Omni@OmniRide.com • PRTCtransit.org

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

---

*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**

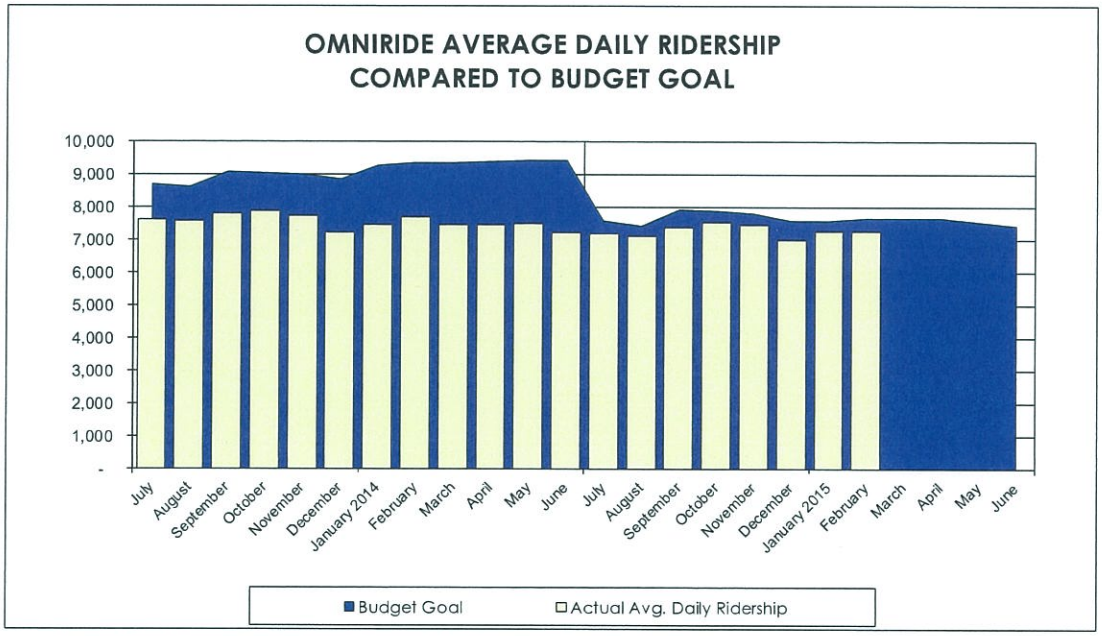
- February average daily ridership increased 5 percent from January
- Weekday ridership started an upward trend starting mid-month
- Saturday ridership is being reviewed by staff due to continual month to month declines

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)

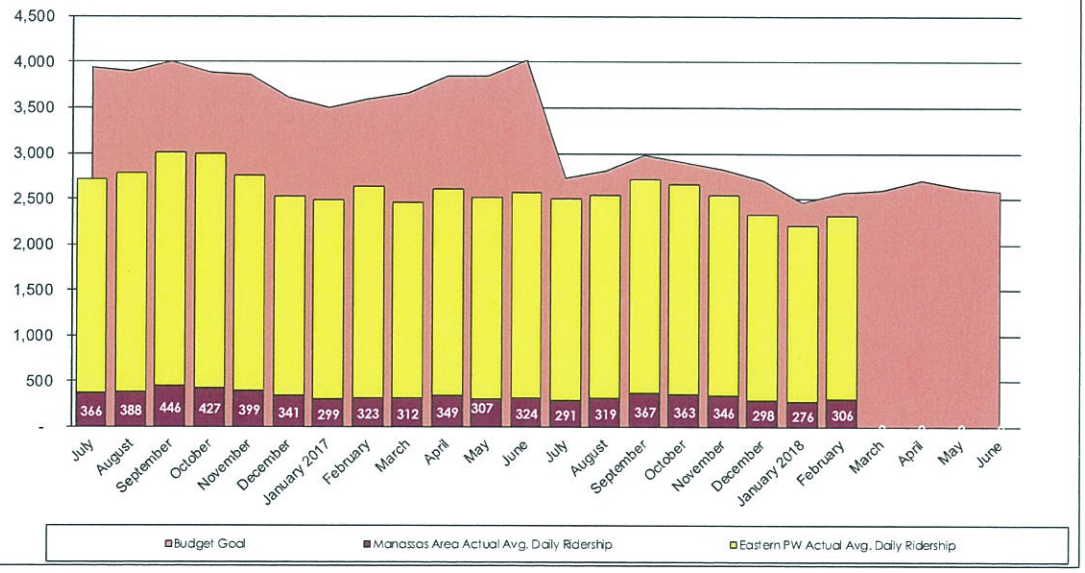
1/18- Avg. Daily Ridership excludes New Year's holiday and weather related school closures (2-5), MLK Holiday (15), School closures-snow (17), Federal

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.

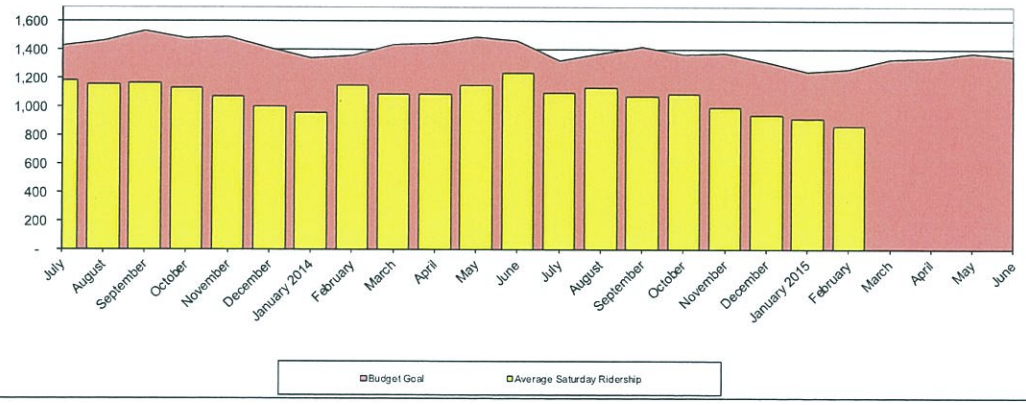
7/16 - Avg. Deaily ridership excludes Tuesday after Fourth of July holiday.
9/16- Avg. Daily Ridership excludes heavy rainfall and storms on the 29th and 30th.
10/16- Avg. Daily Ridership excludes Columbus Day (11).
11/16- Avg. Daily Ridership excludes Election Day (8), Veterans Day (11), and days before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

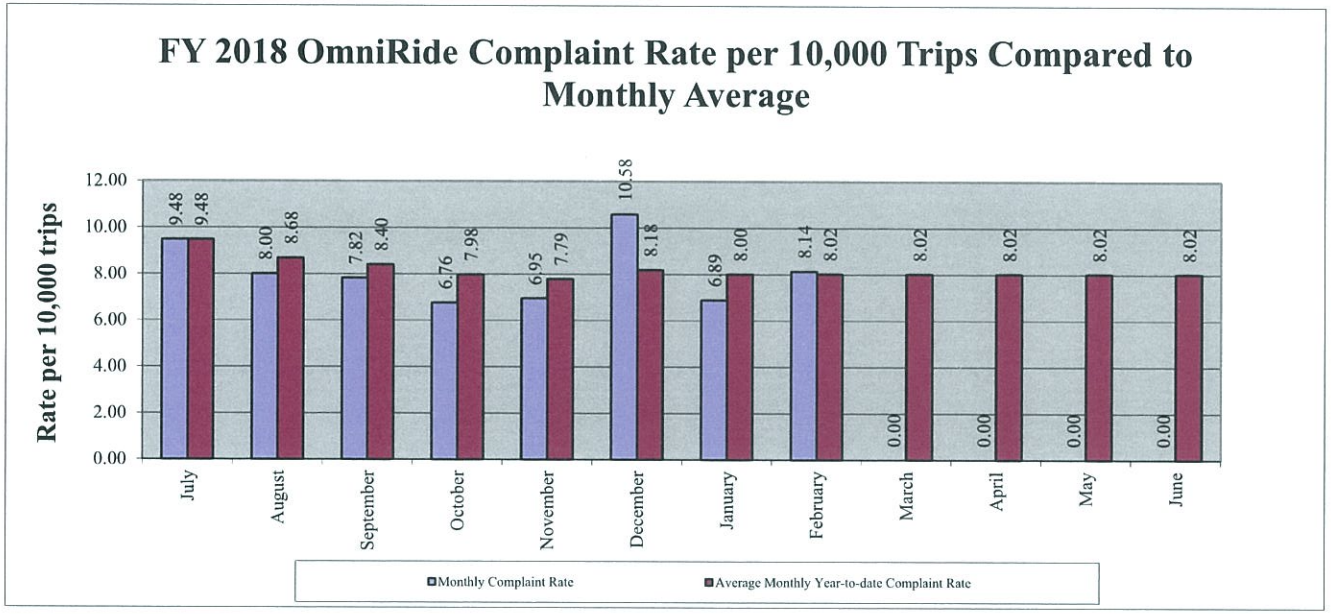
FY18 Customer Service Department Monthly Service Totals

	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**

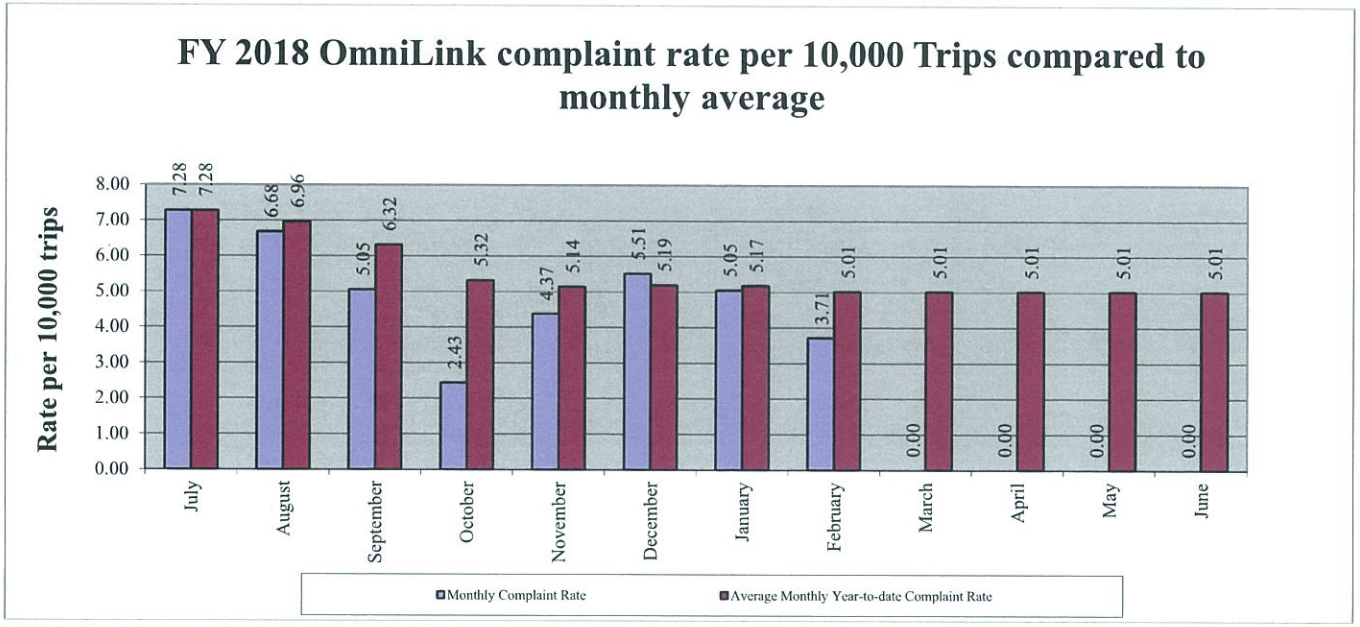
FY 2018 Year-to-date OmniRide Complaints			
	Ridership	Complaints	Per 10k Trips
July	140,343	133	9.48
August	164,929	132	8.00
September	147,004	115	7.82
October	158,222	107	6.76
November	138,188	96	6.95
December	123,853	131	10.58
January	145,038	100	6.89
February	136,436	111	8.14
March			
April			
May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



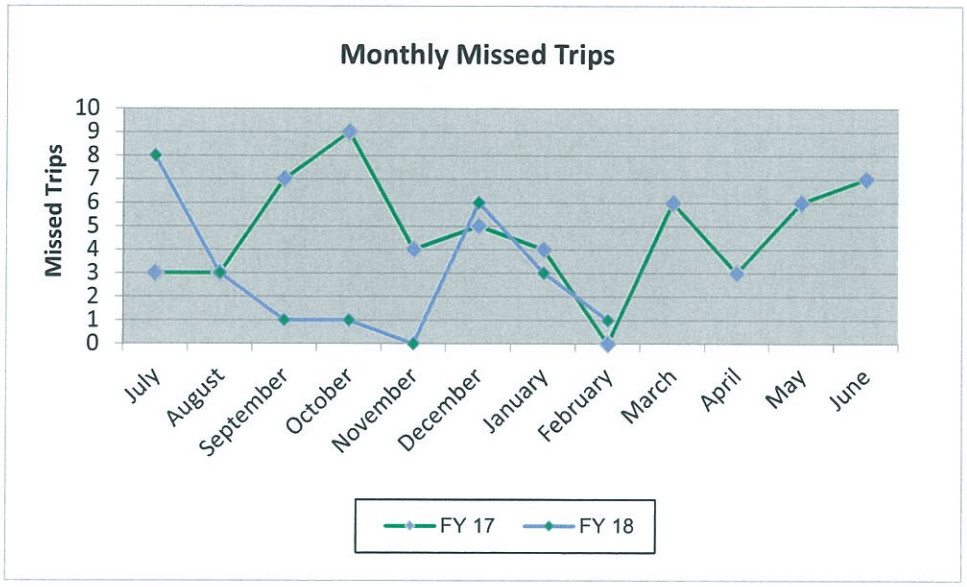
Complaint rates for OmniRide service for the current month and for the year-to-date in contrast to fiscal year 2017 overall rate, which is the benchmark for evaluating contractor performance for fiscal year 2018 in the bus services contract.

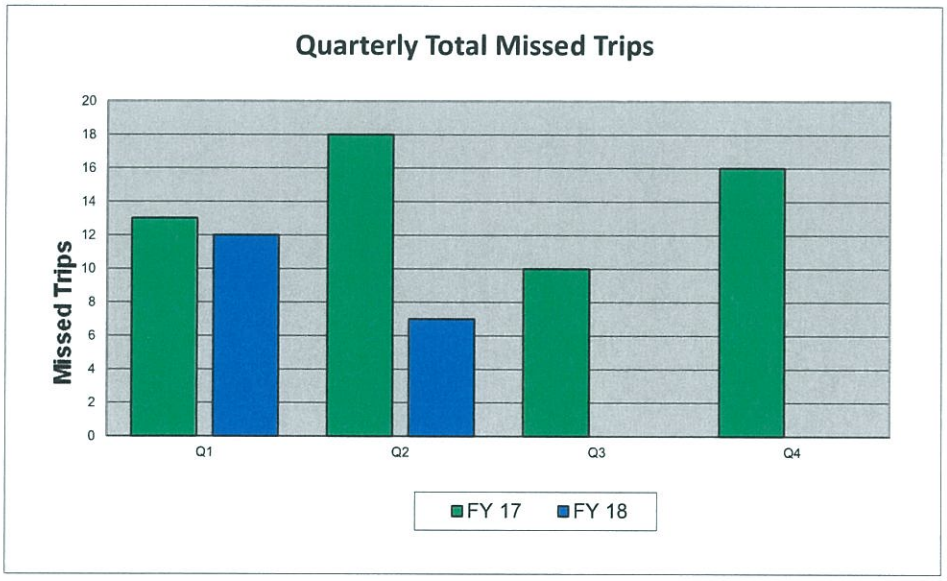
FY 2017 Year-to-date OmniLink Complaints			
	Ridership	Complaints	Per 10k Trips
July	60,105	20	3.33
August	68,572	24	3.50
September	66,504	25	3.76
October	67,403	30	4.45
November	59,194	13	2.20
December	54,783	29	5.29
January	54,161	22	4.06
February	56,555	18	3.18
March			
April			
May			
June			
Year-to-date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

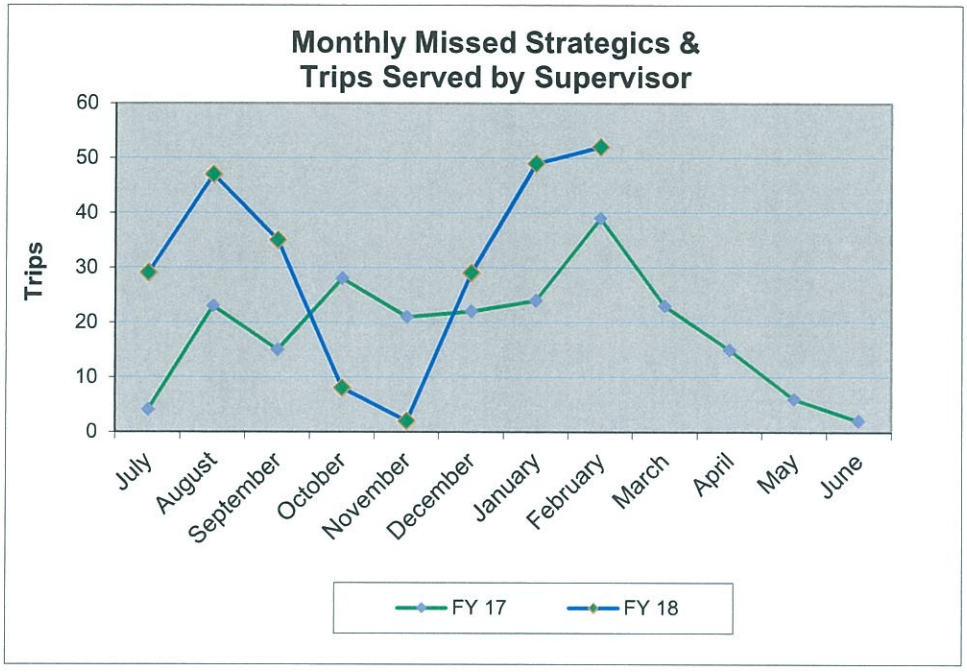
FY 2018 Year-to-date OmniLink Complaints			
	Ridership	Complaints	Per 10k Trips
July	54,971	40	7.28
August	62,858	42	6.68
September	59,398	30	5.05
October	61,637	15	2.43
November	54,871	24	4.37
December	47,161	26	5.51
January	47,537	24	5.05
February	48,526	18	3.71
March			
April			
May			
June			
Year-to-date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

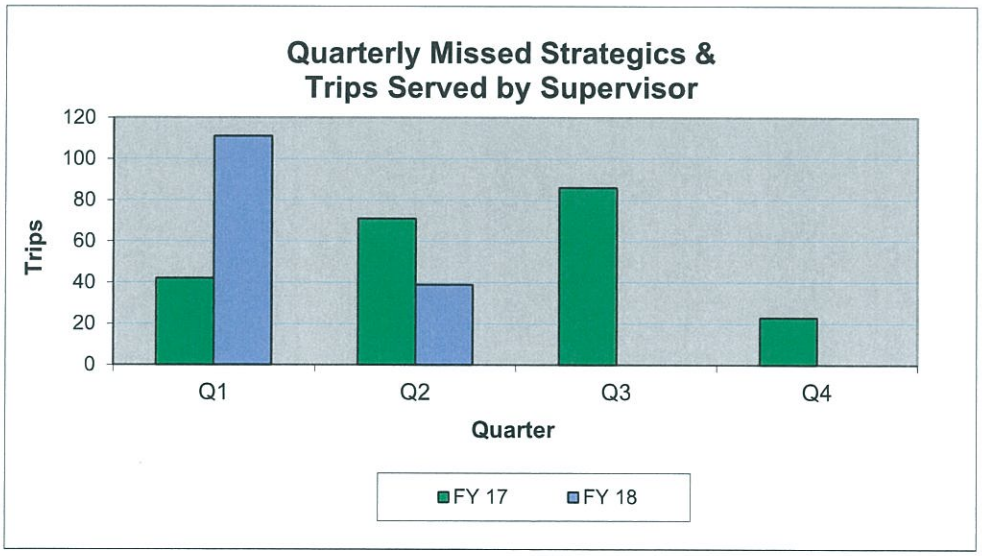


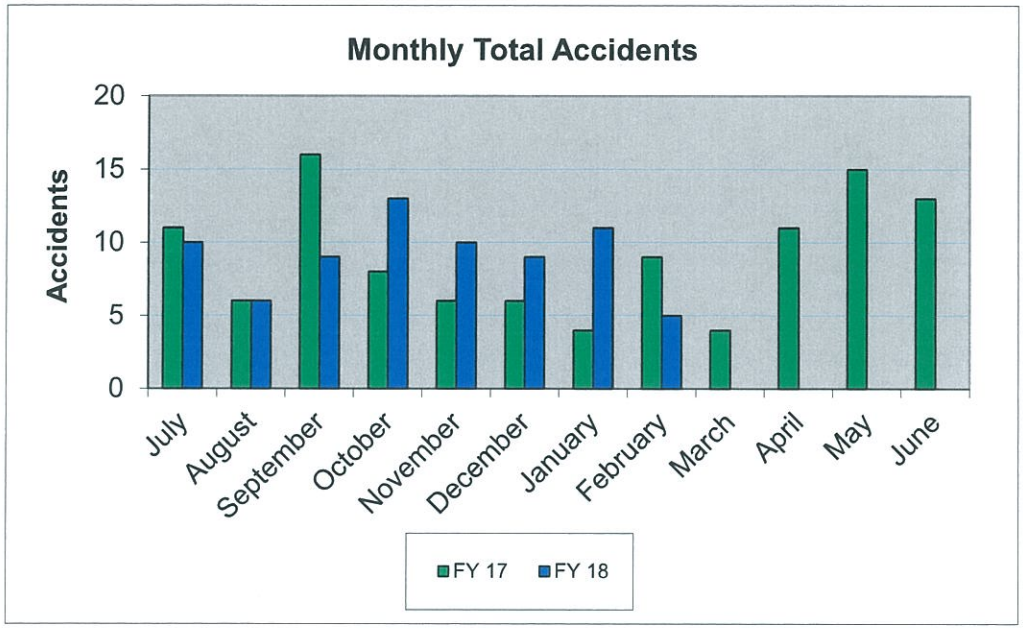
Complaint rates for OmniLink service for the current month and for the year-to-date in contrast to fiscal year 2017 overall rate, which is the benchmark for evaluating contractor performance for fiscal year 2018 in the new bus services contract.

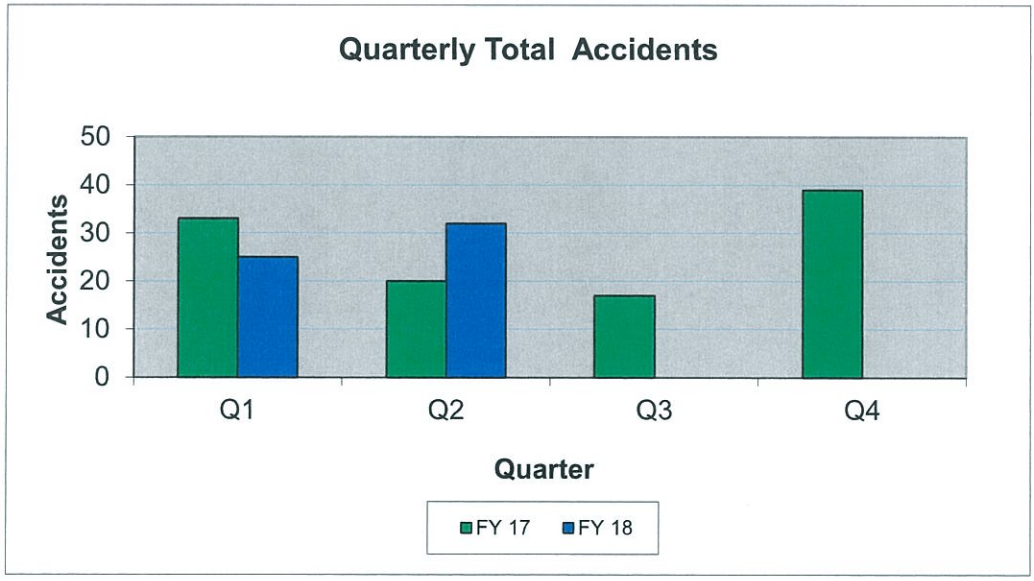

Monthly Missed Trips
Missed Trips
10
9
8
7
6
5
4
3
2
1
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18

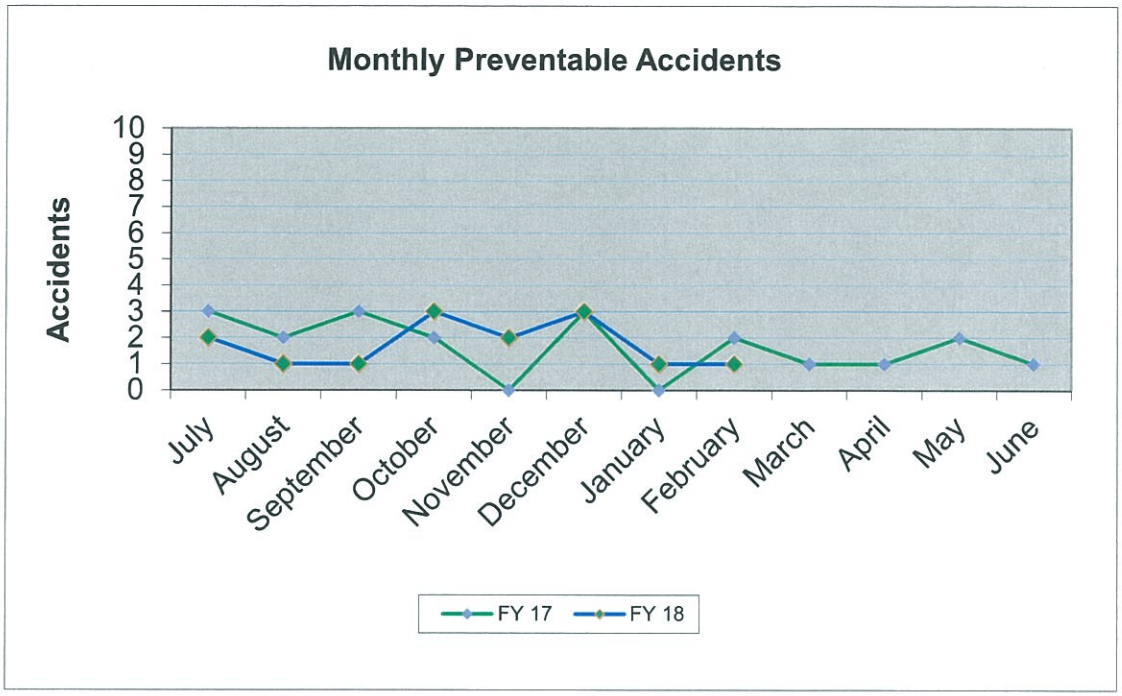

Quarterly Total Missed Trips
Missed Trips
20
18
16
14
12
10
8
6
4
2
0
Q1
Q2
Q3
Q4
FY 17
FY 18

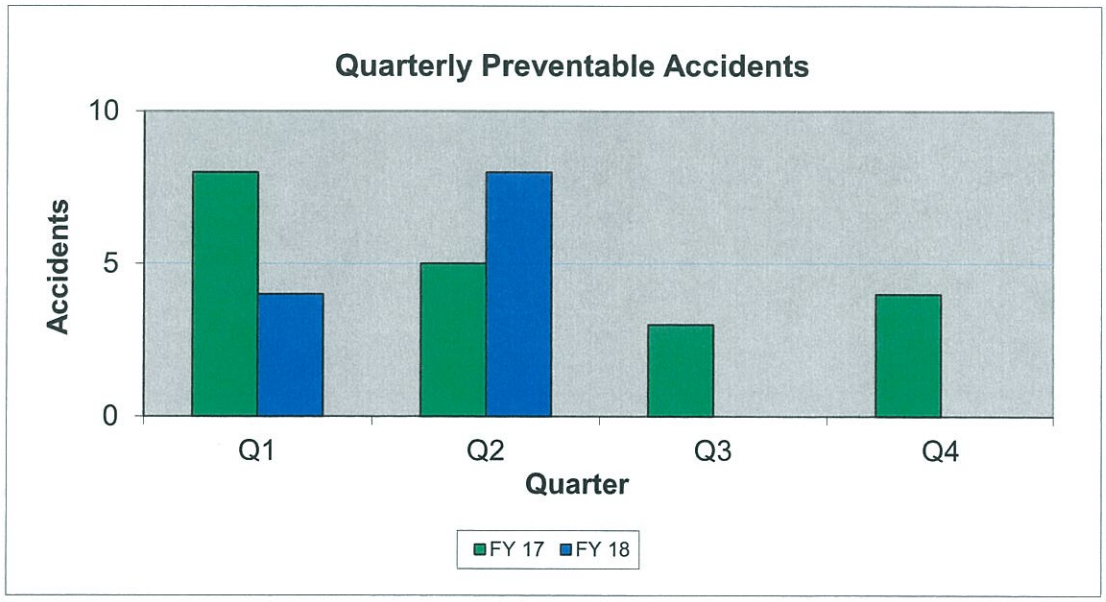

Monthly Missed Strategics &
Trips Served by Supervisor
Trips
60
50
40
30
20
10
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18

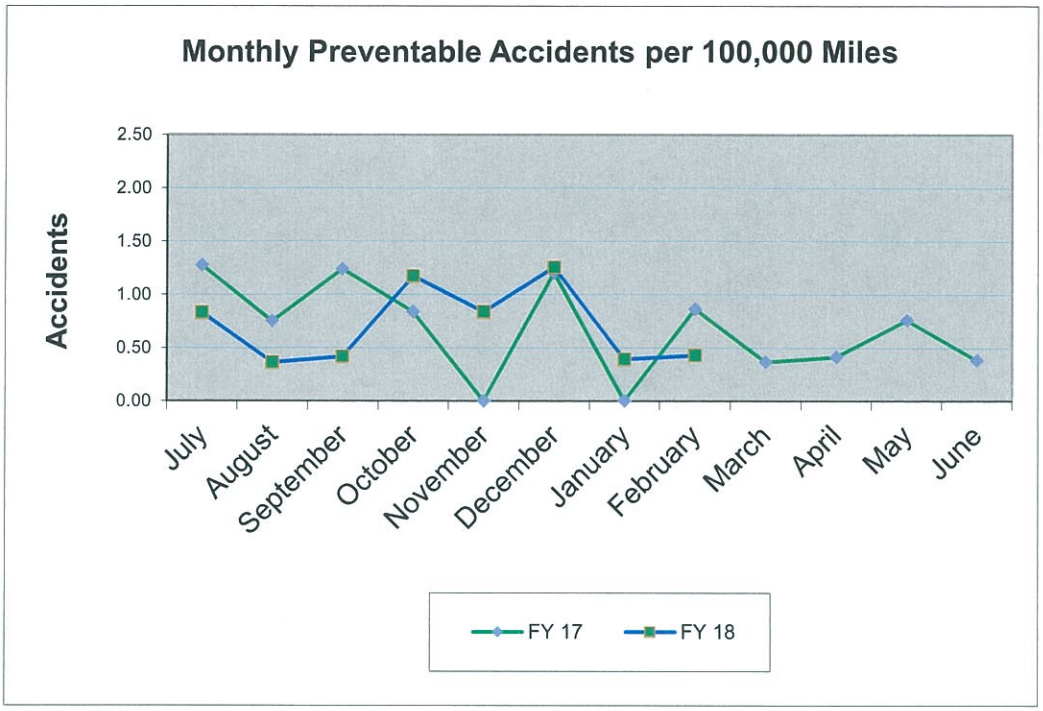

Quarterly Missed Strategics &
Trips Served by Supervisor
Trips
120
100
80
60
40
20
0
Q1
Q2
Q3
Q4
Quarter
FY 17
FY 18

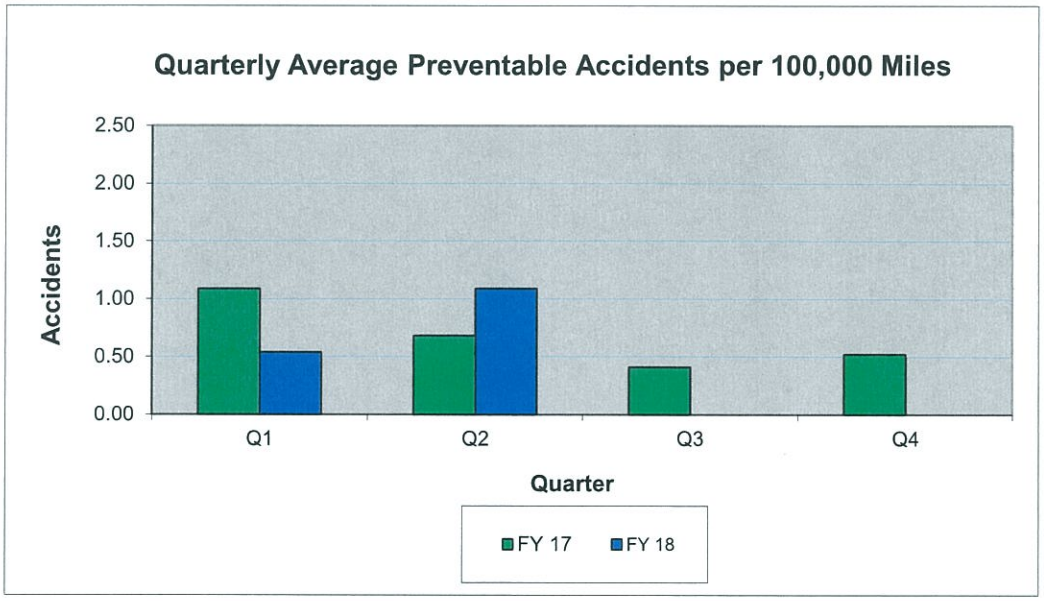

Monthly Total Accidents
Accidents
20
15
10
5
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18

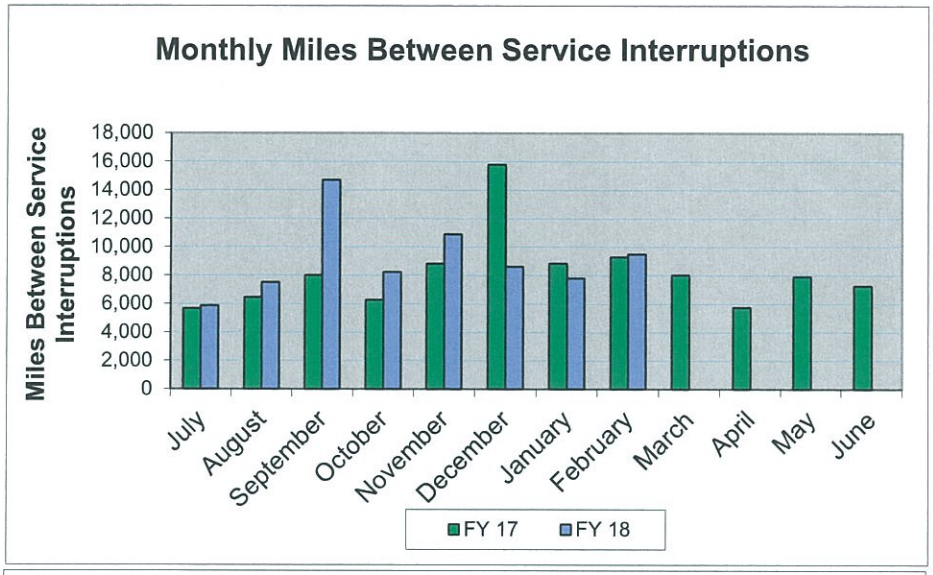

Quarterly Total Accidents
Accidents
50
40
30
20
10
0
Q1
Q2
Q3
Q4
Quarter
FY 17
FY 18

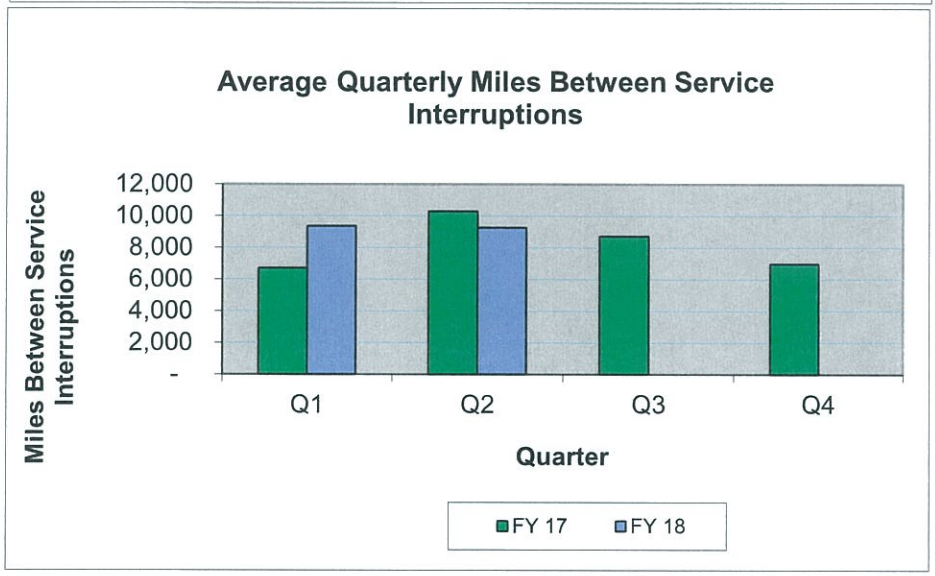

Monthly Preventable Accidents
Accidents
10
9
8
7
6
5
4
3
2
1
0
July
August
September
October
November
December
January
February
March
April
May
June
FY 17
FY 18


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		