



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD  
Executive Director

A handwritten signature in black ink, appearing to read "R. Schneider", is placed over the printed name and title.

RE: January 3, 2019 Commission Meeting

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Enclosed is your board packet for the January 3, 2019 Commission meeting at 7:00 p.m. in PRTC's large conference room (2<sup>nd</sup> floor).

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

Enclosure: As stated



## BOARD OF COMMISSIONERS MONTHLY MEETING

Thursday, January 3, 2019 - 7:00 pm

PRTC Transit Center

14700 Potomac Mills Road, Woodbridge, VA 22192

*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) • Wendy Maurer, Treasurer (Stafford County) • Hon. Pamela Sebesky, Secretary (City of Manassas) • Gary Skinner, At-Large (Spotsylvania County) • Frank Principi, Immediate Past Chair, (Prince William County)

- 
1. Call to Order (Anderson)
  2. Invocation and Pledge of Allegiance (Anderson)
  3. Attendance Roll Call (Anderson/Coleman)
  4. RES Adoption of Agenda – January 3, 2019 (Anderson)
  5. RES Approval of Minutes –December 6, 2018 (Anderson/Schneider)
  6. Virginia Railway Express Chief Executive Officer's Time (Allen)
    - A. INFO Chief Executive Officer's Report – December 2018
    - B. INFO Agenda, Minutes, and Adopted Resolutions of the December 14, 2018 VRE Operations Board Meeting
    - C. INFO Spending Authority Report
    - D. INFO 2019 VRE Operations Board Officers
    - E. RES Referral of the Amended FY2019 and Recommended FY2020 VRE Operating and Capital Budgets to the Jurisdictions
  7. Public Comment Time (Anderson)
  8. Consent Agenda – December 6, 2018 (Anderson)
    - A. RES Acceptance of the Jurisdictional Financial Report for the Period Ended October 31, 2018
    - B. RES Authorization to Execute Amendment to the SmarTrip Operating and Funding Agreement
  9. Executive Director's Time (Schneider)

- A. INFO Follow-Up from Prior Meetings
  - B. INFO Executive Director's Report
    - Industry Article
10. Presentations and Information
- Key Assumptions for the FY20 Proposed Budget
  - Strategic Plan Update
11. PRTC Action Items (Anderson/Schneider)
- A. RES Approval of PRTC's Legislative Agenda
  - B. RES Authorization to Refer the PRTC Proposed FY20 Budget to Member Jurisdictions for Consideration and Hold Public Hearings on the Proposed FY20 Budget and Federal Grant Applications
  - C. RES Authorization to Issue a Request for Proposals for Legal Services
  - D. RES Authorization to Begin Procurement Process for Flexible Vanpool Program, Commuter Lot Shuttles, and Mobile Ticketing Applications Projects
  - E. RES Authorization to Enter into Memorandum of Agreement with Northern Virginia Transportation Commission for Annual I-395 Express Lane Transit Payment
  - F. RES Authorization to Apply For and Accept Funding for FY2020 I-66 and I-395 Commuter Choice Projects
  - G. RES Endorsement of Prince William County's Application for FY2020 I-66 Commuter Choice Project
12. PRTC Chair's Time (Anderson)
- A. RES Approval of Nominating Committee Recommendations for 2019 PRTC Officers and Concurrence with VRE Operations Board Appointments
13. Other Business/Commissioners' Time (Anderson)
14. Adjournment (Anderson)

#### Information Items

System Performance Report  
Revised Purchasing Authority Report  
Wheels-to-Wellness Funding Status

**ITEM 1-3**  
**January 3, 2019**  
**PRTC Regular Meeting**

**ITEM 1**

**Call to Order**

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**ITEM 2**

**Invocation and Pledge of Allegiance**

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**ITEM 3**

**Attendance Roll Call**

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**ITEM 4**  
**January 3, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_\_**

**MOTION:**

**SECOND:**

**RE:               APPROVE AGENDA – JANUARY 3, 2019**

**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 January 3, 2019, as presented/amended.

**Votes:**

**Ayes:**

**Abstain:**

**Nays:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**

**ITEM 5**  
**January 3, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_\_**

**MOTION:**

**SECOND:**

**RE:               APPROVE MINUTES – December 6, 2019**

**ACTION:**

**WHEREAS**, on January 3, 2019 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 January 3, 2019.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of December 6, 2018.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**

**ITEM 5**  
**January 3, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_\_**

**MOTION:**

**SECOND:**

**RE:               APPROVE MINUTES – December 6, 2018**

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**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**



# MINUTES

## BOARD OF COMMISSIONERS MEETING

December 6, 2018

PRTC Transit Center • 14700 Potomac Mills Road, Woodbridge, VA

### Members Present

\*Ruth Anderson, Chair  
\*Frank Principi, Immediate Past Chairman  
\*Maureen Caddigan  
\*Jeanette Rishell, Vice Chair  
\*Pamela Sebesky, Secretary  
\*Jeanine Lawson  
\*Matthew Kelly  
\*Gary Skinner, At-Large Member  
\*Paul Trampe  
\*Bob Thomas  
\*George Barker  
\*Jennifer DeBruhl

### Members Absent

Maureen Caddigan  
John Jenkins  
Marty Nohe  
Jennifer Mitchell  
Wendy Maurer, Treasurer  
Mark Dudenhefer

### Alternates Present

\*Norm Catterton  
\* Cindy Shelton  
\* Kalai Kandasamy

DJ Jordan

### Alternates Absent

Hilda Barg  
Pete Candland  
D.J. Jordan  
Margaret Franklin  
Jason Graham  
Jack Cavalier  
Hector Cendejas  
Suhas Naddoni  
Donald Shuemaker  
Steve Pittard  
Todd Horsley

### Jurisdiction

Prince William County  
Prince William County  
Prince William County  
City of Manassas Park  
City of Manassas  
Prince William County  
City of Fredericksburg  
Spotsylvania County  
Spotsylvania County  
Virginia House of Delegates  
Virginia State Senate  
DRPT

Prince William County  
Prince William County  
Prince William County  
Department of Rail and Public Transportation  
Stafford County  
Stafford County

Prince William County  
Stafford County  
Prince William County – sat at table as a voting member at 7:30 p.m.  
Prince William County

Prince William County  
Prince William County  
Prince William County  
Prince William County  
City of Fredericksburg  
Stafford County  
City of Manassas Park  
City of Manassas Park  
City of Manassas Park  
Department of Rail and Public Transportation  
Department of Rail and Public Transportation

\*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.

Tim McLaughlin  
David Ross  
Mark Wolfe

Spotsylvania County  
Spotsylvania County  
City of Manassas

Staff and General Public

Bob Schneider - PRTC  
Doris Lookabill - PRTC  
Betsy Massie - PRTC  
Joyce Embrey PRTC  
Chuck Steigerwald - PRTC  
Althea Evans - PRTC  
Becky Merriner - PRTC  
Christine Rodrigo - PRTC  
Jerry McIntosh - PRTC  
Perrin Palistrant - PRTC  
Kasaundra Coleman PRTC  
Rob Dickerson - PRTC Legal Counsel  
Jacqueline Lucas - PRTC Legal Counsel  
Althea Evans - PRTC  
Todd Johnson - First Transit

Ken Jones - PRTC  
Perrin Palistrant - PRTC  
Joy Himes - PRTC  
Nkenge Muhammad - PRTC  
Todd Johnson - First Transit  
Nelson Cross - First Transit  
Bob Leibbrandt - Prince William County  
Doug Allen - VRE  
Joe Swartz, VRE  
Michelle Robl - Prince William County Legal Dept  
Dwight Buracker - Citizen  
Melanie Hughes, Citizen  
VL Blackman (AKA) Nia 2X - Citizen

Madam Chair Anderson called the meeting to order at 7:08 p.m. The Pledge of Allegiance, Invocation, and Roll Call followed.

Approval of the Agenda –4 [RES 18-12-01]

Vice Chair Rishell moved with a second by Commissioner Thomas. There was no discussion on the motion. (RISHELL/THOMAS, UNANIMOUS)

Approval of the Minutes of the November 1, 2018 PRTC Board Meeting – 5 [RES 18-12-02]

Commissioner Kelly moved, with a second by Vice Chair Rishell, to approve the minutes of November 1, 2018. (KELLY/RISHELL, UNANIMOUS)

Virginia Railway Express (VRE) – 6

Mr. Doug Allen briefed the Board on the following items of interest:

- VRE has been focusing on positive train control; they will be getting new software in two weeks. They intend to have it implemented by January
- VRE is on track for the Positive Train Control requirement for December but they have filed for an extension, if needed and service will not be affected
- Ridership for the month of October was good and just under 20,000
- Staff have been at the Alexandria station to help new riders, since the Metro Yellow Line is down
- VRE had public hearings on their fare increase. Attendees noted that they don't like fare increases but they understand and there is minimal concern
- They have been working on the Crystal City station to develop and expand
- Potomac Shores and CSX met to discuss what the railroads need for the right of way for construction
- The Santa Train event will be on 12/8/18, which supports Toys for Tots
- Ran a scheduled service for the National Day of Mourning for former president George H.W. Bush
- Commissioner Caddigan gives thanks to VRE for service and acknowledges work from CSX

Accept and Authorize Distribution of VRE's FY2018 Comprehensive Annual Financial Report – 6-D.[RES 18-12-03]

Commissioner Skinner moved, with a second by Commissioner Kelly, to accept and authorize distribution of VRE's FY2018 Comprehensive Annual Financial Report. There was no discussion on the motion. (SKINNER/KELLY, UNANIMOUS)

Approve the 2019 Virginia Railway Express Legislative Agenda – 6-E [RES 18-12-04]

Commissioner Kelly moved, with a second by Commissioner Sebesky, to certify the closed meeting. There was no discussion on the motion. (KELLY/SEBESKY, MOSTLY UNANIMOUS WITH AN ABSTAIN FROM THOMAS AND BARKER)

Public Comment Time - 7

Madam Chair Anderson opened the floor for public comment time. Madam Chair Anderson noted that anyone wishing to address the Commission to come forward and for those who do speak to introduce themselves and to state if they are representing an organization or themselves and also where they are from. It was noted that each person will have three minutes to speak. Three individuals addressed the Commission (transcript attached).

Approval of the Consent Agenda –8 [RES 18-12-05]

Commissioner Kelly moved, with a second by Commissioner Skinner, to approve the consent agenda, as presented and amended. There was no discussion on the motion. [KELLY/SKINNER UNANIMOUS]

- Acceptance of the Potomac and Rappahannock Transportation Commissioner Monthly Jurisdictional Financial Reports for the Periods Ended August 31, 2018 and September 30, 2018 [RES 18-12-06]
- Endorse PRTC's Congestion Mitigation and Air Quality (CMAQ) FY2025 Funding Request [RES 12-12-07]
- Adoption of the Proposed Potomac and Rappahannock Transportation Commission's 2019 Board Meeting Calendar [RES 18-12-08]

PRTC Executive Director's Time – 9

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

- Provided an update on items for follow up to include details about the OmniRide Mentoring Program. He noted the program's first field trip to the Innovation Center
- Presented the Above and Beyond Awards to OmniRide employees: Keeyanah Sims, Betsy Massie, Chris King-Archer, David Covington and Holly Morello
- Provided details on agreement with NTVC on the I-395 Express Lanes Project. A draft of the agreement will be provide at the January meeting
- Provided an update on the tax floor revenue projects and the challenges regarding the state transitioning to a new financial system
- Noted that the tax floor revenue report was based on a 500,000,000 gallons consumption for the six jurisdictions
- The two variables that affect the report are consumption and the location of consumption
- Commissioner Kelly asked what the CROC breakdown would be for each jurisdiction
- Dr. Schneider noted that he would send out the information requested early next week
- Commissioner Lawson asked if there would be a payout monthly from the tax revenue and how soon are we from seeing projections to actuals
- Joyce Embrey confirmed that payments have started coming in and payment has been received through September
- Commissioner Lawson asked how close was the payment to the projected number

- Dr. Schneider replied that number is what they are working to provide and that previously that there was little confidence in the projections being presented
- Senator Barker asked what fuel price was used to project what the dollar amounts would have been
- Joyce Embrey indicated that the fuel price estimate was at \$2.15 a gallon
- Chair Anderson asked Senator Baker if he foresees any action in regards to the tax floor revenue
- Senator Baker indicates that this issue will not be addressed in 2019 at the General Assembly and that it could likely be addressed in 2020
- Dr. Schneider notes working with DRPT for the performance measurement package and invites Commissioner DeBruhl to speak on the operative perspective
- Commissioner DeBruhl spoke on new reforms being implemented
- Dr. Schneider noted the challenges of doing quick turnaround for statewide performance measurements and he also notes that OmniRide is being compared performance wise to other organizations that causes loss and gain financially in regards to performance
- Commissioner DeBruhl notes that rural transit ridership is growing and increasing to a number that is higher than the statewide average
- Commissioner Kelly reflects from Commissioner DeBruhl's comments noting that PRTC is looking to lose (based on the new formulas of performance), funding and it will impact long term planning. He said this formula is similar to using smart scale from the past
- Senator Baker notes that topics will be discussed and it a high priority at the General Assembly meeting
- Chair Anderson asked if it's a lump sum of money being redistributed based on the formula
- Senator Baker confirmed that it is
- Commissioner Kelly note that FRED is not a transit system and its difficult to prioritize and to be fair and that the small rural jurisdictions are not being compared fairly
- Commissioner DeBruhl noted that the factors being taken into consideration for the performance formula are ridership, cost, revenue vehicle hours and revenue vehicle miles
- Delegate Thomas asked if its practical to gather the missing metrics
- Senator Barker noted that is practical to gather them going forward but going back and recreating the metrics is not likely
- Commissioner DeBruhl notes that the new formula has a negative impact on 9 systems out of 42

#### Presentations – 10

##### PBMARES Presentation – Dwight Brocker

- PBMares provided six documents on the company's opinions of the financial reports provided
- Stated that OmniRide had accurate journal entries for the year and no issues with management

##### Strategic Plan Update – Chuck Steigerwald

- Provided update on collaborating jurisdictions with partnerships for new mobility solutions
- Noted potential mobility councils and partnerships
- Commissioner Lawson asked how many members would be a part of the council
- Mr. Steigerwald answered that there is not a cap on the number of people that could participate in the council, but he would like to see 15 people join

#### PRTC Action Items – 11

Authorization to Accept FY18 Audited Financial Statements, Required Communication to the Commissioners, and PBMarees, LLP Management Letter – 11-A [RES 18-12-09]

Commissioner Kelly moved, with a second by Commissioner Sebesky to accept the FY18 audited financial statements, required communication to the Commissioners and PBMares, LLP Management letter. There was no discussion on the motion. (KELLY/SEBESKY, UNANIMOUS)

Authorize the Executive Director to Execute an Agreement Documenting the Responsibilities for Performance –Based Planning and Programming between the Potomac and Rappahannock Transportation Commission and the Fredericksburg Area Metropolitan Planning Organization 11-B [RES 18-12-10]

Commissioner Kelly moved, with a second by Commissioner Skinner, for an authorization for the Executive Director to execute an agreement documenting the responsibilities for performance –based planning and programming between the Potomac and Rappahannock Transportation Commission and The Fredericksburg Area Metropolitan Planning Organization. There was no discussion on the motion. (KELLY/SKINNER, UNANIMOUS)

Authorization to Issue a Request For Proposals for General Engineering Consultant Services– 11-C [RES 18-12-11]

Commissioner Kelly moved, with a second by Commissioner Lawson, for the authorization to issue a request for proposals for general engineering consultant services. There was no discussion on the motion. (KELLY/LAWSON, UNANIMOUS)

Authorization to Exercise Contract Option to ABC Bus, Inc. for Motor Coach Industries (MCI) Bus overhauls– 11-D [RES 18-12-12]

Commissioner Rishell moved, with a second by Commissioner Caddigan, for the authorization to issue a request for proposals for general engineering consultant services. Dr. Schneider noted the attached memo indicating what the financial impact was for each jurisdiction. (RISHELL/CADDIGAN, UNANIMOUS)

Authorize Close Meeting– 11-E [RES 18-12-13]

Commissioner Rishell moved, with a second by Commissioner Caddigan, to authorize a closed meeting. There was no discussion on the motion. (RISHELL/CADDIGAN, UNANIMOUS)

Certify of Closed Session– 11-F [RES 18-12-14]

Commissioner Kelly moved, with a second by Commissioner Sebesky, to certify the closed meeting. There were no items to report out of the closed session. (KELLY/SEBESKY, UNANIMOUS)

#### PRTC Chairman's Time – 12

- Chair Anderson announces that the Executive Committee met that evening
- Chair Anderson announces that the Legislative Committee met that evening and that they discussed slate of issues, including the DRPT formula
- The report from the Nominating Committee was not presented due to Commissioner Nohe's absence. Chair Anderson notes that the slated PRTC committee will be, Anderson for Chair, Sebesky for Vice Chair, Rishell for At Large, Maurer for Secretary and Skinner for Treasurer and Principi would remain as Past Chair
- Chair Anderson announces the Legislative Briefing on December 10, 2018

#### Other Business/Commissioners' Time – 13

- Commissioner DeBruhl noted that the grant application cycle opened on Monday and that VDRPT will put out their recommendations and public comment in regards to the new formulas
- Commissioner Lawson thanks Dr. Schneider for sharing the Above and Beyond awards with the Commissioners
- Commissioner Rishell noted that she would like the Commissioners to receive an update on work being done by Nancy West
- Commissioner Catterton extended appreciation from Commissioner Jenkins on their support to his recovery

#### Adjournment – 14

There being no further business to come before the Commission, Madam Chair Anderson adjourned the meeting at 9:05 p.m.

#### Information Items

There were no comments.

Transcript of December 6, 2018 Public Comment Time

Nia 2X (General Public)

Good evening Madam Chairman and to your board. My name is Nia 2X. I'm president of the Greater DC Chapter National Action Network. Founded by Reverend Al Sharpton in 1991. Ma'am, we've been on this particular PRTC 13 case for one year now and I would like to let everyone know that recently, maybe over a month ago, that we sat down in a meeting, with you ma'am, Mr. Schneider and I apologize. I cannot, I apologize, your attorney. Oh is he there? Sorry Sir. (Madam Chair acknowledges Mr. Rob Dickerson). Thank you. On our side of the table was Kenneth Jones, our attorney, via telephone, Malik Shabaz and myself. The meeting was cordial, respectful - friendly. And I believe at that table, we sat down to reach an understanding because we hadn't heard your side of why the RIF and the proposal was even made until that day. From that particular meeting, there were alternatives and solutions discussed that were favorable in the discussion and it requires understanding from our perspective because the bottom line is to hopefully maintain the employment of the PRTC 13 employees. Understanding that there could be some alterations in their employment. Everybody really needs to be employed to the best of our abilities. I want to end with, this year has been very difficult for the PRTC 13 employees because they couldn't move. They couldn't move forward, backwards. They were in a stalemate because something was hanging over their head. The RIF. You couldn't take a vacation. You couldn't celebrate Christmas. Tension in marriages, families. When you're facing a RIF, it's not just in words. It affects, not only the employees but it affects the families, as well as the community. So we hope for the proposed solutions to reach the conclusion to maintain employment for the PRTC 13 and justice for the PRTC 13 and hopefully we can move forward in 2019. Keep riding your buses. Keep providing your buses. And everybody, hopefully is happy but the toll is very heavy on the families. It's nothing to take light. Thank you for allowing me to speak.

Melanie Hughes (General Public)

Good evening. My name is Melanie Hughes. I work for the Virginia Department for the Blind and Vision Impaired but I am here representing myself. I'm here to talk about paratransit. My understanding that this is a proposal that is supposed to be coming out soon for a vote is that correct? Is there a paratransit that's being proposed for PRTC? (Madam Chair instructs speaker to continue) Oh ok, alright. Sorry. So I'm here to speak in favor of paratransit. I've been teaching orientation in mobility in Prince William County for 22 years now including all of Northern Virginia but I happen to also be a resident of Prince William County. For those who may not know, orientation and mobility is teaching people with visual impairments to get around in their communities, which of course includes the use of public transportation. Over the years, I have observed the changes in the area as all of us have, that have made getting deviations more and more difficult as time has gone on. The people that I teach can typically not get a deviation at the time that they need or want, if at all. And in my view, paratransit is long overdue in this county. Some of the issues that I have observed, is not that not only not being able to get deviations, but the buses can't go directly to the person's house. And the barriers between the person's

house and where the bus can get them can be significant. Whether it's a large street crossing or no sidewalks or whatever the issue may be. It really can't be considered accessibility. So, excuse me. I've also had some issues with problems. You know there's always going to be problems, mistakes, misunderstandings about folks being dropped off in the wrong place. All of these things would be mitigated having a paratransit system. At least in part. Feeder buses would be extremely helpful. I understand that this is also kind of part of the plan. To get people from their homes to a bus stop. That would be extraordinarily helpful. These services would help connect the dots and would give people who cannot drive the opportunity to use the public transportation system that other people have access to. And one final note. I'd like to encourage the paratransit to expand beyond the ¼ mile minimum that is required by the ADA because services never increase, the only decrease. So, that's my comment, thank you very much for this opportunity.

**Virginia Railway Express Chief Executive Officer's Time**

- A. INFO Chief Executive Officer's Report – December 2018
- B. INFO Agenda, Minutes, and Adopted Resolutions of the December 14, 2018  
VRE Operations Board Meeting
- C. INFO Spending Authority Report
- D. INFO 2019 VRE Operations Board Officers
- E. RES Referral of the Amended FY 2019 and Recommended FY2020 VRE Operating and  
Capital Budgets to the Jurisdictions - Link to the VRE FY20 Budget Report:  
[https://www.vre.org/about/board/board-agenda-  
minutes/2018/December/fy20budget-document-pdf/](https://www.vre.org/about/board/board-agenda-minutes/2018/December/fy20budget-document-pdf/)

# CEO REPORT

DECEMBER 2018



# OUR MISSION

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



CEO REPORT | DECEMBER 2018

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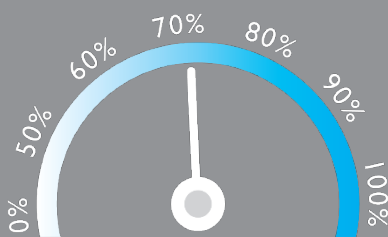


VIRGINIA RAILWAY EXPRESS  
A better way. A better life.



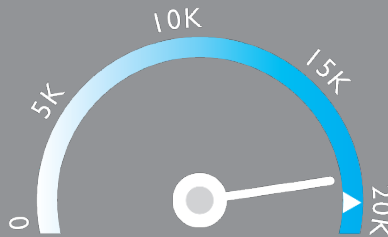
# SUCCESS AT A GLANCE

S



**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.



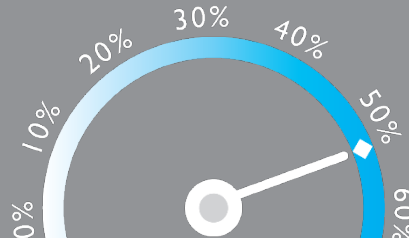
**ON-TIME  
PERFORMANCE**

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.

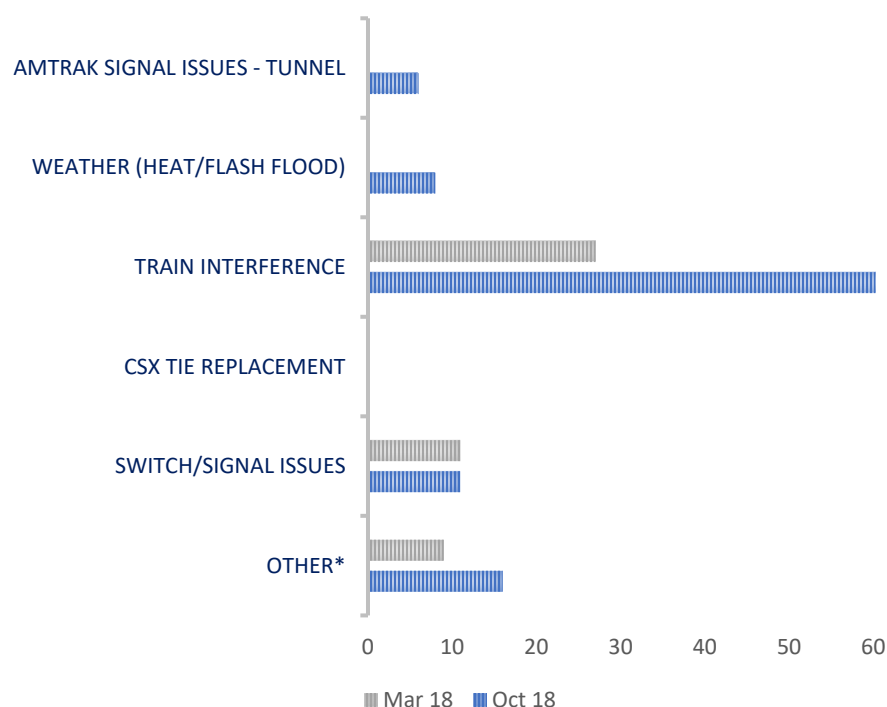
**OCTOBER 2018**

# ON-TIME PERFORMANCE

## OUR RECORD

	October 2018	September 2018	October 2017
Manassas Line	87%	84%	90%
Fredericksburg Line	84%	65%	91%
System Wide	86%	75%	90%

## REASONS FOR DELAYS



VRE operated 704 trains in October.

Our on-time rate for October was 86%.

One hundred-two of the trains arrived more than five minutes late to their final destinations. Forty-seven of those late trains were on the Manassas Line (87%), and fifty-five of those late trains were on the Fredericksburg Line (84%).

For the month, we came up just short of our goal for On-Time Performance (OTP). As compared to March of this year, you can see that weather and signal problems in the tunnel had a smaller influence on the OTP, and that train interference was the primary factor in not meeting the goal.

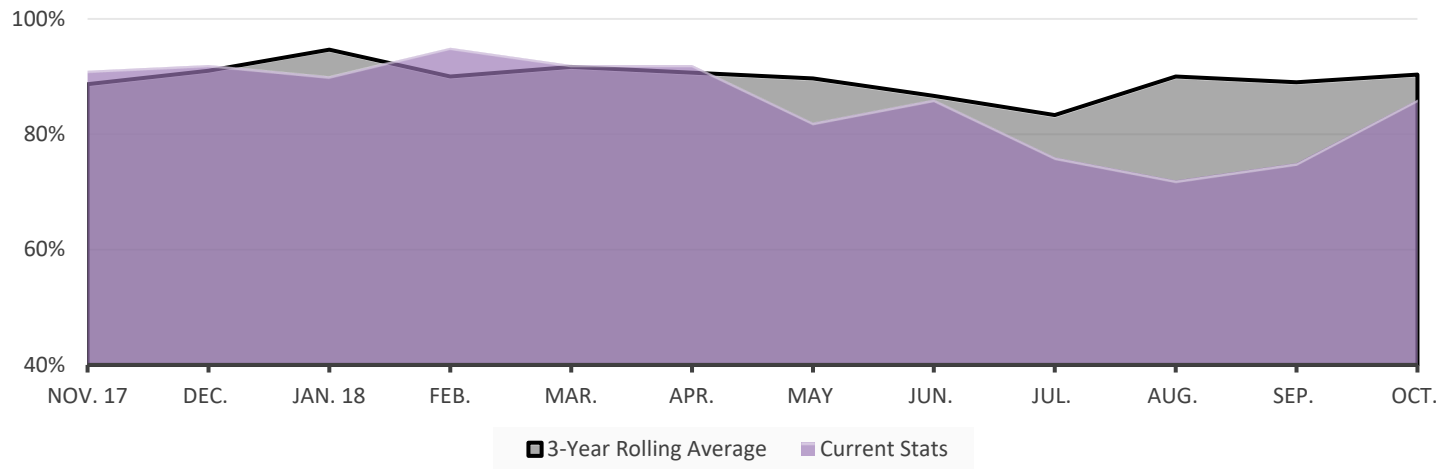
\*Includes trains that were delayed due to operational testing and passenger handling.

## LATE TRAINS

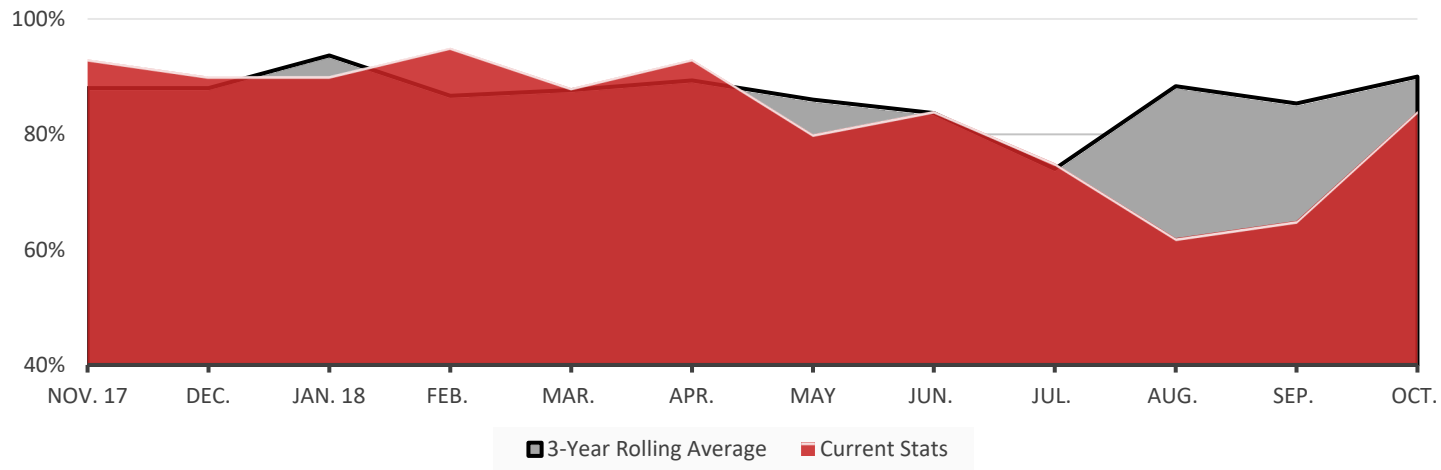
	System Wide			Fredericksburg Line			Manassas Line		
	Aug.	Sep.	Oct.	Aug.	Sep.	Oct.	Aug.	Sep.	Oct.
Total late trains	210	154	102	138	105	55	72	49	47
Average minutes late	21	15	20	21	15	27	21	16	13
Number over 30 minutes	31	13	22	22	6	18	9	7	4
Heat restriction days / total days	7/23	0/19	0/22						

ON-TIME PERFORMANCE

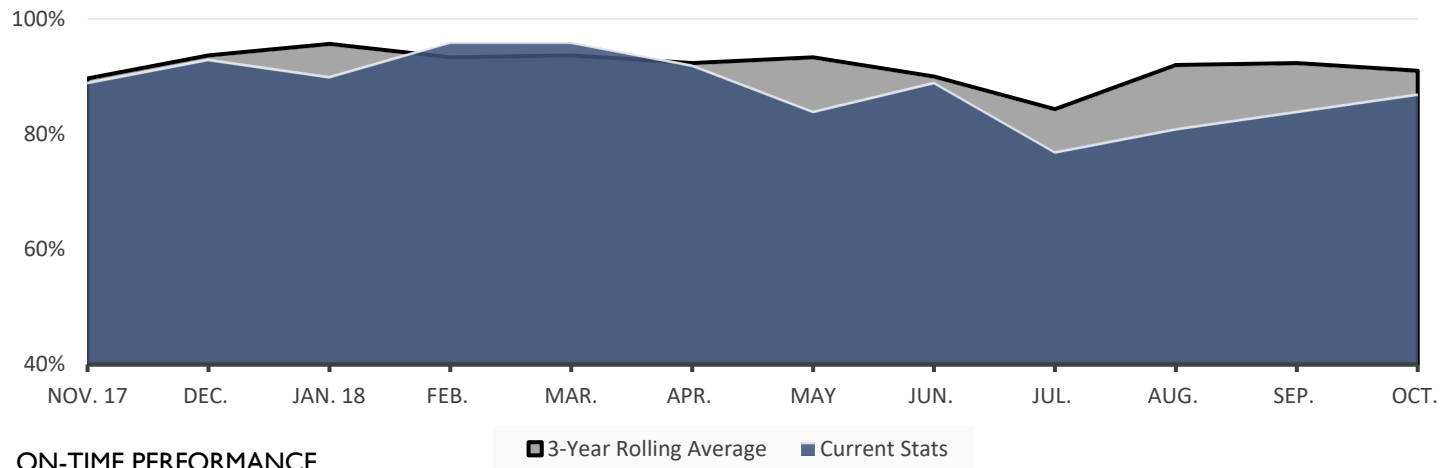
VRE SYSTEM



FREDERICKSBURG LINE

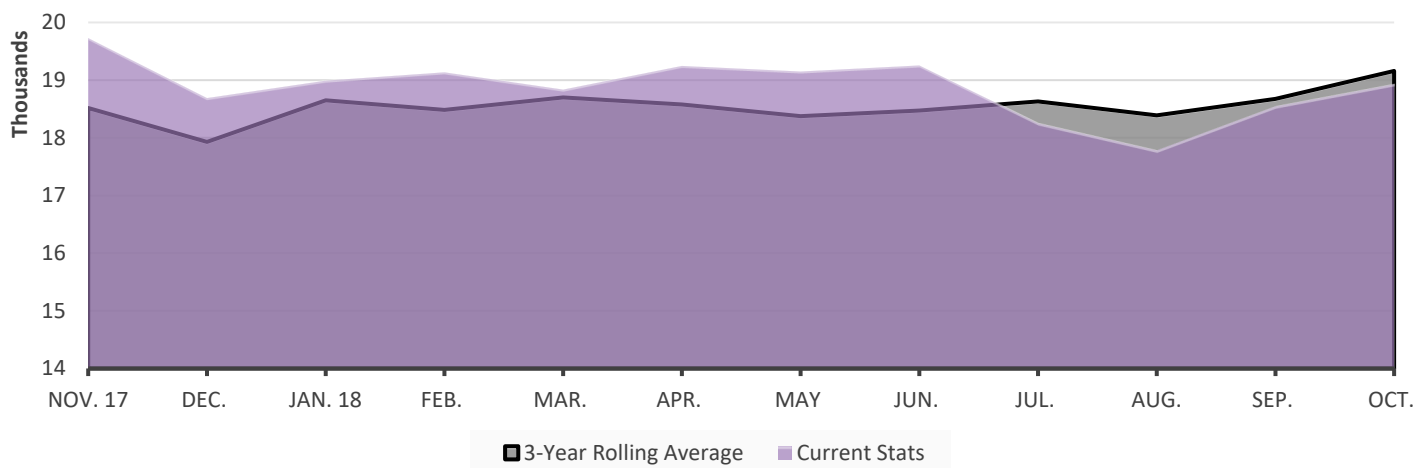


MANASSAS LINE

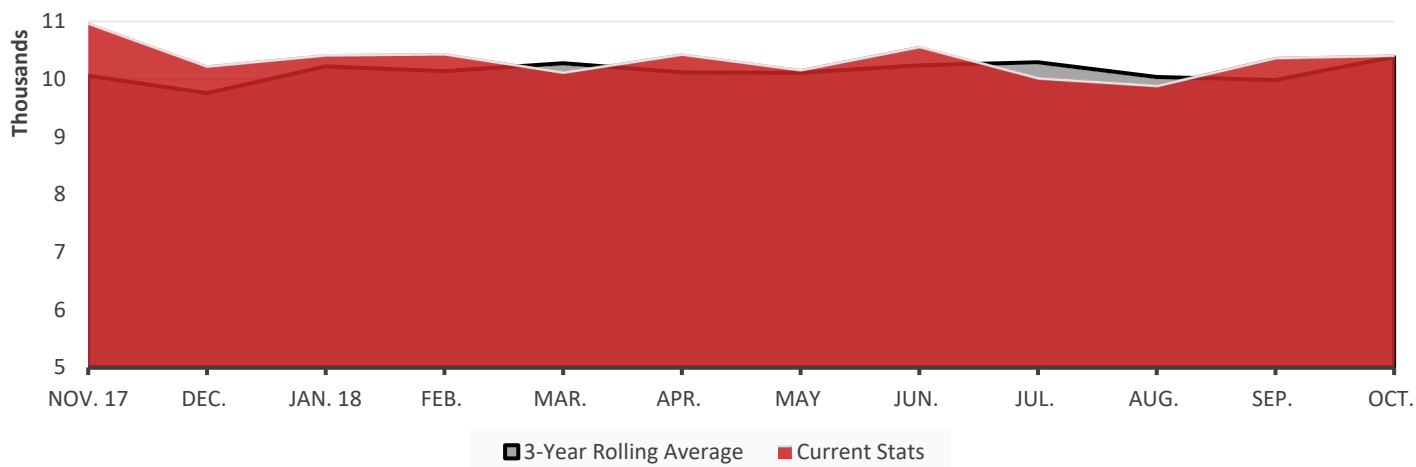


# AVERAGE DAILY RIDERSHIP

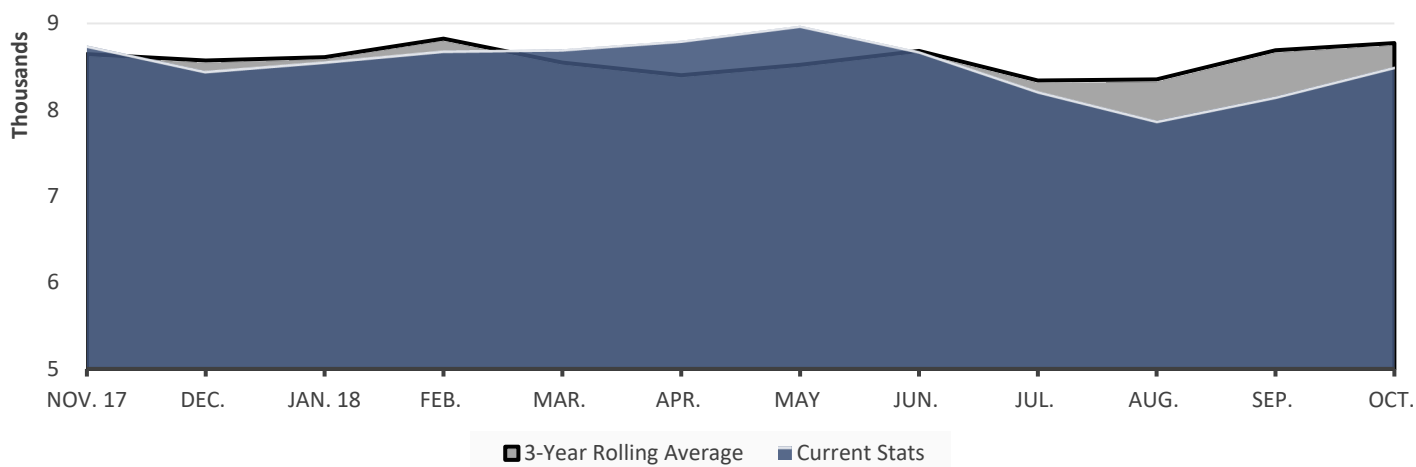
## VRE SYSTEM



## FREDERICKSBURG LINE



## MANASSAS LINE



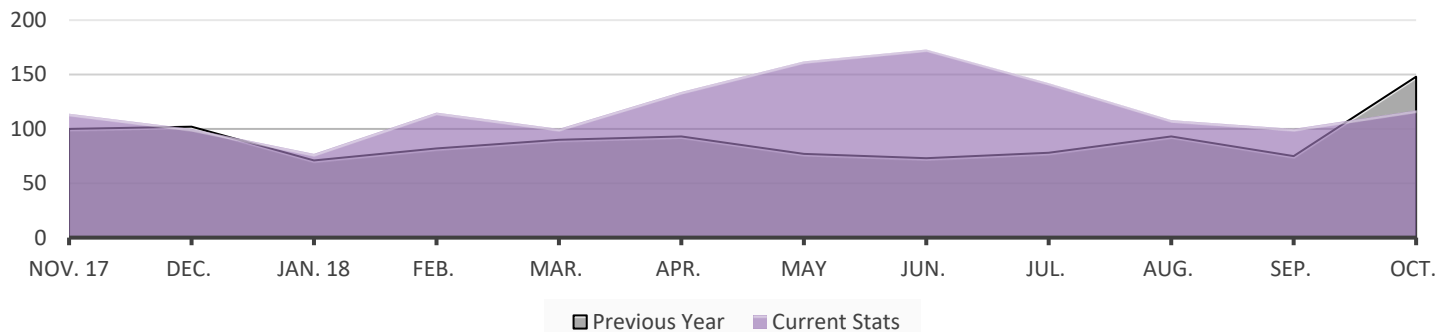
## RIDERSHIP UPDATES

Average daily ridership (ADR) in October was approximately 18,900.

	October 2018	September 2018	October 2017
Monthly Ridership	416,414	352,274	414,506
Average Daily Ridership	18,928	18,541	19,738
Full Service Days	22	19	21
"S" Service Days	0	0	0

## SUMMONSES ISSUED

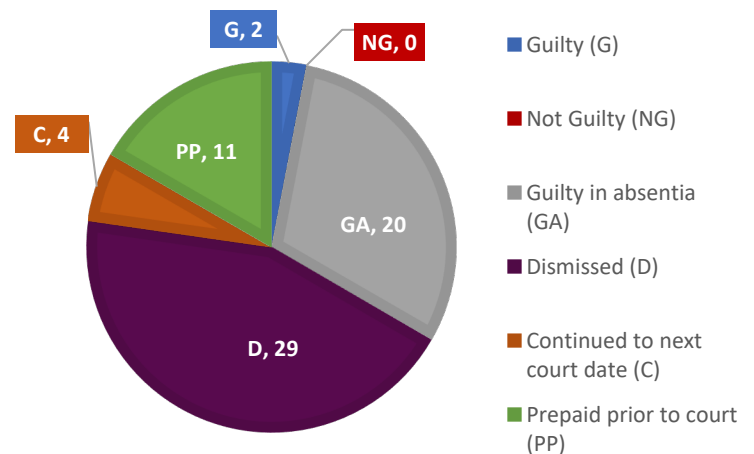
### VRE SYSTEM



### SUMMONSES WAIVED OUTSIDE OF COURT

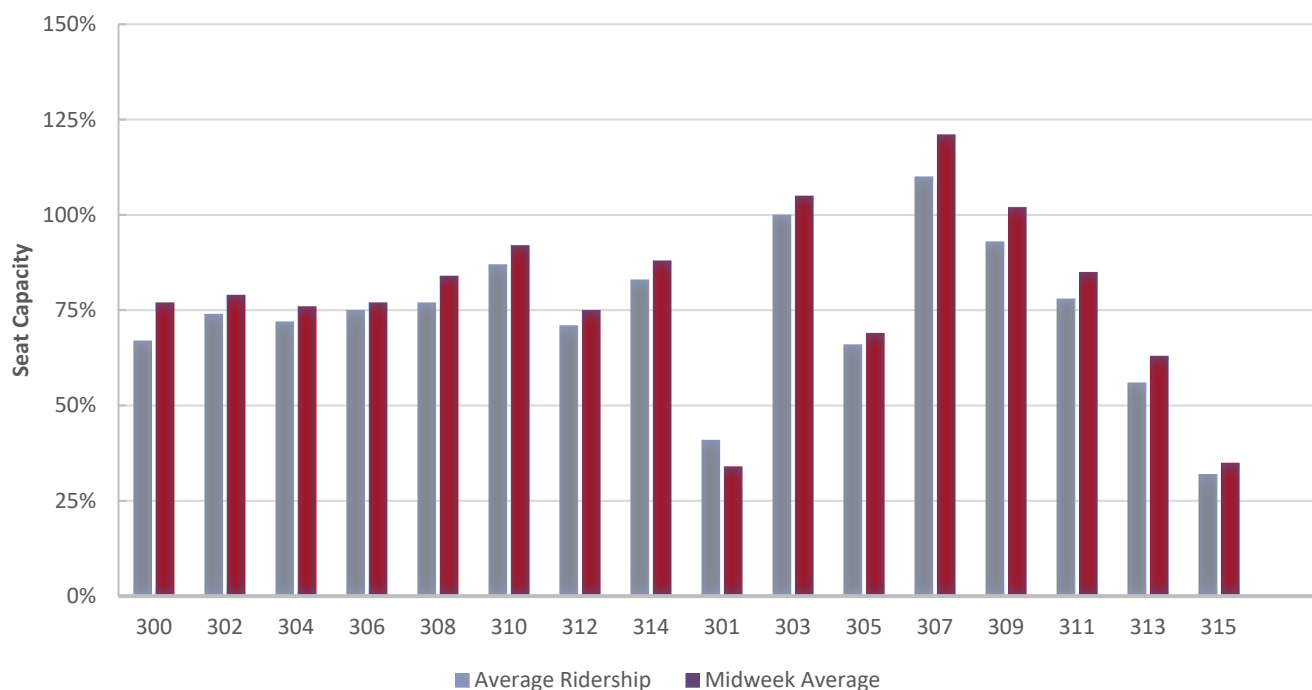
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	18
One-time courtesy	8
Per the request of the conductor	13
Defective ticket	0
Per Ops Manager	1
Unique circumstances	0
Insufficient information	1
Lost and found ticket	0
Other	1
<b>Total Waived</b>	<b>42</b>

### MONTHLY SUMMONSES COURT ACTION

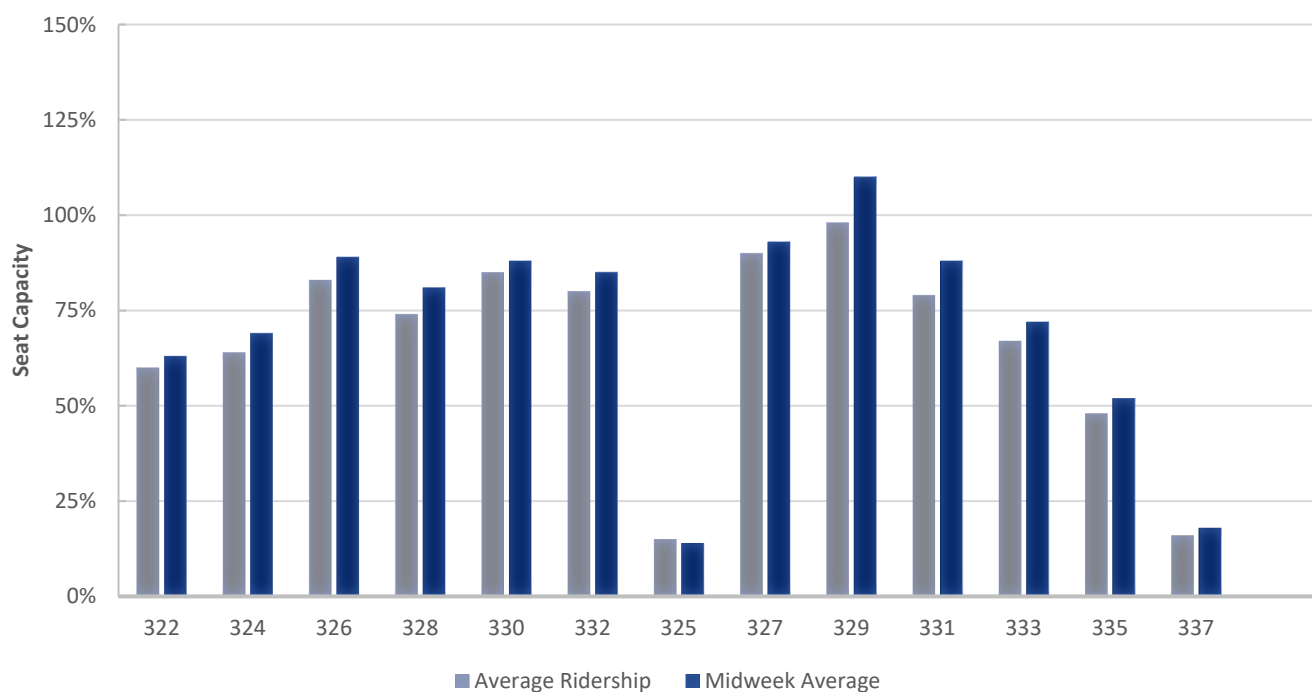


# TRAIN UTILIZATION

## FREDERICKSBURG LINE

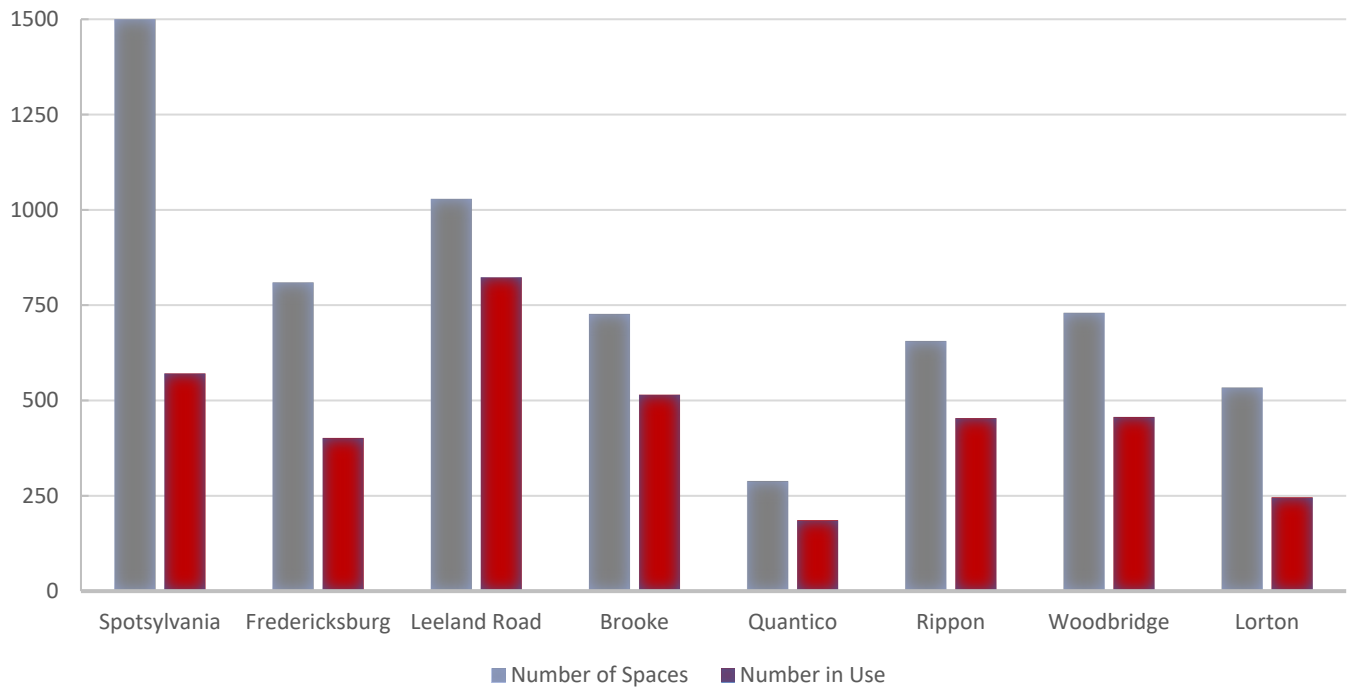


## MANASSAS LINE

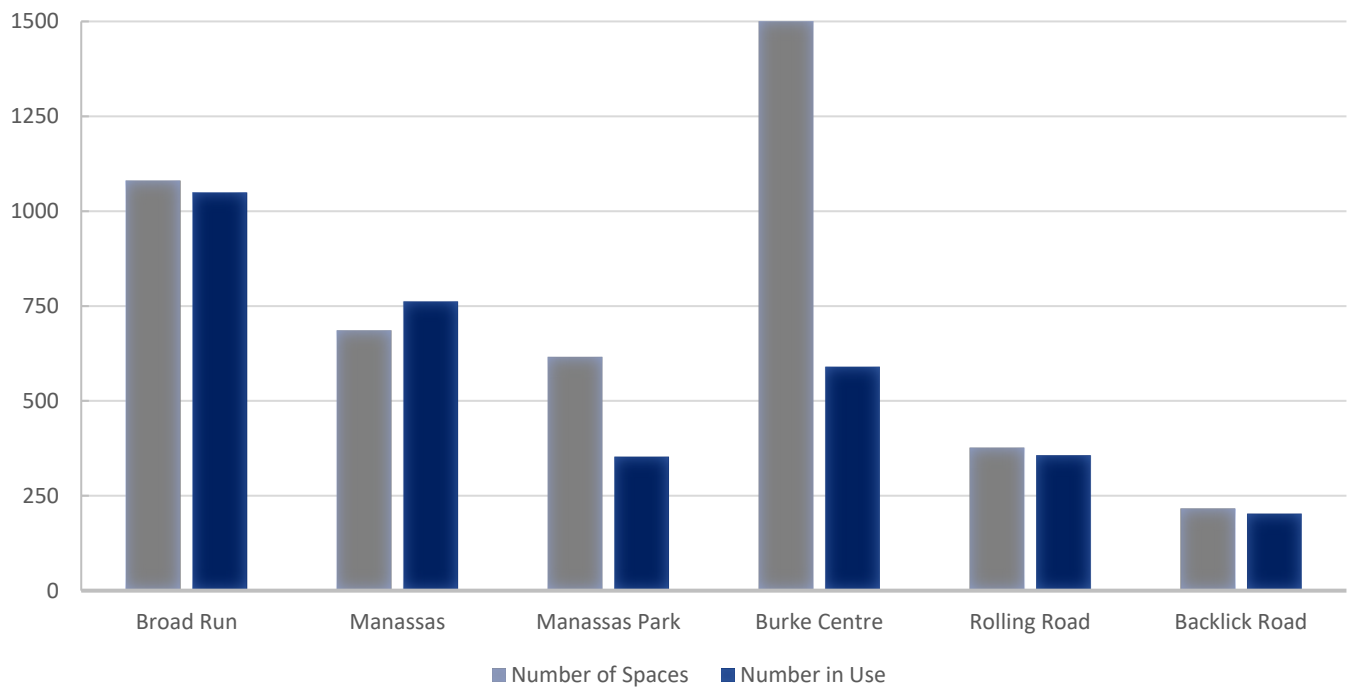


## PARKING UTILIZATION

### FREDERICKSBURG LINE



### MANASSAS LINE



# FINANCIAL REPORT

Fare revenue through the fourth month of FY 2019 is approximately \$200,000 below budget (an unfavorable variance of -1.4%) and is 0.3% below the same period in FY 2018.

The operating ratio through October is 52%, which is equal to VRE's budgeted operating ratio for the full twelve months of FY 2019. VRE is required to budget a minimum operating ratio of 50%.

A summary of the FY 2019 financial results through October follows, including information on major revenue and expense categories. Please note that these figures are preliminary and unaudited.

FY 2019 Operating Budget Report Month Ended October 31, 2018							
	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY19 BUDGET
<b>Operating Revenue</b>							
Passenger Ticket Revenue	3,607,329	3,731,200	14,216,049	14,416,000	(199,951)	-1.4%	42,400,000
Other Operating Revenue	600	19,800	9,774	76,500	(66,727)	-87.2%	225,000
<b>Subtotal Operating Revenue</b>	<b>3,607,929</b>	<b>3,751,000</b>	<b>14,225,822</b>	<b>14,492,500</b>	<b>(266,678)</b>	<b>-1.8%</b>	<b>42,625,000</b>
Jurisdictional Subsidy (1)	-	-	9,119,260	9,062,209	57,051	0.6%	13,336,628
Federal/State/Other Jurisdictional Subsidy	2,363,502	2,606,224	10,315,058	10,386,499	(71,441)	-0.7%	31,371,051
Appropriation from Reserve/Other Income	-	87,120	-	336,600	(336,600)	0.0%	990,000
Interest Income	93,194	17,600	364,763	68,000	296,763	436.4%	200,000
<b>Total Operating Revenue</b>	<b>6,064,625</b>	<b>6,461,944</b>	<b>34,024,903</b>	<b>34,345,808</b>	<b>(320,905)</b>	<b>-0.9%</b>	<b>88,522,679</b>
<b>Operating Expenses</b>							
Departmental Operating Expenses	6,038,999	6,506,086	27,572,547	29,746,602	2,174,055	7.3%	81,761,809
Debt Service	518,529	559,573	2,074,500	2,238,290	163,790	7.3%	6,714,870
Other Non-Departmental Expenses	(97,020)	4,048	11,737	15,640	3,903	0.0%	46,000
<b>Total Operating Expenses</b>	<b>6,460,508</b>	<b>7,069,706</b>	<b>29,658,784</b>	<b>32,000,532</b>	<b>2,341,748</b>	<b>7.3%</b>	<b>88,522,679</b>
<b>Net income (loss) from Operations</b>	<b>(395,882)</b>	<b>(607,762)</b>	<b>4,366,119</b>	<b>2,345,276</b>	<b>2,020,844</b>		<b>0</b>
<b>Operating Ratio</b>							
			<b>52%</b>	<b>49%</b>	<b>Budgeted</b>	<b>52%</b>	
					<b>Goal</b>	<b>50%</b>	

(1) Total jurisdictional subsidy is \$17,767,748. Portion shown as budgeted is attributed to Operating Fund only.

# FACILITIES UPDATE

The following is a status update of VRE facilities projects:

## Completed projects:

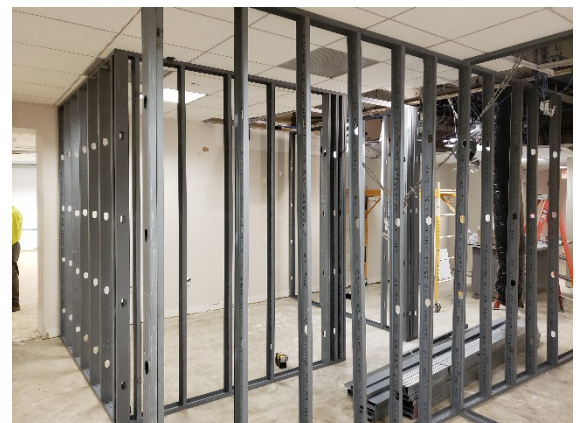
1. Cleaning of elevator/stair tower glass at Woodbridge Station
2. Replacement of station entrance sign at Woodbridge Station
3. Striping of additional ADA parking space at Leeland Road Station
4. Repairs to potholes at Manassas Park Station
5. Replacement of electrical and communications conduits and electrical panel at Manassas Park Station
6. Fire lane striping at Broad Run station



*Replacement of Station Entrance Sign at Woodbridge Station*

## Projects scheduled to be completed this quarter:

1. Replacement of tactile warning strip at L'Enfant Station
2. Repairs to platform concrete at L'Enfant Station
3. Repairs to fascia and soffit at Woodbridge Station east building
4. Replacement of gutters and downspouts at Rippon Station
5. Repairs to platform concrete at Manassas Station
6. Installation of automated parking count system at stations with parking lots



*Renovations to Alexandria Headquarters Suite 201*

## Projects scheduled to be initiated this quarter:

1. Design of platform widening at L'Enfant Station
2. Replacement of signage at additional stations (locations TBD)

## Ongoing projects:

1. Renovations to Alexandria Headquarters Suite 201
2. Development of specifications for modernization of east elevator at Woodbridge Station
3. Development of IFB for canopy roof replacement at Backlick Road Station
4. Replacement of station posters throughout VRE system

5. Replacement of parking lot entrance signs at various stations
6. Replacement of waste and recycling receptacles at various stations

## UPCOMING PROCUREMENTS

- 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
- Modernization of VRE Woodbridge Station East Elevator
- Repair and Overhaul of Passenger Car HVAC Assemblies
- Passenger Car Wheelchair Lift Assemblies
- Seat Bottoms for Passenger Cars
- Construction of Benchmark Road Slope Stabilization
- Construction of Rolling Road Platform Extension
- Purchase of LED Light Fixtures
- Construction of L'Enfant South Storage Track Wayside Power
- Variable Messaging System Replacement

# CAPITAL PROJECTS UPDATES

AS OF November 7, 2018

## Broad Run Expansion Study (BRX)

- Preliminary engineering (PE) design and NEPA for maintenance and storage facility (MSF) expansion, platform modifications, 3<sup>rd</sup> track and tunnel underway
- NS design review agreement under development; NS comments pending
- Draft agreements between VRE and Prince William County, City of Manassas regarding Broad Run parking expansion funding and other responsibilities under development
- Bi-weekly Project Management Team (PMT) meetings with BRX consultant

## Manassas Park Station Parking Expansion

- Final design underway
- Value Engineering recommendations being vetted with City
- Safety Plan received from Consultant for Final Design
- Study underway to avoid water line relocation by adjusting garage location
- Coordinating with NS for access to railroad ROW for survey and geotechnical work

## Rolling Road Platform Extension

- Final plans for platform extension complete
- Invitation for Bids (IFB) for platform extension and rehabilitation pending 2019 construction season start

## Crossroads Real Estate Acquisition

- Revised appraisal required

## Crossroads Lifecycle Overhaul & Upgrade Facility (LOU)

- Property negotiations continue to acquire property needed to the east and south of existing Crossroads Yard
- Design 100% complete

## Leeland Road Station Improvements

- DRPT LONP received; execution of REF grant pending
- 30% design underway
- CSXT design review agreement pending

## Brooke Station Improvements

- DRPT LONP received; execution of REF grant pending
- 30% design underway
- CSXT design review agreement pending

## Quantico Station Improvements

- Completion of FD & construction pending execution of IPROC grant by DRPT

#### Rippon Station Improvements

- 30% design plans complete
- CSXT design review agreement pending

#### Lorton Station Improvements (Second Platform)

- Preliminary engineering/30% design plans and NEPA documents are currently under review by CSXT

#### Franconia-Springfield Station Improvements

- Preliminary engineering/30% design plans and NEPA documents are currently under review by CSXT

#### Alexandria Station Improvements

- Investigating proposal for accomplishing tunnel and related improvements at lower cost
- Coordinating with FRA, CSXT and DRPT

#### Slaters Lane/Alexandria Track 1 Access

- CSX forces have begun construction but are on hold until after Jan. 1, 2019

#### Crystal City Station Improvements

- RFP for preliminary engineering design and NEPA under development
- PE/NEPA completion pending execution of REF grant by DRPT
- REF application for construction under development
- Coordination with CC2DCA and DC2RVA projects is ongoing
- CSXT Design Review agreement is under development

#### L'Enfant (South) Storage Track Wayside Power

- Coordinating with PEPCO for power supply

#### L'Enfant Track and Station Improvement

- Phase 1: Background Information technical memorandum is complete
- Initiation of additional work pending execution of REF grant by DRPT
- CSXT Design Review agreement is under development

#### Midday Storage Replacement Facility

- Draft Categorical Exclusion (CE) being revised based on FTA comments
- Framework/agreement pending for real estate acquisition, design and construction activities
- Amtrak site survey completed and being verified; owner permission for site access pending for privately-owned parcels

#### VRE Transit Development Plan Update

- Draft TDP document under development
- Bi-weekly progress meetings continue with TDP consultant

#### Long Bridge Expansion Environmental Impact Statement (EIS)

- Public information meeting held November 29, 2018

- Draft Environmental Impact Statement (EIS) scheduled completion Summer 2019
- Record of Decision (ROD) scheduled completion Spring 2020

Washington Union Station Improvements Environmental Impact Statement (EIS)

- Subbasement, concourse and lower level design continues as well as coordination activities
- Section 106 meeting postponed until 2019

## NOTES

[illegible]

## Projects Progress Report to Follow

## PASSENGER FACILITIES

PROJECT	DESCRIPTION	PHASE					
		CD	PD	EC	RW	FD	CN
Alexandria Station Improvements	Eliminate at-grade track crossing and pedestrian tunnel to Metro.	◆	◆	◆	N/A	●	
	Modify Slaters Lane Interlocking for passenger trains on Track #1.	◆	◆	◆	N/A	●	
	Extend and widen 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	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		
L'Enfant Track and Station Improvements	Replace existing platform with wider, longer island platform. Add fourth track (VA-LE)	◆			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

<sup>1</sup>Total project cost estimate in adopted FY2018 CIP Budget

<sup>2</sup> Does not include minor (< \$50,000) operating expenditures

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

Total <sup>1</sup>	ESTIMATED COSTS (\$)			Expended <sup>2</sup>	COMPLETION		STATUS
	Funded	Unfunded	Authorized		Percent	Date	
26,674,365	26,674,365	-	1,814,559	1,714,242	60%	4th QTR 2020	60% design complete. Investigating alternative construction strategies.
7,000,000	7,000,000	-	467,500	90,749	30%	2nd QTR 2019	CSX forces have begun work but are on hold until after Jan. 1, 2019.
2,400,000	400,000	2,000,000	-	-	5%	4th QTR 2020	Design work on East Platform only. West Platform elevation funded.
13,000,000	13,000,000	-	*	337,165	25%	4th QTR 2021	Preliminary engineering plans under review by CSXT and anticipated to be complete in 4th QTR 2018.
16,150,000	16,150,000	-	*	414,788	25%	4th QTR 2021	Preliminary engineering plans under review by CSXT and anticipated to be complete in 4th QTR 2018.
16,632,716	16,632,716	-	*	328,521	20%	4th QTR 2022	30% design underway; CSXT design review agreement pending. Preliminary engineering anticipated complete 2nd QTR 2019.
No costs for VRE. Private developer providing station.					10%	TBD	Design resumed after resolution of DRPT/CSXT/FRA track project issues.
18,350,745	18,350,745	0	-	-	30%	TBD	Completion of FD & construction pending excution of IPROC grant by DRPT.
23,390,976	23,390,976	-	*	259,910	20%	4th QTR 2022	DRPT LONP received; execution of REF grant pending. 30% design underway.
15,527,090	15,527,090	-	*	273,761	20%	4th QTR 2022	DRPT LONP received; execution of REF grant pending. 30% design underway.
25,983,000	25,983,000	0	2,238,144	466,841	30%	4th QTR 2022	Final design initiated.
2,000,000	2,000,000	-	442,900	321,444	50%	3rd QTR 2020	Invitation for Bids (IFB) for platform extension and rehabilitation pending 2019 construction season start.
41,810,000	5,410,000	36,400,000	399,121	393,642	10%	2nd QTR 2023	DRPT LONP received; completion of PD & EC pending excution of REF grant by DRPT.
70,650,000	3,226,000	67,424,000	2,980,000	58,793	10%	2nd QTR 2023	DRPT LONP received; completion of PD & EC pending excution of REF grant by DRPT.

## 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 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

<sup>1</sup> Total project cost estimate in adopted FY2018 CIP Budget

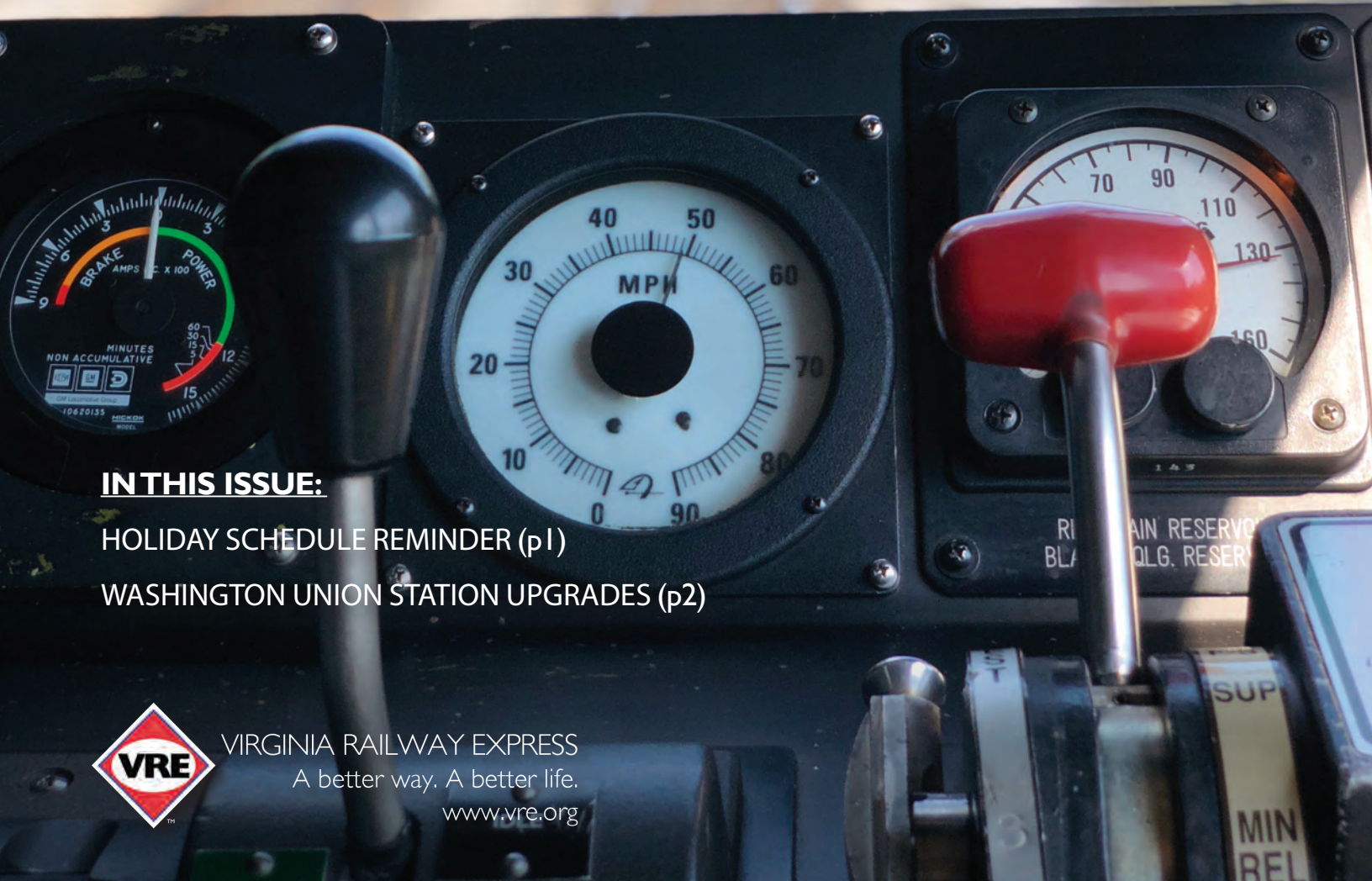
<sup>2</sup> Does not include minor (< \$50,000) operating expenditures

Total <sup>1</sup>	ESTIMATED COSTS (\$)				COMPLETION			STATUS
	Funded	Unfunded	Authorized	Expended <sup>2</sup>	Percent	Date		
32,500,000	32,500,000	-	33,285,519	30,578,003	100%	3rd QTR 2018		Close-out pending repair of storm damage to embankment.
3,965,000	3,965,000	-	2,937,323	1,672,293	50%	2nd QTR 2019		Coordination with PEPCO for power supply underway.
38,183,632	38,183,632	-	3,176,039	2,129,476	90%	TBD		Design 100% complete. On hold pending property acquisition.
2,950,000	2,950,000	-	2,950,000	139,154	95%	TBD		Revised appraisal required.
89,666,508	89,666,508	-	3,588,305	1,358,298	35%	4th QTR 2019		Site survey completed and being verified; finalizing NEPA documentation; owner permission pending to survey private parcels.
75,264,693	75,264,693	-	69,457,809	47,915,644	95%	4th QTR 2020		All cars received. Completion date reflects end of warranty period.
10,553,000	10,553,000	-	10,294,079	7,984,451	80%	4th QTR 2018		Onboard installations ongoing.
137,230,000	83,825,501	53,404,499	5,208,845	4,437,003	22%	4th QTR 2022		Completion of preliminary engineering and NEPA review pending NS design review agreement and comments.
3,510,307	3,510,307	-	3,510,627	2,168,462	65%	2nd QTR 2019		Rate My Ride is live in app. Big Commerce/Moovel collaboration underway for web based ticketing portal.

VIRGINIA RAILWAY EXPRESS MAGAZINE

# RIDE

DECEMBER 2018



**IN THIS ISSUE:**

HOLIDAY SCHEDULE REMINDER (p1)

WASHINGTON UNION STATION UPGRADES (p2)



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## BE AWARE OF NOISE LEVELS

Please be aware and respectful of noise levels when riding, particularly in the morning. You of course are more than allowed to hold conversations in all cars but the quiet car. However, as a courtesy to your fellow riders, we ask that you lower your speaking volume if the rest of the car is quiet.



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Editor in Chief: Cindy King

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Access RIDE online at [VRE.org/RIDE](http://VRE.org/RIDE)



## FROM THE CEO

### RIDE E-NEWSLETTER



**DOUG ALLEN**  
Chief Executive Officer

**R**iders often share with us how much they enjoy reading our RIDE magazine. Conversely, other riders encourage us to consider moving away from a monthly printed piece.

We currently see the value in both printed and digital mediums to deliver our messages to riders, and as such, we will begin sending a monthly RIDE E-Newsletter through our Train Talk system in addition to printing the hard copy magazine for distribution on the train.

Some may ask, "What about the cost?" We have a great answer to this great question. The e-newsletter will not have any additional associated cost. The cost of producing the printed version of RIDE magazine will continue to be covered by the magazine's ad revenue. So be assured, the information in both formats is delivered at no cost to riders.

The RIDE E-Newsletter will offer abbreviated versions of the VRE system news articles. Additionally, the e-newsletter will link to the full issue online.

Our first RIDE E-Newsletter will be sent soon to complement this issue. Please be on the lookout for the e-newsletter as a Train Talk VRE News item.

Sincerely,

**DOUG ALLEN**  
Chief Executive Officer  
Virginia Railway Express

## HOLIDAY SCHEDULE REMINDER

**Dec 24th:** "S" Schedule  
**Christmas, Dec 25th:** No VRE Service  
**Dec 26-28th:** "S" Schedule  
**Dec 31st:** "S" Schedule

Please note Amtrak will honor Step-Up tickets for designated trains with available seats on days Amtrak runs but VRE trains do not.

Cover image: Inside the cab car

# WASHINGTON UNION STATION PASSENGER AREA UPGRADES

Work continues on upgrades to passenger areas of Washington Union Station. The improvements will accommodate Amtrak and Virginia Railway Express passengers who access the lower platforms via Gate L, Tracks 23 to 28. Once the project has been completed, customers will access new escalators, an elevator, and refreshed platforms. The project is expected to be completed by the end of 2018.

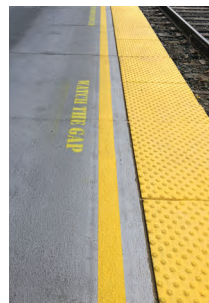
**New elevator leading to platform**



**Recently completed refreshed platform**



**Second platform yet to be refreshed**



**A closer look at the completed refreshed platform**



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# **SCOTTISH CHRISTMAS WALK PARADE (FREE)**

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# **WINTER FESTIVAL OF LIGHTS ON LEE HIGHWAY (FREE)**

December 1  
11:30 AM – 2:30 PM  
Lee Highway Corridor  
Learn more: [arlingtonmagazine.com](http://arlingtonmagazine.com)

# **SPOTSYLVANIA CHRISTMAS PARADE (FREE)**

December 1  
1:00 PM – 3:00 PM  
Spotsylvania Courthouse Village, Old Battlefield Blvd.,  
Spotsylvania Courthouse, VA 22553  
Learn more: [spotsylvania.va.us](http://spotsylvania.va.us)

# **FREDERICKSBURG CHRISTMAS PARADE (FREE)**

December 1  
Starting 5:30 PM  
Downtown, Fredericksburg, Virginia 22401  
Learn more: [visitfred.com](http://visitfred.com)

# **UMW PHILHARMONIC HOLIDAY POPS**

December 7  
7:30 PM  
Rick Steves' Symphonic Journey  
Learn more: [umwphilharmonic.com](http://umwphilharmonic.com)

# **Christmas in Stafford**

An Annual Tradition-Fun for All Ages

Snowless Toboggan Tunnel ...  
a "First" in the Region!

Frosty 5K Run/Walk

Christmas Town Market —  
Arts & Crafts, Seasonal Products

Free Photos with Santa

Candy Land

Tree Lighting in Christmas Village  
Annual Christmas Parade



Saturday, Dec. 15, Noon – 7:00 pm, Embrey Mill

[www.ChristmasinStafford.com](http://www.ChristmasinStafford.com)

**TOUR** STAFFORD *Virginia*

# TOYS FOR TOTS

Each holiday season, VRE riders prove to be one of the largest contributors to the Marine Toys for Tots program in the Northern Virginia area. VRE will collect toys once again this year, and we hope our riders will continue a tradition of generous support.

To participate:

- 1.) Bring a new, unwrapped toy on your morning train and leave it on the seat for VRE elves to collect after your ride.
- 2.) Or, give a monetary donation to your morning train conductor.

**This year's date: Wednesday, December 5th**



## COLOR-CODED TRAIN TALK ALERTS

Announcing new, more detailed, color-coded Train Talk e-mail alerts. The new format for Train Talks allow for deeper explanations on a number of issues, offer helpful reminders, and provide links to related topics. Plus, the color coding and subject line naming convention will enable riders to quickly recognize the time sensitivity of a message.

### Service Alert: **Red**

Service Alerts will be sent in the event of a service change or delay.

**SERVICE ALERT**  
VIRGINIA RAILWAY EXPRESS (VRE)

### Service Advisory: **Orange**

Service Advisories will be sent if an occurrence or anticipated occurrence *may* impact service. This will be sent prior to Service Alerts when possible.

**SERVICE ADVISORY**  
VIRGINIA RAILWAY EXPRESS (VRE)

### Station Update: **Blue and Tan**

Station Updates will be sent if there is an anticipated or known event or issue related to a specific station.

**STATION UPDATE**  
VIRGINIA RAILWAY EXPRESS (VRE)

### VRE News: **Purple**

VRE News will be sent for system enhancement updates, to announce Meet the Management meet and greets, and other helpful but non-urgent messages.

**VRE NEWS**  
VIRGINIA RAILWAY EXPRESS (VRE)

### Support System Notifications: **Dark Gray**

Support System Notifications will be sent if we are experiencing issues with our phone system, website or website tracking GPS.

**SUPPORT SYSTEM NOTIFICATION**  
VIRGINIA RAILWAY EXPRESS (VRE)



## RAILROAD HISTORY: QUANTICO STATION

The Quantico VRE Station, located at 550 Railroad Avenue in the historic town of Quantico, Virginia, is the fifth stop on the Fredericksburg line after Spotsylvania, Fredericksburg, Leeland, and Brooke. The station was originally built by the Richmond, Fredericksburg and Potomac railroad in 1953, and was totally renovated by VRE and re-opened in April of 2005.

The area now known as Quantico (which means “by large stream”) was first inhabited by Native Americans. In 1608, John Smith mapped an area called “Patawomek” and noted with surprise that the Iroquois and some Dogue Indians of the Algonquin Tribe lived there in harmony. Quantico was first visited by European explorers in the summer of 1608. Later in the year, land owners started appearing. After the turn of the century, the area became popular because of tobacco trade in Aquia Harbor. The Quantico Road was opened in 1731, allowing vital access to and from the western part of the state. By 1759 the road stretched across the Blue Ridge Mountains into the Shenandoah Valley.

The first military presence came during the Revolutionary War, when the Quantico Creek village became a main naval base for the Commonwealth of Virginia's 72 vessel fleet on which many Virginia state militia served. The area was first visited by the Marine Corps in 1816 when a group of Marines traveling by ship to Washington was halted by ice in the Potomac, forcing them to debark and march to the town of Dumfries. Here, they met a young captain, Archibald Henderson, who lived close by. Being a generous man, he hired a wagon for them and sent them on their way. During the Civil War, control of the Potomac River became very important to both armies. The Confederates picked the Quantico Creek area on the Potomac to set up their gun batteries. Their artillery could reach anything on the water, thus deterring the Unions' use of the water highway. While battles took place in Manassas and Fredericksburg, the gun positions around Quantico were used until the end of the war.

Following the war, railroads became a more integral part of transportation. In 1872, the Richmond, Fredericksburg and Potomac Railroad was formed when several railroads north and south met at Quantico Creek.

The surrounding village known as Quantico was built by The Quantico Company. This was the start of a thriving tourist and fishing town. A large hotel was built, the beach was cleaned and one street was finished complete with sewers. A dance pavilion was set up with a merry-go-round and small lots were offered for sale. By the summer of 1916, the steamer St. Johns and the train brought more than 2,500 “fun-seekers” each week to the site from Washington and Richmond. The same year, railroad side tracks were extended to the shipping point on Quantico Creek. The Quantico shipyard started up with plans to build ocean freighters and tankers.

Soon, the U.S. entered World War I and the company obtained U.S. Navy contracts to build three wooden ships. In 1917, Marine Corps commander Major General George Barnett was desperate to find a suitable area large enough to train at least 7,000 Marines. By then the Quantico Company was in financial trouble and agreed to lease 5,300 acres surrounding the town of Quantico to the U.S. government for the base which became nicknamed “slippery mud” because of the knee-deep, red, gumbo-like mud which often bogged down ox-carts and wagons. The hotel became the officers quarters later named Walter Hall. Temporary tents and crude wooden barracks were built and some slept in the dance pavilion. By August, enough barracks were built along with a hospital capable of housing 100 patients. Brig. General John A. Lejeune took command of the base in September when the first battalion which had been training since July sailed aboard the USS Henderson for France. During the rush to provide housing, hundreds of skilled workers were needed. Many workers were employed and lived and worked in the town. Many of the descendants of those workers still have businesses there today.

The town was officially incorporated in 1927 and received their charter in 1934. Today, the station serves both Amtrak and VRE trains. The waiting room is open week days from 5:00 a.m. to 10:00 a.m. and 3:00 p.m. to 8:00 p.m. The original waiting room has been transformed into a railroad museum of sorts, with walls covered by framed newspaper articles, photos, posters and memorabilia depicting the rich history of the town, the railroad and the Marines. VRE tickets are available for sale from the kiosk vendor located inside the station.

# PLAYING IT SMART WITH

What do our safety program and football have in common? Safety certainly is no game, however, we can draw similarities between having a system of rules, working together to achieve a common goal, and having a winning plan.

Positive Train Control (PTC) is automated technology to stop a train when necessary, and its implementation is a massive initiative that will increase rail safety across the country. PTC will act as an overlay for many existing processes, and it should be noted that there are several currently enforced protocols that allow the team to work together for your safety and reinforce the lines of defense.

**RAILROAD WORKER  
SAFETY**

**APPLIES  
SPEED CONTROL**

**ROADWAY WORKER  
PROTECTION**



**SAFETY BRIEFINGS**



**OPERATING  
RULES**



**EFFICIENCY  
TESTING**



**TIMETABLE SPEED  
RESTRICTIONS**



**LOCOMOTIVE/CAB  
CAR  
OVERSPEED**



**LOCOMOTIVE/CAB  
CAR ALERTNESS  
CONTROL**



**CAB SIGNAL**



**POSITIVE TRAIN  
CONTROL (PTC)**



**TRAINING & BEST PRACTICES:  
EXERCISING KNOWLEDGE & SKILL**

Conductors, engineers, and other personnel receive frequent training, and must play by the rules. They rely on conditioned skills to deliver professional performances.

**THE EQUIPMENT:  
ADDED LAYERS OF PROTECTION**

All skilled professionals can benefit from being equipped with automated tools. For train crews, this is automated equipment to make sure the train is running according to regulation.

**PTC: THE REFEREE**

Positive Train Control (PTC) will step in when all other protocols fail – automatically giving the engineer and his/her train a timeout.



Automated Technology	Technology to Stop Train	Description
		<p>Under certain provisions, workers will establish a “work zone” and trains will have to request permission to enter this section of track.</p>
		<p>Railroad personnel is required to begin the day with a detailed, “all-hands” discussion of safety implications and describe the work to be done. The briefing cannot conclude until everyone understands what is being discussed.</p>
		<p>Railroad operations are governed by a set of rules that describe in detail how nearly all activities are to be undertaken. The rules specify train speeds, signal types and meanings, requirements for braking, acceleration, horn and bell use and other elements.</p>
		<p>Efficiency testing is a collective term for tests the supervisors of railroad crews perform in unannounced situations. These tests ensure train crews understand and comply with the railroad operating rules.</p>
		<p>When there is a deviation from the prevailing speed limit, as in a curve, the railroad timetable book will note this location and prescribe a safe operating speed. Engineers are tested and qualified to understand where to make these speed reductions.</p>
✓		<p>Embedded within the control system of the locomotive. Will limit its operating speeds under a variety of preset conditions.</p>
✓		<p>A system employed in the cab cars and locomotives that will activate a visible and audible alarm if it doesn’t sense operator activity within a short period of time. If the operator fails to acknowledge the alarm, the train’s airbrake system will automatically engage.</p>
✓	✓	<p>Locomotives and cab cars pick up the Cab Signal System broadcast through special receivers, and the signal permissions are displayed in the engineer’s cab. If an engineer were to fail to acknowledge a signal change, the train’s airbrakes would activate.</p>
✓	✓	<p>A processor-based/ communication-based control system designed to prevent railway accidents. PTC technology is designed to automatically control train speeds and movements should an engineer not take suitable action for a given situation.</p> <p><i>Update: Currently, we are coordinating with our host railroads, CSX and Norfolk Southern, on field and system interoperability.</i></p>

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byDesign**



**Ideas, Likes, Critiques? RIDE Magazine Online Survey:**  
**[vre.org/ridesurvey](http://vre.org/ridesurvey)**

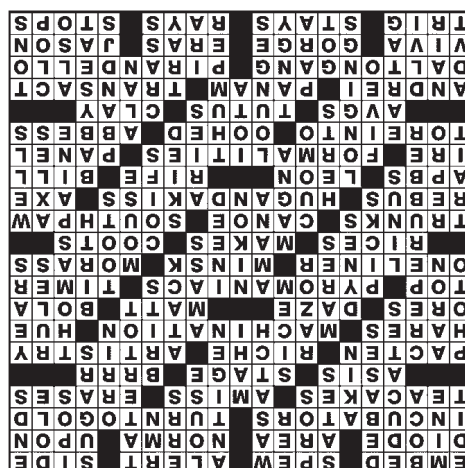
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**(703) 838-5417**

## PUZZLE SOLUTIONS



7	8	5	6	2	4	1	9	3
1	6	4	3	9	7	5	2	8
3	9	2	5	1	8	7	6	4
6	7	8	9	4	5	3	1	2
5	1	3	7	8	2	9	4	6
4	2	9	1	3	6	8	7	5
9	5	7	4	6	3	2	8	1
2	4	1	8	5	9	6	3	7
8	3	6	2	7	1	4	5	9

# RAIL TIME PUZZLES

## ACROSS

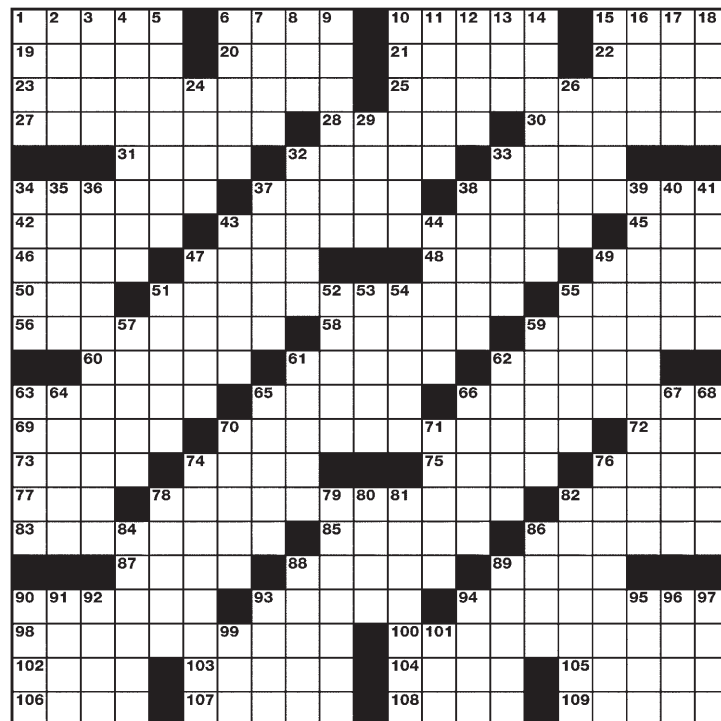
- 1 Surround securely
- 6 Erupt
- 10 Fully awake
- 15 Beans or broccoli
- 19 Part of LED
- 20 Floor space
- 21 Designer Kamali
- 22 Conversant with
- 23 Office-space providers for startups
- 25 Emulate Rumpelstiltskin with straw
- 27 Scones, for instance
- 28 Somewhat wrong
- 30 Obliterates
- 31 Without a warranty
- 32 Playhouse platform
- 33 Wintertime comment
- 34 College sports conference, formerly
- 37 *Très prospère*
- 38 Creative skill
- 42 Small hoppers
- 43 Crafty scheme
- 45 Rainbow segment
- 46 Metal in the rough
- 47 Bowl over
- 48 Damon of cinema
- 49 Gaucho's missile
- 50 Outdo
- 51 Compulsive fire starters
- 55 Countdown device
- 56 Quick quip
- 58 Capital of Belarus
- 59 Metaphor for a mess
- 60 Reduces to granules
- 61 Whips up
- 62 Black water birds
- 63 Oversized luggage
- 65 Narrow boat
- 66 Lefty pitcher
- 69 Puzzle with plus signs
- 70 Affectionate greeting

## DOWN

- 72 Firefighter's tool
- 73 PD alerts
- 74 Novelist Uris
- 75 Overrun (with)
- 76 Paper to pay
- 77 Angry feeling
- 78 Etiquette requirements
- 82 Convention discussion group
- 83 Started vigorously
- 85 Expressed amazement
- 86 Maria's boss in *The Sound of Music*
- 87 Many sports stats.
- 88 Ballet apparel
- 89 Modeling medium
- 90 Russian diplomat
- 93 Erstwhile global airline
- 94 Conduct, as business
- 98 Infamous Old West outlaws
- 100 Italian playwright
- 102 It means "long live"
- 103 Small canyon
- 104 Topics in history
- 105 Mythical fleece finder
- 106 Branch of math
- 107 Hotel visits
- 108 They come from the sun
- 109 Calls off

## ACROSS

- 9 Utah's \_\_\_ Mountains
- 10 Immune-system stimulus
- 11 Good-for-nothing
- 12 Miscalculates
- 13 Presidential monogram
- 14 School cafeteria morsel
- 15 Fructose and glucose
- 16 Milestones for young cos.
- 17 Ration (out)
- 18 Calls off
- 24 Related
- 26 Senator Hatch
- 29 Hawaiian fish, for short
- 32 Order to attack
- 33 Labourites, for instance
- 34 Posting on Flickr
- 35 Biblical brother
- 36 Shoe-sole material
- 37 Common cutter
- 38 Sharp as
- 39 Founding Father pamphleteer
- 40 Game-box insert
- 41 Rather long time
- 43 Female zebras
- 44 Accumulate
- 47 Measures of force
- 49 Blessed event
- 51 Nominates
- 52 Maytag sister brand
- 53 Canon's camera competitor
- 54 Start of a boss' order
- 55 Trumpet sounds
- 57 *Peanuts* kid
- 59 Squeaky scamperer
- 61 Great, on some diplomas
- 62 Hairdos



- 63 Innate attribute
- 64 Printer's proof
- 65 Chris of CNN
- 66 Raced on snow
- 67 Wheel rods
- 68 *The Time Machine* author
- 70 Eastern English county, for short
- 71 Source of the fleece found by 105 Across
- 74 Strong yens

- 76 What some parents request at restaurants
- 78 Hawaiian force of TV
- 79 Sitting rooms
- 80 Tiny trace
- 81 Bambi's little pal
- 82 School cafeteria sandwiches, briefly
- 84 Livestock marker
- 86 Milne's first name
- 88 Sharp-flavored
- 89 Without refinement

- 90 \$\$\$ source for mags
- 91 Filmmaker from India
- 92 Mid sixth-century year
- 93 Legal assistant, informally
- 94 Printer insert
- 95 "And don't forget..."
- 96 Sound of a hoofbeat
- 97 Lots and lots
- 99 Understood
- 101 Long-term savings plan

## SUDOKU

8		6			1		5	
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		7	4		3		8	
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6				4		3		
	9		5		8	7		
1							2	
	8		6		1			3



"My dad said to tell you that geometry is 'squaresville.' I don't understand what that means but he assured me that was comedy gold."

# RIDE

MONTHLY VRE RIDER E-NEWSLETTER



## Train Talk meets RIDE magazine.





## **VIRGINIA RAILWAY EXPRESS**

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VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

# VRE Operations Board Meeting

December 14, 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. Approval of Minutes from the November 16, 2018 VRE Operations Board Meeting
5. Chairman's Comments
6. Chief Executive Officer's Report
7. Virginia Railway Express Riders' and Public Comment
8. Consent Items:
  - A. Authorization to Issue a Request for Proposals for Banking Services and a Line of Credit



Northern Virginia  
Transportation Commission  
2300 Wilson Blvd. #620  
Arlington, VA 22201  
703.524.3322



Virginia Railway Express  
1500 King Street, Suite 202  
Alexandria, VA 22314  
703.684.1001  
VRE.org



Potomac and Rappahannock  
Transportation Commission  
14700 Potomac Mills Road  
Woodbridge, VA 22192  
703.580.6121

9. Action Items:

- A. Referral of the Amended FY 2019 and Recommended FY 2020 VRE Operating and Capital Budgets to the Commissions and Localities
- B. Authorization to Extend the Lease for Office Space at 127 South Peyton Street Through March 31, 2019
- C. Authorization to Extend a License Agreement for the Lease of Tower Space for the VHF Radio Communications System
- D. Approval of 2019 VRE Officers

10. Information Items:

- A. Spending Authority Report

11. Closed Session

12. Operations Board Member's Time

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**The Next VRE Operations Board Meeting  
January 18, 2019 - 9:00 am at PRTC**



# MINUTES

## VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING December 14, 2018

14700 Potomac Mills Road, Woodbridge, VA 22192

### **Members Present**

\*Sharon Bulova (NVTC)  
\*Maureen Caddigan (PRTC)  
\*John Cook (NVTC)  
\*Katie Cristol (NVTC)  
\*Mark Dudenhefer (PRTC)  
\*Matt Kelly (PRTC)  
\*Wendy Maurer (PRTC)  
\*Suhas Naddoni (PRTC)  
\*Martin Nohe (PRTC)  
\*Pamela Sebesky (PRTC)  
\*Gary Skinner (PRTC)  
\*Paul Smedberg (NVTC)

### **Members Absent**

John Jenkins (PRTC)  
Jennifer Mitchell

### **Alternates Present**

\*Jeanine Lawson (PRTC)  
\*Michael McLaughlin

### **Alternates Absent**

Ruth Anderson (PRTC)  
Pete Candland (PRTC)  
Jack Cavalier (PRTC)  
Hector Cendejas (PRTC)  
Libby Garvey (NVTC)  
Jason Graham (PRTC)  
Todd Horsley (DRPT)  
Tim Lovain (NVTC)  
Jeff McKay (NVTC)  
Cindy Shelton (PRTC)  
Paul Trampe (PRTC)  
Mark Wolfe (PRTC)

### **Jurisdiction**

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

Prince William County  
Department of Rail and Public Transportation

Prince William County  
Department of Rail and Public Transportation

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

City of Alexandria  
Fairfax County  
Stafford County  
Spotsylvania County  
City of Manassas

\*Voting Member

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

### **Staff and General Public**

Khadra Abdulle – VRE  
Doug Allen – VRE  
Monica Backmon – NVTA  
Paolo Belito – PWC  
Alexander Buchanan – VRE  
Matt Cheng – NVTC  
Rich Dalton – VRE  
Greg Deibler – VRE  
Jeremy Furrer – VRE  
Allan Fye – NVTC  
Lucy Gaddis – VRE  
Xavier Harmony – DRPT  
Chris Henry – VRE  
Sarah Higgins – VRE  
Christine Hoeffner – VRE  
Pierre Holloman – Arlington County  
Robert Hostelka – VRE

Todd Johnson – First Transit  
John Kerins - Keolis  
Cindy King – VRE  
Mike Lake – Fairfax County  
Lezlie Lamb – VRE  
Bob Leibbrandt – PWC  
Steve MacIsaac – VRE Legal Counsel  
Betsy Massie – PRTC  
Kristin Nutter – VRE  
Ramon Paez - VRE  
Dr. Bob Schneider – PRTC  
Mark Schofield – VRE  
Steve Sindiong – City of Alexandria  
Alex Sugatan - VRE  
Joe Swartz – VRE  
Justin Ward – VRE  
Detrius Williams - VRE

Chairman Nohe called the meeting to order at 9:14 A. M. The Pledge of Allegiance and Roll Call followed.

### **Approval of the Agenda – 3**

Mr. Kelly moved with a second by Ms. Bulova to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Naddoni, Nohe, Sebesky and Smedberg.

### **Approval of the Minutes of the November 16, 2018 VRE Operations Board Meeting – 4**

Ms. Maurer moved, with a second by Mr. Kelly, to approve the minutes from November 16, 2018. The vote in favor was cast by Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Naddoni, Nohe, Sebesky and Smedberg.

### **Chairman's Time – 5**

Chairman Nohe advised the Operations Board they would be electing new officers for 2019 and explained Ms. Lawson currently serves as an Alternate but had been named by Prince William County to the Operations Board for 2019, replacing Ms. Caddigan who will serve as an Alternate.

Chairman Nohe announced Members Naddoni and Smedberg would not be returning to the VRE Operations Board next year. Chairman Nohe outlined highlights of Mr. Naddoni's nine years on the VRE Operations Board and Mr. Smedberg's eleven years, including two years as Chairman. Mr. Naddoni and Mr. Smedberg were presented with commemorative plaques.

## **Chief Executive Officer's Report – 6**

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

- VRE provided First Responder training for Fredericksburg Fire and Rescue Department
- Mr. Dalton provided an update on VRE's Positive Train Control Implementation and informed the Operations Board that VRE will need the "Alternative Schedule" filed with the FRA due to a delay on updated software. VRE will submit an updated implementation plan to the FRA.
- VRE's Average Daily Ridership for November was 17.5K
- On-time Performance for November was 86%
- Mr. Allen congratulated DRPT Director Mitchell on being named one of Railway Age's "Women in Rail" honorees.
- Mr. Allen attended the APTA Industry Leadership Summit held in Washington late in November.
- Mr. Allen participated on a panel at the Joint NVTC/PRTC Legislative Briefing.
- Mr. Allen introduced two new VRE employees.
- VRE held its annual Santa Trains event and Toys for Tots drive.
  - Chris Henry provided a briefing on Santa Trains.
- Mr. Allen announced the passing of long-time VRE ticket vendor, Don Shuemaker of "Don's Depot" at Broad Run Station and expressed the organization's condolences.

## **Public Comment Time – 7**

Chairman Nohe opened the floor for public comment time. There were no speakers.

## **Approval of the Consent Agenda – 8**

Mr. Kelly moved, with a second by Ms. Maurer, to approve the Consent Agenda. There was no discussion on the motion. The vote in favor was cast by Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Naddoni, Nohe, Sebesky and Smedberg.

- Authorization to Issue a Request for Proposals for Banking Services and a Line of Credit – 8A

## **Action Items – 9**

### **Referral of the Amended FY 2019 and Recommended FY 2020 VRE Operating and Capital Budget to the Commissions and Localities – 9A**

VRE Chief Financial Officer, Mark Schofield, briefed the Board on the FY 2020 VRE Operating and Capital Budget they are being asked to refer to the Commissions and member jurisdictions for approval. Mr. Schofield stated:

- The FY 2020 operating budget supports 32 trains and projects 18,700 daily riders
- There is no gap – budget is balanced.
- Includes 3% average fare increase and no increase in total jurisdictional contribution
- The total operating expenses plus debt service increased less than 1% over FY 2019.
  - Lower interest expense from debt refinancing
  - Departmental budgets were reduced
- The FY 2019 amended budget was adjusted to reflect
  - \$0.5M more in state operating assistance
  - Minor expense increases

- Larger changes to the FY 2019 Capital budget
  - \$15M added funding from C-ROC
  - \$3M Federal formula funding
  - Changes to timing of SmartScale commitments
  - Use of capital reserves on small projects
- The State's commitment on track access fees has improved the immediate outlook for the Six-Year plan forecast, but VRE still faces a longer-term structural deficit.
- C-ROC funding prioritization criteria was outlined, and five major projects were identified as potential candidates for use of C-ROC funding to fill current funding gaps:
  - L'Enfant Station Improvements
  - Crystal City Station Improvements
  - Woodbridge Station Improvements
  - South Manassas Third Track
  - Broad Run Expansion Project
- Mr. Cook expressed concern about the fare-box recovery rate forecasted in the six-year plan.
  - Requested a commuter mode cost comparison analysis
- Mr. Kelly requested the Board consider the southern jurisdictions when deciding how to prioritize C-ROC funding.

Mr. Bulova moved, with a second by Mr. Kelly, to refer the amended FY 2019 and the recommended FY 2020 VRE Operating and Capital Budget to the Commissions and localities. The vote in favor was cast by Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Naddoni, Nohe, Sebesky and Smedberg.

Authorization to Extend the Lease for Office Space at 127 South Peyton Street Through March 31, 2019 - 9B

Ms. Cristol moved, with a second by Ms. Sebesky, to authorize an extension of the lease of office space to allow for the completion of the renovations to VRE's headquarters. The vote in favor was cast by Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Naddoni, Nohe, Sebesky and Smedberg.

Authorization to Extend a License Agreement for the Lease of Tower Space for the VHF Radio Communications System – 9C

Ms. Bulova moved, with a second by Mr. Smedberg, to authorize the extension of the license agreement for the lease of tower space for VRE's VHF two-way radio communications between VRE trains and VRE headquarters in Alexandria. The vote in favor was cast by Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Naddoni, Nohe, Sebesky and Smedberg.

Approval of 2019 VRE Officers – 9D

Ms. Caddigan moved, with a second by Ms. Bulova, to approve the following nominees for 2019 VRE Officers:

- Katie Cristol – Chairman
- Gary Skinner – Vice Chairman
- John Cook – Secretary
- Jeanine Lawson – Treasurer

The vote in favor was cast by Members Bulova, Caddigan, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Naddoni, Nohe, Sebesky and Smedberg.

### **Information Items – 10**

#### **Spending Authority Report – 10A**

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

- A task order in the amount of \$95,231 was issued to Keolis Rail Services Virginia, for removal and replacement of damaged railcar signage and decals.
- A task order in the amount of \$65,255 was issued to Keolis Rail Services Virginia, for replacement of incandescent lighting in the exterior housing assembly on all Gallery IV cars.
- A sole source purchase order in the amount of \$99,968 was issued to Wabtec Railway Electronics for 4G LTE modems built and modified exclusively for Wabtec to be compatible with their proprietary I-ETMS Positive Train Control System.

Chairman Nohe asked if there was any other business. There was none.

Chairman Nohe adjourned the meeting, without objection, at 10:11 A.M.

**Virginia Railway Express  
Operations Board**

**Resolution  
8A-12-2018**

**Authorization to Issue a Request for Proposals for  
Banking Services and a Line of Credit**

**WHEREAS**, in April 2014, VRE entered into a contract for banking services and line of credit with PNC Bank; and,

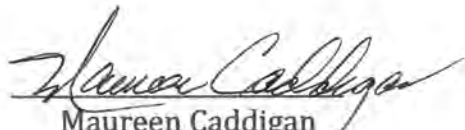
**WHEREAS**, the contract with PNC Bank was for a base period of three years and an option for up to two additional years; and,


**WHEREAS**, the final option year on the contract with PNC Bank will expire on April 28, 2019;

**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, jointly with the Potomac and Rappahannock Transportation Commission, for banking services and a line of credit for a base period of three years, with an option for up to two additional years.

Approved this 14<sup>th</sup> day of December 2018

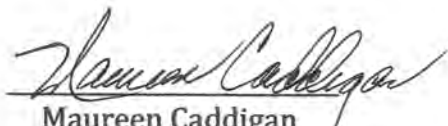
  
Maureen Caddigan  
Secretary



Martin Nohe  
Chairman

**BE IT FURTHER RESOLVED THAT,** in accordance with the C-ROC prioritization criteria and recommended project list, the VRE Operations Board does hereby recommend the Commissions approve the commitment of \$15 million of FY 2019 C-ROC funding and \$15 million of FY 2021 C-ROC funding for construction of the L'Enfant Station Improvements project.

Approved this 14<sup>th</sup> day of December 2018

  
Maureen Caddigan  
Secretary



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Martin Nohe  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9B-12-2018**

**Authorization to Extend the Lease for Office Space at  
127 South Peyton Street Through March 31, 2019**

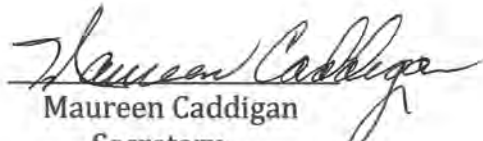
**WHEREAS**, in July 2017, the VRE Operations Board authorized the CEO to execute a lease for office space at 1500 King Street, adjacent to VRE headquarters; and,

**WHEREAS**, VRE took possession of the space at 1500 King Street on May 1, 2018; and,

**WHEREAS**, additional time is needed to accomplish the refurbishment of the newly leased space prior to moving staff from their current office;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute an extension of the lease for office space at 127 S. Peyton Street, Suite 210 through March 31, 2019. The three-month extension will cost \$26,244 or \$8,748 per month.

Approved this 14<sup>th</sup> day of December 2018

  
Maureen Caddigan  
Secretary



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Martin Nohe  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9C-12-2018**

**Authorization to Extend a License Agreement for the Lease of  
Tower Space for the VHF Radio Communications System**

**WHEREAS**, on February 1, 2009, a five-year license agreement with American Towers, Inc. commenced to utilize space on their cell tower in Fairfax Station, Virginia; and,

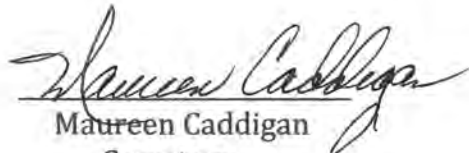
**WHEREAS**, the license agreement was extended for a term of five-years through January 31, 2019; and,

**WHEREAS**, the tower is used as a means of enabling communication through the transmission and receipt of radio frequencies for VRE's VHF two-way radio system; and,

**WHEREAS**, VRE staff is requesting permission to extend the license agreement for five additional years through January 31, 2024;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board authorizes the Chief Executive Officer to extend the license agreement with American Towers, Inc. for a third five-year term at a cost of \$193,503 for this five-year term and a total amount of \$504,424 over the three five-year terms.

Approved this 14<sup>th</sup> day of December 2018

  
Maureen Caddigan  
Secretary



Martin Nohe  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9D-12-2018**

**Approval of 2019 VRE Officers**

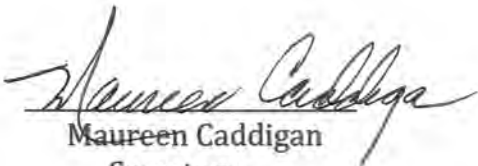
**WHEREAS**, the VRE Bylaws provides for the annual election of Officers to serve as Chairman, Vice Chairman, Secretary and Treasurer; and,


**WHEREAS**, the Office of Chairman shall be rotated each year between the two Commissions; and,

**WHEREAS**, the Chairman appointed a Nomination Committee and that Committee has made its recommendation of 2019 VRE Officers to the Operations Board;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby affirm the election of Katie Cristol as Chairman, Gary Skinner as Vice Chairman, John Cook as Secretary, Jeanine Lawson as Treasurer and Marty Nohe as Immediate Past Chairman, to serve as the 2019 VRE Officers to be installed at the January 18, 2019 Operations Board Meeting.

Approved this 14<sup>th</sup> day of December 2018

  
Maureen Caddigan  
Secretary

  
Marty Nohe  
Chairman



VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

ITEM 6-C  
January 3, 2019  
PRTC Regular Meeting

**Agenda Item 10-A**  
**Information Item**

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

**From: Doug Allen**

**Date: December 14, 2018**

**Re: Spending Authority Report**

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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 November 1, 2018, VRE issued a Task Order in the amount of \$95,231 to Keolis Rail Services Virginia, LLC under the Maintenance Services for Commuter Rail Operations Contract for removal and replacement of damaged rail car signage, to include welcome decals, car numbers, and VRE logo banners.
- On November 5, 2018, VRE issued a Task Order in the amount of \$65,255 to Keolis Rail Services Virginia, LLC under the Maintenance Services for Commuter Rail Operations Contract for replacement of incandescent lighting in the exterior signal housing assembly on all Gallery IV cars to enhance brightness of the lights.
- On November 9, 2018, VRE issued a Sole Source Purchase Order in the amount of \$99,968 to Wabtec Railway Electronics for 4G LTE modems built and modified exclusively for Wabtec to be compatible with their proprietary I-ETMS Positive Train Control System. The 4G modems will replace 3G modems currently installed on VRE's locomotives and cab cars.



Northern Virginia  
Transportation Commission  
2300 Wilson Blvd. #620  
Arlington, VA 22201  
703.524.3322



Virginia Railway Express  
1500 King Street, Suite 202  
Alexandria, VA 22314  
703.684.1001  
VRE.org



Potomac and Rappahannock  
Transportation Commission  
14700 Potomac Mills Road  
Woodbridge, VA 22192  
703.580.6121



**Virginia Railway Express  
Operations Board**

**Resolution  
9D-12-2018**

**Approval of 2019 VRE Officers**

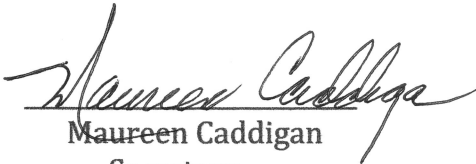
**WHEREAS**, the VRE Bylaws provides for the annual election of Officers to serve as Chairman, Vice Chairman, Secretary and Treasurer; and,

**WHEREAS**, the Office of Chairman shall be rotated each year between the two Commissions; and,

**WHEREAS**, the Chairman appointed a Nomination Committee and that Committee has made its recommendation of 2019 VRE Officers to the Operations Board;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby affirm the election of Katie Cristol as Chairman, Gary Skinner as Vice Chairman, John Cook as Secretary, Jeanine Lawson as Treasurer and Marty Nohe as Immediate Past Chairman, to serve as the 2019 VRE Officers to be installed at the January 18, 2019 Operations Board Meeting.

Approved this 14<sup>th</sup> day of December 2018

  
Maureen Caddigan  
Secretary

  
Marty Nohe  
Chairman

**MOTION:**

**SECOND:**

**RE:           ADOPT AND REFER THE REVISED FY 2019 AND RECOMMENDED FY 2020 VIRGINIA  
RAILWAY EXPRESS OPERATING AND CAPITAL BUDGETS TO THE JURISDICTIONS**

**ACTION:**

**WHEREAS**, the Virginia Railway Express (VRE) Master Agreement requires the Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission (the “Commissions”) be presented with a fiscal year budget for their consideration at their respective January meetings prior to the commencement of the subject fiscal year; and

**WHEREAS**, the VRE Chief Executive Officer has provided the VRE Operations Board with the FY 2020 Operating and Capital Budget within the guidelines developed in cooperation with the Chief Administrative Officers of the local jurisdictions; and

**WHEREAS**, the FY 2020 budget recommends a 3 percent average increase in passenger fares over FY 2019 fares; and

**WHEREAS**, in accordance with its Public Participation Policy, VRE has held public hearings across the VRE service area and solicited public comment on the recommended FY 2020 fare increase; and

**WHEREAS**, in accordance with its Major Service Change and Fare/Service Equity Policy, VRE has conducted a Title VI analysis on the recommended FY 2020 fare increase and determined that the fare increase will not have a disparate impact based on race, color, or national origin, nor will it have a disproportionate burden on low-income populations; and

**WHEREAS**, the FY 2020 budget recommends that total jurisdictional subsidy contribution remain unchanged at the FY 2019 level of \$17,767,748; and

**WHEREAS**, VRE staff recommends a budget based on a service level of 32 daily trains and average daily ridership of 18,700 trips; and

**ITEM 6-E**  
**January 3, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_\_\_**  
**Page 2**

**WHEREAS**, in accordance with the joint agreement between the Commissions for the distribution and allocation of Commuter Rail Operating and Capital (C-ROC) funds, the VRE Chief Executive Officer has proposed criteria for the prioritization and programming of C-ROC funds and has developed a list of recommended projects; and

**WHEREAS**, the VRE Operations Board recommends the following action.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby adopt the FY 2020 VRE Operating and Capital Budget in the following amounts and forwards this budget to the local jurisdictions for inclusion in their budgets and appropriations in accordance with the Master Agreement:

Operating Budget	\$ 89,228,375
Capital Budget	<u>64,934,700</u>
Total Operating and Capital	\$154,163,075

**BE IT FURTHER RESOLVED** that the Potomac and Rappahannock Transportation Commission adopts the amended FY 2019 Operating and Capital Budget in the following amounts:

Operating Budget	\$ 88,319,064
Capital Budget	<u>76,250,383</u>
Total Operating and Capital	\$ 164,569,447

**BE IT FURTHER RESOLVED** that the Potomac and Rappahannock Transportation Commission authorizes the Executive Directors of both NVTC and PRTC to submit to the Transportation Planning Board of the National Capital Region and to the Federal Transit Administration or other federal agencies, the appropriate Transit Improvement Program and grant applications for FY 2019 and FY 2020.

**BE IT FURTHER RESOLVED** that the Potomac and Rappahannock Transportation Commission authorizes the Executive Director of NVTC to submit to the Commonwealth the approved budget as part of the FY 2020 state aid grant applications.

**BE IT FURTHER RESOLVED** that the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer of VRE to coordinate with Prince William

**ITEM 6-E**

**January 3, 2019**

**PRTC Regular Meeting**

**Res. No. 19-01-\_\_\_\_**

**Page 3**

County on a submission by the County for CMAQ/RSTP funding to complete final design of the Woodbridge Station Improvements project.

**BE IT FURTHER RESOLVED** that the Potomac and Rappahannock Transportation Commission authorize the VRE's Chief Executive Officer to submit to the Commonwealth an FY2020 Rail Enhancement Fund (REF) grant application for funding to complete construction of the Crystal City Station Improvements project.

**BE IT FURTHER RESOLVED** that in accordance with the C-ROC prioritization criteria and recommended project list, the VRE Operations Board does hereby recommend the Commissions approve the commitment of \$15 million of FY 2020 C-ROC funding as the required local match for a potential REF grant for construction of the Crystal City Station Improvements project.

**BE IT FURTHER RESOLVED** that in accordance with the C-ROC prioritization criteria and recommended project list, the VRE Operations Board does hereby recommend the Commissions approve the commitment of \$15 million of FY 2019 C-ROC funding and \$15 million of FY 2021 C-ROC funding for construction of the L'Enfant Station Improvements project.

Approved this 3<sup>rd</sup> day of January 2019.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**

### Subsidy by Jurisdiction

Jurisdiction	FY 2019		FY 2020		Change FY19 to FY20	
	Subsidy	Percent	Subsidy	Percent	Net +/-	% Change
Fairfax County	\$ 5,385,794	30.3%	\$ 6,253,022	35.2%	\$ 867,228	16.1%
Prince William County	6,183,745	34.8%	6,098,311	34.3%	(85,434)	-1.4%
Stafford County	2,475,127	13.9%	2,352,820	13.2%	(122,307)	-4.9%
Spotsylvania County	1,632,635	9.2%	1,285,670	7.2%	(346,965)	-21.3%
Manassas	785,898	4.4%	694,742	3.9%	(91,156)	-11.6%
Manassas Park	511,311	2.9%	405,485	2.3%	(105,826)	-20.7%
Fredericksburg	436,568	2.5%	321,028	1.8%	(115,540)	-26.5%
Arlington	211,863	1.2%	211,863	1.2%	-	0.0%
Alexandria	144,807	0.8%	144,807	0.8%	-	0.0%
	\$ 17,767,748	100%	\$ 17,767,748	100%	\$ -	0.0%

Jurisdiction	October 2017		October 2018		Change Oct. 17 to Oct. 18	
	Riders	Percent	Riders	Percent	Net +/-	% Change
Fairfax County	2,122	22.1%	2,512	25.2%	390	18.4%
Prince William County	2,995	31.2%	3,083	30.9%	88	2.9%
Stafford County	1,517	15.8%	1,610	16.2%	93	6.1%
Spotsylvania County	1,159	12.1%	1,080	10.8%	(79)	-6.8%
Manassas	416	4.3%	385	3.9%	(31)	-7.5%
Manassas Park	264	2.8%	221	2.2%	(43)	-16.3%
Fredericksburg	359	3.7%	285	2.9%	(74)	-20.6%
Other	759	7.9%	789	7.9%	30	4.0%
	9,591	100%	9,965	100%	374	3.9%



VIRGINIA RAILWAY EXPRESS

## Proposed FY2020 Fare Increase Public Comments

In September 2018 the Operations Board directed staff to solicit public comments on the fare increase proposed as part of the FY202 budget. The public comment period began on October 30, 2018 and ended on November 23, 2018. Comments were received via e-mail and at public hearings. Ten public hearing were held throughout VRE's operating area.

Location	Date/Time	Number of Attendees
Arlington, VA (Crystal City)	October 30 mid-day	2
Burke, VA	October 30 evening	2
L'Enfant (Washington, DC)	November 1 mid-day	4
Stafford, VA	November 1 evening	1
Spotsylvania, VA	November 7 evening	1
Union Station (Washington, DC)	November 8 mid-day	3
Manassas, VA	November 8 evening	0
Alexandria, VA	November 13 mid-day	0
Woodbridge, VA	November 13 evening	0
Fredericksburg, VA	November 15 evening	0

There was general acceptance at the public hearings of the need for the proposed fare increase as riders understood the need to balance the budget through a fare increase. However, some participants stated their opposition to the fare increase due to VRE's on time performance during the summer months. Public comments received via email were predominantly in opposition to the proposed fare increase.

A summary of the comments received is shown below:

Summary of Comments	Number of Comments
Agreed or are impartial about fare	8
Opposed proposed increased fare	31
Concerned about on time performance	15
Questioned the need for increase	11
Total number of comments received	39

Note: Summary of Comments here do not equate to the total number of people who attended the hearings and/or submitted e-mails. Not all citizens who attended hearings made comments and some who made comments by e-mail touched upon more than one topic.

Attached are all of the comments received.

Email, Public Hearing or Social	Opposed to Fare Increase	In Favor of Fare Increase	Neutral	Opposed due to OTP and continuous service disruptions	Opposed because it should match or be lower than COLA	Opposed because service and train features have not improved	Opposed because fare never decrease and riders input not taken into consideration	Comments
Email	X			X				You should be required to show that you can provide the services being paid for before obtaining additional funds from your riders.
								I rather see a push for larger ridership than increase the fee – you are reaching a CAP on what people can afford – option B is the less reliable but cheaper PRTC bus.
Email	X					X		If you do increase the rate – I want better access to Broad Run parking lot TWO one lane entrance is NOT adequate.
Email	X					X		I therefore ask that you, as a minimum, reduce the 2019 passenger fare increase to a level lower than 1.9%.
Email	X			X				If you were on time on a consistent basis then a fare increase would be easier to stomach.
								Understandably, no one wants to pay more for their commuter costs, but in this case I feel like the 3% is high given the problems with service on the Fredericksburg line that will not improve despite the fare increase. More and more frequently our commute has been directly impacted by Amtrak and CSX problems with equipment failures.
Email	X			X				The VRE on time performance has suffered recently to a degree that I believe undermines any case to increase fares.
Email	X							VRE should set a goal to increase on time performance. If VRE increases on-time performance between 80-90% (on average), then a three percent fare increase is justified.
Email	X			X				These last few weeks have been more delays and cancellations that have made me disruptively late to work and home (day care pick up and family) more often than I'm happy with. While I understand that it's not always your (VRE's) fault, but I find it hard to willingly accept a rate hike when my life has been negatively impacted repeatedly.
								I wish VRE did not have to raise fares. Metro is not. Though the rules require you to consider every 2 years, it doesn't mean you have to raise fares. MARC does not raise fares every 2 years. Fares all already expensive. The last time your raise fares, you said you needed money for PTC and now this year you are saying that again you need money for PTC implementation. So, what happened with that money 2 years ago? We shouldn't have to pay more for poor service that we've had this summer. That said, it's too bad VRE cannot fine CSX every time they cause a delay to VRE trains. Lately, their trains have broken down too many times blocking the railroad causing major delays. VRE should increase service, not increase fares.
Email	X			X				I'm not sure what comments you expect, I don't know anyone that wants to pay more for the same service. The 3% proposed fare increase would end up taking about \$15 a month out of my pocket. That's not enough to drive me away from the VRE to some other commuting option, but I'd rather not have a fare increase.
						X		
								I am so disappointed that VRE is yet again proposing a fare increase. This will be the 2nd or 3rd increase since I began riding the train in 2014. Yet, I do not see anything additional as a rider that I have that I did not have when I began riding in 2014. I still cannot lay my seat back (after a long 10-hour work day, it would be good to be able to take a 2-hour commute with seats that recline). The current seats are not at all comfortable for 2-hour journeys. If I'm too busy during the work day to remember to charge my phone up, I run the risk of not having any service all the way home, which can have a negative impact in the case of emergencies. This is not a problem I would have driving my own vehicle; and there is still no WiFi. We are in 2018 and Dominoes has hot spots in random areas, and yet the VRE still cannot supply WiFi. These three things are very important to me during a 2-hour commute:
								<ul style="list-style-type: none"> <li>• Comfortability (reclining seats)</li> <li>• Electrical outlets</li> <li>• WiFi</li> </ul>
Email	X					X		If we had either of these things, I would not have a problem with yet another fare increase, but since we don't, I do take issue with such.

Email, Public Hearing or Social	Opposed to Fare Increase	In Favor of Fare Increase	Neutral	Opposed due to OTP and continuous service disruptions	Opposed because it should match or be lower than COLA	Opposed because service and train features have not improved	Opposed because fare never decrease and riders input not taken into consideration	Comments
Email	X						x	<p>Last February, I wrote to you that I thought your proposed fare increases were not good for either riders or VRE. The fare increases went through anyway, and since then service has been slower and late times have increased. I realize that much of this is outside your control, but raising fares again is still not a step in the right direction. Basic economics will tell you that as costs go up, demand usually decreases -- and trains are not at full capacity, by any means. I would propose that you look at other ways to increase revenue while still providing the best value to your riders. Here are some alternatives:</p> <ol style="list-style-type: none"> <li>1. Check tickets shortly after leaving L'Enfant station in the evening, and after Alexandria in the morning. This will tell you quickly who is trying to ride between a couple stations for free. A lot of people get on and off around Alexandria, which is where conductors usually start checking tickets. I've worked with several people over the last couple months who have boasted about rarely purchasing tickets because they are never checked until they are off the train.</li> <li>2. Check tickets consistently. Many times, VRE staff are not checking tickets on the entire trip - at all.</li> <li>3. Stop providing full refunds for delayed trains. We all know that late trains are outside of VRE's control most of the time. While giving free rides seems like a nice perk, it ultimately decreases VRE's overall revenue. If I had to choose between paying for a late train every once in a while, and paying more for each and every ride, I'd definitely choose the former.</li> <li>4. Give discounts for using digital tickets. This provides a cost incentive in the right direction. As more people use electronic tickets, VRE's overall costs associated with tickets should decrease.</li> </ol> <p>Since last year's fare increase, I personally have stopped traveling into the city as often, and have started driving my car more when I need to be on time for an important meeting. I've talked to several people who currently ride from Zones 8 and 9 (the most expensive tickets!), who are looking for alternatives such as teleworking more, or even driving more, in order to cut their commute costs. It would be unfortunate to see ridership decrease because of this decision.</p>
Email	X			X				<p>I'm pretty certain that the specific "Increase in fares" that VRE Management is planning for mid-2019 will realistically not fix the priority issue of declining reliability challenges that VRE Riders face (+ already pay to be affected negatively by on a daily/weekly basis). A fare increase proposed at this YTD cycle of never-ending VRE rail service disruptions, schedule delays, excuses (some legit, some not), are at a minimum poor timing to say the least, and will certainly not be well-received by the ridership (or potential riders).</p> <p>I'm a former regular rider in the PM (last train) to the Fredericksburg Station, but I continue to avoid riding AM rush hour trains due to the unacceptably frequent service disruptions and schedule delays for the Northbound VRE Trains on a weekly basis. The unresolved issue with a ridiculous level of inconsistency during morning rush hour service is such a 'transit alert' habit that now it has become the subject of rumored rail system 'internal sabotage' mystery/speculation among some of my long-distance commuting network. What else could explain the way-too-common 'service delay' notices that are regrettably communicated on a regular basis (with whatever lame or valid excuse of the day...)? It's getting to the point that only Gov't employees who are in a somewhat 'protected' employment status can afford to ride VRE Fredericksburg line regularly without a constant threat of firing due to unreliable arrival times that a large number of private sector workers face for constantly arriving to work late because of VRE train servicing/schedule issues (or delay excuse #256...). This unfortunate trend almost rivals the never-ending WMATA Metro Rail system drama we all know so well + dread. And that's hard record of inconvenience to surpass, but VRE is getting very close to that low bar.</p> <p>Please reconsider your request for fare increases at this time until VRE can find a way to provide a noticeable and sustainable pattern of ON-TIME dependable AM Train Service on the Fredericksburg Line for 3 months (or 6 months, or a year), and only at that point it would be more appropriate to ask in good will for rider fare increases to continue the transit service improvements + momentum.</p> <p>Sincerely wishing VRE good luck towards that mutually beneficial operational service goal!</p>
Email	X						X	<p>Every few years VRE proposes fare increases, holds hearings and implements the proposed increases. Have proposed increases ever been withdrawn or decreased? It seems like a formality to collect comments, input and then barrel ahead like a...well, runaway train. In the past seven years I have been a regular customer of VRE, I have not seen a proposed fare increase that was presented along with budget tightening or cuts to minimize the impact on riders. I ask at every opportunity, "What is VRE doing to reduce costs and minimize or avoid fare increases?" Anything?</p>

Email, Public Hearing or Social	Opposed to Fare Increase	In Favor of Fare Increase	Neutral	Opposed due to OTP and continuous service disruptions	Opposed because it should match or be lower than COLA	Opposed because service and train features have not improved	Opposed because fare never decrease and riders input not taken into consideration	Comments
Hearing			X					I get it and I understand what you're trying to do and why you are doing it but I don't want the fixing the discount because it's already expensive and when you have a variety of payments when I'm buying a monthly ticket only because it ends up being cheaper but I'm not using it but my per ride cost is still high so that is my concern. I can see the 3% going in with the current pricing but I feel that, I don't even know what the issue with the discount is so I don't know how much that is going to raise the fare now and then 3% on top of that it may not be manageable. And although I get some sort of subsidy where the cost of my commute is taken out of my paycheck before taxes, it's capped at \$260 a month. If it goes over that now then there is going to be a chunk that would have to come from me and it's going to get higher and then since the last train is at 8:15am then what if I miss it? If my daughter is sick, if I'm dropping her off at school, if I hit traffic with the busses. The other day I was running down the ramp and the train was there and it took off and I had to get back in my car and drive to Vienna to get on Metro and pay on top of what I already pay of my monthly, pay the cost of parking and a RT Metro ticket to get to work. So, again I understand, but I would just concern about how much that increase is going to be and to your point when is the next increase if on average you're doing it every other year, then to me it's going to go up even more and another after next year. So my question is, if you're going to raise and fix the discounts, is it possible to put a cap on a time frame like we won't raise it for another 3 years as an example just to kind of help people to easy into this raise and not have the stress of the change. Put that into consideration.
Hearing		X						With the information that you told me I would agree with a 3% fare increase based on the budget issues, learning about the contractors because I do agree every year that contractors pricing do increase and what not. I would only have some concern with if we're going to keep increasing these fares, we have to deal with these issues I already talked about before with the operations people is we have to fix the issues with timeliness, conductor conduct, we have to get that wrapped up and knocked down back to where it needs to be but as a matter I actually would agree that we do need a 3% increase if we're about \$2mil under current budget I can see that. That makes sense from a budget perspective.
Email	X							It's unfortunate that the VRE is proposing a fare increase at exactly the same time that Metro is completely shutting down the blue line from Springfield to Rosslyn for an extended period of time. Knowing that the trains will be more crowded during this period of time, it seems like it would be a better idea to postpone the increase for 6 months.
Hearing	X			X				My only concern is lately the on time service is in the tank. For requesting an increase but decrease in the reliability it seems odd. I would hope that once you improve the reliability or what has occurred in the last few months to decrease the reliability at that point then you would seek an increase. Paying for something we're not getting, paying more for something that is less reliable doesn't make sense to me.
Hearing		X						I was a rider really five years ago. Five to six years ago for a period of time, worked else where so the difference in on time is rather amazing. I used to have stacks of free tickets and the difference is quite noticeable. So that's my only observation.
Email	X					X		Weren't the fares just increased last year? Is this going to be an annual increase? The Step Up alone went up almost 2 dollars. What is the reason for all of the increases? What benefits are riders receiving for the new fare increases?
Hearing		X						I don't know if that is the Board would consider, your monthly riders maybe give them a break because they are the regulars and waive the fare increase on the more intermittent riders. Kind of a customer loyalty consideration that might be of interest. I don't think that 3% is doesn't seem excessive to everything else. I think everyone gets the fact that stuff usually gets more expensive.
Email			X					To go along with the fare increase, I strongly recommend VRE develop a plan to add an additional morning train (~8:10AM from Broad Run) and an additional afternoon train (3:00PM from Union Station) on the Manassas Line. The Manassas Line currently only has 12 peak period revenue trains, while the Fredericksburg Line has 15 peak period trains. These numbers should be equal. This additional service should be funded for the next four years by the I-66 commuter choice program from the I-66 inside the beltway toll revenue. Approximately \$75 Million will be available during the next six years under this program. I-66 traffic congestion is getting worse every day as construction ramps up. Burke Centre has over 800+ available parking spaces to support additional ridership and new developments are coming online next to the Manassas and Manassas Park VRE trains. With the upcoming WMATA closure on the Blue and Yellow lines next summer, all the additional transit service is necessary.
Email	X							To Whom it May Concern:  I am against the fare increase. Please vote no.

Email, Public Hearing or Social	Opposed to Fare Increase	In Favor of Fare Increase	Neutral	Opposed due to OTP and continuous service disruptions	Opposed because it should match or be lower than COLA	Opposed because service and train features have not improved	Opposed because fare never decrease and riders input not taken into consideration	Comments
Email			X					I will not pretend to understand the VRE budget. Even a substantial increase will likely not change my use of the VRE due to the distance I travel and the amount of work I get done on the train. However, it does seem very unfair that nearly on a weekly basis I overhear and see at least one person being questioned by the conductors because they don't have a ticket and they are allowed to stay on the train with a warning. At least make them get off at the next stop and buy a ticket for the rest of the way or make them catch the next train after buying a ticket. These don't seem to be the everyday riders but they board comfortably enough to notice that they probably have rode the train before and know how it works. Many of them also seem to be leveraging the use of the App as an excuse. Fining people around the holidays likely won't win hearts and minds but making sure people are being honest by making them get off the train and purchase a ticket or make them purchase it on the app is warranted.
Email	X			X				Instead of worrying about taking more of our money you should be worrying about getting your customers home on time. The 303 train has been late 90% of the time since it started running, making the 305 late just as often. The 303 is late every single Friday night and yet you do nothing about it. We are sick of hearing about CSX and AMTRAK having priority. There is nothing in any of your literature or website that says we have the lowest priority on the tracks. The way you treat your customers is a disgrace and you should be ashamed of the way you let CSX constantly make us late and do nothing about it.
Email	X					X		I have been riding VRE out of various South Stafford stations since 2003. It always disappoints me to think about how riders out of Leeland etc. keep getting less and less service with higher prices. I watched my commuting day get longer and prices go up with the additions of the Rippon and similar stations. They are much nicer facilities while Leeland remains little more than a vast patch of asphalt and gravel, flood damage/debris and stagnant puddles of water. Rippon gets mosquito control while we get bitten. Now I expect my commute will get even worse with the addition of the new station. And my price keeps going up. Those new HoV lanes are looking more attractive. Why not put the fare increase on those using the newer stations up north and give the longer range riders a break?
Email	X			X				This morning is a good example as to why there should be no additional increases for the VRE in the near future. CSX should absorb all additional costs since their regular trains have priority. The VRE trains are running 30 minutes late, which already cost riders both time and money.
Email	X			X				This is in response to your request for comments on the proposed fare increase for the VRE.  I fail to comprehend how VRE can propose a rate increase when timeliness has decreased so dramatically in the past several months. As a Federal Government employee, I am now routinely late for work due to the delays on the Fredericksburg line. As we arrived at L'Enfant Plaza Station 26 minutes late this morning, a conductor happily exclaimed to a passenger, "it's a good day--I don't have to pass out FREs," while I had to submit a leave slip for yet another 30-minute late arrival caused by this morning's train delay. As a responsible employee, I am embarrassed to be late on what is becoming an almost daily basis, and am resentful at the thought of having to change my work schedule to accommodate less than reliable transportation. I also don't care to hear the "whys"--VRE shares the rails with CSX, freight train schedules, broken equipment, switching problems--sometimes, the conductors announce one or all of these issues to explain VRE's chronic lateness.  Unfortunately, we are all too familiar with less than stellar performance in this town. VRE's proposal to charge higher fares for poor quality service is akin to the performance of our Members of Congress, who continue to receive pay for accomplishing next to nothing for the taxpayers.  While my agency fully subsidizes my transportation costs, I am highly offended that VRE chooses to take advantage of this perk. My only consolation is that I will only endure this for one more year before I retire. That being said, other riders may choose to invest their subsidies in van pools, the metro, or even decide to eat the cost of driving in daily, rather than endure the stress caused by undependable service. And, if the subsidies are discontinued, VRE will no doubt feel the loss, as passengers who have to pay out-of-pocket may decide to invest in more consistently reliable service.  If VRE really wants its customers' opinion on the proposed fare increase, as suggested by the almost daily emails I receive regarding the public hearings, you would be better served to hold a "Meet the Management Day" on the platform on a cold winter morning as we wait out yet another train delay--for that opportunity I would happily submit a leave slip!
Email	X			X				11/14 Twenty minutes late and you want a fare increase? How about "no"? Wx in the 30s and freight trains kicking up a breeze makes for a long wait .Then gettin on a packed train.
Email	X					X		I'm against a fare increase. The gov't subsidy isn't increasing and service has been consistently late lately. If there was train service between the times of 301 and 303 or a train earlier than 300, I could maybe get behind it. It's a sad day when it is cheaper to use the HOV on 95 than the VRE.

Email, Public Hearing or Social	Opposed to Fare Increase	In Favor of Fare Increase	Neutral	Opposed due to OTP and continuous service disruptions	Opposed because it should match or be lower than COLA	Opposed because service and train features have not improved	Opposed because fare never decrease and riders input not taken into consideration	Comments
Email	X					x		<p>I have been a rider on VRE since I moved to Manassas in 2015. Generally the service has been good and reliable and overall I like riding the VRE.</p> <p>However, you recently (year or two ago?) raised the price of riding, and are much higher than riding the entire metro line during peak hours. Therefore I would ask what benefit am I receiving by increasing the fare yet again? You specifically mention no more trains will be added, yet I have to stand every day on the train because it is full by the time it arrives in Alexandria for my return trip to Manassas.</p> <p>My frustrations come from the perception that you are just wanting more profits while I continue to stand on the train for my hour or longer commute home. Pretty soon it will be both faster and cheaper to take a different model of transportation. I urge you to reconsider this fare increase without providing more trains or a faster commute time for your riders.</p>
Email	X			X				I would like to think that by the time you increase fares I will no longer be riding. I only experience continued unreliability and would never recommend your services if people were given a choice.
Email	X							I respectfully disagree with the proposed fare increase
Email	x			x				<p>I have reviewed the presentation and proposed fare chart. I am a monthly rider of the VRE and I must say that the service that has been provided over the last couple of months is terrible, and now the organization is proposing to increase the fare for what purpose exactly? This information is not outlined in the presentation.</p> <p>I contacted gotrains@vire.org at the end of September for an explanation as to why the trains were increasingly not arriving/departing on time and received the following response, "CSX has been replacing railroad ties recently. After a tie replacement speed restrictions are put into effect until proper tonnage is run over the area to help stabilize the tracks. Once enough trains operate over the area, the speed restrictions are lifted. The other issue which isn't going away is track congestion. CSX has been operating more and more freight on their railroad and it has had an effect on our service."</p> <p>I asked if the organization is going to take action to mitigate this ongoing issue since track congestion isn't going away and the arrival/departure times is not accurate to the schedule listed on the VRE website. I received a response stating there were no plans to adjust the arrival/departure times.</p> <p>I plan my schedule around what your organization conveys to the public when it comes to having expectation of scheduled times of arrival and departures. Being that the VRE is a large operation, I understand that there are variables that cannot be controlled, although when these circumstances continue to occur, I believe this is an issue that needs to be resolved in some fashion.</p> <p>I do not agree with the proposed fare increase when the service advertised is not provided. I have been contemplating on driving into DC due to this ongoing issue (I cannot continue to be late for work due to your services), and increasing the organizations fare would certainly be the x factor in my decision.</p> <p>On a good note, I have enjoyed riding on the VRE with confidence that I would be safe. I hope my feedback will be useful.</p>
Email	X							<p>Please do not raise the rates. The majority of riders are federal employees and all you are doing is putting additional burden on tax payers.</p> <p>Perhaps more advertising on trains, offering more food or offering less free rides certificates for monthly riders could help with costs.</p> <p>Remi Simon</p>
Email	X							<p>No to the fare increase!</p> <p>There are limited VRE trains running and no trains on weekends. Most of the time afternoon trains are packed and riders are standing on the train.</p> <p>As far as I know Federal government employees gets VRE commute covered as a part of their benefit package. Fare increase will directly hit Fed budget. Why don't you ask Fed to provide you funds instead of asking other riders who has to pay it out of pocket?</p>

Email, Public Hearing or Social	Opposed to Fare Increase	In Favor of Fare Increase	Neutral	Opposed due to OTP and continuous service disruptions	Opposed because it should match or be lower than COLA	Opposed because service and train features have not improved	Opposed because fare never decrease and riders input not taken into consideration	Comments
Email	X					X		<p>I respectfully disagree with the proposed fare increase.</p> <p>Fares increase on a regular basis and the level of service stays the same or decreases. Trains are consistently running at reduced speeds, are crowded, and mechanical issues appear to be on the increase now that the fleet is starting to age. While the story of the host railroads are to blame for construction and other issues which are out of your control may be the ongoing defense you provide it should not be accepted. Negotiate with the railroads and have incentives in place to ensure consistent levels of service is provided. Another issue is that the capital improvement projects are always being touted as relief to congestion, however they are constantly being delayed. For example the Alexandria station project seems to be on a perpetual hold, some tests are done, studies performed and yet nothing is being built. Another thing I noticed recently is Woodbridge has this palace of a 2nd platform yet it is rarely ever used and now its being covered up with scaffolding for what? No mention of repairs appear to be listed. Also please do something with the wireless connectivity along the railroad. VRE is a semi government entity, you should use that to work with the area government representatives and the telecom industry to get something done with dead zones as well as bandwidth issues. For example I have a strong signal waiting for the train at Rippon and then once on towards Woodbridge I can't use my Verizon phone until Woodbridge. Also other spots are now becoming dead zones, this was not the case 5 and 10 years ago. I'm not looking for wifi to be provided for free just some effort spent on increasing the infrastructure along the railroad which would benefit all wireless users who use the railroad and live in the vicinity.</p>
Hearing		X						<p>So, the fare increase doesn't seem to be that much so that's fine. But there is one thing I want to say, I can't say for the other riders, but I've been very very dissatisfied with the service that has been provided recently. I've been riding the VRE for a couple of years now and this specifically year there seems to be way more delays, way more times when I was getting to work late, getting home late because the train was late and then also just the lack of, or the fact that the delays were happening there could've been better notice. You know so we can make better plans. I've been disappointed sometimes when at my station the monitor that show where the train is or the GPS tracking, I don't know if that's part of operating costs, but I feel that should always be consistently be working. Specially for those of us who plan our schedules around when the train is coming and when it's going to drop us off. So, I just felt like this year there were way more delays. I don't know if there is a reason for that, I kinda changed my daily schedule so that I don't have to ride the VRE as much which frustrating because I already pay for a monthly ticket so that I can ride the train. And then also, I guess I would be interested to hear, I know you explained it very well that VRE shares the track with the Amtrak trains and I'm sure that the track sharing is one the reasons for the delays. It just seems like there is so much that if there is any consideration if VRE should have a separate track, like its own track that it runs on. I don't know, I would just be interested. I don't know if that's a capital improvement or operations but that's just something I was wondering if that's something you guys considered at all. I don't know. Seems like that would make it more efficient, having your own track, but that's just me.</p>
Hearing		X						<p>Curtis Reed I wasn't planning on speaking today but I do have a question related to the issue of the discounted fare that was done in error...so my question is why wasn't that fixed immediately after it was discovered during the last fare increase? That's all I have to say.</p>



VIRGINIA RAILWAY EXPRESS

**MEMORANDUM****DATE:** December 5, 2018**TO:** FILE**FROM:** JOSEPH M. SWARTZ, Chief of Staff

**RE:** PROPOSED FY2020 MODIFICATION OF VRE'S TARIFF (FARE INCREASE) TITLE VI ANALYSIS

As part of the budget process, the VRE Operations Board will be asked to recommend the Commissions increase all fares by approximately three percent beginning July 1, 2019, to coincide with the start of the FY2020 budget year.

As required by VRE's Major Service Change and Fare/Service Equity Policy, staff reviewed demographic data to determine if this fare increase would have disparate impact based on race, color, or national origin; or disproportionate burden on low-income populations.

The fare increase would apply to all passengers at all stations using all ticket types. Staff reviewed the demographic results of the 2018 customer survey and found that no protected groups were targeted as shown below. Most passengers affected by this proposed change are from non-protected groups.

Non-protected groups:

2018 Demographics Measure	Percentage of VRE Riders
Male	60.9%
Under 65	93%
Household income \$75,000 or more per year	91.7%
Caucasian	64.9%

Protected groups:

2018 Demographics Measure	Percentage of VRE Riders
Minorities	35.2%
Low income (under \$25,000)	0.4%
Moderate income (\$25,000 to 49,000)	2.1%

**DETERMINATION:**

Based on this information, VRE staff concluded this fare increase will not have a disparate impact based on race, color or national origin; nor will it have a disproportionate burden on low-income populations.

## Six-Year CIP Investment By Program Area (in thousands)

Program Name	Project Name	Project ID	Life-To-Date	FY 2019 Amended	FY 2020 Recommended	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Asset Management/State of Good Repair	Automatic Parking Counters	AM-1	140	610							750
	Automatic Passenger Counters	AM-2	25	2,085	790						2,900
	EMV Compliance - Fare Collection System	AM-3	300	1,418							1,718
	Enhancement Grant - Security	AM-4	626	105	105	105	105	105	105	105	1,361
	Equipment Asset Management Program	AM-5	3,298	4,132	4,749	6,615	5,840	3,290	1,133		29,057
	Facilities Asset Management Program	AM-6	3,089	5,630	3,335	1,150	1,000	1,030	1,280		16,514
	Positive Train Control	AM-7	10,231	3,961							14,192
	Realtime Multimodal Traveler Information	AM-9		3,481							3,481
	Security Cameras	AM-8	559	1,000	19	150	150		250	250	2,379
<b>Asset Management/State of Good Repair Total</b>			<b>18,267</b>	<b>22,423</b>	<b>8,998</b>	<b>8,020</b>	<b>7,095</b>	<b>4,425</b>	<b>2,768</b>	<b>355</b>	<b>72,352</b>
Information Technology	ERP Implementation	IT-2		2,550	200						2,750
	Mobile Ticketing Phase II	IT-4		179							179
	TRIP /VMS Upgrade	IT-3		1,000							1,000
<b>Information Technology Total</b>				<b>3,729</b>	<b>200</b>						<b>3,929</b>
Passenger Station Facilities	Alexandria Station Improvements	ST-1	2,183	1,383	9,344	7,690	5,923	5,752			32,275
	Backlick Road Station Improvements	ST-4				275	1,725	500			2,500
	Brooke Station Improvements	ST-5	256	191	1,543	7,677	6,862	6,862			23,391
	Crystal City Station Improvements	ST-8	365	1,045	2,000	2,000	14,844	14,843	14,843		49,940
	Franconia-Springfield Station Improvements	ST-9	327	1,233	5,720	5,720					13,000
	Leeland Road Station Improvements	ST-10	225	223	1,162	4,549	4,549	4,549			15,257
	L'Enfant Station Improvements	ST-11	50	1,957	1,220	3,000	15,144	24,640	24,640		70,650
	Lorton Station Second Platform	ST-13	389	1,110	7,325	7,325					16,150
	Manassas Station Improvements	ST-21			521	4,427	4,177				9,125
	Quantico Station Improvements	ST-14		7,173	10,327		873				18,373
	Rippon Station Improvements	ST-15	272	197	1,094	7,536	7,536				16,635
	Rolling Road Station Improvements	ST-17	362	1,638							2,000
	Washington Union Station Improvements	ST-18	5,000	5,000	5,000	10,000	10,000	10,000	10,000	10,000	65,000
	Woodbridge Station Improvements	ST-19					1,000	1,300	600	16,420	19,320
<b>Passenger Station Facilities Total</b>			<b>9,429</b>	<b>21,149</b>	<b>45,256</b>	<b>60,200</b>	<b>72,634</b>	<b>68,446</b>	<b>50,083</b>	<b>26,420</b>	<b>353,616</b>
Rolling Stock Equipment	Fleet Expansion Coaches - Manassas	RS-3			28,120						28,120
	Fleet Expansion Coaches - Fredericksburg	RS-5						34,294			34,294
<b>Rolling Stock Equipment Total</b>					<b>28,120</b>			<b>34,294</b>			<b>62,414</b>
Station Parking	Leeland Road Parking Improvements	PK-3					512	2,612	2,395		5,519
	Manassas Park Parking Improvements	PK-4	610	1,890	5,871	11,742	5,871				25,983
	Quantico Station Parking Improvements	PK-5				1,705					1,705
<b>Station Parking Total</b>			<b>610</b>	<b>1,890</b>	<b>5,871</b>	<b>13,446</b>	<b>6,383</b>	<b>2,612</b>	<b>2,395</b>		<b>33,207</b>
Track and Signal Infrastructure	Alexandria Station Track 1 Access (Slaters Lane)	TS-1	91	1,100	5,809						7,000
	South Manassas Third Track and Signal	TS-11		970	1,000	22,480	22,480	11,240			58,170
<b>Track and Signal Infrastructure Total</b>			<b>91</b>	<b>2,070</b>	<b>6,809</b>	<b>22,480</b>	<b>22,480</b>	<b>11,240</b>			<b>65,170</b>
Train Maintenance and Storage Facilities	Broad Run Expansion (BRX)	OT-2	4,227	3,485	9,911	24,545	24,545	12,347			79,060
	Crossroads MSF - Land Acquisition	MS-2	285	2,665							2,950
	Crossroads MSF - Storage Expansion, Short-term	MS-3					1,091	7,275			8,366
	L'Enfant Train Storage Track - South	MS-5	1,659	2,306							3,965
	Life-Cycle Overhaul and Upgrade Facility	MS-6	2,126	4,731	18,294	13,033					38,184
	New York Avenue Midday Storage Facility	MS-7	4,829	7,059	23,130	27,609	27,040				89,667
	<b>Facilities Total</b>		<b>13,127</b>	<b>20,245</b>	<b>51,335</b>	<b>65,186</b>	<b>52,676</b>	<b>19,622</b>			<b>222,191</b>
Misc. (Multiple Categories)	Forklifts purchase	OT-4		264	5	5	5	5	5		290
	Office Renovation - Suite 201	OT-3		285							285
<b>Misc. (Multiple Categories) Total</b>				<b>549</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>		<b>575</b>
<b>CIP Six-Year Total</b>			<b>41,524</b>	<b>72,055</b>	<b>146,594</b>	<b>169,337</b>	<b>161,273</b>	<b>140,645</b>	<b>55,251</b>	<b>26,775</b>	<b>813,454</b>

**Capital Improvement Program (CIP) by Funding Source (in millions of \$)**

Federal/Non-Federal	Funding Type	Life-To-Date	FY 2019 Amended	FY 2020 Recommended	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Federal Formula Grants	Federal Formula Grants	97.2	23.3	17.9	17.6	20.3	20.4	16.9	6.3	219.9
	State Match to Federal Grants	29.0	11.1	8.3	8.3	6.2	6.2	5.5	3.4	78.2
	VRE Local Match	5.8	1.4	1.1	1.1	1.1	1.1	0.9	0.4	13.0
<b>Federal Formula Grants Total</b>		<b>132.0</b>	<b>35.8</b>	<b>27.3</b>	<b>27.0</b>	<b>27.7</b>	<b>27.8</b>	<b>23.4</b>	<b>10.1</b>	<b>311.0</b>
Non-Federal	Federal CMAQ/STP/RSTP	25.4	4.4	2.2	3.5	2.6	1.6			39.8
	I-66 OTB Concession	128.5								128.5
	IPROC	13.6								13.6
	NVTA	43.6		4.0						47.6
	State - REF	18.8	4.9							23.7
	State - Smart Scale	8.8	3.4	2.1	4.0	46.9	27.5			92.6
	VDOT - LAP	8.7								8.7
	VRE - State REF Local Match	0.3								0.3
	C-ROC		15.0		15.0					30.0
	VRE Capital Reserve/Other	3.3	4.3	0.2						7.8
<b>Non-Federal Total</b>		<b>251.0</b>	<b>32.0</b>	<b>8.5</b>	<b>22.5</b>	<b>49.6</b>	<b>29.2</b>			<b>392.7</b>
<b>Grand Total</b>		<b>383.0</b>	<b>67.7</b>	<b>35.8</b>	<b>49.5</b>	<b>77.2</b>	<b>56.9</b>	<b>23.4</b>	<b>10.1</b>	<b>703.7</b>

**ITEM 7**  
**January 3, 2019**  
**PRTC Regular Meeting**

**Public Comment Time**  
**(3 minute time limit per person)**

**ITEM 8**  
**January 3, 2019**  
**PRTC Regular Meeting**

**Consent Agenda**

- A. RES     Acceptance of the Jurisdictional Financial Reports for the Periods Ended October 31, 2018 – will be provided as a handout at the meeting**
- B. RES     Authorization to Execute Amendment to the SmartTrip Operating and Funding Agreement**

**ITEM 8-B**  
**January 3, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_\_**

**MOTION:**

**SECOND:**

**RE:           AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AMENDMENT TO THE  
              SMARTRIP OPERATING AND FUNDING AGREEMENT**

**ACTION:**

**WHEREAS**, the Potomac and Rappahannock Transportation Commission ("PRTC" or the "Commission") has been a participant in the SmarTrip regional fare collection program since 2004; and

**WHEREAS**, the SmarTrip program is governed by an Operation and Funding Agreement revised in 2012 and amended in June 2018; and

**WHEREAS**, PRTC recognizes the value of remaining in the regional fare collection program; and

**WHEREAS**, the proposed amendment does not have a significant impact on PRTC's position in the regional fare collection program or budget; and

**WHEREAS**, legal counsel has reviewed the proposed amendment and found it sufficient as to legal form.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to execute the proposed amendment to the SmarTrip Operations and Funding Agreement.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**


**Alternate Present Not Voting:**


**Absent from Meeting:**



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Chuck Steigerwald  
Director of Strategic Planning 

THROUGH: Robert A. Schneider, PhD  
Executive Director 

SUBJECT: Authorization to Execute Amendment to the SmarTrip Operating and Funding Agreement

---

Recommendation:

Authorize the Executive Director to execute the proposed amendment to the SmarTrip Operating and funding agreement.

Background:

PRTC's participation in the regional SmarTrip fare collection system has been governed by an Operations and Funding Agreement (OFA) executed in January of 2004 and revised in January of 2012. At its June 7, 2018 meeting the Commission authorized the Executive Director to Execute an amendment to the OFA. It was necessary to amend the existing agreement at that time to memorialize the termination of the Maryland Transit Administration (MTA) as a participant in the SmarTrip program and the addition of the District of Columbia Department of Transportation as a participant in the agreement. The date for termination on the part of MTA was set at December 31, 2018.

Since that time MTA has determined that on-going discussions with the fare payment platform vendor and related technical issues will prevent them from terminating their participation in the SmarTrip OFA in the originally envisioned timeframe. This second amendment to the SmarTrip Operating and Funding Agreement extends MTA's commitment as a regional partner in the agreement until June 30, 2023.

Fiscal Impact:

Madam Chair Anderson and Commissioners  
January 3, 2019  
Page Two

No fiscal impact.

SECOND AMENDMENT TO THE AMENDED SmarTrip® OPERATIONS FUNDING AGREEMENT

AMONG

ALEXANDRIA TRANSIT COMPANY

AND

ARLINGTON COUNTY, VIRGINIA

AND

CITY OF FAIRFAX, VIRGINIA

AND

DISTRICT OF COLUMBIA

AND

FAIRFAX COUNTY, VIRGINIA

AND

LOUDOUN COUNTY, VIRGINIA

AND

MONTGOMERY COUNTY, MARYLAND

AND

MARYLAND TRANSIT ADMINISTRATION

AND

POTOMAC & RAPPAHANNOCK TRANSPORTATION COMMISSION

AND

PRINCE GEORGE'S COUNTY, MARYLAND

AND

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY

FOR

THE OPERATION OF THE REGIONAL SMARTRIP® SYSTEM

AND THE ELIMINATION OF THE TERMINATION DATE

FOR

MARYLAND TRANSIT ADMINISTRATION

FROM

THE OPERATION OF THE REGIONAL SMARTRIP® SYSTEM

This SECOND AMENDMENT TO THE AMENDED SMARTRIP® OPERATIONS FUNDING AGREEMENT FOR THE OPERATION OF THE REGIONAL SMARTRIP® SYSTEM ("Second Amendment") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2018 by and among Alexandria Transit Company; Arlington County, Virginia; City of Fairfax, Virginia; the District of Columbia, acting by and through the District of Columbia Department of Transportation (interchangeably the "District", the "District of Columbia" or "DDOT"); Fairfax County, Virginia; Loudoun County, Virginia; Maryland Transit Administration; Montgomery County, Maryland; Potomac & Rappahannock Transportation Commission; Prince George's County, Maryland (collectively "the Participating Jurisdictions"); and the Washington Metropolitan Area Transit Authority ("WMATA") (collectively with the Participating Jurisdictions, the "Parties") to amend the SMARTRIP® OPERATIONS FUNDING AGREEMENT dated January 30, 2012 to provide for the funding of the Regional SmarTrip® System.

RECITALS:

**WHEREAS**, the Parties (with the exception of the District of Columbia) entered into the SmarTrip® Operations Funding Agreement, dated January 30, 2012, to provide for cost sharing of the funding for a seamless regional SmarTrip® card system (the "SmarTrip® Agreement"); and

**WHEREAS**, on June \_\_\_\_, 2018, the SmarTrip Agreement was amended to add the District of Columbia as a Participating Jurisdiction and to terminate Maryland Transit Administration effective December 31, 2018 as a Participating Jurisdiction in the Regional SmarTrip® System as those terms are defined in the SmarTrip® Agreement ("Amended SmarTrip Agreement"); and

**WHEREAS**, the Maryland Transit Administration now wishes to continue participation of the Charm® card in the SmarTrip® Regional System and desires to eliminate its termination provisions from the Amended SmarTrip Agreement; and

**WHEREAS**, the Parties desire to amend the Amended SmarTrip® Agreement to memorialize their agreement with respect to the second amendment of the SmarTrip® Operations Funding Agreement.

**NOW THEREFORE**, based upon the foregoing understandings and in consideration of the covenants contained herein, the Parties hereby amend the Amended SmarTrip® Agreement as follows:

1. Recitals. The recitals set forth above are reaffirmed and incorporated herein by reference.
2. Term. A new Article 5 shall be added to the Amendment, as follows:

- (A) For all parties except the District, the term of this Second Amendment shall begin on January 1, 2019 and expire on June 30, 2023 and shall automatically be renewed for successive additional five (5) year periods unless a majority of Participating Jurisdictions give written notice that they do not wish to renew their participation by or before February 1 of the year of expiration of the Amendment. If the Amendment is not renewed, there shall be an unwinding period of one hundred fifty (150) days to facilitate the orderly termination of the Regional SmarTrip® System for all Participating Jurisdictions.
- (B) As to the District, the term of this Second Amendment shall begin on January 1, 2019 and shall expire on September 30, 2019. The District may extend its participation annually by exercising a maximum of thirty (30) one-year option periods. DDOT shall provide WMATA with written notice of its intent to exercise an option period on or before February 1 of the year of expiration of the initial or extension year of this Agreement. The exercise of an option is subject to the availability of funds at the time of the exercise of the option.
- (C) The first sentence after the indented text of Section 204(C) is amended to read: "The Termination Trigger Notification shall be provided, if possible, to all signatories to this Agreement at least one hundred fifty (150) days prior to the Termination Date."
3. Order of Precedence. All other terms and conditions of the SmarTrip® Agreement, as amended, that are not expressly modified by this Second Amendment shall remain in full force and effect. Should there be any conflict between the terms and conditions in this Second Amendment and the SmarTrip® Agreement, as amended, the terms and conditions of this Second Amendment shall control.
4. Amendments. Further amendments to this Second Amendment shall be completed in accordance with Article 7 (Amendments) of the SmarTrip® Agreement, as amended.

[The remainder of the page is intentionally blank.]

ALEXANDRIA TRANSIT COMPANY:

Attest:

\_\_\_\_\_  
By: Josh Baker  
Title: General Manager

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
BY: \_\_\_\_\_

Dated: \_\_\_\_\_

[Signatures continued on following page]

ARLINGTON COUNTY, VIRGINIA:

Attest:

[ SEAL ]

\_\_\_\_\_  
By: Dennis Leach  
Title: Director of Transportation

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
By: Stephen A. MacIsaac  
Title: County Attorney

Dated: \_\_\_\_\_

[Signatures continued on following page]

CITY OF FAIRFAX:

Attest:

\_\_\_\_\_  
By: Robert Sission  
Title: City Manager

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
BY:

Dated: \_\_\_\_\_

[Signatures continued on following page]

DISTRICT OF COLUMBIA, A Municipal Corporation, acting by and through the District of Columbia Department of Transportation:

Attest:

\_\_\_\_\_  
Name: Jeffrey M. Marootian  
Title: Director

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
BY: \_\_\_\_\_

Dated: \_\_\_\_\_

[Signatures continued on following page]

FAIRFAX COUNTY, VIRGINIA:

Attest:

\_\_\_\_\_  
By: Bryan J. Hill  
Title: County Executive

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
BY: \_\_\_\_\_

Dated: \_\_\_\_\_

[Signatures continued on following page]

LOUDOUN COUNTY, VIRGINIA:

Attest:

\_\_\_\_\_  
By: Tim Hemstreet  
Title: Loudoun County Administrator

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_

BY: \_\_\_\_\_

Dated: \_\_\_\_\_

[Signatures continued on following page]

MARYLAND TRANSIT ADMINISTRATION:

Attest:

\_\_\_\_\_  
By: Kevin B. Quinn, Jr.  
Title: MTA Administrator

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
BY: Byron T. Smith  
Title: General Counsel

Dated: \_\_\_\_\_

[Signatures continued on following page]

MONTGOMERY COUNTY MARYLAND:

Attest:

\_\_\_\_\_  
By: Timothy Firestine  
Title: Chief Administration Officer

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
BY: \_\_\_\_\_  
County Attorney

Dated: \_\_\_\_\_

[Signatures continued on following page]

POTOMAC & RAPPAHANNOCK TRANSPORTATION COMMISSION:

Attest:

\_\_\_\_\_  
By: Dr. Robert A. Schneider  
Title: Executive Director

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
By: Robert Dickerson  
Deputy County Attorney

Dated: \_\_\_\_\_

[Signatures continued on following page]

PRINCE GEORGE'S COUNTY, MARYLAND:

Attest:

\_\_\_\_\_  
By: Darrell B. Mobley  
Title: Director  
  
Dated: \_\_\_\_\_

[ SEAL ]

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
BY: \_\_\_\_\_

Dated: \_\_\_\_\_

[Signatures continued on following page]

WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY

Attest:

\_\_\_\_\_  
By: Paul J. Wiedefeld  
Title: General Manager and Chief Executive Officer

[ SEAL ]

Dated: \_\_\_\_\_

Approved as to Form and Legal Sufficiency:

\_\_\_\_\_  
By: Patricia Y. Lee  
Title: General Counsel

Dated: \_\_\_\_\_

**ITEM 9**  
**January 3, 2019**  
**PRTC Regular Meeting**

**PRTC Executive Director's Time**

- A. INFO      Follow-Up from Prior Meeting**
- B. INFO      Executive Director's Report**
  - **Industry Article – Amazon's HQ2 Decision**

## **Summary: Amazon's HQ2 Decision Was Always About Transit**

*Original Article by Laura Bliss, appeared in City Lab November 20, 2018*

<https://www.citylab.com/transportation/2018/11/amazon-hq2-chose-transit-new-york-dc-subway-metro-mta/575932/>

Crystal City was a low-density semi-industrial area until the 1970s when it became connected with Metrorail. After that, there was a rapid development - mostly high-rise offices. It's not very walkable, composed mostly of "superblocks." Urbanists complain it lacks street facing retail. Instead, Crystal City has a large underground mall.

It also has a fair amount of excess office space. Employment in the area has fallen by as many as tens of thousands of employees as employers such as the Department of Defense and the U.S. Patents Office have decamped for more distant suburbs.

For pedestrians, cyclists and drivers alike, Crystal City has never been the easiest neighborhood to navigate – and Amazon's looming arrival in the neighborhood has stoked fears that things could get worse in the area long before they get better. But now that the tech giant has officially picked Arlington for its new headquarters, county officials are free to unveil their grand plans for allaying those concerns and fundamentally transforming transportation options along the Crystal City – Pentagon City – Potomac Yard corridor.

Arlington County has made a major commitment to transportation demand management. The county requires employers to limit car commuting by offering alternatives – like free transit passes – and by discouraging driving by, for example, charging for parking. That could help keep the traffic situation under control.

Virginia's proposed deal with Amazon calls for the pairing of state dollars with money from both Arlington and Alexandria to make a variety of projects long envisioned for the area a reality – so long as the tech giant holds up to its end of the bargain and creates targeted numbers of new jobs.

It adds up to a complex mix of funding sources that defies easy explanation, but would be in service of a massive shift in the transportation network surrounding the newly christened "National Landing." In November, the nightmarish traffic conditions created by the shutdown of the Crystal City and National Airport Metro stations helped prove the county is in desperate need of an upgrade in the area.

The main transportation projects included in the pitch to Amazon are:

- A second, eastern entrance to the Crystal City Metro Station
- A second, southwestern entrance to the proposed Potomac Yard Metro Station
- A new pedestrian bridge connecting Crystal City to Reagan National Airport
- An expansion of the Crystal City-Potomac Yard bus rapid transit system
- Improvements to Route 1 through Crystal City and Pentagon City

In all, Virginia has promised Amazon it will spend up to \$295 million on transportation projects. That's on top of the money being given directly to Amazon if the company brings in all of the jobs it has promised to Crystal City.

## So What – What Does the Arrival of Amazon Mean for OMNIRIDE?

A key part of why Amazon chose Crystal City is transportation. The office-park neighborhood is supported by Metrorail, Metroway, plenty of bus routes, and National Airport. This is a great opportunity for Metro to boost its declining ridership. But with Metro's sometimes poor reliability and Uber and Lyft's growing prominence, there's no guarantee that Amazon employees and their families will choose Metro.

There's a good chance that Amazon will provide unlimited transit passes to employees, as it does for employees at the Seattle headquarters. This strategy is known to both boost transit ridership and increase employee satisfaction.

In DC, Northern Virginia and Southern Maryland, SmartBenefits is a fare-free way for employers to save thousands in payroll taxes while allowing employees to commute free. SmartBenefits can be used with Metrorail, MetroBus, OMNIRIDE, other regional buses, and Metro parking, as well as MARC, VRE, MTA Commuter Bus and many vanpools.

D.C. hasn't been adding enough infill housing to meet current demand. Amazon's 25,000-plus workers will add additional pressure. About 1,200 units of housing – mostly high-rise – are already in the works for Crystal City, but that's not going to cut it. So where will Amazon employees choose to live, if housing isn't available near Potomac Landing?

Millennials are transit savvy and will choose a county to reside in that provides transportation to their current employer. Millennials are multimodal, choosing the best transportation mode –driving, transit, bike or walk, based on the trip they are planning to take. Prince William County has a robust commuter express service to the Pentagon Transit Center, which provides multiple connections into Crystal City. OMNIRIDE also offers a direct bus route from Lake Ridge into Crystal City, passing by the new location for the Amazon headquarters.

If you want people to come to Prince William County, then you have to develop areas that they want to come to. Prince William County should provide amenities for millennials. Communities that attract millennials have a multitude of transportation choices. Public transportation options are considered the best for digital socializing and among the most likely to connect the user with their communities. Transit also allows millennials to work as they travel. These benefits of public transit need to be fully leveraged as they provide a clear competitive advantage.

OMNIRIDE should keep bus services as affordable as possible and keep options less than the cost of owning/operating a vehicle. By providing an unlimited monthly bus pass for the total amount of the monthly SmartBenefits allowed, OMNIRIDE can entice Amazon employees to live in Prince William County and commute fare-free back and forth to work.

Millennials would like to see the following from public transit in the next ten years:

- 61 percent want more reliable systems
- 55 percent want real-time updates
- 55 percent want Wi-Fi wherever they go
- 44 percent want a more user-friendly and intuitive travel experience

**ITEM 10**  
**December 6, 2018**  
**PRTC Regular Meeting**

**Presentations/Information Items**

- **Key Assumptions for the FY20 Proposed Budget**
- **Strategic Plan Update**



**OMNIRIDE**

Strategic Plan  
Update PRTC  
Commission Meeting  
January 3, 2019

Chuck Steigerwald  
Director of Strategic Planning

# Mobile Ticketing - Technology

- Smartphone Applications
- Tied to payment card
- Uses stored card or phone wallet
- Account based transactions
- Visual validation, Near Field Communication (NFC), Bluetooth
- Use of location services - Big Data

# Mobile Ticketing - Integration

- Open Application Program Interface (APIs) allow for integration with third-party applications
- Some work with existing fare payment systems
- Some have existing agreements with trip-planner applications
- Vendors adding features constantly
- Agency owned vs. multi-agency vs. national

# Mobile Ticketing - Benefits

- Convenience for riders
- Fare capping
- Flexibility for agency
- Passes for partners
- Partner administration capabilities
- Reporting and data
- Reduced cash handling
- Ease/speed of implementation

# Mobile Ticketing – Known Issues

- Equity – Smartphone adoption and solutions for the unbanked/underbanked
- Usage rates
- Use of SmartBenefits
- Regional connectivity

# Mobile Ticketing - Procurement

- WMATA Mobile App
- PRTC sole implementation
- Joint procurement with another agency
- Regional procurement

# Coming Up Next

TDP/TDMP Update

**PRTC Action Items**

- A. RES Approval of PRTC's Legislative Agenda
- B. RES Authorization to Refer the PRTC Proposed FY20 Budget to Member Jurisdictions for Consideration and Hold Public Hearings on the Proposed FY20 Budget and Federal Grant Applications – detailed report will be a handout at the meeting
- C. RES Authorization to Issue a Request for Proposals for Legal Services
- D. RES Authorization to Begin Procurement Process for Flexible Vanpool Program, Commuter Lot Shuttles, and Mobile Ticketing Applications Projects
- E. RES Authorization to Enter into Memorandum of Agreement with Northern Virginia Transportation Commission for Annual I-395 Express Lane Transit Payment
- F. RES Authorization to Apply For and Accept Funding for FY2020 I-66 and I-395 Commuter Choice Projects
- G. RES Endorsement of Prince William County's Application for FY2020 I-66 Commuter Choice Project

**MOTION:**

**SECOND:**

**RE:               APPROVAL OF LEGISLATIVE AGENDA**

**ACTION:**

**WHEREAS**, each year the Potomac and Rappahannock Transit Commission (“PRTC” or the “Commission”) adopts state and federal legislative agenda to guide its advocacy efforts; and

**WHEREAS**, the 2019 legislative agenda remains focused on the Commission’s priorities of stabilized operating and capital revenues sources.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transit Commission does hereby approve its 2019 legislative agenda.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**

With six individual jurisdictions coming together to speak as one voice under the name of the [Potomac and Rappahannock Transportation Commission](#) it is critical to outline key policy-level priorities state and federal initiatives.

### Virginia DRPT Performance Measurement Program

- PRTC supports performance measurements to provide accountability and encourage high-performing transit service; however, PRTC is unique in the Commonwealth in that the vast majority of services (known regionally as [OmniRide](#)) are commuter-based with longer-distance travel in one of the most congested areas of the United States
- Performance measurements that do not have a standard *for congestion mitigation or throughput* is inconsistent with the policy goals outlined under the Commonwealth's proudest accomplishments, specifically the I-95/395/495 HOT lanes and the Transform I-66 Project.
- A **\$435K +/- loss** is expected in FY2020 (begins July 1, 2019).

**Action:** Forward legislation to amend VA Code Section 33.2-214.4 (B)(2) to delay adoption of the process for one year with adoption no later than July 1, 2020, and shall apply beginning with the fiscal year 2021-2026 Six-Year Improvement Program

- Allow DRPT additional time to develop a performance measurement program with *defined policy outcomes that match defined program concerns* (i.e., congestion mitigation, throughput, timely expenditures of allocated capital funds) and allow for new statewide data collection/reporting.
- Allow all transit systems the opportunity to conduct the state mandated strategic planning process and adjust to the new performance measurement system *before taking revenues*.
- Encourage reconsideration of "immediate zero-sum" approach to resource allocation; require phased implementation with transitional assistance so local communities have time to choose to eliminate services or add resources.

### Future Revenues to Address the Virginia Transit Capital Shortfall

- PRTC supports a statewide-approach to resolving the loss of revenues that fund transit capital projects. This becomes a critical issue when the Commonwealth Transportation Board (CTB) allocates the last revenues received from the 2007 Transportation Capital Project Revenue Bonds, which make up almost 40% of funds for transit capital investments across Virginia.
- The loss of state funds will directly impact [OmniRide](#), who is particularly reliant on state funds because the vast majority of regional federal capital funds (98%) flows directly to WMATA/VRE.

**Action:**

- PRTC will work closely with fellow stakeholders to identify options for long-term, sustainable funding for the Commonwealth's transportation needs. These are imperative if we are to avoid the collapse of Virginia's transit capital and operational programs.
- Continue to communicate the impact of the very small amount of federal transit capital funds that flow to [OmniRide](#) and the impact of state funds in the effort to maintain the reliability of transit services in one of the most highly congested areas in the entire United States.



## High Occupancy Toll Lane (HOT Lane) Loss of Revenues

- As outlined jointly by PRTC & NVTC in December 2015, PRTC lost federal funds when a new FTA policy no longer gave credit to transit systems operating on High Occupancy Toll (HOT) lanes, only High Occupancy Vehicle (HOV) lanes.
- *Real Impact, Right Now:* OmniRide felt a \$265K loss in federal funds this year, with over \$1M lost over the next five years on I-95 alone.
- *Real Impact, 2022:* As I-66 is converted from HOV lanes to HOT lanes, OmniRide will see another loss of \$615K in annual federal credits that are used for supporting capital needs.

### Action:

- PRTC and NVTC will jointly evaluate the federal policy climate to determine if seeking a policy reversal is appropriate. When considering the future impacts of funding losses forthcoming on I-66, this may be the time to pursue the ability to earn revenues for operating high intensity motorbus services in these congested corridors.

## Things to Watch

- *NVTA Revenues:* Restoring NVTA revenues for continued funding/implementation of multimodal projects (including transit) that support the regional economy and reduce congestion. This will subsequently help transit in all of its forms. Restored NVTA revenues will support new and expanded capacity for all transportation projects (including transit) through the 70% revenues as well as operational costs through the 30% local funds. Likewise, this will benefit the transit environment.
- *Internet Sales Revenue for Transit:* A critical factor this session could be changes in tax law and how Virginia could collect taxes on internet sales after the US Supreme Court's decision in the Wayfair case. In 2013, the General Assembly had explicitly earmarked funds stemming from the passage of any federal Marketplace Fairness Act for transportation and transit. While that is not what has happened, if the spirit of the intent remains, a portion of the new funds coming to Virginia should still be dedicated to transportation, including statewide transit capital.

# DRAFT 2019 Legislative Agenda



### Contacts

Bob Schneider  
Executive Director  
m. 803.553.3470  
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[bschneider@omniride.com](mailto:bschneider@omniride.com)

Hon. Ruth Anderson  
Board Chair  
o. 703.792.4643  
[randerson@pwcgov.org](mailto:randerson@pwcgov.org)

Jeff Gore & Stan Tretiak,  
State Legislative  
Consultants  
o. 804.780.3143  
[jeff@heftywiley.com](mailto:jeff@heftywiley.com)  
[stan@heftywiley.com](mailto:stan@heftywiley.com)

ITEM 11-B  
January 3, 2019  
PRTC Regular Meeting  
Res. No. 19-01-\_\_\_\_

**MOTION:**

**SECOND:**

**RE: AUTHORIZATION TO REFER THE PRTC PROPOSED FY20 BUDGET TO MEMBER JURISDICTIONS FOR CONSIDERATION AND HOLD PUBLIC HEARINGS ON THE PROPOSED FY20 BUDGET AND FEDERAL GRANT APPLICATIONS**

**ACTION:**

**WHEREAS**, the proposed FY20 PRTC budget and separately proposed FY20 VRE budget assume that federal funding will be sought for a program of projects as specified in the proposed budget materials; and

**WHEREAS**, the PRTC public participation policy requires a public review process (including public hearings) prior to adoption of the proposed annual budget, as well as an invitation for public comment on the proposed program of projects for which federal funds are being sought.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to refer the proposed FY20 PRTC budget to the jurisdictions for consideration.

**BE IT FURTHER RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to commence a public review process (including public hearings) on the proposed FY20 budget and federal grant applications.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

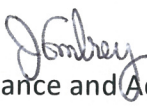
**Alternate Present Not Voting:**


**Absent from Meeting:**



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Joyce Embrey   
Director of Finance and Administration

THROUGH: Robert A. Schneider, PhD   
Executive Director

RE: Authorization to Refer the PRTC Proposed FY20 Budget to Member Jurisdictions for Consideration and Hold Public Hearings on the Proposed FY20 Budget and Federal Grant Applications

---

Recommendation:

Authorize the Executive Director to refer the proposed FY20 PRTC budget to member jurisdictions for consideration and hold public hearings on the proposed FY20 budget and federal grant applications.

Background:

The following is a summary of major budget assumptions:

▪ Fuel tax revenue

Projections used for the proposed FY20 budget and six-year plan were prepared in December 2018, with total revenue for the period FY19 – FY24 estimated to be \$40 million higher than the projections prepared in November 2017 for the FY19 budget and six-year plan. The previous projections had been prepared assuming no tax floor, which was approved in the spring 2018 and took effect July 1, 2018. The latest projections assume 500 million gallons of fuel annually for the PRTC member jurisdictions. PRTC's share of the Commuter Rail Operating and Capital Fund (CROC), which is based on its percentage of the VRE subsidy, is deducted from the projections, with the remainder allocated based on jurisdictional share of FY18 PRTC net fuel tax revenue.

- Bus service levels

The FY20 budget and six-year plan assume paratransit service expansion on the western side and other state-sponsored services associated with the I-95/395 and I-66 transit/TDM plans. PRTC management proposes to continue incorporating a modest revenue hour contingency of six daily hours to allow for schedule adjustments and to ease chronic overcrowding.

- Fares

The FY20 budget assumes no fare increases. Fare increases of approximately 6% are tentatively assumed every year thereafter (FY21 – FY25).

- State assistance

At the direction of the General Assembly, DRPT has instituted a performance based capital assistance program. DRPT will allocate 80% of its available funding to State of Good Repair or Minor Enhancement projects and the other 20% for Major Expansion projects. All capital projects will be scored and ranked and those falling within the available funding will receive 68% funding. All others will not receive any state funding and will be totally locally funded. Rolling stock projects score the highest, so projects for replacing buses that have met their useful life or mid-life overhauls will be funded at 68%, while bus shelters, computer equipment and cameras on buses score the lowest and probably will not receive any state funding. PRTC has incorporated DRPT's changed process for capital into the estimates for state funding in the FY20 budget and six-year plan, resulting in a larger local match.

Changes are also proposed for the allocation of statewide operating funds. Preliminary estimates are that the proposed changes will have a negative impact on the operating assistance that PRTC receives from DRPT.

- Federal funding

The proposed FY20 budget and six-year plan assumes PRTC will not receive any funds from the Fixing America's Surface Transportation Act (FAST Act) Discretionary Bus Program for bus replacements or refurbishments during the six year period. If the opportunity arises, PRTC will apply. The budget also assumes relatively steady federal funding for preventive maintenance. Annual federal 5307 earnings of \$1.64 million from the VanPool Alliance Program will be "swapped" and used for preventive maintenance at a higher federal participation percentage than if used to support the VanPool Alliance Program costs.

- Carryforward

The proposed FY20 budget will include a carryforward from FY18 allocated among the various PRTC jurisdictions. Management is recommending that a portion of the carryforward be retained by PRTC to establish a capital reserve for future local match requirements of bus replacements. Management recommends maintaining a minimum of four months operating reserve, one month more than the minimum of three months included in the adopted financial policies.

- Western maintenance facility

The proposed six-year plan assumes the western facility will be constructed in FY19 – FY20, with occupancy at the start of FY21. Construction will be funded by a combination of NVTA, CMAQ, state, and I-66 concessionaire funding.

- Bus purchases – replacements/expansions

The proposed FY20 budget and six-year plan assumes CMAQ, state and local funding for bus replacements. No debt financing for local match is assumed. Bus purchases for expansion are assumed to be 100 percent funded by the state.

- Bus mid-life overhauls

The FY20 budget and six-year plan assume state and local funding for bus overhauls based on a typical mid-life schedule.

- Administrative

The FY20 budget includes six new positions approved by the Commission at its 9/6/18 meeting. One of those positions (graphic and web designer) had already been included in the FY19 budget as a swap (budget neutral) for a vacant bus monitor position. The FY20 budget has been developed including all existing positions since a decision regarding the reduction in force recommendation has been postponed.

The FY20 budget incorporates a COLA/merit allowance sized after surveying the member jurisdictions.

▪ Federally participating projects

The program of projects for which federal funds are envisioned/sought on behalf of PRTC and VRE appears below:

- ❖ PRTC Bus Preventive Maintenance
- ❖ PRTC TDM/Commuter Assistance Program
- ❖ PRTC Security Enhancements
- ❖ PRTC Bus Acquisition
- ❖ VRE Track Lease/Improvement Payments
- ❖ VRE Facilities Asset Management
- ❖ VRE Equipment Storage Projects
- ❖ VRE Capital Fleet Replacement and Expansion
- ❖ VRE Broad Run Station Expansion
- ❖ VRE Rippon Platform Projects
- ❖ VRE Brooke, Leeland, and Quantico Station Improvement Projects
- ❖ VRE Positive Train Control (PTC)
- ❖ VRE Equipment Asset Management Program
- ❖ VRE Grant and Project Management
- ❖ VRE Cameras and Station Security Enhancements
- ❖ VRE Washington Union Station Improvements

Fiscal Impact:

Administrative expenses - All PRTC member jurisdictions support the administration portion of the PRTC budget based on respective percentages of fuel tax receipts.

Bus service subsidies - The local subsidy required for OmniRide, Metro Direct, and the easterly OmniLink routes has been and continues to be borne exclusively by Prince William County. Local subsidy required for the westerly OmniLink routes has been and continues to be an expense shared by Prince William County and the cities of Manassas and Manassas Park (allocated among the three local government sponsors by a Board-adopted formula accounting for both riders' residency and population).

**ITEM 11-C**  
**January 3, 2019 PRTC**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_**

**MOTION:**

**SECOND:**

**RE:                    AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS FOR LEGAL SERVICES**

**WHEREAS**, currently the Potomac and Rappahannock Transportation Commission's (PRTC) legal services are provided through a letter of engagement with Prince William County's Office of the County Attorney; and

**WHEREAS**, the agreement will expire on June 30, 2019; and

**WHEREAS**, a scope of work is being fashioned to meet the legal needs of the Commission with assistance from Prince William County's Office of the County Attorney.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the issuance of a request for proposals (RFP) for legal services.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD

A handwritten signature in black ink, appearing to read "R. Schneider", is placed next to the name Robert A. Schneider.

SUBJECT: Issue Request for Proposals for Legal Services

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Recommendation:

Authorize the issuance of a request for proposals (RFP) to procure legal services.

Background:

PRTC's legal services are currently provided by Prince William County's Office of the County Attorney through a letter of engagement. This arrangement will expire on June 30, 2019.

With assistance of Prince William County's Office of the County Attorney, the RFP will be fashioned to meet the legal needs of the Commission.

Staff will return to the Commission for authorization to execute a contract with the successful proposer.

Fiscal Impact:

See attached

**AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS FOR LEGAL SERVICES**

Fiscal Impact:

\$150,000 for legal services has been included in the FY20 proposed budget. The following calculation is for fiscal impact purposes only. Actual jurisdictional subsidies are calculated net all other available funding sources.

Federal:	\$0	
State:	\$0	
Local:	\$150,000	
	City of Fredericksburg:	\$2,800 (included in FY20 proposed budget)
	City of Manassas:	\$3,600 (included in FY20 proposed budget)
	City of Manassas Park:	\$2,600 (included in FY20 proposed budget)
	Prince William County:	\$126,100 (included in FY20 proposed budget)
	Spotsylvania County:	\$7,800 (included in FY20 proposed budget)
	Stafford County:	\$7,100 (included in FY20 proposed budget)
Total:	<u>\$150,000</u>	

**MOTION:**

**SECOND:**

**RE:                AUTHORIZATION TO COMMENCE THE PROCUREMENT PROCESS FOR FLEXIBLE  
VANPOOL, COMMUTER LOT SHUTTLE, AND MOBILE TICKETING APPLICATIONS**

**ACTION:**

**WHEREAS**, a flexible vanpool program and commuter lot shuttle program were projects selected for funding through the I-66 Commuter Choice program; and

**WHEREAS**, software applications are a critical part of the flexible vanpool and commuter lot shuttle programs; and

**WHEREAS**, procurement of these software applications are necessary to implement the projects; and

**WHEREAS**, management has met with a number of software vendors to gain an understanding of the state of relative technology; and

**WHEREAS**, management has determined that implementation of a mobile ticketing application would benefit the users of OmniRide and the agency; and

**WHEREAS**, the implementation of a mobile ticketing application may be available through applications designed for flexible vanpool or commuter lot shuttle; and

**WHEREAS**, a Scope of Work will be developed for each project individually; and

**WHEREAS**, management will advise the Commission regarding development of any mobile ticketing application, including cost and timeline.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the commencement of the procurement process for software applications and related services for the Flexible Vanpool Program, Commuter Lot Shuttle Program, and Mobile Ticketing.

**ITEM 11-D**  
**January 3, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_**  
**Page Two**

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**


**Absent from Vote: Alternate**


**Present Not Voting: Absent**  
**from Meeting:**



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Chuck Steigerwald  
Director of Strategic Planning 

THROUGH: Robert A. Schneider, PhD  
Executive Director 

SUBJECT: Authorization to Commence the Procurement Process for Flexible Vanpool,  
Commuter Lot Shuttle, and Mobile Ticketing Applications

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#### Recommendation

Authorize the commencement of the procurement process for software applications and related services for the Flexible Vanpool Program, Commuter Lot Shuttle Program, and Mobile Ticketing.

#### Background:

In June of 2018 the Commonwealth Transportation Board approved the FY2018 I-66 Commuter Choice program of projects. Included in this program of projects was funding for OmniRide's Flexible Vanpool Program and Commuter Lot Shuttles. These two projects seek to leverage recent technological advances in on-demand travel options through the use of smartphone applications.

Over the past several months management and staff have engaged in conversations with, and viewed product demonstrations from, multiple vendors in an effort to understand the state of related technology. Management has determined that while no one solution fits perfectly with project concepts, the current state of technology will allow for relatively easy development of applications and services that meet the requirements of both of these projects. In addition, a number of companies are working to broaden the application of their products and move closer to fulfilling the conceptual requirements of the flexible vanpool and commuter lot shuttle projects. Having finished this scan of the current state of technology, management has begun

drafting Scopes of Work for these projects and will be ready to begin the procurement process in the coming weeks.

Coincident with investigating technology for the flexible vanpool and commuter lot shuttle projects, management has been considering the implementation of a mobile ticketing application. Along with viewing product demonstrations from several mobile ticketing vendors OmniRide has been participating in regional forums related to mobile ticketing through efforts to update regional fare collection led by the Northern Virginia Transportation Commission ("NVTC"). While levels of interest and conceptual implementation schedules vary among the regional transportation providers, OmniRide is one of several providers that would prefer implementation occur sooner rather than later.

Based on the information obtained to date, management has determined that the potential exists for either a single solution for two or more of the proposed projects, or that a parallel development of the projects that may help to fill existing gaps in currently available products and otherwise achieve efficiencies.

Management is seeking authorization to commence the procurement process for a mobile ticketing application at this time in order to position the agency should an opportunity arise based on the procurements for the flexible vanpool or commuter lot shuttle projects. Opportunities may also arise from regional efforts – either as part of a NVTC led initiative or a potential joint procurement with one or more of our regional partners. Management will update the Commission on any progress regarding mobile ticketing and will advise the Commission prior to issuing any procurement documents.

The Flexible Vanpool Program, Commuter Lot Shuttle Program, and the implementation of mobile ticketing are all in keeping with the agency's Strategic Plan Recommendations. In particular, the Future Innovations recommendations to implement new mobility solutions and investigate new service models.

Fiscal Impact:

None. Commuter Choice would provide 100% funding for selected projects. Management will return to the Commission regarding costs and timeline for any Mobile Ticketing application.

**ITEM 11-E**  
**January 3, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_**

**MOTION:**

**SECOND:**

**RE:            AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT  
                 WITH THE NORTHERN VIRGINIA TRANSPORTATION COMMISSION FOR THE  
                 ADMINISTRATION OF THE I-395 EXPRESS LANE ANNUAL TRANSIT PAYMENT**

**ACTION:**

**WHEREAS**, the Virginia Department of Transportation (VDOT) entered into an agreement with 95 Express Lanes, LLC for the extension of approximately eight miles of HOT lanes between Turkeycock Run and the vicinity of Eads Street in Arlington in June 2017; and

**WHEREAS**, in the agreement the 95 Express Lanes LLC agreed to provide the Commonwealth with an annual payment for transit services of \$15 million per year, escalating by 2.5 percent per year; and

**WHEREAS**, a study by the Virginia Department of Rail and Public Transportation identified a comprehensive set of transit and Transportation Demand Management projects which future toll revenues from the I-395 Express Lanes may be spent; and

**WHEREAS**, this agreement would allow for the annual transit investment (ATI) funds to be administered under a joint arrangement, reducing program administration costs and facilitating greater regional cooperation in the selection of projects; and

**WHEREAS**, key elements of the agreement are the distribution of ATI funds, developing project selection processes, and project reporting; and

**WHEREAS**, the final agreement is currently being reviewed by legal counsel and will only be executed once legal counsel has certified it as sufficient as to legal form.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to enter into an agreement with the Northern Virginia Transportation Commission for the administration of the I-395 Express Lane Annual Transit Payment.

**ITEM 11-E**  
**January 3, 2019**  
**PRTC Regular Meeting**  
**Res. No. 19-01-\_\_**  
**Page Two**

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**


**Alternate Present Not Voting:**

**Absent from Meeting:**



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD 

SUBJECT: Authorization to Enter into an Agreement with the Northern Virginia Transportation Commission for the Administration of the I-395 Express Lane Annual Transit Payment

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Recommendation:

Authorize the Executive Director to execute a final agreement (pending concurrence in language by legal counsel) with the Northern Virginia Transportation Commission (NVTC) for the administration of the I-395 Express Lane annual transit payment.

Background:

In June 2017, VDOT entered into an agreement with 95 Express Lanes, LLC, for the extension of approximately eight miles of HOT lanes between Turkeycock Run (near Edsall Road) and the vicinity of Eads Street in Arlington. Under this project, the two existing High Occupancy Vehicle (HOV) lanes are being converted to express lanes and a third lane is being added, providing three reversible express lanes. As a part of the agreement, 95 Express Lanes LLC agreed to provide the Commonwealth with an annual payment for transit services of \$15 million per year, escalating by 2.5 percent per year, beginning on the commencement of tolling through the life of the 70-year agreement. Once the project is completed, vehicles with three or more people will be able to use the express lanes for free while vehicles with fewer than three people have the choice to pay a variable toll and use the express lanes. Construction began in August 2017, with the new extended lanes opening in Fall 2019 and the entire project set for completion in Summer 2020.

To align with the opening of the new HOT lanes, DRPT conducted a study to identify a comprehensive set of transit and Transportation Demand Management (TDM) investments on which future toll revenues from the I-395 Express Lanes may be spent. The study identified potential projects such as new and expanded bus and rail transit services, transit capital projects, commuter parking facilities, TDM program enhancements, and technology improvements that support transit and TDM – all with the intent of maximizing person

throughput along the corridor. Many of these projects may be strong candidates for funding under the annual transit payment.

The agreement, (attached) outlines the distribution and allocation of the annual transit payment under the I-395 Express Lane project. Further, it would allow for the annual transit investment (ATI) funds throughput along the corridor. Many of these projects may be strong candidates for funding under the annual transit payment.

The agreement outlines the distribution and allocation of the annual transit payment under the I-395 Express Lane project. Further, it would allow for the annual transit investment (ATI) funds to be administered under a joint arrangement, reducing program administration costs and facilitating greater regional cooperation in the selection of projects.

Eligible applicants include all PRTC and NVTC jurisdictions and any public transit providers that serve those jurisdictions. Eligible projects would include transit capital and operations, park and ride lots, Transportation Demand Management (i.e., carpool/vanpool, transit incentives), and roadway operational improvements. Metrorail, Metrobus, and the Virginia Railway Express operations and capital are specifically called out as eligible projects in the proposed agreement.

As with the I-66 Commuter Choice Program, all projects would be required to benefit the toll payers of the corridor. Under the agreement with the Commonwealth, the corridor is inclusive of the entire I-395/95 37-mile Express Lane corridor.

Selected projects would need to support the goals of the agreement, as follows:

1. Move more people;
2. Enhance transportation connectivity;
3. Improve transit service;
4. Reduce roadway congestion; and
5. Increase travel options.

Upon enactment, PRTC and NVTC will jointly establish a program timeline and project selection process for the initial call for projects, anticipating selected projects would commence service on toll day one (as early as December 2019).

Fiscal Impact:

None

**AGREEMENT BETWEEN NVTC AND PRTC  
FOR DISTRIBUTION AND ALLOCATION OF  
I-395 ANNUAL TRANSIT INVESTMENT FUNDS**

THIS AGREEMENT is entered into the \_\_\_ day of \_\_\_\_\_, 2018, by and between the Northern Virginia Transportation Commission (“NVTC”) and the Potomac and Rappahannock Transportation Commission (“PRTC”), (together, the “Commissions”), for the distribution and allocation of the I-395 annual transit investment funds.

**WITNESSETH:**

**WHEREAS**, on July 31, 2012, VDOT and 95 Express Lanes, LLC (the “Concessionaire”) entered into a comprehensive agreement (the “Comprehensive Agreement”) under which the Concessionaire developed and, since December 2014, operates approximately 29 miles of high-occupancy toll lanes (“HOT Lanes”) in the median of Interstate 95 between the Route 610 interchange (Garrisonville Road) and Turkeycock Run (the “Original 95 HOT Lanes”); and

**WHEREAS**, on June 8, 2017, VDOT and the Concessionaire amended and restated the Comprehensive Agreement (the “ARCA”) to add in the median of Interstate 395 approximately eight miles of HOT Lanes between Turkeycock Run and the Washington D.C. Line (the “395 HOT Lanes”) so that, after the Concessionaire has designed and built the 395 HOT Lanes, the Original 95 HOT Lanes and the 395 HOT Lanes will be operated and maintained by the Concessionaire under the ARCA as a continuous and unified 37-mile HOT Lane facility (the “I-95/I-395 Project”);

**WHEREAS**, beginning upon service commencement of the 395 HOT Lanes, the ARCA requires the Concessionaire to pay to VDOT an annual transit investment (the “ATI”) from toll revenue attributable to the addition of the 395 HOT Lanes (the “395 Revenues”);

**WHEREAS**, the first-scheduled ATI payment is \$15,000,000 and each subsequent scheduled ATI payment escalates at 2.5%, as reflected in Exhibit A; and

**WHEREAS**, the parties entered into a Memorandum of Agreement with VDOT dated December 20, 2017, (the “DRPT MOA”) regarding the distribution and use of the ATI funds; and

**WHEREAS**, in accordance with the DRPT MOA, the parties intend to use the ATI funds for projects along the “Corridor” (herein defined as the stretch of Interstates 95 and 395 along which the Concessionaire operates and maintains HOT Lanes, including Route 1, Virginia Railway Express (“VRE”), and other adjacent and nearby routes) (the “ATI Funded Projects”) to achieve the following goals: (1) maximize person throughput in the Corridor; and (2) implement multimodal improvements to: (i) improve mobility along the Corridor, (ii) support new, diverse travel choices, and, (iii) enhance transportation safety and travel reliability ((1) and (2) collectively the “Improvement Goals”), each of which will benefit the users of the I-95/I-395 Project;

**WHEREAS**, to fund ATI Funded Projects designed to accomplish the Improvement Goals, VDOT desires to transfer periodically to DRPT, and DRPT desires to transfer periodically to NVTC and PRTC, the ATI funds received by VDOT under the ARCA; and

**WHEREAS**, such ATI Funded Projects would be funded in whole or in part from the ATI funds transferred from VDOT to DRPT, and, in accordance with the DRPT MOA, the CTB has delegated to NVTC and PRTC the authority to select and administer the ATI Funded Projects; and

**WHEREAS**, PRTC and NVTC have reached agreement on the manner in which funds from the ATI funds are disbursed to them, and the process by which they will select for CTB approval the specific projects funded with the ATI funds, all in accordance with the DRPT MOA, and wish to set forth that agreement hereafter.

**NOW, THEREFORE**, based upon the foregoing, and other good and valuable consideration, NVTC and PRTC agree as follows:

**1. Distribution of ATI Funds.**

- a. As provided in the DRPT MOA, the ATI funds shall be distributed annually to NVTC and PRTC in accordance with the population based allocation set forth in the DRPT MOA and as provided in Exhibit A. NVTC shall serve on behalf of the Commissions as the recipient of all ATI funds disbursed to them. NVTC shall notify the VDOT Commissioner and the DRPT Director, as well as the Secretary of Transportation, of NVTC's role in this respect, and shall request that the ATI funds be disbursed as directed by NVTC for the benefit of the Commissions. PRTC shall also provide such direction to the foregoing representatives of the Commonwealth regarding how disbursement of the ATI funds to PRTC shall be made as may be necessary for NVTC to be the recipient as described herein.
- b. NVTC shall establish a depository for ATI funds disbursed to the Commissions, and shall receive and manage such funds on behalf of the Commissions, separately accounting for those funds attributable to NVTC and those attributable to PRTC based on the population based allocation set forth in the DRPT MOA. NVTC shall invest those funds in accordance with applicable provisions of law. NVTC shall create and maintain all funds and accounts containing the ATI funds separate and apart from all other funds and accounts of NVTC and PRTC. Said funds shall constitute a "special revenue fund" as defined by the Governmental Accounting Standards Board. The revenues and expenses relating to the use of

the ATI funds and the ATI Funded Projects undertaken shall not be commingled with any other funds, accounts, venues, or expenses of NVTC or PRTC. NVTC and PRTC shall each report for the ATI Funded Projects financed by ATI funds and reported as an applicable special revenue fund within their financial statements. Expenditures will be recorded and reported for each ATI Funded Project and, for accounting purposes, shall be attributed to NVTC and PRTC based on allocation formula set forth in the DRPT MOA. All ATI funds transferred to NVTC and PRTC shall be held in accounts with a financial institution under an arrangement that, to the extent reasonably practicable, preclude such funds from being an asset subject to the claims of creditors of NVTC and PRTC, except as provided in the DRPT MOA.

~~b.~~

## **2. Project Selection Process.**

- a. In the years after the year in which tolling begins, by January 31st of each year, the Commissions shall establish a process to be used for the selection of capital and operating projects to be funded, in whole or in part, with the ATI funds anticipated to be disbursed to the Commissions as set forth in Exhibit A-~~(“ATI Projects”)~~. ATI funds attributable to NVTC and to PRTC may be expended for ATI Funded Projects selected as provided herein without regard for whether the ATI Funded Project is located within NVTC or PRTC, and the ATI funds shall not be required to be spent in each Commission’s based on the formula in which the ATI funds were distributed. The process shall include a time line such that the ATI Funded Projects selected by the Commissions can be sent to the CTB for

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review at its May workshop and approval at its June meeting, or such other  
meetings as the CTB may prescribe from time to time. The process shall also  
include at least the following three elements:

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(~~a~~1) A request to the following entities to submit a list of their preferred  
proposed ATI Funded Projects to NVTC and PRTC:

- (i) all jurisdictions that are members of either NVTC or PRTC, and
- (ii) other public transportation providers providing services in those  
jurisdictions;

(~~b~~2) The evaluation, prioritization, and selection of proposed ATI Funded  
Projects by NVTC and PRTC, the development of a funding strategy for  
each proposed ATI Funded Project, and the submission of proposed ATI  
Funded Projects (including a funding strategy for each) by NVTC and  
PRTC to the CTB, through DRPT; and

(~~e~~3) A public hearing held by NVTC and PRTC prior to NVTC and PRTC's  
selection of proposed ATI Funded Projects for submission to the CTB.

b. Each ATI Funded Project selected by the Commissions shall meet each of the  
following four criteria (the "Project Criteria"):

(~~a~~1) Must reasonably relate to or benefit the toll-paying users of the I-  
95/I-395 Project;

(~~b~~2) Must have the capacity to attain one or more of the Improvement  
Goals;

(e3) Must be one of the following types of multimodal transportation improvements serving the Corridor (which term, for the avoidance of doubt, includes adjacent and nearby routes):

- i. New or enhanced local and commuter bus service, including capital and operating expenses (*e.g.*, fuel, tires, maintenance, labor, and insurance), and transit priority improvements,
- ii. Expansion or enhancement of transportation demand management strategies, including without limitation, vanpool, and formal and informal carpooling programs and assistance,
- iii. Capital improvements for expansion or enhancement of Washington Metropolitan Area Transit Authority rail and bus service, including capital and operating expenses, and improved access to Metrorail stations and Metrobus stops,
- iv. New or enhanced park and ride lot(s) and access or improved access thereto,
- v. New or enhanced VRE improvements or services, including capital and operating expenses,
- vi. Roadway improvements in the Corridor (which term, for the avoidance of doubt, includes adjacent and nearby routes),
- vii. Transportation Systems Management and Operations as defined in 23 U.S.C. § 101(a)(30) on September 30, 2017, or

viii. Projects identified in Commonwealth studies and plans or projects in the region's constrained long range plan (including without limitation the I-95/395 Transit and TDM Study) or regional transportation plans approved by the Northern Virginia Transportation Authority, as any such plan may be updated from time to time; and

(d4) Must demonstrate that the ATI Funded Projects will be in compliance with all applicable laws, rules, and regulations and have received or will receive all required regulatory approvals.

- c. Once an ATI Funded Project is approved, the authority to obligate and expend ATI funds for the ATI Funded Project shall be subject to execution of an agreement between the Commissions and the recipient of the ATI funds for the ATI Funded Project.
- d. The Commissions may agree to finance ATI Funded Projects with debt issued by one or both Commissions supported by the annual ATI funds and such other funds as the Commissions deem appropriate. Any such debt shall be subject to the provisions of the DRPT MOA.
- e. In the year in which tolling begins, the Commissions shall establish a process for selection of ATI Funded Projects that meet the foregoing criteria with the objective of implementing the ATI Funded Projects on or before the day tolling begins.

### 3. Reports.

~~a. The NVTC Executive Director and the PRTC Executive Director shall provide joint reports to the Commissions quarterly, and at such additional times as either PRTC or NVTC may request, about the ATI funds held by the Commissions, including amounts expended and the purposes of the expenditures, and investment and interest earnings.~~

~~b.a. Not less than semi-Annually, and at such additional times as either PRTC or NVTC may request,~~ the NVTC Executive Director and the PRTC Executive Director shall provide a joint report to the Commissions of the status of all ATI Funded Projects for which ATI funds have been allocated, which report shall include, on a ~~P~~project by ~~P~~project basis, the amount of ATI funds authorized for expenditure on the ATI Funded Project, the amount expended, and the status of the ~~P~~project. Once presented to the ~~the~~ Commissions, the annual report shall be provided to the Secretary of Transportation.

~~e.b.~~ NVTC and PRTC shall provide a joint annual report to the CTB within 120 days of the end of NVTC's and PRTC's fiscal year. The report shall contain at a minimum the following four items:

(~~a~~1) A description of the ATI Funded Projects selected for funding in the past fiscal year and the benefits that were the basis for evaluation and selection of each such ATI Funded Projects;

(~~b~~2) Starting five years after the effective date of this Agreement, a review of the ATI Funded Projects funded in past fiscal years describing the degree to which the expected benefits were realized or are being realized;

(e3) In the event that an ATI Funded Project is not providing substantially similar benefits to those that were the basis for evaluation and selection of the ATI Funded Project, the report shall evaluate the viability of a plan to either (i) modify such ATI Funded Project, or (ii) redeploy assets in such ATI Funded Project to other eligible ATI Funded Projects that are expected to provide greater benefits; and

(d4) The proposed uses of: (i) residual, unobligated balances of ATI funds carried over from prior years, and (ii) interest earned on such ATI funds.

4. **Insurance.** NVTC and PRTC shall each include the Commonwealth of Virginia, the CTB, VDOT, DRPT, and their officers, employees, and agents, (collectively “State Indemnitees”) as additional insureds on NVTC and PRTC’s insurance policies so the State Indemnitees are protected from and against any ~~L~~osses as defined in the DRPT MOA. In addition, NVTC and PRTC shall contractually require their contractors, subcontractors, vendors, and others providing goods or performing services related to any ATI Funded Project to indemnify the State Indemnitees against any ~~L~~osses as defined in the DRPT MOA.

5. **Disputes.** In the event of a dispute under this Agreement, the Commissions’ Executive Directors agree to meet and confer in order to ascertain if the dispute can be resolved informally without the need of a third party or judicial intervention. If a resolution of the dispute is reached via a meet and confer dispute resolution method, it shall be presented to the Commissions for formal confirmation and approval, as necessary. If no satisfactory resolution can be reached via the meet and confer method, either Commission may pursue all remedies it may have at law, including all judicial remedies.

6. **Amendments.** This Agreement may be modified, in writing, upon mutual agreement of both Commissions.
7. **Incorporation of Recitals.** The recitals to this Agreement are hereby incorporated into this Agreement and are expressly made a part hereof. The Commissions acknowledge and agree that such recitals are true and correct.
8. **Governing Law.** This Agreement shall be governed by the laws of the Commonwealth of Virginia.

IN WITNESS WHEREOF, the Commissions have executed this Agreement by their duly authorized agent as of the date and year aforesaid.

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**

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Katherine A. Mattice, Executive Director

**POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION**

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Robert A. Schneider, Executive Director

**MOTION:**

**SECOND:**

**RE: AUTHORIZATION TO APPLY FOR AND ACCEPT FUNDING FOR FY2020 I-66 AND I-395  
COMMUTER CHOICE PROJECTS**

**ACTION:**

**WHEREAS**, the Northern Virginia Transportation Commission ("NVTC") has issued a call for projects for the FY2020 I-66 Commuter Choice program; and

**WHEREAS**, management has identified and prioritized eight suitable projects; and

**WHEREAS**, the I-395 Commuter Choice program is expected to issue a call for projects in the Spring of 2019 with projects beginning in Fall of 2019; and

**WHEREAS**, management will advise the Commission of projects proposed for the I-395 Commuter Choice program; and

**WHEREAS**, management will advise the Commission on the selection of any proposed projects; and

**WHEREAS**, Commission authorization is required of all applications; and

**WHEREAS**, execution of a funding agreement is necessary to receive any project funding.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to apply for and accept funding from the FY2020 I-66 and I-395 Commuter Choice programs.

**BE IT FURTHER RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby endorse management's prioritization of proposed projects.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Chuck Steigerwald  
Director of Strategic Planning

THROUGH: Robert A. Schneider, PhD  
Executive Director

SUBJECT: Authorization to Apply For and Accept Funding For FY2020 I-66 and I-395  
Commuter Choice Projects

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Recommendation:

Authorize the Executive Director to apply for and accept funding for FY2020 I-66 and I-395 Commuter Choice projects and endorse management's prioritization of projects.

Background:

In November 2018 the Northern Virginia Transportation Commission ("NVTC") issued a call for projects to be funded under next year's I-66 Commuter Choice program. NVTC has an estimated \$20 million to disburse and has developed an evaluation and selection process for proposed projects. This process includes the formation of an evaluation working group, which PRTC staff has been a participant in. Project applications are due to NVTC by January 15, 2019. Funding for selected projects would be available July 1, 2019.

Management has identified eight projects that should be eligible for I-66 Commuter Choice funding. Final cost estimates and some elements of project design are being developed, but authorization is being requested at this time to allow management to meet the January 16<sup>th</sup> application deadline for projects.

OmniRide's proposed projects are centered on service adjustments to account for additional commuter parking capacity at the new Haymarket Commuter Lot and the planned opening of 900 spaces at the University Boulevard Commuter Lot. It should be noted that current

Commuter Choice policy is that applications for transit operating assistance are for two years at a time and after the first five years of 100% funding the funding percentage decreases with projects eligible for up to eight years of transit operations funding.

Applicants have been asked to prioritize their proposed projects so that agency or jurisdictional priorities can be considered in the evaluation process.

The following are the proposed projects listed in order of management's priority:

1. Continued funding for the Gainesville/Pentagon OmniRide Express route. Fully funded by the first I-66 Commuter Choice program of projects for the first two-and one-half years. This project would continue full funding at the current service level of ten trips, extend the route to serve the the University Boulevard Commuter Lot, and fund marketing and promotion . Estimated funding request \$650,000 (two years of full funding).
2. Funding for the Haymarket/Rosslyn OmniRide Express route. This project would seek full funding for the Haymarket/Rosslyn route that began service on December 17, 2018. Included in the project would be extension to the University Boulevard Commuter Lot, and marketing and promotion. Estimated funding request \$700,000 (two years of full funding).
3. Consultant assistance for marketing and promotion of slug lines in the I-66 corridor. This project would include the development of a marketing plan, design and production of promotional materials, management of social media accounts, and general assistance with the development of slug lines at area commuter lots. Estimated request for funds \$200,000.
4. Additional trips on the Gainesville/Pentagon OmniRide Express route. This project would provide an additional eight trips (four AM, four PM), extend service from the Pentagon to L'Enfant Plaza, and purchase three vehicles. Estimated funding request \$2,500,000 (two years of full funding).
5. Additional trips on the Gainesville/Washington OmniRide Express route. This project would provide four new trips (two AM and two PM) between the Cushing Road Commuter Lot and downtown Washington, DC and the purchase of two new vehicles. This service adjustment includes the truncation of routing to 14<sup>th</sup> Street instead of L'Enfant Plaza. L'Enfant would now be served by the Gainesville/Pentagon route. Estimated funding request \$1,400,000 (two years of full funding).
6. One additional strategic bus to ensure service continuity and quality. Estimated funding request \$500,000.
7. New Field Support Specialist position to ensure service continuity and quality. Estimated funding request \$80,000.

8. Additional trips on the Haymarket/Rosslyn OmniRide Express route. This project would seek funding for two additional trips (one AM, one PM) and the purchase of one vehicle. Estimated funding request \$800,000 (two years of full funding).

Management has recently learned that the I-395 Commuter Choice program will likely be issuing a call for projects this Spring. Selected projects could be implemented as early as Fall of 2019, coincident with the opening of the I-395 toll lanes for revenue service. Management will return to the Commission to advise on any projects that OmniRide proposes for funding from the I-395 Commuter Choice program.

Management will also provide updates to the Commission as the project selection process progresses. If one or more of the projects is selected for funding it will be necessary to execute funding agreements for Commuter Choice projects. The related resolution will authorize the Executive Director to execute a funding agreement without returning to the Commission for further authorization under a subsequent resolution.

Fiscal Impact:

None. Commuter Choice would provide 100% funding for selected projects.

ITEM 11-G  
January 3, 2019  
PRTC Regular Meeting  
Res. No. 19-01-\_\_\_\_

**MOTION:**

**SECOND:**

**RE:               ENDORSEMENT OF PRINCE WILLIAM COUNTY’S APPLICATION FOR FY2020 I-66  
COMMUTER CHOICE PROJECT**

**ACTION:**

**WHEREAS**, the Northern Virginia Transportation Commission ("NVTC") has issued a call for projects for the FY2020 I-66 Commuter Choice program; and

**WHEREAS**, Prince William County is proposing a promotional campaign focused on mobility options in the I-66 corridor; and

**WHEREAS**, Prince William County will work in collaboration with the Potomac and Rappahannock Transportation Commission ("PRTC") and the Virginia Railway Express to implement the proposed project; and

**WHEREAS**, OmniRide services will benefit from the promotional project; and

**WHEREAS**, Prince William County has requested an endorsement from PRTC.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby endorse Prince William County’s project application for a promotional campaign for the FY2020 I-66 Commuter Choice program.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**

**Alternate Present Not Voting:**

**Absent from Meeting:**



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Chuck Steigerwald  
Director of Strategic Planning

THROUGH: Robert A. Schneider, PhD  
Executive Director

SUBJECT: Endorsement of Prince William County Application for FY2020 I-66 Commuter Choice Project

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Recommendation:

Endorse Prince William County's project application for a promotional campaign for the FY2020 I-66 Commuter Choice program.

Background:

In November of 2018 the Northern Virginia Transportation Commission ("NVTC") issued a call for projects to be funded under next year's I-66 Commuter Choice program. NVTC has an estimated \$20 million to disburse and developed an evaluation and selection process for proposed projects. This process includes the formation of an evaluation working group, which PRTC staff has been a participant in. Project applications are due to NVTC by January 16, 2019. Funding for selected projects would be available July 1, 2019.

Prince William County has proposed as a project a promotional campaign focused on mobility options in the I-66 corridor. The campaign will be implemented in coordination with OmniRide and VRE. The campaign would include the following elements:

- Creating a web presence so that there is one place people can go to find all their transportation options in that corridor.
- Videos that focus around the availability and growth/improvement of the options. The videos will focus on the following:

- VRE Services and Broad Run Expansion Project
- PRTC / OmniRide Services
- Information on Park and Ride Lots along I-66
- PWC Projects that facilitate mobility and access to transit and park and ride lots
- I-66 Express Lanes
- Advertising using several different tools, to include social media, billboards, gas stations (at the pump), radio spots, bus wraps, podcasts, etc.
- Print pieces, such as rack cards and other material that can be available in libraries and other places as appropriate.

Purpose of the project is to create a transportation demand management program by targeting commuters along the I-66 corridor. The program will focus on a marketing and education campaign that will provide awareness to alternative I-66 mobility options targeting Prince William County residents, but produced in a way that can be used by the entire region. The project will benefit the toll payers by reducing the number of single-occupancy vehicles on I-66 (inside the beltway) and increasing the use of other transportation alternatives.

Fiscal Impact:

None.

**ITEM 12**  
**January 3, 2019**  
**PRTC Regular Meeting**

**PRTC Chair's Time**

- A. RES Approval of Nominating Committee Recommendations for 2019 PRTC Officers and Concurrence with VRE Operations Board Appointments**

**MOTION:**

**SECOND:**

**RE:               APPROVAL OF NOMINATING COMMITTEE RECOMMENDATIONS FOR 2018 PRTC  
OFFICERS AND CONCURRENCE WITH VRE OPERATIONS BOARD APPOINTMENTS**

**ACTION:**

**WHEREAS**, the Potomac and Rappahannock Transportation Commission Bylaws require the appointment of PRTC Officers and concurrence with PRTC member jurisdiction appointments to the Virginia Railway Express (VRE) Operations Board at PRTC's annual meeting by Commission resolution; and

**WHEREAS**, the Commission elected a Nominating Committee tasked with preparing recommendations for PRTC Officers and VRE Operations Board Members and Alternates for approval at PRTC's January annual meeting; and

**WHEREAS**, membership by jurisdiction on the VRE Operations Board in accordance with the provisions of the VRE Master Agreement will consist of three elected officials representing Prince William County, two representing Stafford County, one representing Spotsylvania County, one each representing the three PRTC member cities, and a comparable number of Alternates, who must also be elected officials; and

**WHEREAS**, the PRTC Officers include:

Chair	Ruth Anderson
Vice Chair	Pamela Sebesky
Secretary	Wendy Maurer
Treasurer	Gary Skinner
At-Large	Jeanette Rishell
Immediate Past Chair	Frank Principi

**WHEREAS**, the PRTC Board representatives to the VRE Operations Board include:

Members

Alternates

Prince William County

John Jenkins	Ruth Anderson
Jeanine Lawson	Maureen Caddigan

Marty Nohe	Pete Candland
<u>Stafford County</u>	
Mark Dudenhefer	Jack Cavalier
Wendy Maurer	Cindy Shelton
<u>City of Fredericksburg</u>	
Matt Kelly	Jason Graham
<u>City of Manassas</u>	
Pamela Sebesky	Mark Wolfe
<u>City of Manassas Park</u>	
Suhas Naddoni	Hector Cendejas
<u>Spotsylvania County</u>	
Gary Skinner	Paul Trampe
<u>DRPT</u>	
Jennifer Mitchell	Michael McLaughlin

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby approve the recommended PRTC Officers and concurs with PRTC member jurisdiction appointments to the VRE Operations Board.

**Votes:**

**Ayes:**

**Nays:**

**Abstain:**

**Absent from Vote:**


**Alternates Present Not Voting:**

**Absent from Meeting:**



January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD   
Executive Director

SUBJECT: Approval of Nominating committee Recommendations for 2019 PRTC Officers and Concurrence with VRE Operations Board Appointments

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Recommendation:

Approve Nominating Committee recommendations for 2019 PRTC officers and concur with PRTC member jurisdiction VRE Operations Board appointments.

Background:

PRTC's Bylaws call for the appointment of Officers who collectively comprise the Executive Committee, and concurrence with PRTC member jurisdiction VRE Operations Board appointments, at PRTC's annual meeting in January by Commission resolution. At a previous Commission meeting:

1. A Nominating Committee was elected;
2. Chair Anderson directed the Nominating Committee to ready recommendations for the full Commission's consideration at its annual meeting; and
3. Chair Anderson invited nominations in advance of the annual meeting.

The Nominating Committee recommendations comply with all Bylaw requirements regarding these appointments, namely that:

- Officers of the Commission shall be elected annually and shall consist of a Chair, Vice Chair, Secretary, Treasurer, Immediate Past Chairman, and such officers at-large and subordinate officers as may from time to time be elected or appointed by the Commission. *Note: historically, the Commission has included at-large members to ensure each member jurisdiction is represented on the Executive committee, which consists of Commissioner officers; and*

- The Chair and Vice Chair shall not be from the same member jurisdiction; and
- The Chair shall be elected from amongst the regular members whose jurisdictions contributed at least 25% of the total PRTC local subsidy in the previous fiscal year; and
- Only Commissioners, not Alternates, hold positions as PRTC Officers; and
- Membership by jurisdiction on the VRE Operations Board in accordance with the provisions of the VRE Master Agreement as amended which means three elected officials representing Prince William County, two representing Stafford County, one representing Spotsylvania County, one each representing the three PRTC member cities, and a comparable number of Alternates, who must also be elected officials.

Fiscal Impact:

Not applicable.

**ITEM 13**

**Other Business/Commissioners' Time**

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**ITEM 14**

**Adjournment**

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**Upcoming Meetings: PRTC 2019 Meeting Schedule (attached)**

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# COMMISSION MEETING SCHEDULE

# 2019

PRTC Commission Meetings are held on the first Thursday of the month at 7:00pm in the second floor conference room of the OmniRide Transit Center, unless otherwise noted.

14700 Potomac Mills Road, Woodbridge, VA 22192

POTOMAC & RAPPAHANNOCK  
TRANSPORTATION COMMISSION



JANUARY 3

FEBRUARY 7

MARCH 7

APRIL 4

MAY 2

JUNE 6

JULY 11\* (date changed due to holiday)

AUGUST

BOARD RECESS - NO MEETING

SEPTEMBER 5

OCTOBER 3

NOVEMBER 7

DECEMBER 5

Executive Committee and Operations Committee meet on an "as needed" basis at 6:00pm prior to the regularly scheduled PRTC Board Meeting-advance notice is provided.

All VRE Operations Board meetings are scheduled for the third Friday of each month at 9:00am at the OmniRide Transit Center (except for the August recess).

## JANUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## FEBRUARY

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17	18	19	20	21	22	23
24	25	26	27	28		

## MARCH

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## APRIL

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17	18	19	20	21	22	23
24	25	26	27	28	29	30

## MAY

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## JUNE

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## JULY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## AUGUST

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## SEPTEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## OCTOBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## NOVEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## DECEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**January 3, 2019**  
**PRTC Regular Meeting**

**Information Items**

**System Performance Reports**

**Revised Purchasing Authority Report**

**Wheels-to-Wellness Funding Status**





January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

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

THROUGH: Robert A. Schneider, PhD  
Executive Director

SUBJECT: November System Performance and Ridership Report



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OMNIRIDE Express and Metro Express Service

- November ridership decreased 4.6 percent from October.
- Snow, holidays and National Tree Lighting ceremonies impacted ridership and disrupted normal operations.
- Ridership trends are beginning their normal seasonal changes with lower average daily usage.

OMNIRIDE Local Bus Service

- November ridership decreased 6.3 percent from October.
- Service was disrupted by holidays and the mid-month snow event.
- Saturday ridership was flat compared to the previous year, ending a string of consecutive year over year decreases.

Vanpool Alliance Program

- Enrollment increased slightly to 671 vans.
- Passenger trips in November dropped 10 percent from October due to the Thanksgiving holiday.

OmniMatch Program

**Program Promotions:**

- **11/08** – Department of Homeland Security Commuter Fair, NE, DC
- **11/09** – 2018 Transportation Management Plan (TMP) Fall Summit, Alexandria, VA
- **11/13** - Salute to Armed Forces Luncheon, Quantico, VA
- **11/19** – Quantico Welcome Aboard Brief, Quantico, VA

Customer Service Statistics

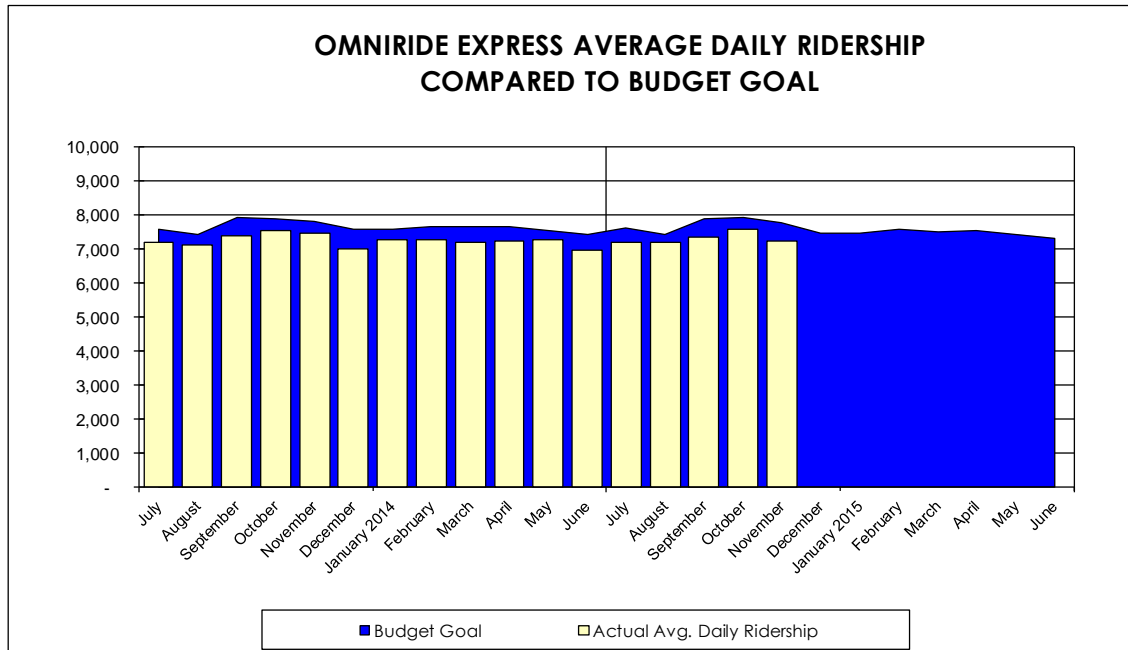
- The call center received 8,777 calls in November; the automated system handled 50% percent of those calls.
- Average wait time for remaining calls was 44 seconds.
- Responded to 68 general information emails in November.
- Percentage of OMNIRIDE local trip denials decreased to 34 compared to October.

Passenger Complaints

- Complaint rate for OmniRide in September:
  - OMNIRIDE Express and Metro Express complaint rate increased 16% from this time in FY18.
  - OMNIRIDE Local service complaint rate decreased 35% compared to this time in FY18.

## OMNIRIDE EXPRESS SERVICE

Month	Monthly Ridership		Average Daily Ridership			FY19 Budget Goal	Change from Goal
	FY18	FY19	FY18	FY19	% Change		
July	140,343	147,825	7,225	7,211	-0.2%	7,628	(417)
August	164,929	163,900	7,114	7,194	1.1%	7,422	(228)
September	147,004	141,696	7,417	7,380	-0.5%	7,905	(525)
October	158,222	166,311	7,572	7,579	0.1%	7,922	(343)
November	138,188	134,470	7,458	7,229	-3.1%	7,769	(540)
December							
January							
February							
March							
April							
May							
June							
<b>Year to Date</b>	<b>748,686</b>	<b>754,202</b>	<b>7,357</b>	<b>7,319</b>	<b>-0.5%</b>	<b>7,729</b>	<b>(411)</b>



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

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)

3/18- Avg. Daily Ridership excludes weather related school closures and delays (2,21,22), PWC Spring Break/Good Friday (26-30)

4/18- Avg. Daily Ridership excludes weather related road delays and service disruptions (16)

5/18- Avg. Daily Ridership excludes Friday before Memorial Day (25)

6/18- Avg. Daily Ridership excludes Capitals Stanley Cup Parade ESP Service (12)

7/18- Avg. Daily Ridership excludes week of Fourth of July holiday (2-6)

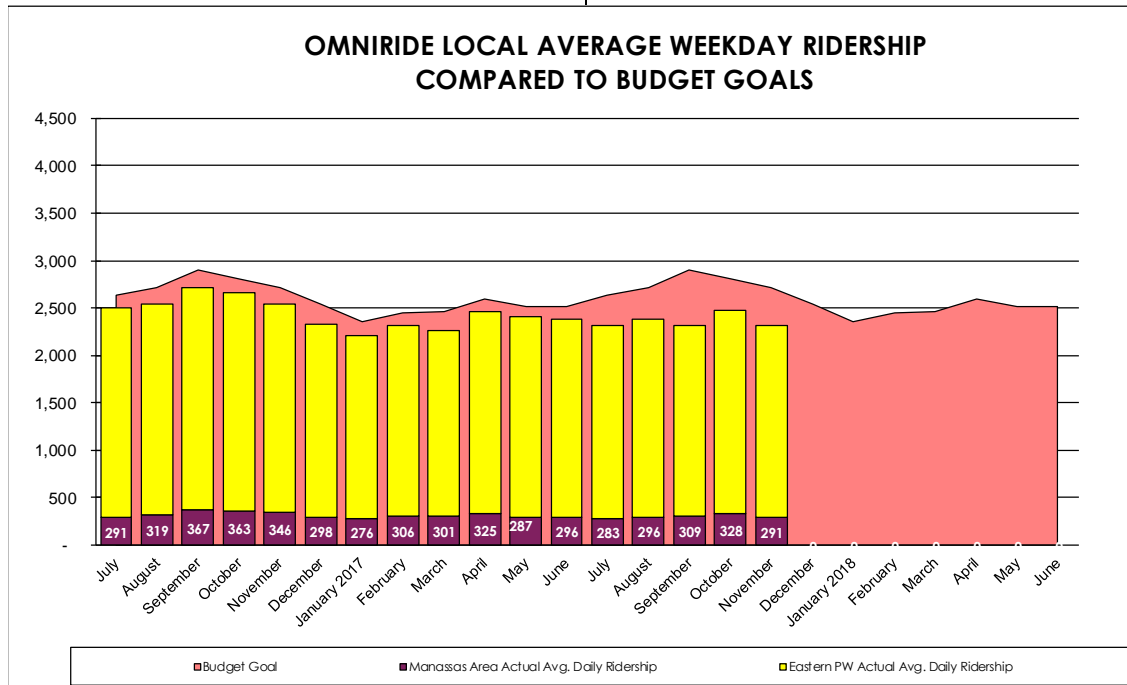
8/18- Avg. Daily Ridership excludes Friday before Labor Day (31)

10/18- Avg. Daily Ridership excludes Friday before Columbus Day (5) and Columbus Day (8)

11/18- Avg. Daily Ridership excludes Veterans Day (11), Snow impacts (15), Thanksgiving (21-23), ESP Tree Lighting (28)

## OMNIRIDE LOCAL SERVICE

WEEKDAY							
Month	Monthly Ridership		Average Daily Ridership			FY19 Budget Goal	Change from Goal
	FY18	FY19	FY18	FY19	% Change		
July	49,365	48,194	2,507	2,309	-7.9%	2,636	(327)
August	58,330	54,757	2,536	2,380	-6.2%	2,712	(332)
September	54,048	44,045	2,709	2,319	-14.4%	2,905	(586)
October	57,288	56,087	2,659	2,470	-7.1%	2,814	(344)
November	50,905	45,587	2,540	2,314	-8.9%	2,713	(399)
December							
January							
February							
March							
April							
May							
June							
<b>Year to Date</b>	<b>269,936</b>	<b>248,670</b>	<b>2,590</b>	<b>2,358</b>	<b>-8.9%</b>	<b>2,756</b>	<b>(397)</b>



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

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)

3/18- Avg. Daily Ridership excludes weather related school closures (2,21,22), Good Friday (30)

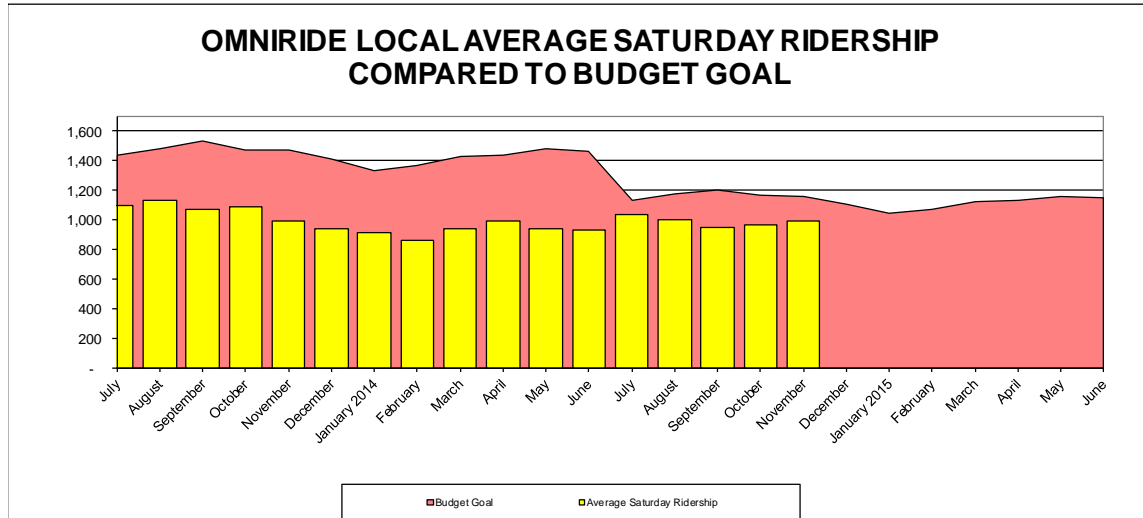
4/18- Avg. Daily Ridership excludes weather related roadway delays and ridership shifts (16)

10/18- Avg. Daily Ridership excludes Columbus Day (8)

11/18- Avg. Daily Ridership excludes Veterans Day (11), Snow (15), Thanksgiving (21-23)

## OMNIRIDE LOCAL SERVICE

SATURDAY							
Month	Monthly Ridership		Average Saturday Ridership			Average Saturday FY19 Budget Goal	Change from Goal
	FY18	FY19	FY18	FY19	% Change		
July	5,606	3,788	1,099	1,040	-5.4%	1,134	(94)
August	4,528	4,001	1,132	1,000	-11.7%	1,172	(172)
September	5,350	5,864	1,070	951	-11.1%	1,203	(252)
October	4,349	3,857	1,087	964	-11.3%	1,163	(199)
November	3,966	3,662	992	990	-0.2%	1,157	(167)
December							
January							
February							
March							
April							
May							
June							
<b>Year to Date</b>	<b>23,799</b>	<b>21,172</b>	<b>1,076</b>	<b>989</b>	<b>-8.1%</b>	<b>1,166</b>	<b>(177)</b>



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

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

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

3/18- Excludes wind event/early mall closures and severe traffic (3)

7/18- Excludes significant rain/storms and traffic (21)

11/18- Excludes Thanksgiving weekend (24)

# OMNIMATCH / VANPOOL ALLIANCE

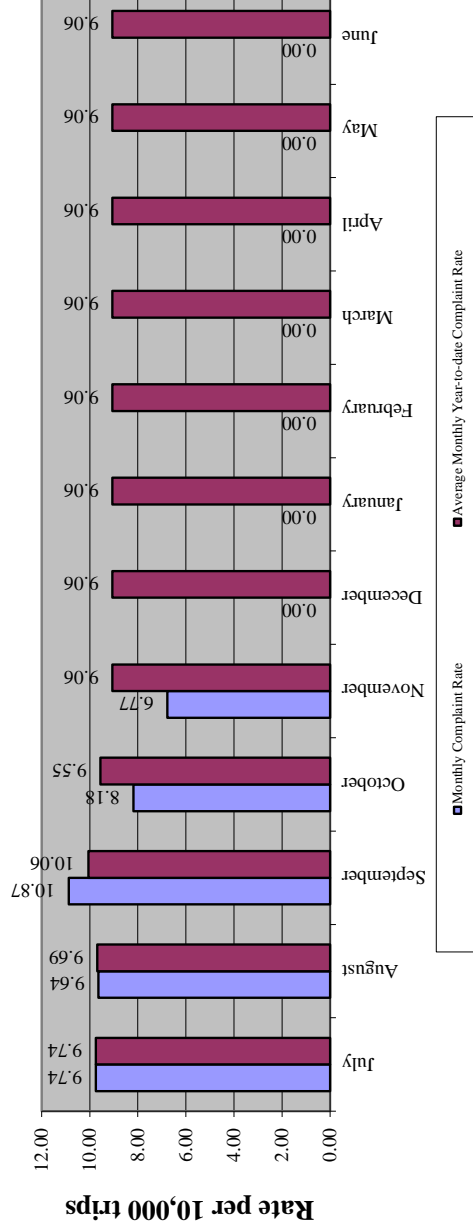
	OmniMatch				Vanpool Alliance			
	FY18	FY19	FY18	FY19	FY18	FY19	FY18	FY19
	New Applications Received	New Applications Received	Other Applications Received	Other Applications Received	Vanpools Enrolled	Vanpools Enrolled	Monthly Passenger Trips	Monthly Passenger Trips
July	34	53	5	6	653	669	117,257	125,864
August	36	42	20	27	658	669	133,874	136,402
September	22	35	15	11	659	670	116,527	118,472
October	52	44	12	11	662	670	127,548	130,798
November	40	56	17	8	663	671	120,117	116,453
December								
January								
February								
March								
April								
May								
June								
Average	37	46	14	13	659	670	123,065	125,598

- 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.

FY 2018 Year-to-date OmniRide Express 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			
January			
February			
March			
April			
May			
June			
Year-to-date totals	748,686	583	7.79

FY 2019 Year-to-date OmniRide Express Complaints			
	Ridership	Complaints	Per 10k Trips
July	147,825	144	9.74
August	163,900	158	9.64
September	141,696	154	10.87
October	166,311	136	8.18
November	134,470	91	6.77
December			
January			
February			
March			
April			
May			
June			
Year-to-date totals	754,202	683	9.06

**FY 2019 OmniRide Express Complaint Rate per 10,000 Trips  
Compared to Monthly Average**

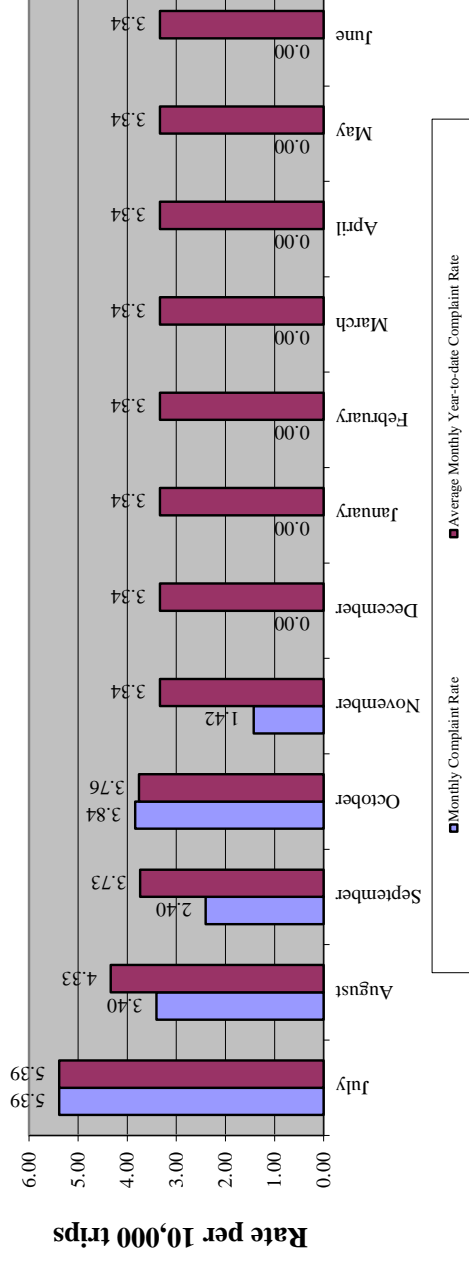


Complaint rates for OmniRide Express service for the current month and for the year-to-date in contrast to fiscal year 2018 overall rate, which is the benchmark for evaluating contractor performance for fiscal year 2019 in the bus services contract.

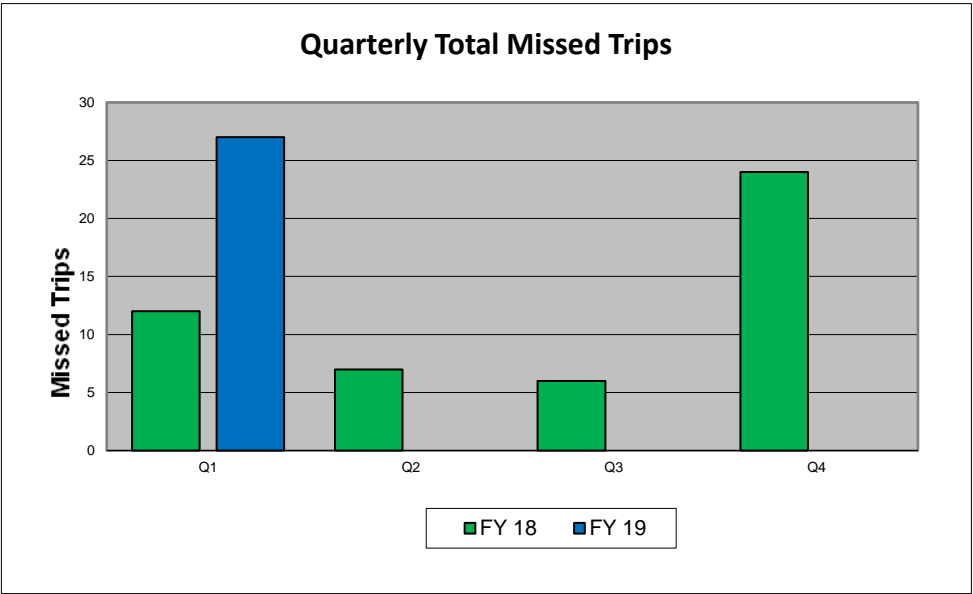
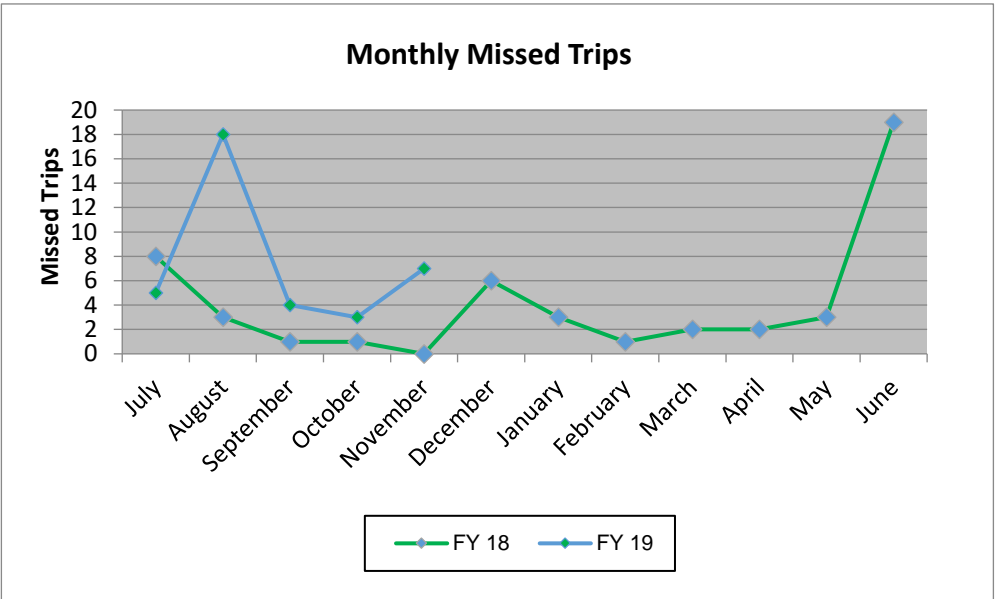
FY 2018 Year-to-date OmniRide Local Complaints			
	Ridership	Complaints	Per 10k Trips
July	54,971	40	7.28
August	62,858	42	6.68
September	59,398	30	5.05
October	61,637	15	2.43
November	54,871	24	4.37
December			
January			
February			
March			
April			
May			
June			
<b>Year-to-date totals</b>	<b>293,735</b>	<b>151</b>	<b>5.14</b>

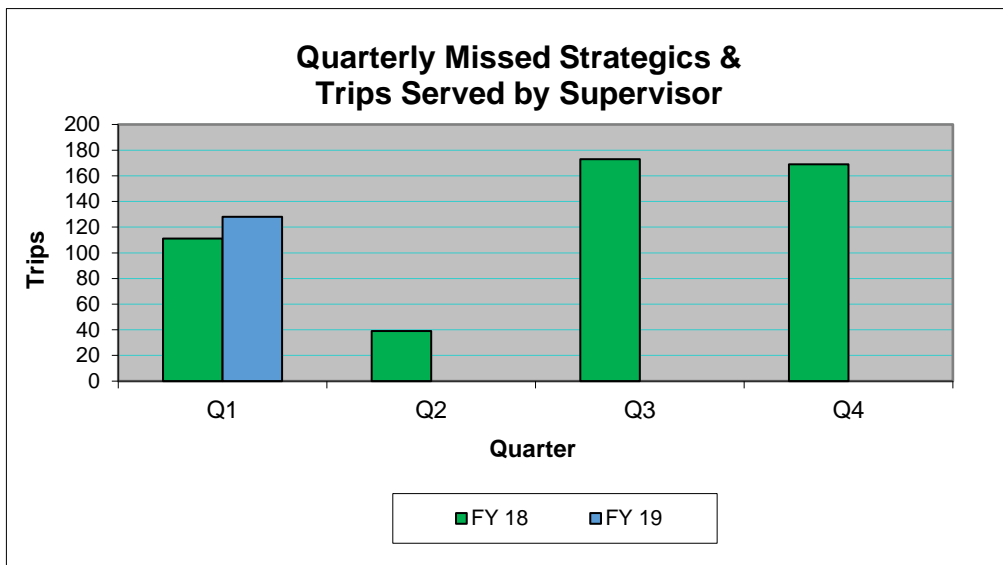
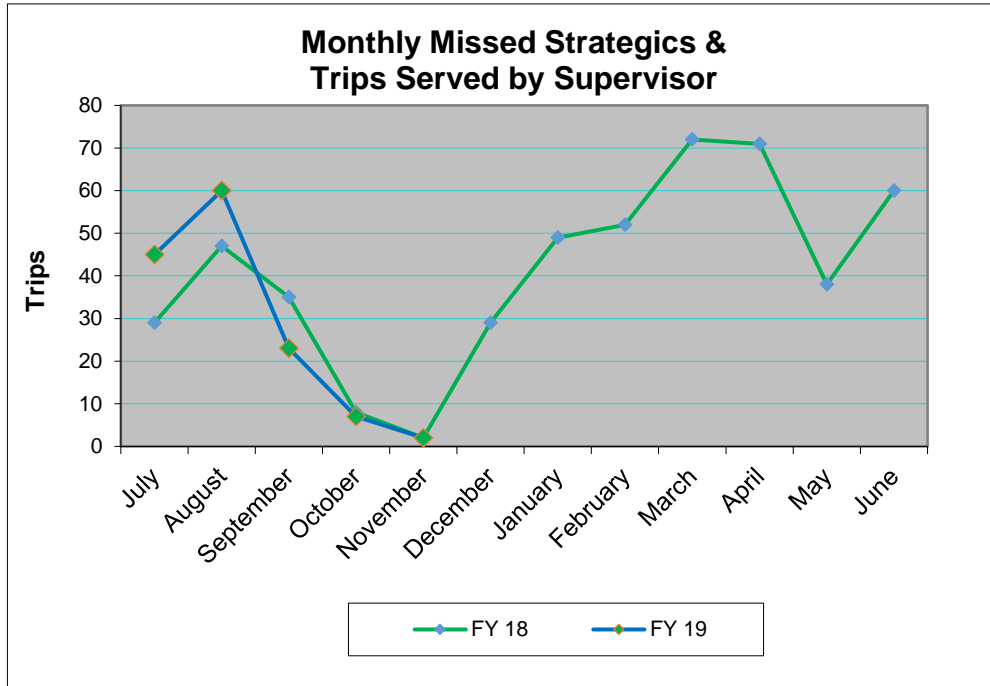
FY 2019 Year-to-date OmniRide Local Complaints			
	Ridership	Complaints	Per 10k Trips
July	51,982	28	5.39
August	58,758	20	3.40
September	49,909	12	2.40
October	59,944	23	3.84
November	49,249	7	1.42
December			
January			
February			
March			
April			
May			
June			
<b>Year-to-date totals</b>	<b>269,842</b>	<b>90</b>	<b>3.34</b>

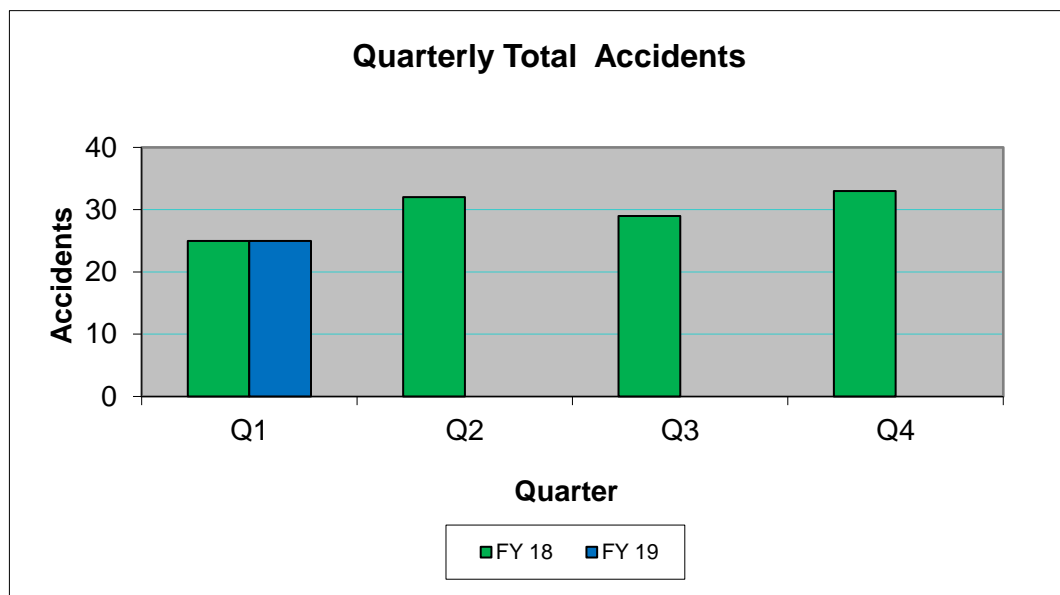
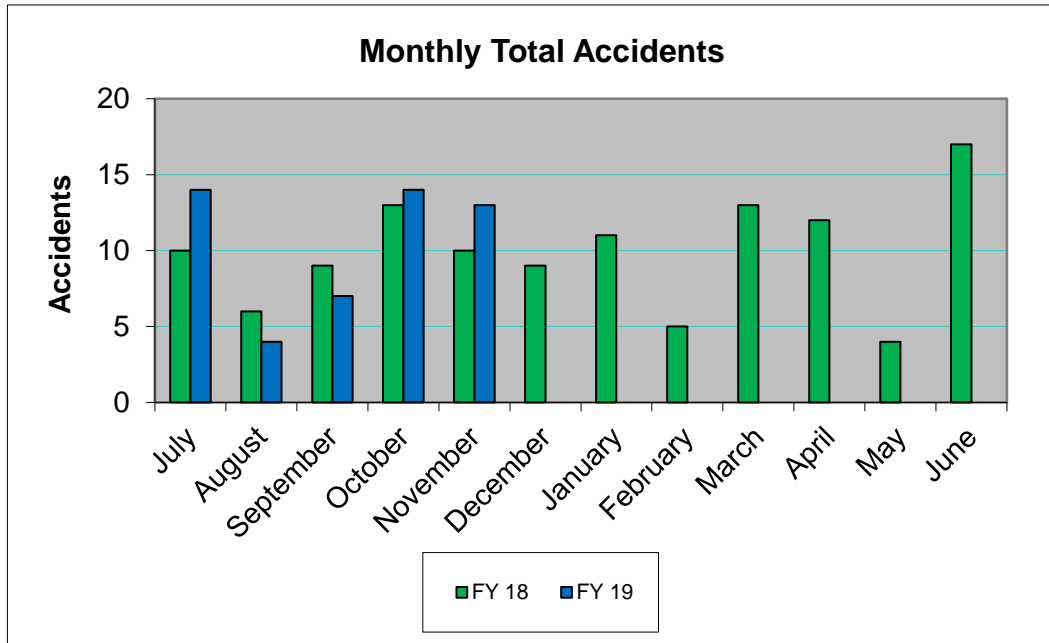
**FY 2019 OmniRide Local complaint rate per 10,000 Trips compared to monthly average**

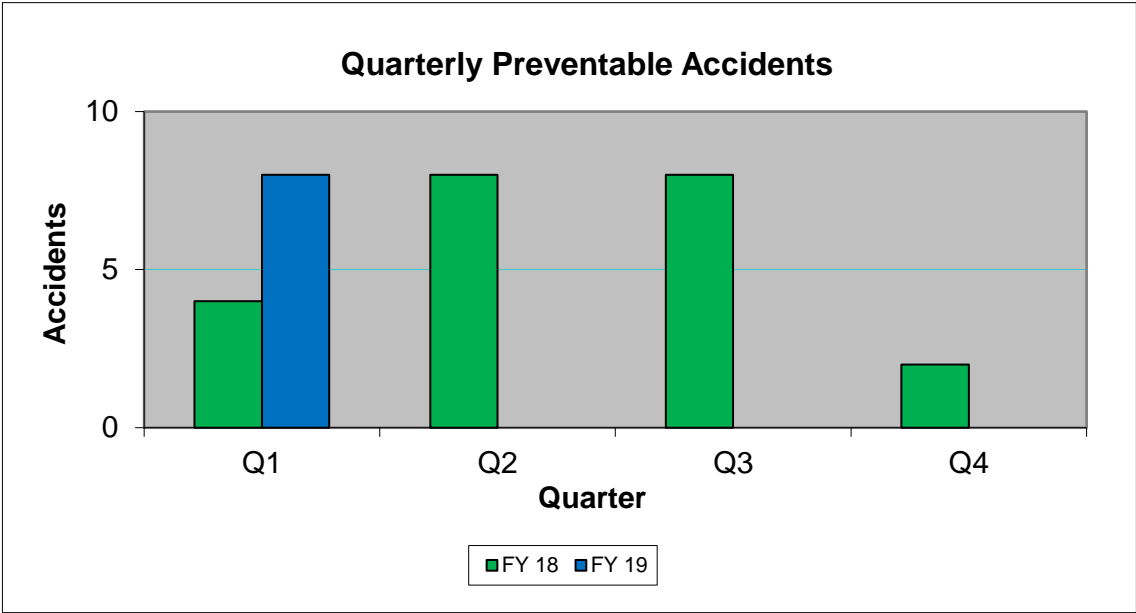
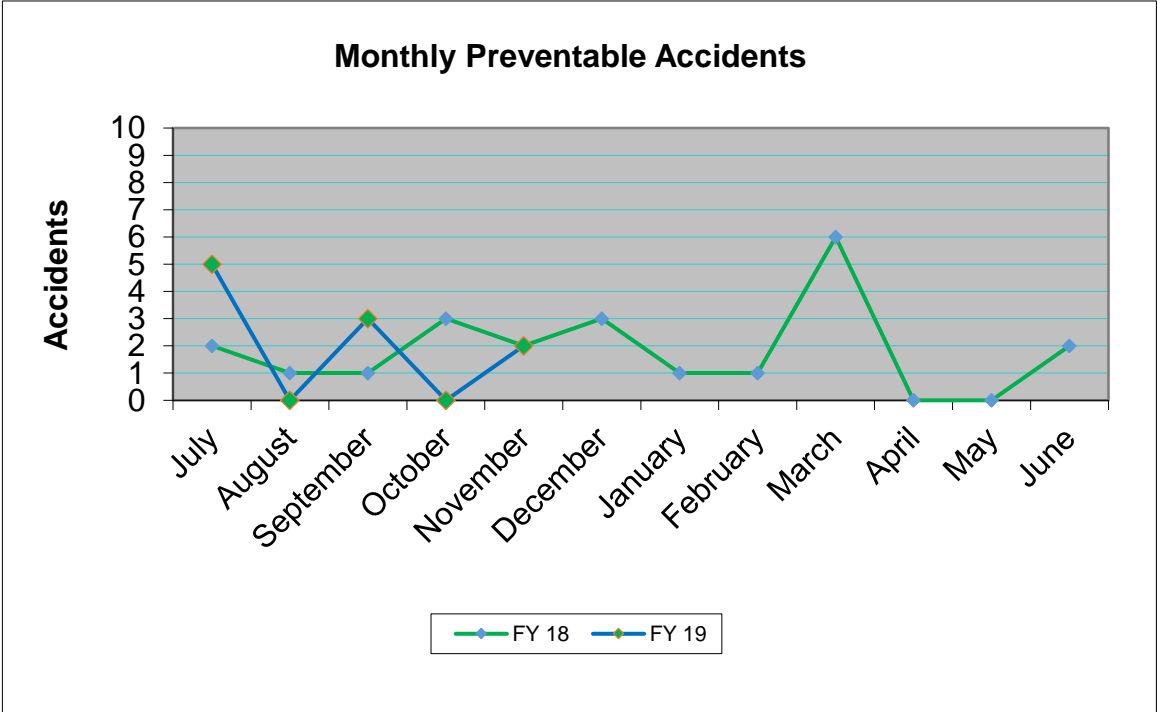


Complaint rates for OmniRide Local service for the current month and for the year-to-date in contrast to fiscal year 2018 overall rate, which is the benchmark for evaluating contractor performance for fiscal year 2019 in the new bus services contract.

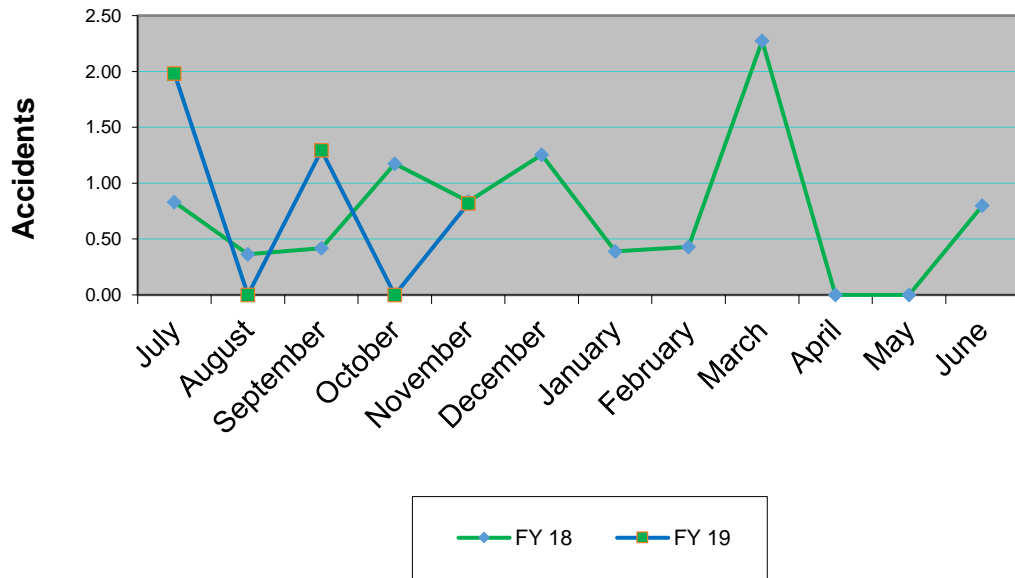




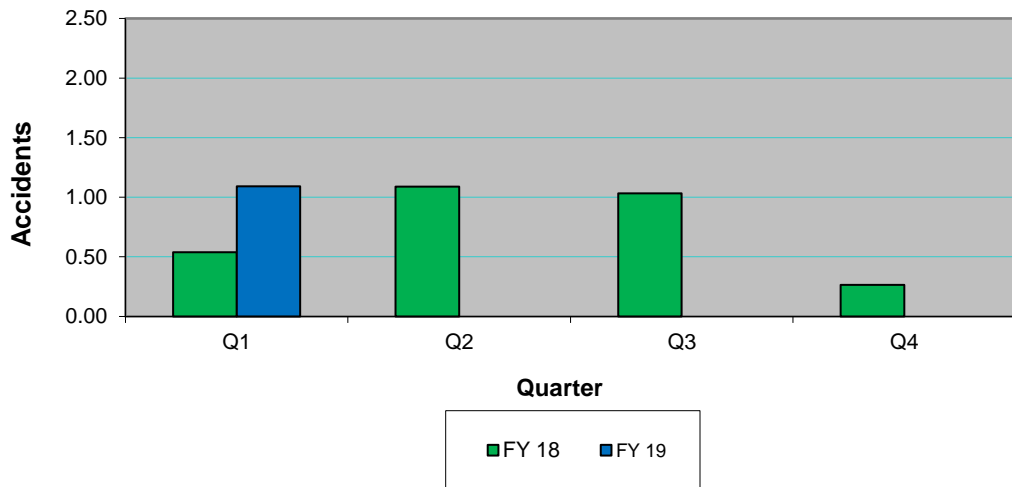




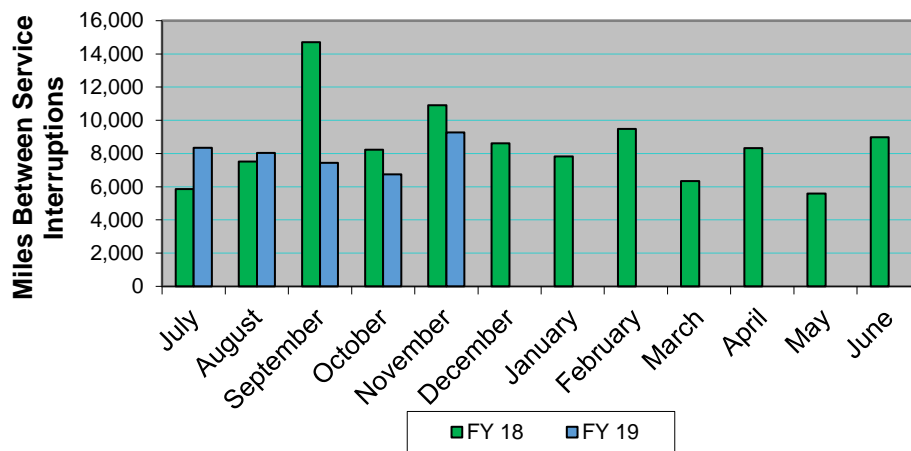
**Monthly Preventable Accidents per 100,000 Miles**



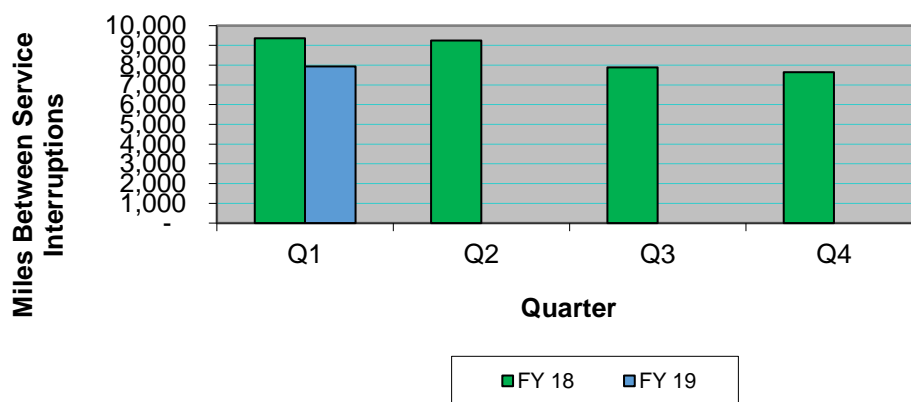
**Quarterly Average Preventable Accidents per 100,000 Miles**



**Monthly Miles Between Service Interruptions**



**Average Quarterly Miles Between Service Interruptions**





January 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD  
Executive Director

A handwritten signature in black ink, appearing to read "R. Schneider", is placed over the name of the sender.

SUBJECT: Revised Purchasing Authority Report

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On June 4, 2015, the Commission 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 October 2018 there were no purchase orders issued within the Executive Director's new spending authority.

**Wheels-to-Wellness Funding Status**  
As of November 30, 2018

Grant/Contribution	Organization	Amount	Notes	
Enrollment Fees Collected		\$90		
<b>Sub Total</b>		<b>\$90</b>		

Pending

Grant/Contribution	Organization	Amount	Notes	
<b>Sub Total</b>		<b>\$0</b>		

Previously Reported

Grant/Contribution	Organization	Amount	Notes	Date
Enrollment Fees		\$3,422		
Contribution	Lake Jackson Volunteer Fire & Rescue Department - Bingo Account	\$500		02/09/2018
Contribution	Linda Lee - Go Fund Me	\$931		02/16/2018
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
<b>Sub Total:</b>		<b>\$586,549</b>		
<b>Grand Total (excluding Pending)</b>		<b>\$586,639</b>		
<b>Remaining (excluding Pending)</b>		<b>\$83,306</b>		