



September 26, 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 of the sender.

SUBJECT: October 3, 2019 Commission Meeting Packet

Enclosed is your board packet for the October 3, 2019 Commission meeting at 7:00 p.m. in OMNIRIDE Transit Center's large conference room on the 2nd floor.

The PRTC Executive Committee will not meet.

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

Enclosure: As stated



BOARD OF COMMISSIONERS MONTHLY MEETING

Thursday, October 3, 2019 - 7:00 pm

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

-
1. Call to Order (Anderson/Rodrigo)
 2. Invocation and Pledge of Allegiance (Anderson)
 3. Attendance Roll Call (Anderson/Rodrigo)
 4. RES Adoption of Agenda (Anderson)
 5. RES Approval of Minutes – September 5, 2019 (Anderson)
 6. Virginia Railway Express Chief Executive Officer's Time (Allen)
 - A. INFO Chief Executive Officer's Report – September 2019
 - B. INFO Agenda, Minutes, and Adopted Resolutions of the September 20, 2019 VRE Operations Board Meeting
 - C. RES Authorize the Referral of the Preliminary FY2021 VRE Operating and Capital Budget to the Jurisdictions
 - D. RES Approve and Authorize Submission of VRE Projects to the Northern Virginia Transportation Authority for FY2024 – 2025 Six-Year Program Update Funding Consideration
 - E. INFO Spending Authority Report
 7. Public Comment Time (Anderson)
 8. Approval of Consent Agenda (Anderson)
 - A. RES Acceptance of the Jurisdictional Financial Report for the Period Ended June 30, 2019
 9. Executive Director's Time (Schneider)
 - A. INFO Follow-Up from Prior Meeting(s)
 - B. INFO Executive Director's Report
 - Industry Article: *Metro Transit Rolls Out Vastly Improved Bus Stop Signs*

10. Presentations and Information

- A. Strategic Plan Update
- B. I-395/95 Commuter Choice Program Inaugural Program of Projects

11. PRTC Action Items (Anderson/Schneider)

- A. RES Authorize Executive Director to Submit a Letter of Support for the Long Bridge Draft Environmental Impact Statement Preferred Alternative “Action Alternative A” on Behalf of the Chair
- B. RES Approve the Inaugural I-395/95 Commuter Choice Program of Projects and Forward to the Commonwealth Transportation Board, and Authorize the NVTC Executive Director to Execute the Standard Project Agreements

12. PRTC Chair’s Time (Anderson)

- Engagement Opportunities at seats around the table

13. Other Business/Commissioners’ Time (Anderson)

14. Adjournment (Anderson)

Information Items

System Performance Report

Revised Purchasing Authority Report

ITEM 1

Call to Order

ITEM 2

Invocation and Pledge of Allegiance

ITEM 3

Attendance Roll Call

MOTION:

SECOND:

RE: APPROVAL OF AGENDA – October 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 October 3, 2019, as presented/amended.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



BOARD OF COMMISSIONERS MONTHLY MEETING

Thursday, October 3, 2019 - 7:00 pm

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

-
1. Call to Order (Anderson/Rodrigo)
 2. Invocation and Pledge of Allegiance (Anderson)
 3. Attendance Roll Call (Anderson/Rodrigo)
 4. RES Adoption of Agenda (Anderson)
 5. RES Approval of Minutes – September 5, 2019 (Anderson)
 6. Virginia Railway Express Chief Executive Officer's Time (Allen)
 - A. INFO Chief Executive Officer's Report – September 2019
 - B. INFO Agenda, Minutes, and Adopted Resolutions of the September 20, 2019 VRE Operations Board Meeting
 - C. RES Authorize the Referral of the Preliminary FY2021 VRE Operating and Capital Budget to the Jurisdictions
 - D. RES Approve and Authorize Submission of VRE Projects to the Northern Virginia Transportation Authority for FY2024 – 2025 Six-Year Program Update Funding Consideration
 - E. INFO Spending Authority Report
 7. Public Comment Time (Anderson)
 8. Approval of Consent Agenda (Anderson)
 - A. RES Acceptance of the Jurisdictional Financial Report for the Period Ended June 30, 2019
 9. Executive Director's Time (Schneider)
 - A. INFO Follow-Up from Prior Meeting(s)
 - B. INFO Executive Director's Report
 - Industry Article: *Metro Transit Rolls Out Vastly Improved Bus Stop Signs*

10. Presentations and Information

- A. Strategic Plan Update
- B. I-395/95 Commuter Choice Program Inaugural Program of Projects

11. PRTC Action Items (Anderson/Schneider)

- A. RES Authorize Executive Director to Submit a Letter of Support for the Long Bridge Draft Environmental Impact Statement Preferred Alternative “Action Alternative A” on Behalf of the Chair
- B. RES Approve the Inaugural I-395/95 Commuter Choice Program of Projects and Forward to the Commonwealth Transportation Board, and Authorize the NVTC Executive Director to Execute the Standard Project Agreements

12. PRTC Chair’s Time (Anderson)

- Engagement Opportunities at seats around the table

13. Other Business/Commissioners’ Time (Anderson)

14. Adjournment (Anderson)

Information Items

System Performance Report

Revised Purchasing Authority Report

MOTION:

SECOND:

RE: APPROVAL OF PRTC COMMISSION MEETING MINUTES – September 5, 2019

ACTION:

WHEREAS, on October 3, 2019 at 7:00 p.m. the Potomac and Rappahannock Transportation Commission (“PRTC” or the “Commission”) convened its regular meeting at the OMNIRIDE Transit Center, located at 14700 Potomac Mills Road, Woodbridge, Virginia; and

WHEREAS, PRTC conducted business in accordance with a published agenda dated October 3, 2019.

NOW, THEREFORE BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the minutes of September 5, 2019 as presented/amended.

Votes:

Ayes:

Nays:

Abstain:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



MINUTES

BOARD OF COMMISSIONERS MEETING

September 5, 2019
OMNIRIDE Transit Center • 14700 Potomac Mills Road,
Woodbridge, VA

Members Present

*Ruth Anderson, Chair
*Victor Angry (arrived at 7:09 p.m.)
*Jeanine Lawson (arrived at 7:16 p.m.)
*Marty Nohe (arrived at 7:22 p.m.)
*Mark Dudenhefer
*Wendy Maurer, Secretary
*Pamela Sebesky, Vice Chair
*Jeanette Rishell, At-Large Member
*Matthew Kelly
*Gary Skinner, Treasurer
*Robert Thomas
*Rojan Robotham
*George Barker (arrived at 7:11 p.m.)

Members Absent

Maureen Caddigan
Frank Principi, Immediate Past Chairman
Paul Trampe
Jennifer Mitchell

Alternates Present

*Norm Catterton
*Kalai Kandasamy
*Jennifer DeBruhl

Alternates Absent

Hilda Barg
Pete Candland
Margaret Franklin
Darrell Jordan
Jack Cavalier
Cindy Shelton
Mark Wolfe
Preston Banks
Hector Cendejas
Donald Shuemaker
Jason Graham
Tim McLaughlin
David Ross
Todd Horsley
Steve Pittard

Jurisdiction

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

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

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

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

*Voting Member

Arrivals/departures following the commencement of the PRTC Commission Board Meeting are notated with the arrival/departure time.

Staff and General Public

Dr. Robert A. Schneider, PhD – PRTC
Doris Lookabill – PRTC
Betsy Massie – PRTC
Joyce Embrey - PRTC
Althea Evans - PRTC
Chuck Steigerwald – PRTC
Becky Merriner – PRTC
Christine Rodrigo – PRTC
Perrin Palistrant – PRTC
Kenneth Tuitt – PRTC
Charles Kent – PRTC
Monica Backmon - NVT
Uriah Kiser – Media
Michael William Kostiw – General public
Naomi T. Fireman – General public
David Sinclair – Prince William County

Bob Leibbrandt – Prince William County
Rob Dickerson – Prince William County
Ryan McManus – Prince William County
Paolo Belita – Prince William County
Ric Canizales – Prince William County
Xavier Harmony – DRPT
Doug Allen- VRE
Todd Johnson – First Transit
Nelson Cross – First Transit
Sharon Pandak – Greehan, Taves & Pandak
Cozy Bailey – NAACP Prince William
Joann Tuitt – General public
Brad Heller – General public
Clara Williams – General public
Walter Cranfield – General public

Chair Anderson called the meeting to order at 7:01 p.m. Invocation, Pledge of Allegiance and Roll Call followed.

Approval of the Agenda –4 [RES 19-09-01]

Commissioner Kelly moved with a second by Commissioner Maurer. There was no discussion on the motion. (KELLY/MAURER, UNANIMOUS)

Approval of the Minutes of the July 11, 2019 PRTC Board Meeting – 5 [RES 19-09-02]

Commissioner Sebesky moved, with a second by Commissioner Rishell to approve the minutes of the July 11, 2019 meeting. There was no discussion on the motion. (SEBESKY/RISHELL, MAJORITY VOTE; MAURER and ROBOTHAM ABSTAINED)

Virginia Railway Express (VRE) – 6

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

In the past month, VRE installed and integrated a new access control system at Alexandria and at its storage and maintenance facilities.

VRE is working with Manassas to do a full-scale emergency response drill on a train in September.

On-time performance for the past month has been better and reached 89% last week. On days when there are no heat restriction orders, on-time performance is in the mid-80% range.

Positive Train Control is working well and has caused some trains to slow when they've been going too fast. VRE and its host railroads continue to look for ways to improve the software to increase efficiency.

Within the past week, the Draft Environmental Impact Statement for the Long Bridge project was released. The document is available for public review until the end of October, and there will be a hearing on the document at a meeting on October 22. Mr. Allen anticipates a Final Environmental Impact Statement will be complete within eight to ten months after that.

Mr. Allen departed the meeting.

Commissioner Angry arrived at 7:09 p.m.

Public Comment Time - 7

Chair Anderson opened Public Comment Time by stating the Board would first take comments on the I-395/95 Commuter Choice Program. No one had comments on that subject and the public hearing was closed at 7:11 p.m.

Commissioner Barker arrived at 7:11 p.m.

Chair Anderson opened the floor for all other public comments. Mr. Brad Heller told the Board he lives in the Occoquan area and rides OmniRide's Lake Ridge – Mark Center bus. He recommended the Board delay any decision on changes to Mark Center routes for up to one year so a current study can be done on proposals that the Mark Center routes serve the Horner Road and Telegraph Road commuter lots. Mr. Heller questioned what type of marketing has been done to promote ridership on the Mark Center services. He said he would provide PRTC with written comments.

Commissioner Lawson arrived at 7:16 p.m.

Approve the Consent Agenda – 8 [RES 19-09-03]

Commissioner Kelly moved, with a second by Commissioner Maurer. There was no discussion on the item. (KELLY/MAURER, UNANIMOUS)

- Acceptance of the Monthly Jurisdictional Financial Report for the Period Ended May 31, 2019 -8A [RES 19-09-04]
- Authorization to Approve FY20 Schedule and Bus Stop Display Production Task Orders – 8B [RES 19-09-05]
- Authorization to Execute a Western Maintenance Facility Deed of Easement – 8C [RES 19-09-06]

PRTC Executive Director's Time – 9

Dr. Schneider briefed the Board on the following items of interest:

During the employee evaluation process, four employees were identified for going Above and Beyond in their jobs. LaTricia Benson, Leon Jordan, Natasha Khan, and Kenneth Tuitt each will receive a small bonus, a plaque, and recognition within the organization.

Commissioner Nohe arrived at 7:22 p.m.

Dr. Schneider said staff is looking at different options for OmniRide's two Mark Center routes and may not make a recommendation to the Board until November or December. With the planned start of Stafford bus services in late October, OmniRide is not under pressure to make Mark Center route changes to achieve a better standing under the new statewide performance measurement program.

An FTA procurement audit was conducted at PRTC and VRE, and the results were good. There were two findings in two areas, neither of which was systemic. In comparison, there were 11 findings in the 2017 audit. One finding – that references were not properly documented – has already been corrected. The second finding was in how the performance elements for cost and task were outlined, and we've received guidance on that.

Dr. Schneider presented a timeline of events for the three-day work stoppage, which began August 1st, that resulted from a contract dispute between First Transit and the AFSCME union that represents the bus operators.

Moving forward, the Executive Director will provide the Board with periodic updates beginning 90 days before the expiration of the contract. The Board leadership will be notified 14 days in advance of how services will operate if a work stoppage occurs, and the public communications plan will be implemented 7 days in advance of a work stoppage

Commissioner Robotham said she is an OmniRide passenger and overheard others questioning PRTC's treatment of its employees that could cause a work stoppage. She said the public doesn't understand the difference between PRTC and First Transit. She said that branding OmniRide shouldn't just be about the name on the bus exterior but also about how the community perceives the Board.

In answer to a question from Commissioner Rishell, Dr. Schneider said those who participated in the work stoppage were not assessed points for non-attendance.

Commissioner Barker heard from residents who were upset at the short notice and wanted the work stoppage to be resolved quickly.

Commissioner Lawson said the public probably doesn't realize that the bus operators aren't employed by PRTC but are contract employees with First Transit and she wondered how to inform the public about that.

Commissioner Angry asked how much the work stoppage cost. Dr. Schneider said the figures are still being audited but the fare reimbursement loss was \$118,000. According to provisions in First Transit's contract, it must reimburse PRTC for lost fares. There are other contract deductions, such as for missed trips, and the totals will be provided to First Transit.

Dr. Schneider advised the Commission that a firearm was discharged on an OmniRide bus on August 27, 2019. The bullet struck the floor and went through a window. No one was hurt. The driver didn't think the shot came from inside the vehicle so he drove to the next bus stop. The person who fired the gun turned himself in to police the next day.

Staff received active shooter training with the Prince William County Police on August 28.

The June fleet maintenance audit showed a slight uptick in the number of defects per vehicle, and the majority of defects were for minor issues.

Presentations and Information – 10

Strategic Plan Update – 10A - Chuck Steigerwald

Mr. Steigerwald's presentation focused on the Strategic Plan's Transit Recommendations. The key theme is to recapture the market share, grow ridership, and focus on public-private partnerships, and a performance-driven approach to achieve those goals.

Mr. Steigerwald said 65% of the actions associated with these recommendations are currently in progress and then listed 11 specific examples including the OmniRide app.

Chair Anderson asked if any Commissioners are using the app and what their experiences have been in using the app.

Commissioner Robotham said she has used the app.

Commissioner Kandasamy said sending messages through the app to notify riders of delays or major disruptions would be of added value. He added that it would benefit riders if disruption information could also be added to the phone message. In response, Mr. Palistrant said there is a mechanism on the phone system to do that.

PRTC Action Items – 11

Authorization to Create Three (3) Full-Time Positions – Chief Development Officer, Chief Financial Officer, and Grants Administrator – 11A [DEFERRED]

Commissioner Skinner moved with a second by Commissioner Barker. Chair Anderson said there has been some consternation about this resolution and asked Dr. Schneider to give a presentation. Dr. Schneider said a financial analysis by SC&H in 2017-2018 identified succession-continuity planning as vital because OmniRide has a number of long-tenured employees in key roles. Additionally OmniRide is facing a series of retirements over the next 12 months, including Mr. Steigerwald who plans to leave OmniRide in August 2020. Commissioner Maurer asked if the reduction from 55 employees when Dr. Schneider became Executive Director to 48 employees currently included those who were part of the Reduction In Force. Dr. Schneider replied that they were not.

Dr. Schneider said he presented the Board with a Vision 2020 Plan in September 2017 and that plan was approved by the Board in October 2017. The restructuring of the organization was put on-hold and now the organization is ready to move forward. OmniRide currently has three major projects that are grant-funded that have been on the books for 18 months, but haven't launched yet because Mr. Steigerwald doesn't have the bandwidth to do them. The goal is to get those projects moving forward and identify Mr. Steigerwald's successor so that when Mr. Steigerwald departs we have continuity and these projects are up and running.

In response to a question from Commissioner Maurer, Dr. Schneider advised the intention is to replace the Director of Strategic Planning position with the Chief Development Officer once Mr. Steigerwald departs.

Dr. Schneider noted that one of Prince William County's concerns is that there is no dedicated long-term stable funding for OmniRide. OmniRide's goal was to have these positions approved so the organization could move forward when ready. OmniRide has the funding in the current budget and has the headcount capacity because this would not increase the headcount beyond where OmniRide was two year ago.

Chair Anderson said Commission members who also sit on the Prince William Board of County Supervisors had received information from the Prince William County budget office and she invited Prince William County Budget Director David Sinclair to speak about his main concerns. Mr. Sinclair applauded PRTC for finding money in its budget to fund the positions in FY20, but said County staff's concern is the impact the positions will have on the budget in FY21 and FY22 and beyond. The County has a multi-year budget plan and expenses must be funded across all five years. He recommended deferring a decision to the FY21 budget process.

Commissioner Maurer said the new positions would have a fiscal impact on Stafford County ranging from a 40% - 60% increase in Stafford's contribution, which would be difficult. She noted if one position is going to replace another, the fiscal impact information provided may not be accurate.

Commissioner Rishell noted the recurring cost potential was between \$400,000 and \$700,000, and asked if efforts were made to find alternative staffing methods. Dr. Schneider replied that staff considered not funding new positions and keeping the status quo or waiting until the person is at or near retirement and filling the position then as a one-for-one. Commissioner Rishell asked why this proposal calls for Mr. Steigerwald's position to be replaced by a higher position. Dr. Schneider replied the goal is to create a Development Department that includes vanpooling, ridesharing and planning, essentially a "Services" arm of the organization under one department so there's more coordination and fewer silos.

Commissioner Sebesky asked about the savings from reducing staff from 55 to 48. Dr. Schneider replied the agency saved \$550,000 in the restructuring, and about \$160,000 of that was put into other new positions related to FTA Safety and Security personnel requirements and Quality Assurance. In response to a question from Commissioner Sebesky, Dr. Schneider advised the remaining \$400,000 in savings would pay for these positions. He noted that the current FY20 budget approved by Prince William and Manassas already includes the funding for the new positions.

Commissioner Robotham said it's unclear to her where the work this position will do is coming from – whether it's new work, or if it's being pulled from other job descriptions.

Commissioner Kelly said that in order to not put grant money in jeopardy, it seems that Mr. Steigerwald's position should be filled now and the others can be filled later.

Commissioner Thomas noted that the Executive Director has the authority to fill Mr. Steigerwald's position now at the current level. By taking no action the Board would simply not be elevating the new person's title, which could be done at a later date.

Commissioner Thomas motioned the item be deferred to the FY21 budget cycle, noting the Executive Director has the authority to address position vacancies. Commissioner Maurer seconded the motion.

Commissioner Thomas noted these positions were in the 100-Day Plan that Dr. Schneider brought forward two years ago, and the Commission just hasn't acted on it yet.

Commissioner Barker said he would support the motion to defer and noted he would like to see the impact in future years.

Commissioner Thomas noted that the Executive Director will need guidance from the Board on how to proceed by November in order to include these positions in the FY21 budget.

Commissioner Kelly said that in addition to studying the numbers, the operational impact also should be considered.

Commissioner Lawson asked how long of an overlap Dr. Schneider expects with Mr. Steigerwald's position and the new position. Dr. Schneider replied that the new position would be advancing other parts of the program to enable Mr. Steigerwald to get projects up and running before he leaves. He estimated the overlap would be for 6-8 months.

Commissioner Thomas motioned the item be deferred to the FY21 budget cycle, noting the Executive Director has the authority to address position vacancies. Commissioner Maurer seconded the motion. (THOMAS/MAURER, UNANIMOUS)

Authorization to Participate in WMATA's Competitive Procurement for Revenue Generating Advertising on PRTC's Bus Fleet – 11B [RES 19-09-07]

Commissioner Kelly moved, with a second by Commissioner Barker. There was no discussion on the item. (KELLY/BARKER, UNANIMOUS)

PRTC's Chair Time - 12

Recognition and Appreciation for Prince William County Attorney's Office for the Dedication and Outstanding Work – 12A [RES 19-09-08]

Chair Anderson asked Deputy County Attorney Rob Dickerson to come forward and thanked him, on behalf of the Commission, for his legal counsel. She read the resolution extending the Commission's appreciation to Prince William County Attorney Michelle Robl and her staff for their representation over the past 10 years. Chair Anderson then presented Mr. Dickerson with a framed copy of the resolution and a gift.

Commissioner Lawson moved, with a second by Commissioner Sebesky. There was no discussion on the item. (LAWSON/SEBESKY, UNANIMOUS)

Chair Anderson said with the encouragement of Commissioner Kandasamy, she recently toured all five commuter lots in the I-95 corridor with a group including VDOT, PWC, and PRTC to see what improvements were needed. They noted numerous observations that Chair Anderson has submitted for consideration as part of an I-95 corridor study. She said she has received word that the list is being taken seriously and she thanked Commissioner Kandasamy for initiating this process.

Other Business/Commissioner's Time – 13

Dr. Schneider noted that OmniRide is testing a new model double-door MCI bus in September. This new model bus has wheelchair access on a lower platform as compared with the current MCI bus. The double deck bus that was tested in April costs about \$1 million, but this new model MCI bus costs about the same as the current MCI bus. In addition to cost, other factors to consider are service cost, efficiency of service, and throughput.

Many Commissioners thanked Mr. Dickerson for his service and said they had enjoyed working with him. Several also expressed thanks to Assistant County Attorney Jackie Lucas for her work.

Commissioner Robotham thanked Dr. Schneider for a past tour of the PRTC facility and overview of services.

Adjournment – 14

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

Information Items

There were no comments.

Virginia Railway Express (VRE) Chief Executive Officer's Time

- A. INFO Chief Executive Officer's Report – September 2019
- B. INFO Agenda, Minutes, and Adopted Resolutions of the September 20, 2019 VRE Operations Board Meeting (*handout at the meeting*)
- C. RES Authorize the Referral of the Preliminary FY2021 VRE Operating and Capital Budget to the Jurisdictions
- D. RES Approve and Authorize Submission of VRE Projects to the Northern Virginia Transportation Authority For FY2024 – 2025 Six-Year Program Update Funding Consideration
- E. INFO Spending Authority Report

CEO REPORT

SEPTEMBER 2019



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 | SEPTEMBER 2019

TABLE OF CONTENTS

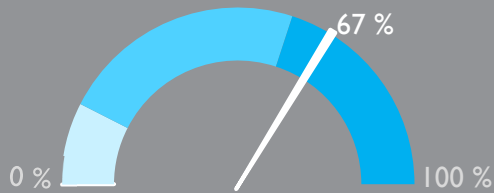
SUCCESS AT A GLANCE	3
ON-TIME PERFORMANCE	4
AVERAGE DAILY RIDERSHIP	6
SUMMONSES ISSUED	7
TRAIN UTILIZATION	8
PARKING UTILIZATION	9
FINANCIAL REPORT	10
FACILITIES UPDATE.....	11
UPCOMING PROCUREMENTS	12
CAPITAL PROJECTS UPDATES	13
PROJECTS PROGRESS REPORT	15



VIRGINIA RAILWAY EXPRESS
A better way. A better life.

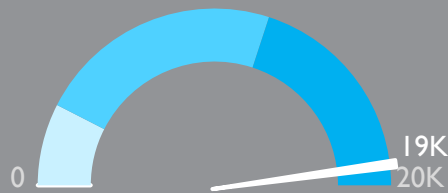


SUCCESS AT A GLANCE



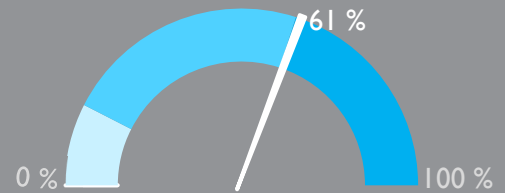
PARKING UTILIZATION

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



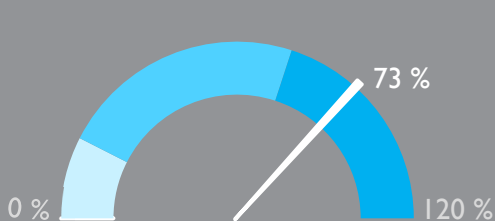
AVERAGE DAILY RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings but excluding "S" schedule operating days.
Same month, previous year: 18,251



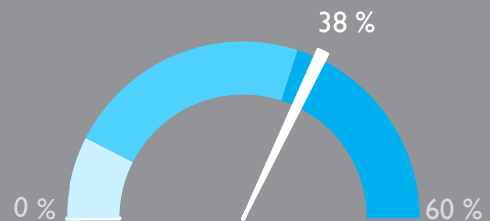
ON-TIME PERFORMANCE

Percentage of trains that arrive at their destination within five minutes of the schedule.
Same month, previous year: 86%



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: 52%

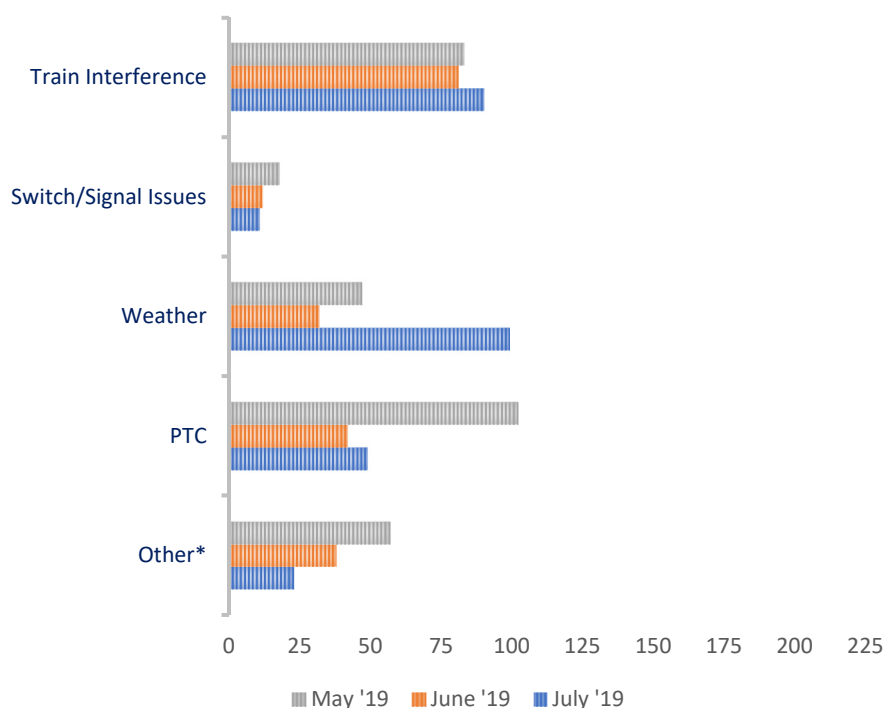
JULY 2019

ON-TIME PERFORMANCE

OUR RECORD

	July 2019	June 2019	July 2018
Manassas Line	69%	69%	77%
Fredericksburg Line	53%	67%	75%
System Wide	61%	68%	76%

PRIMARY REASON FOR DELAY



VRE operated 702 trains in July. Our on-time rate for July was 61 percent.

Two hundred seventy-two trains arrived more than five minutes late to their final destinations. Of those late trains, 106 were on the Manassas Line (39 percent), and 166 were on the Fredericksburg Line (61 percent).

The number of positive train control delays leveled out in July. We experienced seven more PTC-related delays than we did in June, but July had two more service days. While train interference continues to have a significant impact, July saw a marked increase in weather-related impacts. Heat restrictions were in place for 19 of the month's 22 service days.

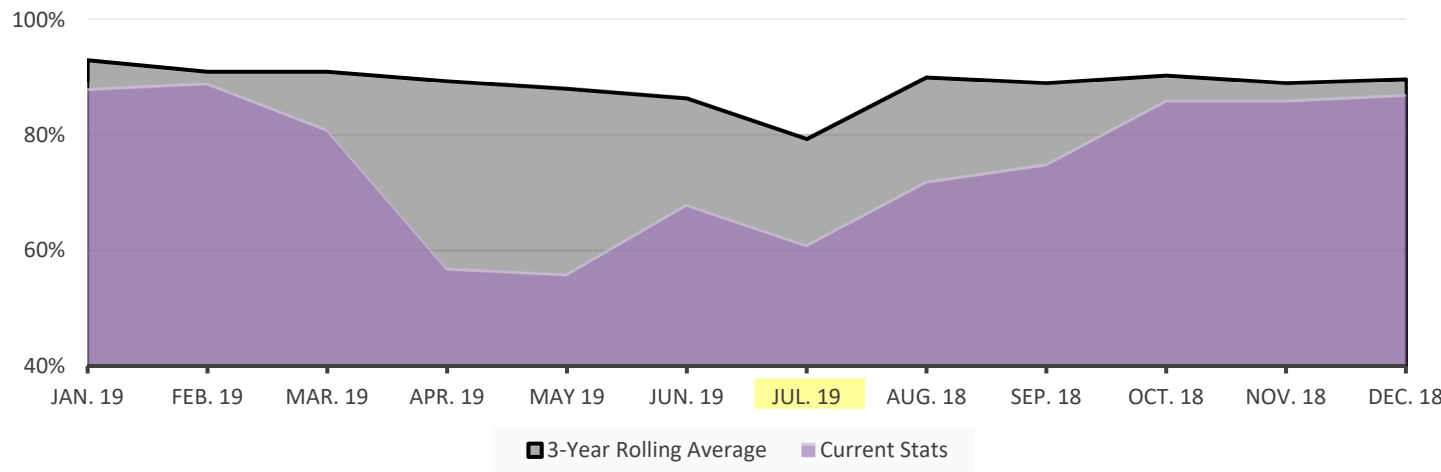
*Includes trains that were delayed due to operational testing and passenger handling.

LATE TRAINS

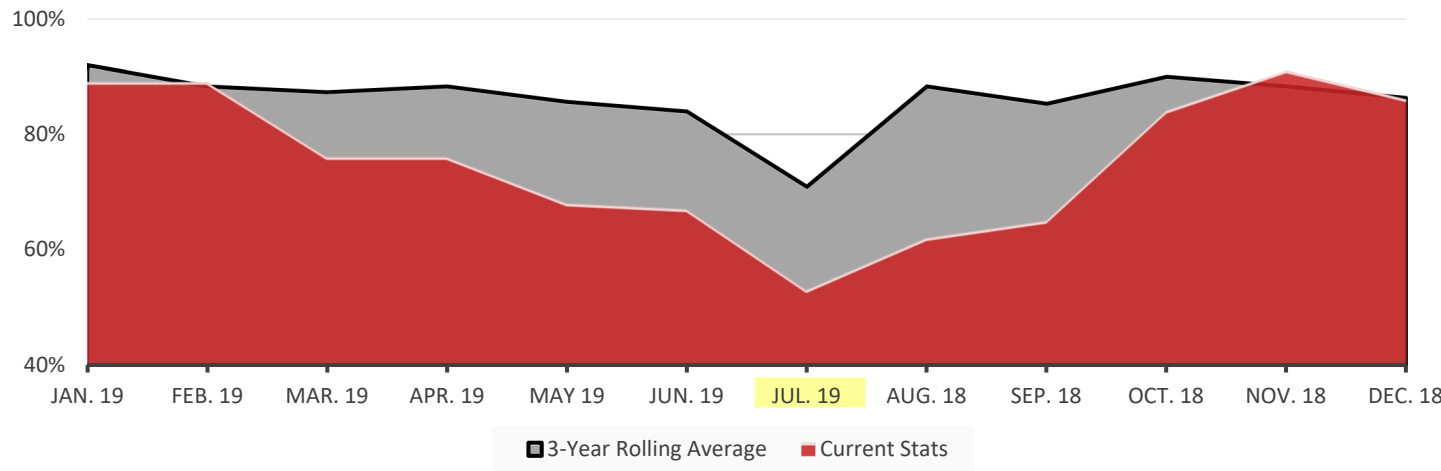
	System Wide			Fredericksburg Line			Manassas Line		
	May	June	July	May	June	July	May	June	July
Total late trains	307	205	272	111	106	166	196	99	106
Average minutes late	23	14	16	25	13	16	22	16	15
Number over 30 minutes	53	14	28	18	4	16	35	10	12
Heat restrictions	8	10	19	8	10	19	0	0	0

ON-TIME PERFORMANCE

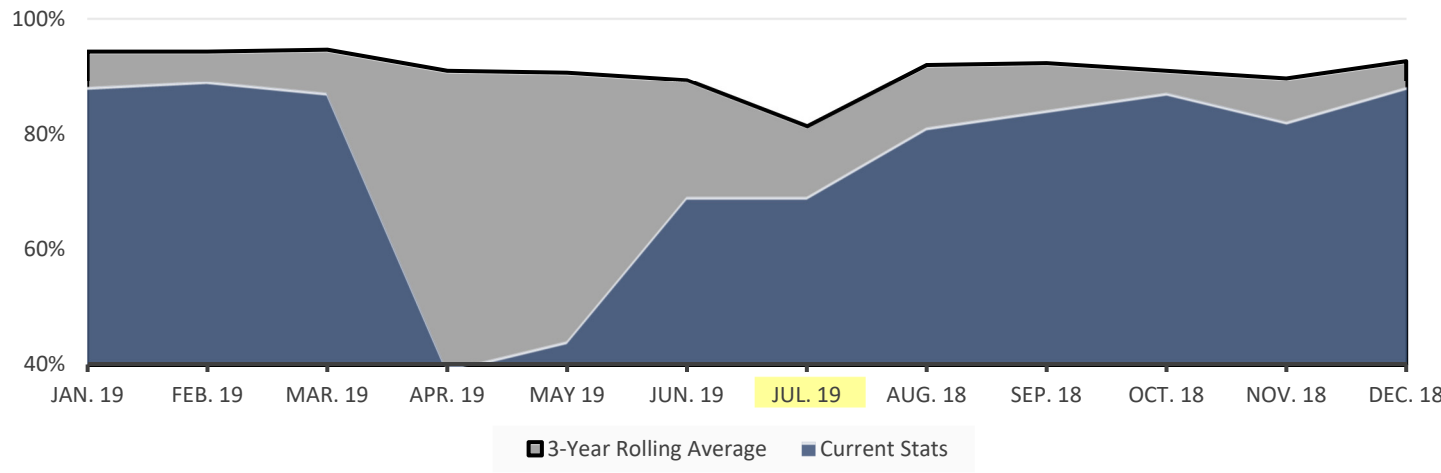
VRE SYSTEM



FREDERICKSBURG LINE

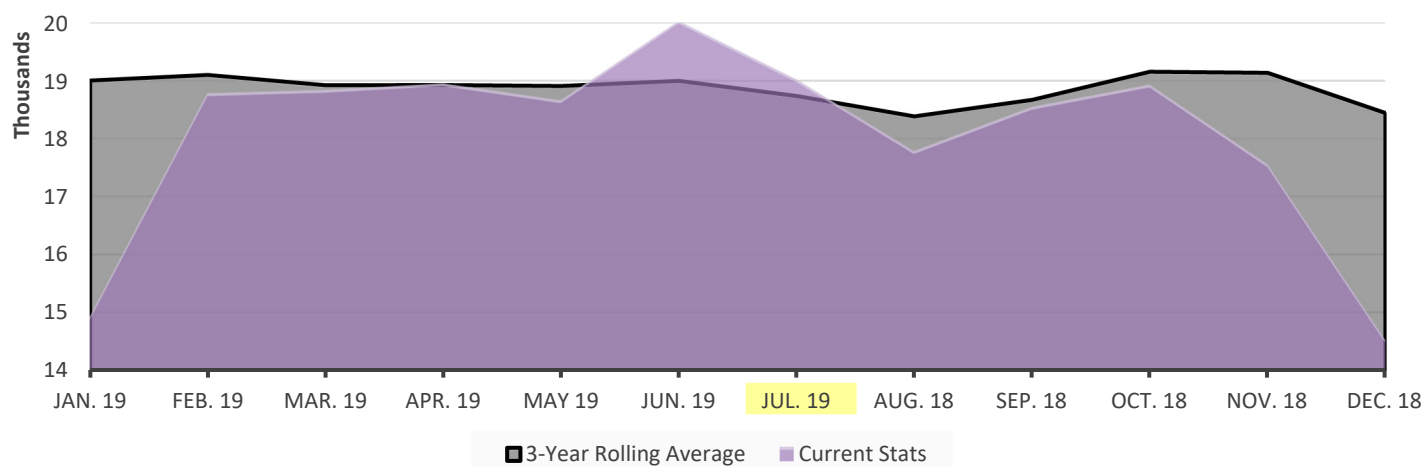


MANASSAS LINE

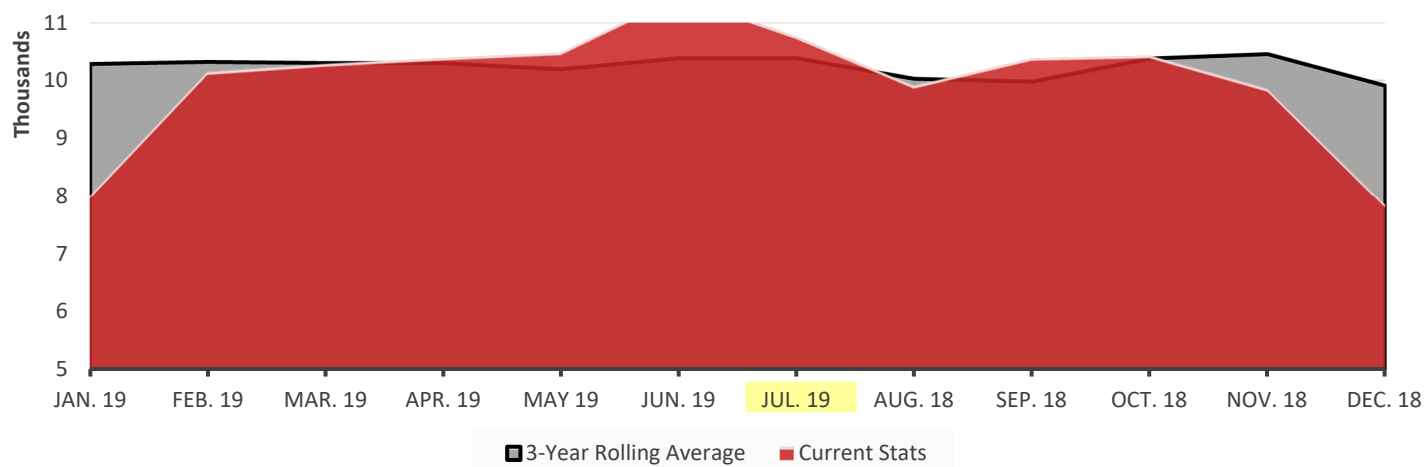


AVERAGE DAILY RIDERSHIP

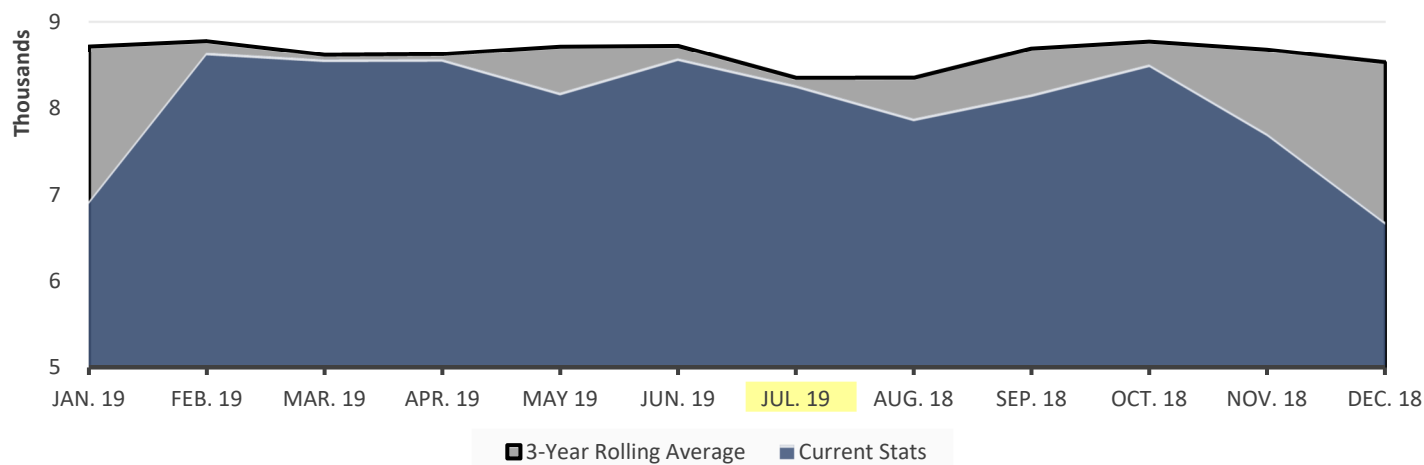
VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE

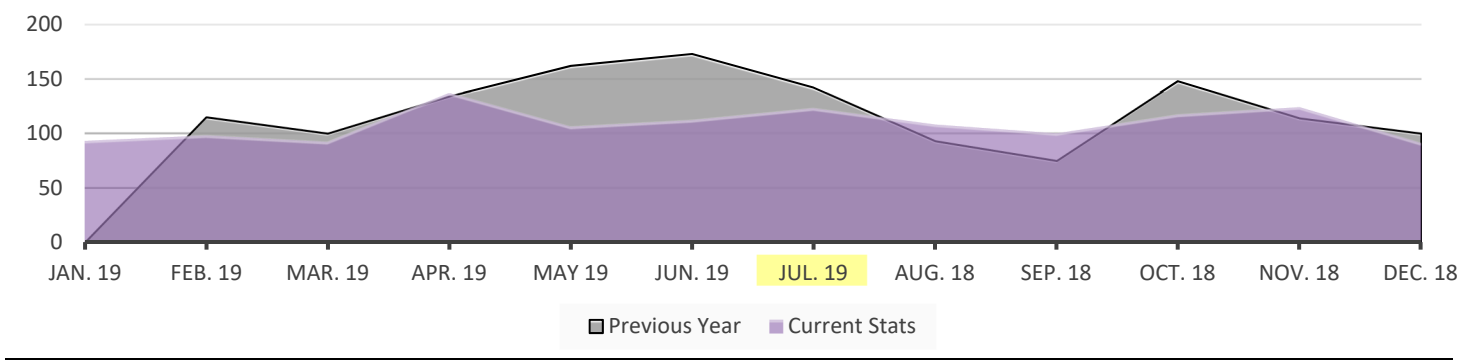


Average daily ridership (ADR) in July was approximately 19,000.

	July 2019	June 2019	July 2018
Monthly Ridership	418,434	400,597	388,306
Average Daily Ridership	19,020	20,030	18,251
Full Service Days	22	20	21
"S" Service Days	0	0	0

SUMMONSES ISSUED

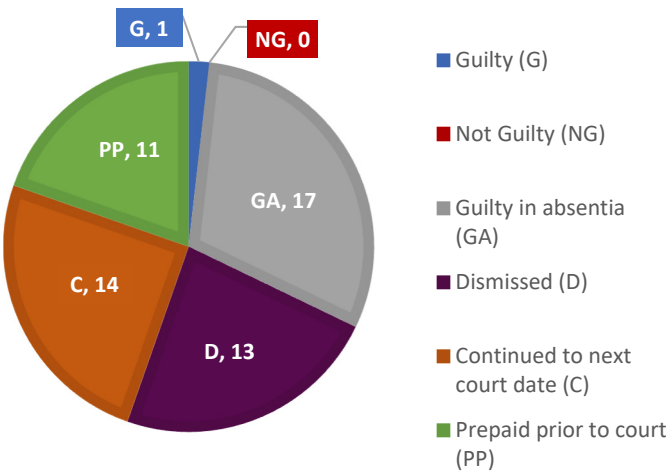
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

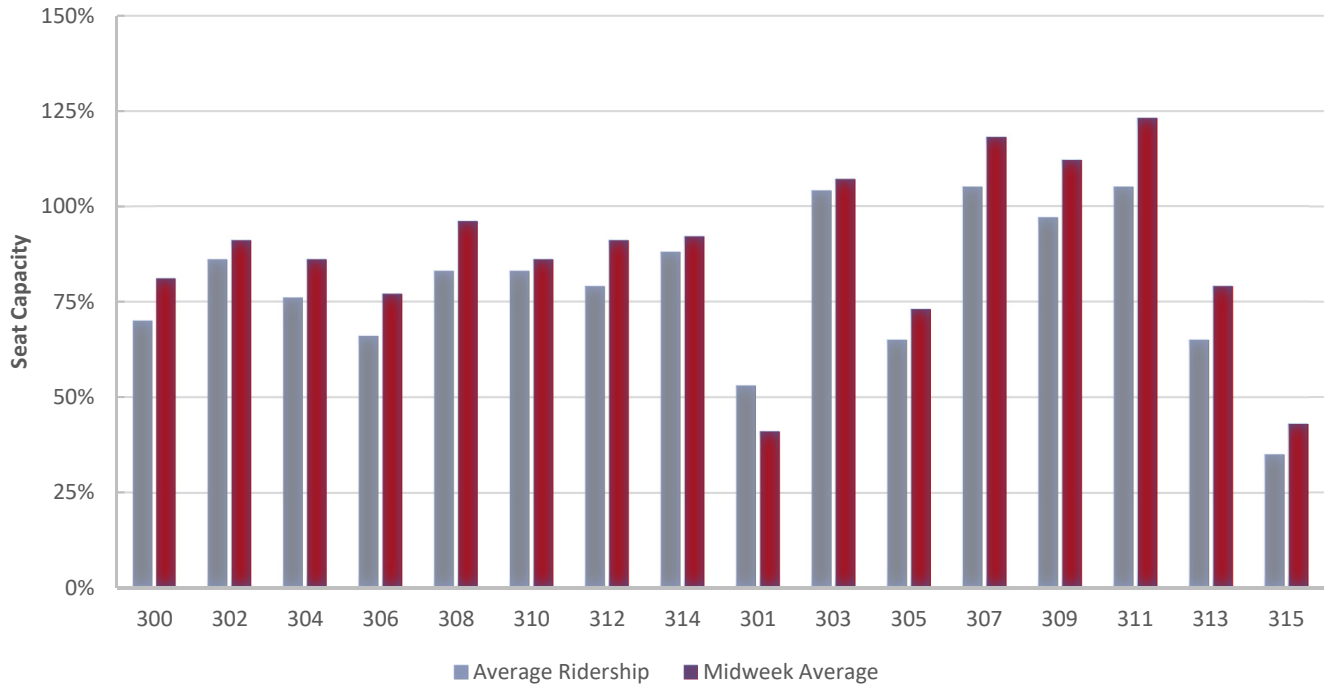
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	25
One-time courtesy	12
Per the request of the conductor	12
Defective ticket	0
Per Ops Manager	2
Unique circumstances	0
Insufficient information	1
Lost and found ticket	0
Other	2
Total Waived	54

MONTHLY SUMMONSES COURT ACTION

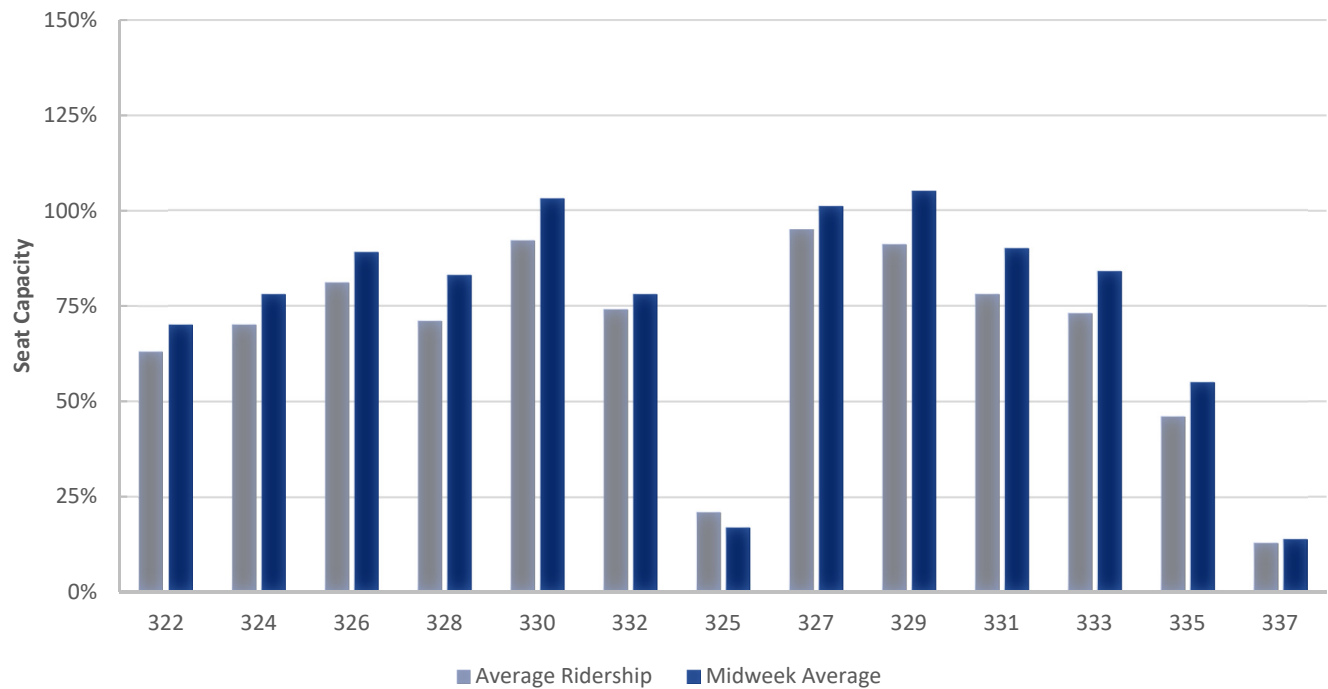


TRAIN UTILIZATION

FREDERICKSBURG LINE

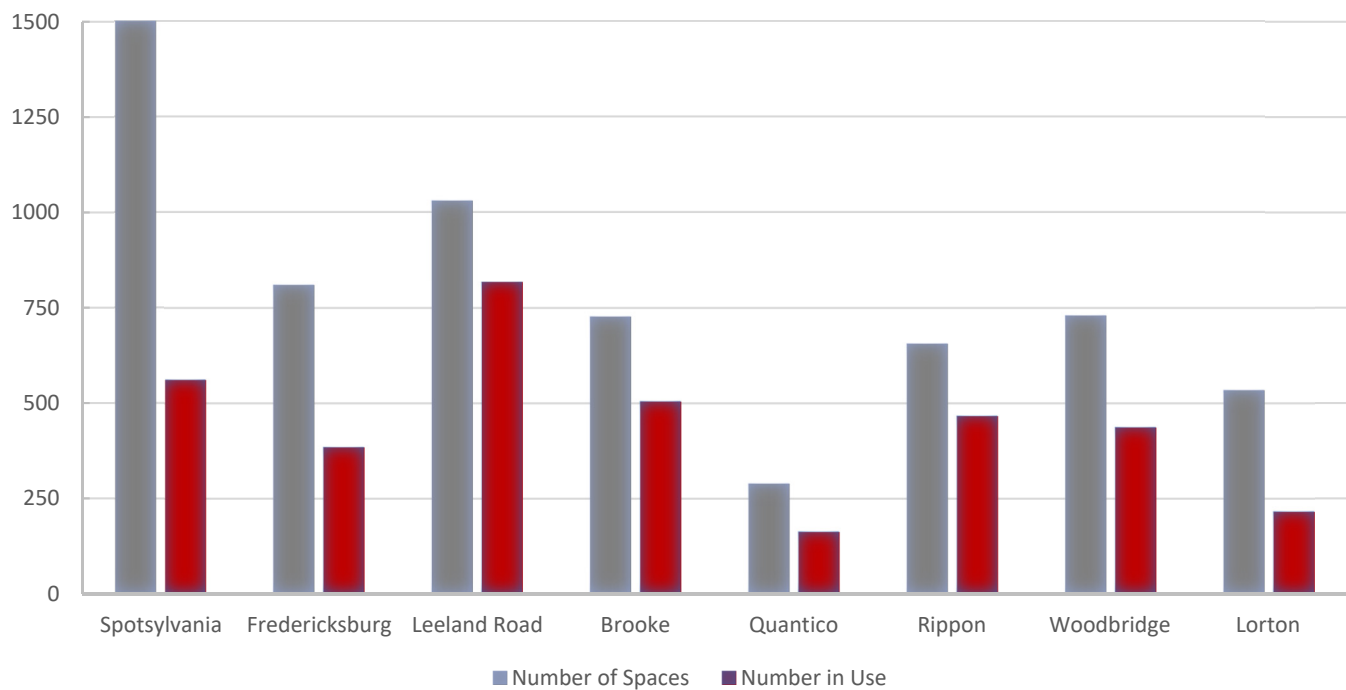


MANASSAS LINE

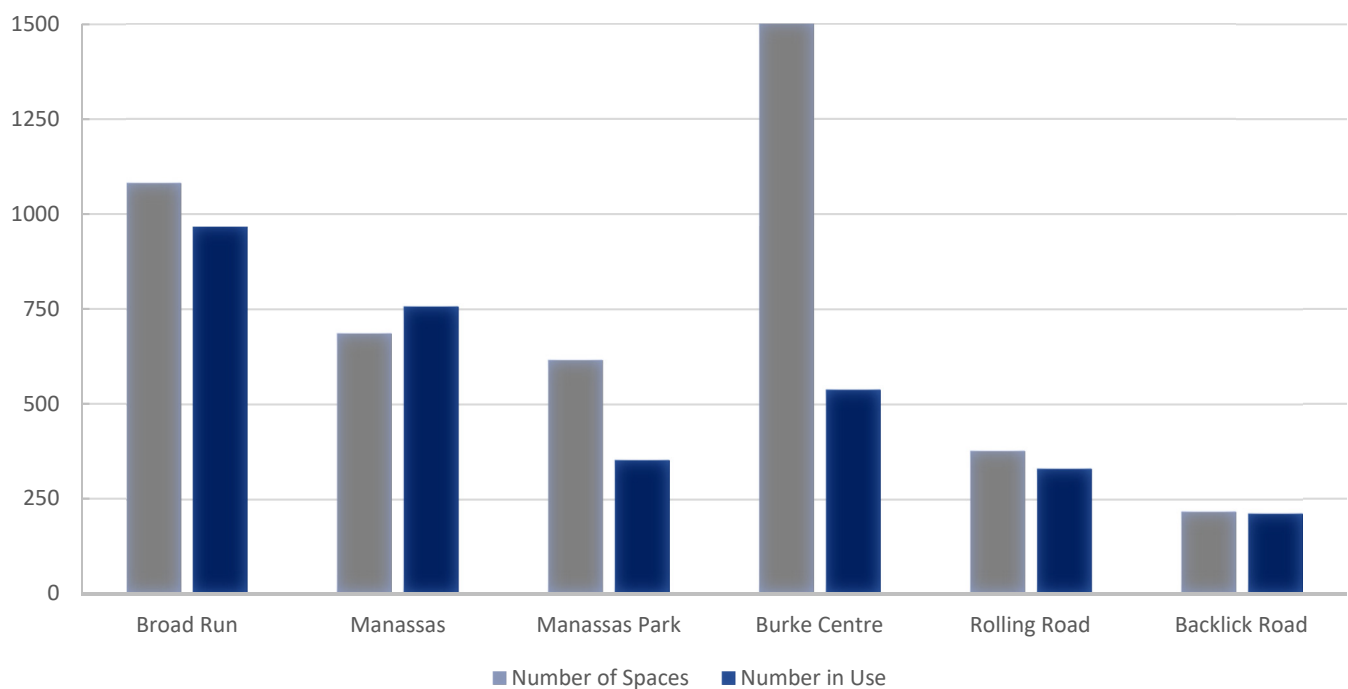


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FINANCIAL REPORT

Fare revenue through the first month of fiscal year 2020 is approximately \$29,000 above budget, a favorable variance of 0.8 percent, and is 5.7 percent above the same period in fiscal 2019. Revenue for the period was impacted positively by additional ridership resulting from the shutdown of six stations on Metrorail's Yellow and Blue lines.

VRE's annual liability insurance premium was accounted for in full in July, resulting in a year-to-date operating ratio of 38 percent. Absent this premium, the operating ratio would have been 60 percent. VRE is required to budget a minimum operating ratio of 50 percent.

A summary of fiscal 2020 financial results through July follows, including information on major revenue and expense categories. Please note that these figures are preliminary and unaudited.

FY 2020 Operating Budget Report							
Month Ended July 31, 2019							
	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY19 BUDGET
Operating Revenue							
Passenger Ticket Revenue	3,853,546	3,824,683	3,853,546	3,824,683	28,863	0.8%	43,810,000
Other Operating Revenue	65,225	19,643	65,225	19,643	45,582	232.1%	225,000
Subtotal Operating Revenue	3,918,771	3,844,325	3,918,771	3,844,325	74,445	1.9%	44,035,000
Jurisdictional Subsidy (1)	9,062,209	9,062,209	9,062,209	9,062,209	-	0.0%	13,230,397
Federal/State/Other Jurisdictional Subsidy	2,699,133	2,646,241	2,699,133	2,646,241	52,892	2.0%	31,462,978
Appropriation from Reserve/Other Income	-	-	-	-	-	0.0%	-
Interest Income	155,808	43,651	155,808	43,651	112,157	256.9%	500,000
Total Operating Revenue	15,835,920	15,596,426	15,835,920	15,596,426	239,494	1.5%	89,228,375
Operating Expenses							
Departmental Operating Expenses	10,435,008	10,480,711	10,435,008	10,480,711	45,704	0.4%	82,991,618
Debt Service	518,500	518,480	518,500	518,480	(21)	0.0%	6,221,757
Other Non-Departmental Expenses	15,000	1,310	15,000	1,310	(13,690)	0.0%	15,000
Total Operating Expenses	10,968,508	11,000,500	10,968,508	11,000,500	31,993	0.3%	89,228,375
Net income (loss) from Operations	4,867,413	4,595,926	4,867,413	4,595,926	271,486		-
Operating Ratio			38%	37%		Budgeted Goal	53% 50%

(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. Replacement of tactile warning strip at L'Enfant Station
2. Replacement of wooden pedestrian crossing at Alexandria Station
3. Repairs to drainage pipe at Leeland Road Station



New pedestrian crossing at the Alexandria Station

Projects scheduled to be completed this quarter:

1. Installation of electrical conduits and conductors for Variable Messaging System (VMS) at Alexandria and Fredericksburg Stations
2. Repairs to platform concrete at Manassas Station
3. Replacement of Track 8 wayside power electrical conductors at Broad Run Maintenance and Storage Facility
4. Design of Phase 2 renovations to Alexandria Headquarters Suite 202



Drainage pipe repairs at the Leeland Road Station.

Projects scheduled to be initiated this quarter:

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

Ongoing projects:

1. Development of IFB for modernization of east elevator at Woodbridge Station
2. Development of IFB for canopy roof replacement at Backlick Road Station
3. Replacement of parking lot entrance signs at various stations
4. 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
- Canopy roof replacement at the Backlick Road Station
- Modernization of VRE Woodbridge Station east elevator
- Passenger car wheelchair lift assemblies
- Seat bottoms for passenger cars
- Construction of Benchmark Road slope stabilization (Hamilton to Crossroads closeout)
- Construction of Rolling Road Station platform extension
- Purchase of LED light fixtures
- Construction of L'Enfant south storage track wayside power
- Variable Messaging System replacement
- Tactile strip replacements
- Pavement repairs and striping at the Rippon and Leeland Road stations and Fredericksburg Lot G
- Franconia-Springfield Station painting services
- State government relations services
- Website management services
- Purchase of forklift trucks
- Final design services for VRE Broad Run expansion
- Email and text message communication system

CAPITAL PROJECTS UPDATES

The following is a status update of VRE capital projects.

Completed projects or major project milestones:

1. Long Bridge Project Environmental Impact Statement (*study by others*) – Draft environmental impact statement, which identifies a preferred alternative and examines its impacts, was released and published in the Federal Register; public comment period runs through October 28, with a public hearing on October 22.
2. New York Avenue Midday Storage Replacement Facility – Updated and communicated environmental approval to project stakeholders; continuing due-diligence activities on potential property acquisitions, including title and appraisal work as well as preliminary design effort and collaboration with Amtrak.

Projects or project phases scheduled to be completed this quarter:

3. Franconia-Springfield Station Improvements (FRS) 90% design plans
4. Lorton Station Second Platform (LOR) 90% design plans
5. Rippon Station Improvements (RIP) 30% design plans (Final)
6. Brooke Station Improvements (BKV) 30% design plans (Final)
7. Brooke Station Improvements (BKV) Environmental Documentation
8. Leeland Road Station Improvements (LLR) 30% design plans (Final)
9. Leeland Road Station Second Platform (LLR) Environmental Documentation
10. Construction of temporary platform for Quantico Station Improvements
11. Broad Run Expansion (BRX) Section 106 Consultation

Projects or project phases scheduled to be initiated this quarter:

12. IFB for construction of Rolling Road Station Improvements
13. Construction of temporary platform for Quantico Station Improvements
14. Request for proposals (RFP) advertised for LOU Construction Management
15. Crystal City Station Improvements 30% Design Plans and environmental documentation
16. IFB for construction of Benchmark Road Slope Stabilization (Hamilton to Crossroads closeout)

Ongoing projects:

17. Broad Run Expansion (BRX)
18. Manassas Park Parking Improvements
19. Rolling Road Station Improvements
20. Crossroads Maintenance and Storage Facility (MSF) – land acquisition
21. Lifecycle Overhaul & Upgrade Facility (LOU)
22. Benchmark Road Slope Stabilization (Hamilton to Crossroads closeout)
23. Leeland Road Station Improvements
24. Brooke Station Improvements
25. Quantico Station Improvements
26. Rippon Station Improvements
27. Lorton Station Second Platform
28. Franconia-Springfield Station Improvements
29. Alexandria Station Improvements
30. Alexandria Station Track I Access (Slaters Lane)
31. Crystal City Station Improvements
32. L'Enfant Train Storage Track - South
33. L'Enfant Station Improvements
34. New York Avenue Midday Storage Facility
35. Potomac Shores VRE Station – *design by others*
36. Washington Union Station Improvements Environmental Impact Statement – *study by others*
37. DC2RVA Environmental Impact Statement – *study by others*

Projects Progress Report Follows

PASSENGER

PROJECT	DESCRIPTION	PHASE						
		CD	PD	EC	RW	FD	CN	
Alexandria Station Improvements	Eliminate at-grade track crossing, add elevators, modify platforms.	◆	◆	◆	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 and parking 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 Improvements	Parking garage to increase parking capacity to 1,100 spaces.	◆	◆	●	N/A			
Rolling Road Station Improvements	Extend existing platform and rehabilitate existing station	◆	◆	◆	N/A	●	●	
Crystal City Station Improvements	Replace existing side platform with new, longer island platform.	◆	●	●	N/A			
L'Enfant Station Improvements	Replace existing platform with wider, longer island platform. Add fourth track (VA-LE)	◆			N/A			

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

STATUS: ◆ Completed ● Underway ■ On Hold ◆ part of the "Penta-Platform" program

¹ Total project cost estimate in adopted FY2020 CIP Budget; percentage complete based on VRE Operations Board authorization

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

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

ESTIMATED COSTS (\$)						STATUS	
Total ¹	Funded	Unfunded	Authorized	Expended ²	Percent Complete ¹	Project Completion Date	
31,875,014	31,875,014	-	2,382,759	2,193,257	90%	4th QTR 2020	● Design underway. Stakeholder meetings held 3/1 and 4/3.
7,000,000	7,000,000	-	467,500	270,487	60%	2nd QTR 2019	● Materials continue to be delivered. Assembly of cross-over has begun.
2,400,000	400,000	2,000,000	-	-	5%	4th QTR 2020	● Design work on east platform only; west platform improvements unfunded.
13,000,000	13,000,000	-	*	527,007	35%	4th QTR 2022	● FD underway with anticipated completion 4th QTR 2019.
16,150,000	16,150,000	-	*	712,703	35%	4th QTR 2022	● FD underway with anticipated completion 4th QTR 2019.
16,634,793	16,634,793	-	*	386,591	25%	4th QTR 2023	● PE design/EC completion pending CSXT design review with anticipated completion in 4th QTR 2019.
No costs for VRE. Private developer providing station.					10%	TBD	● Potomac Shores VRE Station design underway to include parking structure.
18,372,949	18,372,949	0	111,374.24	830,833	30%	TBD	● FD start 1st QTR 2019. SMART SCALE grant agreement pending.
23,391,019	23,391,019	-	*	369,262	25%	4th QTR 2023	● DRPT LONP received; REF grant pending. PE design/EC anticipated completion 4th QTR 2019.
15,527,090	15,527,090	-	*	332,514	25%	4th QTR 2023	● DRPT LONP received; REF grant pending. PE design/EC anticipated completion 4th QTR 2019.
25,983,000	25,983,000	0	2,238,144	670,225	30%	4th QTR 2022	● Meeting held with Governing Body on 4/3. FD continues.
2,000,000	2,000,000	-	640,503	418,887	70%	3rd QTR 2020	● Invitation for Bids (IFB) pending start 2019 construction season and NS Construction Agreement.
49,940,000	19,098,463	30,841,537	399,121	393,642	100%	2nd QTR 2023	■ DRPT LONP received. RFP posted for completion of PE & EC, with FD as an optional task.
70,650,000	62,465,721	8,184,279	130,501	65,150	50%	2nd QTR 2023	● DRPT LONP received. Real estate research in progress under LONP.

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 Train Storage Track - South	Conversion of CSXT Temporary Track to VRE Storage Track (1,350 feet) and Associated Signal Work	◆	◆	◆	N/A	●	●
Lifecycle Overhaul & 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 related site improvements.	◆	N/A	N/A	●	N/A	N/A
New York Avenue Midday Storage Facility	Midday storage facility replacement for Ivy City storage facility.	◆	●	●	●		

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 PE - Preliminary Engineering EC - Environment Clearance RW - Right of Way Acquisition FD - Final Design CN - Construction

STATUS: ◆ Completed ● Underway ■ On Hold

¹ Total project cost estimate in adopted FY2020 CIP Budget; percentage complete based on VRE Operations Board authorization

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

Total ¹	ESTIMATED COSTS (\$)				Percent Complete ¹	Project Completion Date	STATUS	
	Funded	Unfunded	Authorized	Expended ²				
32,500,000	32,500,000	-	33,285,519	30,578,003	90%	3rd QTR 2018		Close-out pending repair of storm damage to embankment.
3,965,000	3,965,000	-	2,937,323	1,699,610	60%	4th QTR 2019		CSXT Construction Agreement received. CM underway.
38,183,632	38,183,632	-	3,176,039	2,143,583	70%	TBD		Completion of FD pending completion of land acquisition.
2,950,000	2,950,000	-	2,950,000	156,549	5%	TBD		Spotsylvania County Planning and Zoning approved special use permit with follow-up by County Board.
89,666,508	89,666,508	-	3,588,305	1,680,412	50%	4th QTR 2020		Preliminary design continues as well as due diligence as part of real estate acquisition; NEPA documentation approved by FTA.
75,264,693	75,264,693	-	69,457,809	47,915,644	99%	4th QTR 2020		All cars received. Completion date reflects end of warranty period.
14,191,833	14,191,833	-	10,294,079	7,984,451	95%	4th QTR 2018		Implementation Completed. Final stabilization and familiarization phase in process.
110,700,000	82,526,398	28,173,602	5,855,650	4,539,446	80%	4th QTR 2024		PE design and EC underway. Property acquisition due diligence underway.
3,510,307	3,510,307	-	3,510,627	2,282,853	70%	3rd QTR 2019		Big Commerce/Moovel collaboration underway for web based ticketing portal. Uplift to new platform scheduled for mid-summer.



VIRGINIA RAILWAY EXPRESS

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

VRE.ORG



Virginia Railway Express (VRE) Chief Executive Officer's Time

- B. INFO Agenda, Minutes, and Adopted Resolutions of the September 20, 2019 VRE Operations Board Meeting (*handout at the meeting*)

MOTION:

SECOND:

RE: AUTHORIZE THE REFERRAL OF THE PRELIMINARY FY2021 VRE OPERATING AND CAPITAL BUDGET TO THE JURISDICTIONS

ACTION:

WHEREAS, The VRE Master Agreement requires the VRE Operations Board submit to the Commissions a preliminary fiscal year budget by September 30th of each year; and

WHEREAS, The VRE Chief Executive Officer has provided the VRE Operations Board with the Preliminary FY2021 Operating and Capital Budget; and

WHEREAS, the preliminary FY2021 budget proposes a three percent increase in the total annual jurisdictional subsidy and no increase in passenger fares; and

WHEREAS, VRE can achieve superior budget risk reduction related to diesel fuel price volatility through investment in forward pricing mechanisms such as future contracts rather than the current practice of entering into fixed price contracts with diesel fuel suppliers; and

WHEREAS, the VRE Operations Board directed the VRE Chief Executive Officer to develop appropriate policies and procedures and an oversight process for diesel fuel price hedging, in accordance with the requirements of Virginia Code §2.2-4329.1, and to bring those materials to the Operations Board for review and approval; and

WHEREAS, the VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission (PRTC) hereby authorizes the Preliminary FY2021 VRE Operating and Capital Budget be forwarded to the jurisdictions for their formal review and comment.

BE IT FURTHER RESOLVED that PRTC directs staff to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at the December 2019 meeting for consideration and referral to the Commissions for adoption in January 2020.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 9-A
Action Item

To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: September 20, 2019

Re: Referral of the Preliminary FY 2021 VRE Operating and Capital Budget to the Commissions and Authorization to Initiate Diesel Fuel Price Hedging

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer (CEO) to refer the preliminary FY 2021 VRE Operating and Capital Budget to the Commissions for their consideration, so the Commissions, in turn, can refer their preliminary budget recommendations to the jurisdictions for review and comment. The Operations Board is also asked to authorize the VRE CEO to develop policies and procedures and an oversight process for VRE to hedge its diesel fuel price risk through investment in financial instruments as authorized by Virginia Code §2.2-4329.1 ("Energy Forward Pricing Mechanisms").

Summary:

VRE's preliminary FY 2021 operating budget totals \$93.0 million, which includes operations, maintenance, and existing debt service. This is an increase of \$3.7 million or 4.1% over the approved FY 2019 operating budget. The preliminary operating budget includes no change to passenger fares and a proposed 3% increase in the total jurisdictional subsidy. The preliminary operating budget has a current net unfunded amount of \$2.1 million.

VRE's preliminary FY 2021 capital budget includes commitments of \$69.2 million from federal, state, regional, and local funding sources towards the Capital Improvement Program (CIP). The preliminary budget includes the commitment of \$15 million in FY 2021 Commuter Rail Operating and Capital (C-ROC) funding towards the L'Enfant Station



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



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



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

Improvements Project that was approved by the Operations Board as part of the FY 2020 budget process. Both prior and future year C-ROC programming decisions will be reviewed as part of the FY 2021 budget process.

As in prior years, VRE will submit a balanced budget in December for the Operations Board's consideration and referral to the Commissions for final approval. Projections of both revenue and expenses are still under review by VRE staff, with oversight provided by the CAO Taskforce, and are likely to be modified over the next few months.

Background:

In accordance with the VRE Master Agreement, which outlines the process for annual budget approval, the preliminary FY 2021 VRE Operating and Capital Budget is attached for the Operations Board's review.

Significant changes to transit funding in the Commonwealth – including the creation of C-ROC and the restructuring of DRPT's transit capital matching and transit operating assistance programs – were implemented by the General Assembly in 2018. These changes were incorporated in VRE's FY 2020 budget, and they continue to shape VRE's decisions and priorities as reflected in this preliminary FY 2021 budget.

VRE's Financial and Debt Principles addresses the prioritization of projects within the CIP and states:

Projects included in VRE's Capital Improvement Program will be prioritized with emphasis on regulatory requirements, the maintenance of equipment and facilities to support current service levels, and provisions for passenger safety.

In addition to these first-level priorities, the CIP decision-making for FY 2021-2026 emphasizes VRE's commitment to the development of infrastructure in the host railroads' territories; project readiness; funding availability; and the identification of funding to complete those projects that have only partially identified funding.

Key Operating Budget Assumptions:

VRE's preliminary FY 2021 operating budget totals \$93.0 million. This includes \$86.7 million for daily operations and maintenance (up \$3.7 million or 4.5% from FY 2020) and \$6.3 million for debt service (unchanged from FY 2020). As noted above, both revenues and expenses are still under review and these projections are likely to be modified over the next few months. The key assumptions used in preparing the preliminary operating budget are summarized below:

1. **Service levels:** VRE will continue its current service plan of 32 daily revenue trains in FY 2021.

2. **Ridership and fare revenue:** FY 2021 preliminary fare revenue is budgeted at \$43.6 million, a decline of \$0.2 million or less than half a percent below the approved FY 2020 level. A revenue decline of slightly less than \$0.5 million is assumed as a result of the proposed transition from the calendar monthly pass to the 31-day pass on VRE Mobile. Average daily ridership (ADR) is currently projected at 18,700 for FY 2021, which is flat to the FY 2020 approved budget level. ADR across all twelve months of FY 2019 was 18,053, reflecting negative impacts from both the federal government shutdown in January and the service reliability challenges during the spring, as well as positive impacts in June from the Metrorail shutdown.

This preliminary budget assumes that VRE maintains recent ‘normal’ ridership levels (e.g., ADR in May 2019 before the Metrorail shutdown was 18,656). Given capacity constraints on the most popular trains as well as continued declines in ridership on Mondays and Fridays due to changing work and travel patterns, ADR is expected to be relatively stagnant until new railcars can be added to lengthen trains, although increased marketing efforts do have the potential to draw new customers. Staff will continue to closely monitor ridership trends throughout the budget process and update projections accordingly.

3. **Jurisdictional subsidy:** FY 2021 jurisdictional subsidy is budgeted at \$18.30 million, an increase of 3% over FY 2020. In conjunction with the assumption of no passenger fare increase in FY 2021, this preliminary budget continues the Operations Board’s policy guidance to alternate each year between fare increases and jurisdictional subsidy increases in order to sustainably fund the costs of providing VRE service.
4. **State operating assistance:** As part of the package of transit legislation adopted by the General Assembly in 2018, all state operating assistance provided to transit agencies in Virginia is now allocated based on certain performance metrics known as transit service delivery factors. In FY 2020, VRE is receiving a total of \$10.7 million in state operating assistance, which consists of \$9.7 million of performance-based operating assistance and \$1.0 million of “transition assistance.” The preliminary FY 2021 budget assumes \$10.0 million in state operating assistance, a reduction from the current year, but this figure may be updated as VRE staff continues to coordinate with DRPT staff on further refinements to the data sources and methodology of the allocation process.
5. **Access fee reimbursement:** VRE pays track access fees to its host railroads (Amtrak, Norfolk Southern, and CSX) to operate service on their railroads. While VRE has five-year access agreements with Amtrak and Norfolk Southern, the track access agreement with CSX continues to be renewed on a year-to-year basis. Access fees are one of the largest single items in VRE’s budget, and since 2015, DRPT and VRE have entered into multi-year agreements for reimbursement of the access fees. These fees have been reimbursed using a combination of federal STP funds allocated through the state (50%) and a state capital match (34%), with the local jurisdictions responsible for the balance (16%).

6. **Diesel fuel costs:** Diesel fuel expenses of \$4.55 million are budgeted based on estimated annual usage of 1.75 million gallons at a per gallon cost of \$2.60. While diesel fuel prices have increased substantially from the lows of recent years, VRE's fuel consultant is not projecting further significant increases in the short term. However, staff will continue to monitor fuel cost trends during the budget process and adjust the projections if needed. VRE also intends to change how it mitigates the risk of future price volatility, as discussed below.
7. **Staffing increases:** As noted during the July 2019 discussion of key budget issues for VRE in FY 2021 and beyond, VRE has operated as a lean organization since its founding, and currently has only 50 direct employees. However, as VRE's service has grown and its capital plan expanded significantly (currently \$813.5 million in the approved FY 2020-2025 CIP), the need for additional administrative staff has also increased. The preliminary FY 2021 budget includes a placeholder for five additional full-time employees (FTEs) at a total cost (inclusive of benefits) of approximately \$450,000 (0.5% of the FY 2021 preliminary operating budget). The projected salaries are expected to range from \$45,000 to \$95,000 depending on the experience and responsibility of the position.

These proposed employees are needed to ensure VRE is timely and accurate in its payment of invoices, its initiation and management of contracts, its accounting and submission of grant reimbursements, and its reporting to the many partners (federal, state, regional, and local) who support VRE. The risks to VRE of continuing to manage this expanded program with the current level of staffing are potentially severe, including delayed reimbursements and restricted cash flow; loss of effective control over major design and construction contracts; and audit findings, which could result in repayment of prior funding or loss of future funding.

Staff will return in October to the Finance Committee for an in-depth review of the proposed new employees.

Capital Funding:

After seeking and successfully securing a substantial amount of discretionary grant funding over the past few years, VRE does not have as much capital funding to obligate in FY 2021, and the focus will be on moving forward with project delivery. The major capital funding that is expected to be obligated in FY 2021 includes:

- **Federal formula funds:** Federal funding allocations are lagged by one year relative to VRE's fiscal year, so the federal funding allocated in Federal Fiscal Year (FFY) 2020 will be available to be obligated and spent beginning in VRE's FY 2021. Based on funding received in FFY 2019, total projected formula funding for FFY 2020 is \$32.0 million, including both Section 5337 State of Good Repair funding and Section 5307 Urbanized Area Formula Program funding.

As in previous years, VRE's formula funds will be committed to debt service, asset management programs, and key CIP projects such as the New York Avenue midday storage facility and VRE's joint responsibilities at Washington Union Terminal. Staff continues to look at options for utilizing currently unprogrammed funding but is also choosing to keep some funding uncommitted until updated cost estimates are received for the midday storage project.

- **State capital match:** The state capital matching program has been restructured in accordance with the transit legislation adopted by the General Assembly. The program focuses on funding state of good repair (SGR) efforts at transit agencies across the Commonwealth, with a minimum of 80% of the available funds going to such projects. Requests for funding are evaluated based on a transit asset management framework that emphasizes the age and condition of the asset and aims to reduce the backlog of assets that are not in a state of good repair. The maximum state match will be 68%. VRE staff are continuing to work with DRPT staff to ensure VRE's needs can be accurately assessed in this new framework. The preliminary budget assumes a continuation of the 16% state match on debt service and asset management, as well as the 34% state match on midday storage and Washington Union Terminal, but these figures may be modified as discussions with DRPT continue.
- **Discretionary state and regional funding:** The FY 2021 budget will obligate previously allocated CMAQ funds for the Broad Run Expansion, Backlick Road Station Improvements, and the Brooke and Leeland Road Station Improvements. State SMART SCALE funding for fleet expansion coaches on the Fredericksburg Line will also be obligated.

Commuter Rail Operating and Capital (C-ROC) Fund:

The preliminary budget does not include any specific recommendations for the programming of C-ROC funds beyond the prior commitments of \$15 million to Crystal City (FY 2020) and \$30 million to L'Enfant (FY 2019 and FY 2021). However, discussions with the Operations Board about unfunded needs within the six-year horizon of the Capital Improvement Program (CIP) are planned for the October Finance Committee, and additional future commitments of C-ROC funding are expected as part of the final recommended budget in December. Based on projections to date, C-ROC funds are not currently needed to support VRE operations, nor is there an immediate need to leverage the funds in the form of a debt issuance.

Hedging of Diesel Fuel Risk with Futures Contracts

As noted above, total diesel fuel expenses in the FY 2021 preliminary budget are projected at \$4.55 million based on usage of 1.75 million gallons at an average price of \$2.60 per gallon. Diesel fuel prices per gallon have varied widely over the past decade, fluctuating generally above \$3.00 from 2011 through 2014, then dropping sharply to less than \$1.25 in early 2016, and then increasing slowly since then to the current price range between \$2.00 and \$2.50.

Currently, VRE can choose to lock in diesel fuel prices in future months through the diesel fuel suppliers or can pay 'spot' or market prices. VRE makes these decisions based on guidance from a diesel fuel consultant and pays extra to the suppliers for the ability to lock the price. However, VRE has the option – under Virginia Code §2.2-4329.1 (“Energy Forward Pricing Mechanisms”) – to instead hedge its diesel fuel price risk through investment in futures contracts and other financial instruments.

The goal of investing in these instruments would be budget risk reduction – essentially insurance against future price volatility – and not speculation or investment returns. Specifically, this strategy would allow VRE to hedge over longer periods of time (beyond the current fuel supply contracts) while also being cheaper than the current fixed price contracts.

The Virginia Code includes limitations and requirements for public bodies who pursue these energy forward pricing mechanisms. Hedging cannot extend more than 48 months out, and the public body cannot hedge more than its estimated usage. In addition, the public body must develop policies and procedures to guide the hedging investments and must also institute an oversight process.

Staff presented information on diesel fuel hedging to the Finance Committee in May 2019 and received positive guidance to bring the issue to the Operations Board. Staff now requests authorization from the Board to develop the necessary policies/procedures and oversight process.

Next Steps:

VRE staff will continue to update and modify the FY 2021 budget throughout the Fall as the current fiscal year progresses and as more information is received that may impact budget projections. VRE staff will review the budget with the CAO Task Force and ultimately provide a balanced budget to the Operations Board in December for consideration and approval.

VRE staff will also return to the Operations Board with proposed policies and procedures related to diesel fuel price hedging, as well as a proposed Board-level oversight process to ensure compliance with the requirements of Virginia Code §2.2-4329.1.

FY 2021 Summary Proposed Budget						
Category	Approved FY 2020		Proposed FY 2021		Changes	% Change
	FY 2020 Operating	FY 2020 Capital	FY 2021 Operating	FY 2021 Capital		
Revenue:						
Fare Revenue	43,810,000		43,625,000		(185,000)	-0.4%
Miscellaneous Revenue	225,000		225,000		-	0.0%
Jurisdictional Subsidy	13,230,397	4,537,351	13,817,632	4,483,148	533,032	3.0%
Other Sources (Use of Prev. Surplus)	-	-	-	-	-	0.0%
NVTA Grant Funding	-	4,000,000	-	-	(4,000,000)	
State CROC Dedicated Funding	-	15,000,000	-	15,000,000	-	
Federal/State Subsidy - Operating	31,462,978		32,171,256		708,278	2.3%
Federal/State Subsidy - Capital		41,197,349		49,762,602	8,565,252	20.8%
Operating/Capital Reserves	-	200,000	-	-	(200,000)	-100.0%
Interest Income	500,000		1,000,000		500,000	100.0%
Total Revenue	89,228,375	64,934,700	90,838,887	69,245,750	5,921,562	3.8%
Operating/Non-Operating Expenses:						
Non-Departmental Operating	5,365,598		5,531,094		165,496	3.1%
Executive Management	1,504,700		1,284,200		(220,500)	-14.7%
Chief of Staff	675,100		687,600		12,500	1.9%
Marketing	425,550		442,071		16,521	3.9%
Finance and Human Resources	4,394,000		4,303,800		(90,200)	-2.1%
Purchasing and Contract Administration	620,250		637,850		17,600	2.8%
Project Development	996,520		1,119,126		122,606	12.3%
Project Implementation	1,278,000		1,249,500		(28,500)	-2.2%
Rail Operations	2,258,000		2,410,500		152,500	6.8%
Information Technology	2,140,500		2,381,850		241,350	11.3%
Facilities Maintenance	4,389,700		4,773,700		384,000	8.7%
Mechanical Operations	10,854,200		11,414,200		560,000	5.2%
System Safety & Security	1,294,500		1,498,000		203,500	15.7%
PRTC	104,000		102,000		(2,000)	-1.9%
NVTC	90,000		90,000		-	0.0%
Train Operations	16,287,000		16,944,500		657,500	4.0%
Maintenance of Equipment	6,868,000		7,993,785		1,125,785	16.4%
Amtrak	4,881,000		5,039,000		158,000	3.2%
Amtrak Access Fees	6,630,000		6,879,000		249,000	3.8%
Norfolk Southern Access Fees	3,390,000		3,432,000		42,000	1.2%
CSX Access Fees	8,510,000		8,468,000		(42,000)	-0.5%
					-	
Total Operating/Non-Operating Expenses	82,956,618	-	86,681,776	-	3,725,158	4.5%
CIP Expenditures		64,934,700		69,245,750	4,311,050	
Debt Service/Allowance for Doubtful Accts	6,271,757		6,270,838		(919)	
Total CIP and Other Expenditures	6,271,757	64,934,700	6,270,838	69,245,750	4,310,131	6.1%
Grand Total Expenses	89,228,375	64,934,700	92,952,614	69,245,750	8,035,289	5.2%
Difference by Fund	-	-	(2,113,727)	-	(2,113,727)	
Total Difference		-	(2,113,727)	(2,113,727)	(2,113,727)	

FY 2021 Sources and Uses

LEVEL OF SERVICE FOR FY 2021

Daily Trains	Avg. Daily Riders
32	18,700

Access Fees	
Amtrak	6,879,000
NS	3,432,000
CSX	8,468,000
Total	18,779,000

	USES OF FUNDS	SOURCES OF FUNDS												
								-----STATE-----			-----FEDERAL-----			
		FARE INCOME	INTEREST	MISC	LOCAL SUBSIDY	OTHER SOURCES	NVTA FUNDING	STATE CROC FUNDING	STATE OPERATING	STATE CAPITAL	STATE STP	5307/5337	OTHER	TOTAL
Operating Expenses	86,665,776	43,625,000	1,000,000	225,000	15,521,416	-	-	-	10,000,000	6,384,860	9,389,500	520,000	-	86,665,776
Non-Operating Expenses:														
Operating Reserve	66,000				66,000									66,000
Debt Service BTMU - Gallery IV - 11 Cabcars	1,931,357				77,254					309,017		1,545,086		1,931,357
Debt Service VRA - 60 Railcars (Local)	99,072				99,072									99,072
Debt Service VRA - 60 Railcars (Fed/State/Local)	4,190,409				167,616					670,465		3,352,327		4,190,409
Non-Operating Summary	6,286,838	-	-	-	409,943	-	-	-	-	979,483	-	4,897,413	-	6,286,838
Total Expenses (Subtotal)	92,952,614	43,625,000	1,000,000	225,000	15,931,358	-	-	-	10,000,000	7,364,343	9,389,500	5,417,413	-	92,952,614
Capital Projects:														
Facilities Asset Management Program	2,290,000				91,600					366,400		1,832,000		2,290,000
New York Avenue Midday Storage Facility	12,072,745				482,910					4,104,733		7,485,102		12,072,745
Equipment Asset Management Program	3,845,000				153,800					615,200		3,076,000		3,845,000
Security Enhancements	105,000				4,200					16,800		84,000		105,000
Security Cameras	300,000				12,000					48,000		240,000		300,000
Crystal City Station Improvements	669,713				26,789					107,154		535,770		669,713
Washington Union Station Improvements	5,000,000				200,000					1,700,000		3,100,000		5,000,000
Unprogramed Federal Formula Funds	12,796,254				511,850					2,047,401		10,237,003		12,796,254
L'Enfant Station Improvements (CROC)	15,000,000				-			15,000,000		-		-		15,000,000
Capital Reserve Contribution	3,000,000				3,000,000									3,000,000
Capital Project Summary	55,078,712	-	-	-	4,483,148	-	-	15,000,000	-	9,005,688	-	26,589,876	-	55,078,712
CMAQ/REF/IPROC														
Broad Run Expansion (CMAQ)	1,000,000				-					200,000		-	800,000	1,000,000
Backlick Road Station Improvements (CMAQ)	2,000,000				-					400,000		-	1,600,000	2,000,000
Brooke Station Improvements (CMAQ)	245,019				-					49,004		-	196,015	245,019
Leeland Road Station Improvements (CMAQ)	245,019				-					49,004		-	196,015	245,019
Fleet Expansion Coaches (Smartscale)	10,677,000				-					10,677,000		-	-	10,677,000
Summary	14,167,038	-	-	-	-	-	-	-	-	11,375,008	-	-	2,792,030	14,167,038
TOTAL	162,198,364	43,625,000	1,000,000	225,000	20,414,507	-	-	15,000,000	10,000,000	27,745,038	9,389,500	32,007,289	2,792,030	162,198,364

FY21 Subsidy surplus (deficit)	18,300,780
	(2,113,727)

	Program	Funding	Federal Amt	State Amt
Soft Capital Projects				
Debt Service 11 Cabcars	1,931,357	5337	1,545,086	309,017
Access lease funding (50%/34%)	18,779,000	SSTP/State	9,389,500	6,384,860
Local only Debt Service VRA - 60 Railcars	99,072		-	-
Fed/State/Local Debt Service VRA - 60 Railcars	2,444,405	5337	1,955,524	391,105
Fed/State/Local Debt Service VRA - 60 Railcars	1,746,004	5307	1,396,803	279,361
Grant & Project Management	650,000	5307	520,000	-
Subtotal	25,649,838			7,364,343
Capital Projects/Earmarks	69,245,750		29,381,906	20,380,696
Federal Cap Program	94,895,588		44,188,819	27,745,038

MOTION:

SECOND:

**RE: APPROVE AND AUTHORIZE SUBMISSION OF VRE PROJECTS TO THE NORTHERN
VIRGINIA TRANSPORTATION AUTHORITY FOR FY2024 – 2025 SIX-YEAR PROGRAM
UPDATE FUNDING CONSIDERATION**

ACTION:

WHEREAS, the Northern Virginia Transportation Authority (NVTA) has issued a call for regional transportation projects to agencies and jurisdictions for consideration for funding for its FY2024 – 2025 Six-Year Program update; and

WHEREAS, the Crystal City Station Improvements construction project and Woodbridge Station and Track Improvements final design project are not fully funded; and

WHEREAS, each of the projects satisfies NVTA funding eligibility requirements to both be included in the TransAction long-range regional transportation plan (TransAction Project ID 298 – VRE Alexandria-DC Rail Capacity Improvements, TransAction Project ID 301 Fredericksburg Line Service Expansion, and TransAction Project ID 302 – Fredericksburg Line Peak Period Service Expansion) and increase transit capacity; and

WHEREAS, the VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approves the submission of the Crystal City Station Improvements construction project and Woodbridge Station and Track Improvement final design project to the NVTA for consideration for funding in its FY2024 – 2025 Six-Year Program update.

BE IT FURTHER RESOLVED that the Potomac and Rappahannock Transportation Commission authorizes the VRE Chief Executive Officer to submit the approved projects for funding, to make any necessary corrections to project amounts or descriptions, and to execute all project agreements on behalf of the Commissions.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

ITEM 6D
October 3, 2019

Agenda Item 9-D
Action Item

To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: September 20, 2019

**Re: Recommend Approval and Authorize Submission of VRE
Projects to NVTa for FY 2024-2025 Six-Year Program Update
Funding Consideration**

Recommendation:

The VRE Operations Board is asked to recommend the Commissions approve submission of the Crystal City Station Improvements construction and Woodbridge Station and Track Improvements final design projects to the Northern Virginia Transportation Authority (NVTa) for evaluation and funding consideration in its Fiscal Year (FY) 2024-2025 Six-Year Program (SYP) update; and authorize the Chief Executive Officer to submit the approved projects for funding, make any necessary corrections to project amounts or descriptions in the applications, and execute all project funding agreements that may result from consideration of the projects.

Summary:

This resolution will recommend the Commissions approve submission of the Crystal City Station Improvements construction project and the Woodbridge Station and Track Improvement final design project to NVTa for FY2024-2025 SYP Update.

Background:

NVTa issued a call for regional transportation projects for its FY2024-2025 SYP Update on June 7, 2019. NVTa can only consider projects for funding that are included in the TransAction long-range regional transportation plan. Candidate projects are subjected to a comprehensive regional evaluation process, with priority given to projects providing the highest congestion reduction relative to cost. Long Term Benefit will be a new factor



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



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



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

considered for this update. In addition, NVRTA can only fund mass transit capital projects that increase capacity.

Applications are due at 5:00 pm on September 27, 2019. NVRTA requires resolution of support for project applications by the governing body of the submitting jurisdiction or agency. VRE also seeks resolutions of support from the governing body of the jurisdiction where its project is located. Resolutions of Support are due at 5:00 pm on November 29, 2019.

The following VRE projects are recommended for submission to NVRTA. Both projects are included in TransAction and will expand VRE capacity. They are also identified in the VRE Capital Improvement Program and System Plan 2040.

1. ***Crystal City Station Improvements (Construction)***: This project will provide a relocated and expanded station with a longer platform sized to serve full-length trains on two tracks simultaneously. This project is related to and must be coordinated with the Atlantic Gateway Project (4th Track from Alexandria to Potomac River). Funding has been identified to complete the Preliminary Engineering Design, Environmental Review, and Final Design phases, and partially fund the Construction phase. The total estimated cost for Construction is \$44.5 million. VRE has committed \$15.0 million in C-ROC funds and \$13.7 million in State of Good Repair funds. This NVRTA funding request is for the remaining \$15.8 million. Funding is requested in FY 2024 or sooner. (*TransAction Project ID 298 - VRE Alexandria-DC Rail Capacity Improvements*)
2. ***Woodbridge Station and Track Improvements (Final Design)***: This project will provide an expanded station with one island and one side platform sized to serve full-length trains from three tracks and add related segment of the third track through the station. The station improvements will not preclude a future fourth track. Both platforms will be provided grade-separated pedestrian access. The design and construction of the third track and future fourth track will be coordinated with the Commonwealth of Virginia's DC2RVA project. Funding has been identified to complete the Preliminary Engineering Design and Environmental Review phases. NVRTA funding is requested in FY 2024 to complete Final Design. The NVRTA funding request is for \$2.21 million. The total estimated cost for Construction is \$25.5 million of which \$1.2 million has been identified and \$24.3 million is currently unfunded. (*TransAction Project ID 301 Fredericksburg Line Service Expansion and TransAction Project ID 302 - Fredericksburg Line Peak Period Service Expansion*)

Fiscal Impact:

The submission of a project funding request has no fiscal impact. If selected for funding, the NVTAF funds would allow the projects to advance to the next phase(s) of project development and implementation.



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-D
Information Item

To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: September 20, 2019

Re: Spending Authority Report

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

- On July 12, 2019, VRE issued a Task Order in the amount of \$50,069 to Keolis Rail Services Virginia, LLC under the Maintenance Services for Commuter Rail Contract for maintenance and repair services at the Crossroads and Broad Run Maintenance and Storage Facilities to address the HVAC, exhaust fans, overhead cranes and other related systems.
- On July 12, 2019, VRE issued a Task Order in the amount of \$98,739 to STV Incorporated dba STV Group Incorporated under the Mechanical Engineering Consulting Services Contract for lifecycle maintenance team support to include alternate material investigations, root cause analysis and review of service reports.
- On July 15, 2019, VRE issued a Task Order in the amount of \$58,496 to Vanasse Hangen Brustlin, Inc. under the General Planning Consulting Services Contract to conduct a Phase II Environmental Site Assessment to support real estate acquisition associated with the Broad Run Station Expansion Project.
- On July 16, 2019, VRE issued a Sole Source Purchase Order in the amount of \$55,878 to Alban CAT to obtain fuel, oil and air filters for the C27 Caterpillar engines utilized by VRE's locomotives to provide Head End Power.



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



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



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

- On August 9, 2019, VRE issued a Sole Source Purchase Order in the amount of \$55,200 to Paragon Products, LLC to acquire new fuel pumps for VRE's fleet of MP36 locomotives.
- On August 20, 2019, VRE issued a Task Order in the amount of \$98,312 to STV Incorporated dba STV Group Incorporated under the Mechanical Engineering Consulting Services Contract for general engineering support to include review and evaluation of mechanical service requests and associated costs.
- On August 23, 2019, VRE issued a Task Order in the amount of \$98,360 to NVE, Inc. under the Maintenance Services for VRE Facilities Contract for installation of conduit, conductors and other electrical components for the Variable Message Signs proof of concept project at the Alexandria and Fredericksburg stations.

Public Comment Time

- A. Public Comment Time** – (Three (3)-minute limit per person)

PRTC Consent Agenda Action Items

- A. RES Acceptance of the Jurisdictional Financial Report for the Period Ended
June 30, 2019

MOTION:

SECOND:

RE: APPROVE CONSENT AGENDA – OCTOBER 3, 2019

ACTION:

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

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

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby approve the consent agenda of October 3, 2019 as presented/amended.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:

MOTION:

SECOND:

**RE: ACCEPTANCE OF THE POTOMAC AND RAPPAHANNOCK TRANSPORTATION
COMMISSION MONTHLY JURISDICTIONAL FINANCIAL REPORT FOR THE PERIOD ENDED
JUNE 30, 2019**

ACTION:

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby accept the Jurisdictional Financial Report for the period ended June 30, 2019, as presented/amended.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:

PRTC Executive Director's Time

- A. Follow Up From Previous Meeting(s)
- B. Executive Director's Report
- C. Industry Article: *Metro Transit Rolls Out Vastly Improved Bus Stop Signs*
By Lamarr Johnson, PRTC's Transit Amenities Coordinator

Metro Transit Rolls Out Vastly Improved Bus Stop Signs

Article in Buses, News, Transit on June 1, 2017

Not too long after finding the “on” switch to the Nextrip signs at light rail stations, Metro Transit has begun a pilot program rolling out much improved bus stop signage in the Twin Cities. The pilot, funded by grant money left over from the expansion of a Brooklyn Park park-and-ride, involves stops in North Minneapolis and Brooklyn Park. After the pilot, a wider rollout in the northwest metro is planned later this year, and the rest of the system should be updated in the next couple years using a mix of federal, state, and local funding.

Studies have shown that improved amenities at bus stops can affect riders’ perception of wait times. Metro Transit currently ranks behind Portland, Maine on measures of basic bus stop signage—we’re about on par with Wausau, Wisconsin.

Today, you can find the new signage along a stretch of the Route 22 on Lyndale Avenue North in Minneapolis. Here is one of the signs in all its glory at Farview Park.

You’ve got:

- Distinctive branding (the “T”)
- Phone number
- Website
- Route listing
- Stop number
- An easy to read illustration of frequency
- A route map



This is an enormous improvement!

The map is a little complicated, but very clearly indicates which branches are traveling to which destinations. The chance of hopping on the wrong bus, getting lost in Angry Birds on your phone for ten minutes, and then looking up and realizing you’re in the wrong county—a horrible worst nightmare for all transit users—is lower with this signage. A new or infrequent rider standing at this stop can easily tell that, if they’re going to the Brooklyn Center Panda Express, they need to take the 22 A, B, or C—not the D.

The highest-used third of the system’s stops will receive the map and the note about frequency, others will have a QR code—which feels a bit retro already. In general, a move towards thinking about frequency rather than 3:06, 3:17, 3:25, 3:34, etc., is maybe a good one for more frequent routes—are riders waiting for the northbound Route 18 bus arriving at Nicollet and 28th at 4:09 PM, or are they just waiting for the next 18? That logic doesn’t work in all situations, but it may trick some people into being less frustrated when a bus arrives four minutes late on a route with eight minute headways.

You’d also have to think that the new signage could encourage transit use out on the edges of the core cities and in the suburbs—here, for instance. People in this neighborhood know that there are buses, and that there are bus stops. But people who might never otherwise think about transit may be out walking the dog and see very clearly that, hey, this bus goes some place I’d like to go, and it goes there all the time.

OmniRide – From Generic to a Recognized Brand; Our Evolution of Growth

In a country where bus stop modernizations projects are taking center stage within transit agencies from coast to coast, we at OmniRide have also stepped on board, through our Strategic Plan, to evolve from serving a mere bedroom community to providing expansive transportation options to our growing population.

While researching other transit agencies and their current transportation modernization projects, Metro Transit of Minneapolis began a pilot program to change their bus stop signage. Their reasoning was shaped by a study that showed improved amenities at bus stops can greatly influence the overall perception of the transit agency, the perceived wait times of passengers, which in turn influences the overall ridership. The bus stop signs of their pilot program are quite informative and detailed, including route maps and schedules.

Taking a page from the lessons learned at other transit agencies, a pilot program is underway here at OmniRide that overhauls and incorporates new bus stops. While our newly designed bus stop signs are not as elaborate as those in Minneapolis, they are an improvement to our existing bus stop signage. These improvements are a great indicator of the direction OmniRide is heading.



As a lifelong employee in the transportation industry, in my travels, it is natural for me to observe and note bus stops and signage in other places. When I moved to Woodbridge eight years ago, I came upon a bus stop sign that was reminiscent of the black and white generic food labels on generic groceries. Most foods were packaged in white boxes and containers, with black lettering. The names were generic and the target customer were those with lower expectations. The reputation of generic to most consumers simply meant lower quality groceries.

When I came upon that bus stop, I wondered if the bus service was generic and low quality as well. Having worked for other transit agencies and having traveled to other cities worldwide, I was amazed to see in a place just 25 miles from the capitol of the United States, bus stop signage was not informative and appeared to be an after-thought. Generic, as defined by Webster's is *"not being or having a particular brand name; having no particularly distinctive quality or application."* What is this place I had moved to and what could I do to get my wife to stop giggling every time we passed a BUS STOP sign? I became involved in an unconventional, but direct manner, as an employee and now the Transit Amenities Coordinator.

As OmniRide moves forward with the restructuring of the western service pilot program, our bus stops have taken on a completely



new look. No longer a label from the generic grocery stores of years gone by, the progressive and informative new signs are indicative of the direction OmniRide is headed, as an organization and integral part of the overall Washington DC Metropolitan transportation scene. The signs will



feature a “lollipop” style bus stop sign, with individual route signs below it. Prominently displayed on the sign is the Omniride logo, a phone number and website address. Symbols will indicate whether a route is wheelchair accessible, whether a bicycle can be transported, or whether a stop will be served during inclement weather. All while sporting an eye catching appearance that is much more visually appealing. The signs will initially be installed in the western service area of Prince William County and the cities of Manassas and Manassas Park.

OmniRide provides Express commuter service into the Washington DC area, Local and Metro Express service in Prince William County and the cities of Manassas and Manassas Park, ride-matching and employer outreach services, Wheels-to-Wellness voucher program, and administers a regional Vanpool Alliance program. Soon, paratransit service and Express commuter service to and from Stafford County will be added.

OmniRide, through our Strategic Plan, is poised to not only provide improved transportation services within Prince William County, but our services will be seen as top-notch and comparable to transit agencies covering much larger areas and populations. We are no longer the transit agency of 1994 simply running feeder routes to VRE stations. We are positioned, capable, and ready to give our ridership what they deserve and things they haven’t thought possible. The first phase in stepping to the forefront is having signage reflecting who we are.

Presentations and Information Items

- A. Strategic Plan Update
- B. I-395/95 Commuter Choice Program Inaugural Program of Projects



Strategic Plan Update PRTC Commission Meeting October 3rd, 2019

Positioning Statement

“For the greater Prince William area’s growing and diverse residents, organizations, and businesses, PRTC is the organization that delivers a multimodal transportation system, connecting the area’s network of convenient, livable activity centers to one another and to the larger region in a way that makes the greater Prince William area the community of choice.”



OMNIRIDE
GET THERE SMARTER

TDM Focus Area

TDM includes services provided by PRTC including OmniMatch and Omni SmartCommute, as well as partnerships with other agencies and organizations to promote the use of alternatives to driving alone.



TDM Key Theme

Build an army of ambassadors through public and private partnerships to promote travel options.



TDM Recommendations



Building an Army

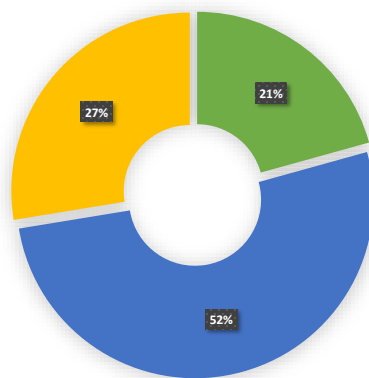


- Reduce drive alone market by investing in additional staff resources to promote transit, ridesharing and other TDM strategies inside and outside of the PRTC service area.
- Strengthen relationships with Prince William County area businesses and private sector stakeholders.
- Increase ease of access to and supply of commuter information.

To Promote Options

- Expand efforts to promote and register vanpools.
- Proactively engage in the development and improvement of park-and-ride facilities.
- Identify adaptations and resources that support the latest trends and technology in commuting through updating the Transportation Demand Management (TDM) plan.

Focus Area - TDM



■ Complete ■ In Progress ■ Not Started

TDM Recommendations Progress



Progress on TDM Actions



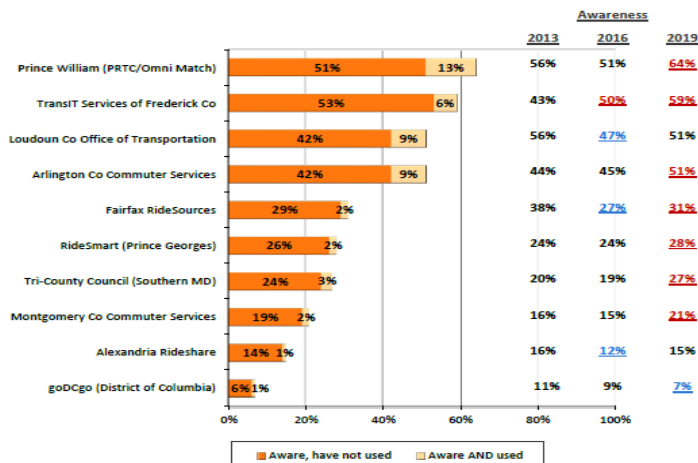
- Rebrand PRTC's services for a more consistent look and feel.
- Hire additional full-time TDM staff members.
- Work with economic development groups to better position Omni SmartCommute program services.
- Promote vanpooling on I-66.
- Participate in design and implementation of Transform66 park-&-rides.

Progress on TDM Actions

- Prepared draft TDM plan. November update will cover the plan.
- Leverage additional resources made available through Transform66 and the I-95/I-395 Transit/TDM plan and other alternative funding sources.
- Develop an outreach plan with Vanpool Alliance.

Figure 76
Heard of/Used Local Jurisdiction Commute Assistance Program

(2019: Prince William n = 769; Frederick n = 711, Loudoun n = 760, Arlington n = 1,220, Fairfax n = 1,534, Prince George's n = 1,316, Southern Maryland n = 1,443; Montgomery n = 1,330, Alexandria n = 908, District of Columbia n = 2,845)
(Red highlighting for 2016 and 2019 awareness totals denotes statistically higher percentages from the previous year; blue highlighting indicates statistically lower percentages from the previous year)





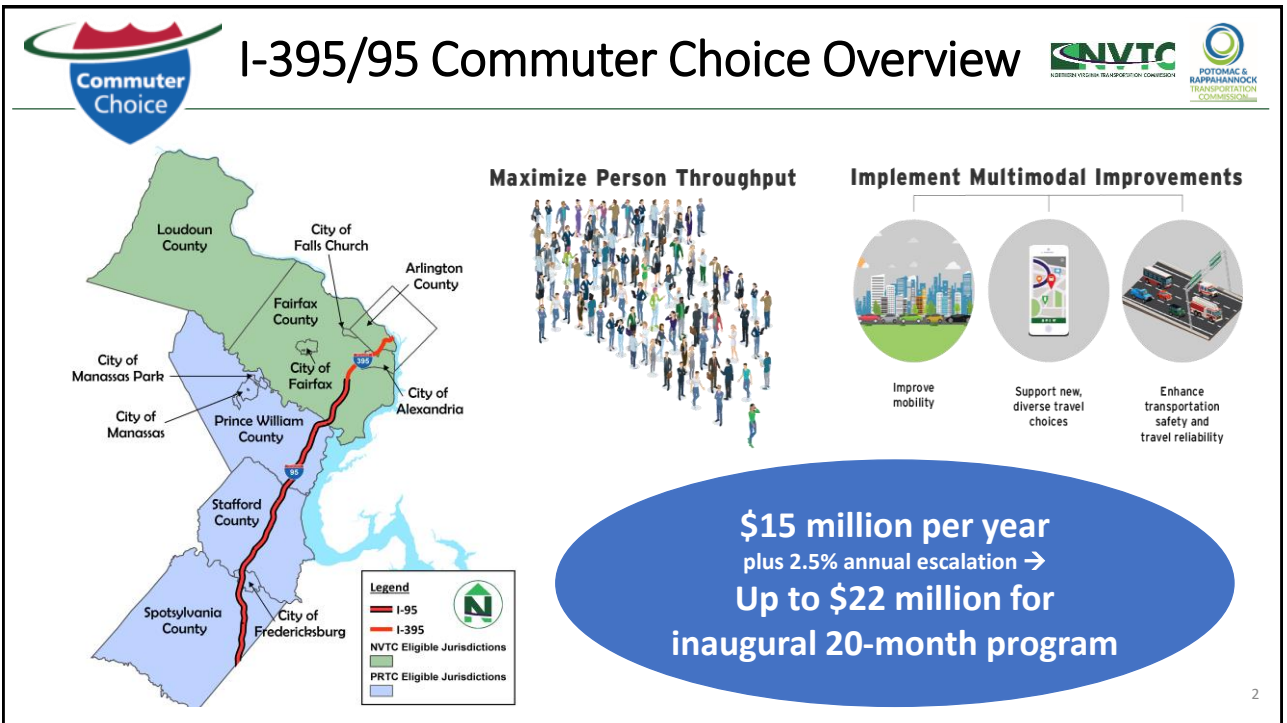
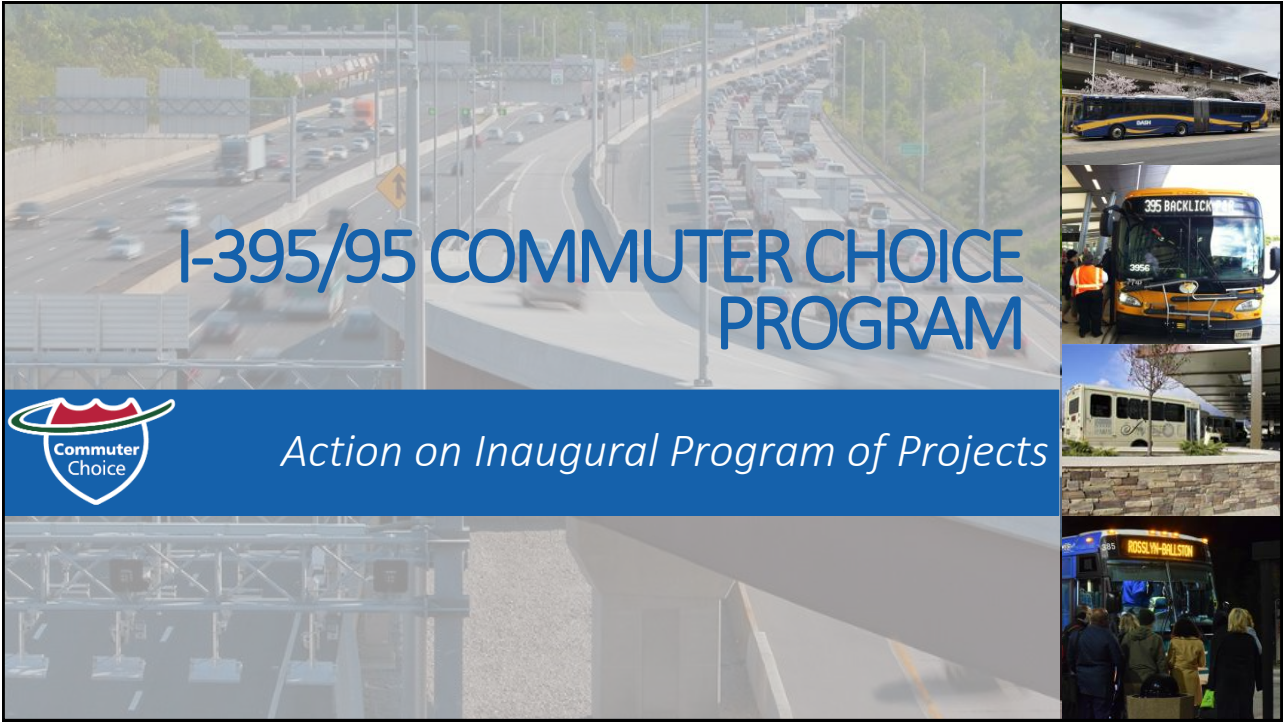
Thank you!

Chuck Steigerwald

csteigerwald@omiride.com

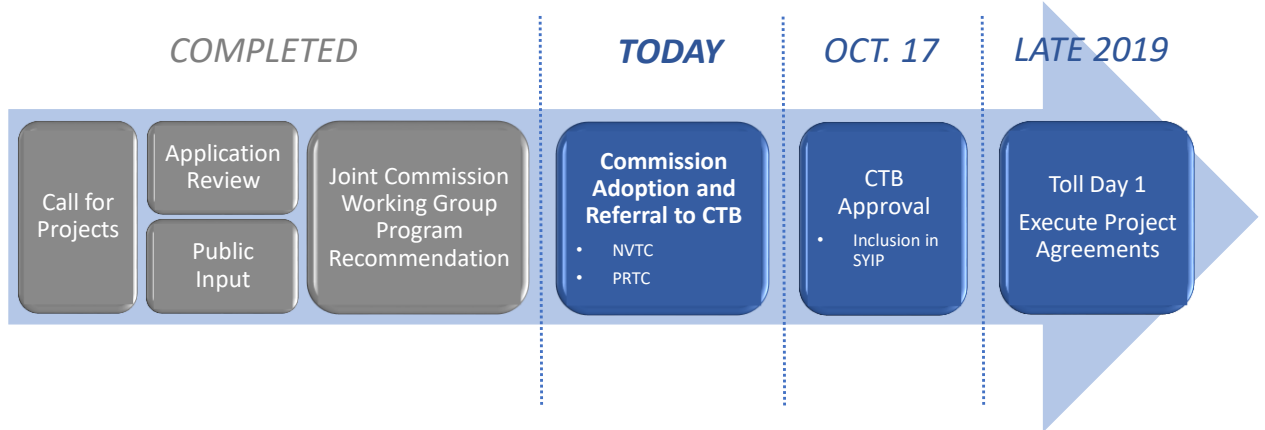
703-580-6144

OmniRide.com





I-395/95 Inaugural Program Development



3



Proposed I-395/95 Inaugural Program



Applicant	Application Title	Application Score (Max. 100 Points)	Funding Request
NVTC	I-395/95 Commuter Choice Program Administration, Evaluation, Oversight, Marketing and Outreach	-	\$ 800,000
OmniRide	Enhanced Bus Service from Dale City to Ballston	100	\$ 251,600
DASH	Enhanced Bus Service on AT-1 Plus: West End to Van Dorn Metro	92	\$ 3,040,000
OmniRide	Enhanced Bus Service on Prince William Metro Express: OmniRide Transit Center to Franconia-Springfield Metro	85	\$ 562,400
OmniRide	Enhanced Bus Service on Route 1 Local: Quantico to Woodbridge VRE	80	\$ 1,133,500
Fairfax County	New Bus Service to the Pentagon with Gambrill and Backlick North Park and Ride Improvements	80	\$ 3,540,903
NVRC	New TDM Outreach Campaign for Military Facilities	79	\$ 396,184
OmniRide	New Bus Service from Staffordboro to Downtown D.C.	77	\$ 3,569,200
DASH	Enhanced Bus Service on AT-9: Mark Center to Potomac Yard	74	\$ 1,949,000
OmniRide	New Bus Service from Staffordboro to the Pentagon	66	\$ 3,495,300
Arlington County	Commuter Store at the Pentagon Transit Center	63	\$ 211,962
Fairfax County	Enhanced Bus Service to the Pentagon with Saratoga and Backlick North Park and Ride Improvements	57	\$ 3,382,520
Prince William County	New TDM Outreach to the I-395/95 Corridor	56	\$ 300,000
Stafford County	Expanded Transit Access to Leeland Road VRE Station	39	\$ 5,268,687
Arlington County	Roadway Improvements at Glebe Road and I-395 Interchange	18	\$ 3,000,000
FRED Transit	New Bus Service from North Stafford to Quantico VRE Station – <i>Deferred by applicant</i>		\$ 322,619
Arlington County	Operational Enhancements of the Crystal City - Potomac Yard Transitway – <i>Deferred by applicant</i>		\$ 150,000
Arlington County	Enhanced Bus Service on Metrobus 7Y: McPherson Square to Southern Towers – <i>Deferred by applicant</i>		\$ 200,000
TOTAL FUNDING REQUEST			\$31,573,875

**10 projects,
\$19M**

Endorsed by the
NVTC-PRTC Joint
Commission
Working Group

**3 new bus services,
5 enhanced bus
services and
2 TDM efforts
would move 700
more people
through the
corridor
(in the morning inbound peak)**

4



I-395/95: Commission Action



- Approve Resolution:
 - Approve the Inaugural I-395/95 Commuter Choice Program of Projects
 - Forward to the Commonwealth Transportation Board
 - Authorize the NVTC Executive Director to Execute the Standard Project Agreements

5



PRTC Action Items

- A. **RES Authorize the Executive Director to Submit a Letter of Support for the Long Bridge Draft Environmental Impact Statement Preferred Alternative “Action Alternative A” on Behalf of the Chair**
- B. **RES Approve the Inaugural I-395/95 Commuter Choice Program of Projects and Forward to the Commonwealth Transportation Board, and Authorize the NVTC Executive Director to Execute the Standard Project Agreements**

MOTION:

SECOND:

**RE: AUTHORIZE THE EXECUTIVE DIRECTOR TO SUBMIT A LETTER OF SUPPORT FOR THE
LONG BRIDGE DRAFT ENVIRONMENTAL IMPACT STATEMENT PREFERRED
ALTERNATIVE "ACTION ALTERNATIVE A" ON BEHALF OF THE CHAIR**

ACTION:

WHEREAS, the Long Bridge Project consists of potential improvements to the bridge and related railroad infrastructure located between the Rosslyn (RO) Interlocking near Long Bridge Park in Arlington, Virginia and the L'Enfant (LE) Interlocking near 10th Street SW in Washington, DC; and

WHEREAS, a Draft Environmental Impact Statement (DEIS) has been prepared by the Federal Railroad Administration (FRA) and the District Department of Transportation (DDOT); and

WHEREAS, the DEIS has been released for public comment; and

WHEREAS, "Action Alternative A", identified in the DEIS as the preferred alternative, will fulfill the purpose and need of the Long Bridge project to expand capacity of rail services and the regional transportation network, while minimizing costs, construction time and impacts to the surrounding area; and

WHEREAS, improvements to the Long Bridge to provide additional rail capacity between Virginia and Washington, DC was identified in the Virginia Railway Express (VRE) System Plan 2040 as a key element in service expansion; and

WHEREAS, planned VRE service expansion is critical to congestion mitigation and the region's mobility.

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to submit a letter of support for "Action Alternative A", the identified preferred alternative in the Long Bridge Draft Environmental Impact Statement on behalf of the Chair.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:



October 3, 2019

Ms. Anna Chamberlin
Long Bridge Project
55 m Street SE, Suite 400
Washington, DC 20003

RE: Long Bridge Draft Environmental Impact Statement

Dear Ms. Chamberlin:

On behalf of the Potomac and Rappahannock Transportation Commission (PRTC), I am writing to you to support the Long Bridge Draft Environmental Impact Statement (DEIS) identification of **Action Alternative A** as the preferred alternative. PRTC is a regional transit Commission comprised of the Counties of Prince William, Stafford, Spotsylvania, and the Cities of Fredericksburg, Manassas, and Manassas Park and the co-owner of the Virginia Railway Express (VRE) commuter rail.

On September 5, 2019, the District Department of Transportation (DDOT) and the Federal Railroad Administration (FRA) released the Draft Environmental Impact Statement as part of the National Environmental Policy Act (NEPA) process of evaluating potential environmental and human impacts of the Long Bridge Project alternatives. In this document, the Long Bridge preferred alternative, Action Alternative A, will fulfill the purpose and need of the Long Bridge project to expand capacity of rail services and the regional transportation network while minimizing costs, construction time and impacts to the surrounding area.

Construction of a new, two-track bridge would also align with station and rail infrastructure improvements by the Commonwealth of Virginia and VRE to enhance rail system capacity at L'Enfant Plaza, Crystal City and along the I-95 corridor designed to expand the number of commuter and intercity trains by 2040. Furthermore, the parallel bridge configuration proposed under Action Alternative A would reduce disruption to ongoing VRE services and adjacent transportation links during construction, which are essential to the mobility of Northern Virginia and the region.

PRTC strongly supports the Long Bridge Project to expand commuter rail service, to improve intercity connections throughout the Commonwealth to Northern Virginia, to enhance economic connectivity of the region as well as to provide a vital multimodal link across the Potomac River. This project is consistent with VRE's System Plan and with the Commission's strategic goals to increase the capacity of our regional transit network.

We appreciate the opportunity to provide comment on the draft environmental impact statement and look forward to issuance of the Final Environmental Impact Statement and Record of Decision.

Best regards,

Ruth Anderson
Chair

DRAFT

MOTION:

SECOND:

**RE: APPROVE THE INAUGURAL I-395/95 COMMUTER CHOICE PROGRAM OF PROJECTS
AND FORWARD TO THE COMMONWEALTH TRANSPORTATION BOARD, AND
AUTHORIZE THE NVTC EXECUTIVE DIRECTOR TO EXECUTE THE STANDARD
PROJECT AGREEMENTS**

ACTION:

WHEREAS, the agreement between the Commonwealth and 95 Express Lanes LLC secured an annual payment for transit services of \$15 million per year, escalating by 2.5 percent per year, to fund multimodal projects along the I-395/95 corridor ; and

WHEREAS, any project supported with these funds must reasonably relate to or benefit toll payers in the I-395/95 corridor and contribute to improvement goals of maximizing person throughput in the corridor and implementing multimodal improvements; and

WHEREAS, NVTC's April 4, 2019 FY2020 Call for Projects produced 17 applications for a total of \$30.8 million in requests; and

WHEREAS, the NVTC-PRTC Joint Commission Working Group has unanimously endorsed the proposed Inaugural I-395/95 Commuter Choice Program of Projects, which includes 10 projects and NVTC's administrative and marketing costs, totaling \$18,950,049 (Attachment 1).

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission hereby approves the I-395/95 Commuter Choice Inaugural Program of Projects (Attachment 1) and authorizes staff to forward the Program of Projects to the Commonwealth Transportation Board for action, contingent upon the Northern Virginia Transportation Commission's approval of a comparable authorization.

BE IT FURTHER RESOLVED that PRTC authorizes the NVTC Executive Director, or her designee, to execute the Standard Project Agreements.

Votes:

Ayes:

Abstain:

Nays:

Absent from Vote:

Alternate Present Not Voting:

Absent from Meeting:


Attachment 1:
Program of Projects Recommended for Funding
under the Inaugural I-395/95 Commuter Choice Program

	Inaugural I-395/95 Commuter Choice Program Project Name	Applicant	Funding Request
1	Enhanced Bus Service from Dale City to Ballston	OmniRide	\$251,600
2	Enhanced Bus Service on AT-1 Plus: West End to Van Dorn Metro	DASH	\$3,040,000
3	Enhanced Bus Service on Prince William Metro Express: OmniRide Transit Center to Franconia-Springfield Metro	OmniRide	\$562,400
4	Enhanced Bus Service on Route 1 Local: Quantico to Woodbridge VRE	OmniRide	\$1,133,500
5	New Bus Service to the Pentagon with Gambrill and Backlick North Park and Ride Improvements	Fairfax County	\$3,540,903
6	New TDM Outreach Campaign for Military Facilities	NVRC	\$396,184
7	New Bus Service from Staffordboro to Downtown D.C.	OmniRide	\$3,569,200
8	Enhanced Bus Service on AT-9: Mark Center to Potomac Yard	DASH	\$1,949,000
9	New Bus Service from Staffordboro to the Pentagon	OmniRide	\$3,495,300
10	Commuter Store at the Pentagon Transit Center	Arlington County	\$211,962
11	I-395/95 Commuter Choice Program Administration, Evaluation, Oversight, Marketing and Outreach	NVTC	\$800,000
		TOTAL	\$18,950,049



October 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD 
Executive Director

SUBJECT: Approve the FY2020 I-395/95 commuter Choice Inaugural Program of Projects, Forward to the Commonwealth Transportation Board, and Authorize the NVTC Executive Director to Execute Standard Project Agreements

Recommendation:

Approve the FY2020 I-395/95 Commuter Choice Program of Projects, including forwarding the program to the Commonwealth Transportation Board (CTB), and authorizing the Northern Virginia Transportation Commission (NVTC) Executive Director to execute the standard project agreements.

Background:

The [Commuter Choice program](#) invests toll revenues in projects to expand transportation capacity along two Northern Virginia High Occupancy Toll (HOT) corridors, I-66 Inside the Beltway, and I-395/95 along the 37-mile Express Lanes facility between Stafford County and the D.C. line.

The I-395/95 Commuter Choice program was established through a [December 2017 MOA between the Commonwealth, NVTC and PRTC](#), and a subsequent [January 2019 MOA between NVTC and PRTC](#), that allows NVTC to administer an annual transit investment payment from the I-395/95 Express Lanes concessionaire for multimodal projects in that corridor. I-395/95 funding is available to any NVTC or PRTC member jurisdiction or public transit agency providing service in NVTC or PRTC's jurisdiction.

Any project proposed for Commuter Choice funding must benefit toll payers in the corresponding corridor by moving more people through the corridor and expanding the range of transportation choices.

The I-395/95 Commuter Choice Inaugural Program of Projects includes 10 projects totaling \$18,950,049. The recommended Inaugural Program of Projects (Table 1) represents a diverse

set of projects addressing the needs of commuter and local bus riders, providing connections to key destinations, and helping encourage rideshare and transit. As this is a joint program, the NVTC will be asked to take this identical action at its October meeting.

Inaugural I-395/95 Commuter Choice Program Benefits

Collectively, the recommended Inaugural Program of Projects:

- ✓ Moves an additional 700 people through the corridor during the morning peak period
- ✓ Saves approximately 89,000 hours of travel delay per year during the commute peak periods
- ✓ Connects people to 12 activity centers in Virginia and the District of Columbia
- ✓ Provides three (3) new bus routes and enhances service on five (5) existing bus routes
- ✓ Encourages the use of transit, carpool, and vanpool through awareness and marketing campaigns and commuter incentives

Inaugural I-395/95 Commuter Choice Program Characteristics

- Ninety-three (93) percent of the program (\$17.5 million) will fund new or enhance bus service, including bus purchases and other capital improvements
- Seven (7) percent of the program (\$1.4 million) will support transit incentives and alternate ways to travel such as carpool and vanpool as well as program administration

The Inaugural I-395/95 Commuter Choice program call for projects produced 17 applications for a total of \$32 million in requests. Applications were received from Arlington County, DASH, Fairfax County, the Northern Virginia Regional Commission, Prince William County, PRTC (OmniRide), and Stafford County.

The proposed projects were selected based upon the project selection process and criteria approved by NVTC and PRTC in April 2019. This process included eligibility screening, technical evaluation, prioritization, and a public input process. NVTC conducted a public comment period from August 4 to September 6, 2019 and an overview of the feedback received is available in the Public Comment section of this memo.

Projects recommended for funding under the Inaugural Program of Projects include eight (8) new and enhanced bus services, two (2) transportation demand management projects, and program administration. Two (2) of the projects – one (1) enhanced bus service and one (1) transportation demand management effort – represent continuations of activities that were initially funded by the Commonwealth under the I-395 Traffic Management Plan (TMP) for the period that the Express Lanes were under construction, but demonstrated continued value to the corridor.

**Table 1: Projects Recommended for Funding under the
Inaugural I-395/95 Commuter Choice Program**

	Inaugural I-395/95 Commuter Choice Program Project Name	Applicant	Funding Request
1	Enhanced Bus Service from Dale City to Ballston	OmniRide	\$251,600
2	Enhanced Bus Service on AT-1 Plus: West End to Van Dorn Metro	DASH	\$3,040,000
3	Enhanced Bus Service on Prince William Metro Express: OmniRide Transit Center to Franconia-Springfield Metro	OmniRide	\$562,400
4	Enhanced Bus Service on Route 1 Local: Quantico to Woodbridge VRE	OmniRide	\$1,133,500
5	New Bus Service to the Pentagon with Gambrill and Backlick North Park and Ride Improvements	Fairfax County	\$3,540,903
6	New TDM Outreach Campaign for Military Facilities	NVRC	\$396,184
7	New Bus Service from Staffordboro to Downtown D.C.	OmniRide	\$3,569,200
8	Enhanced Bus Service on AT-9: Mark Center to Potomac Yard	DASH	\$1,949,000
9	New Bus Service from Staffordboro to the Pentagon	OmniRide	\$3,495,300
10	Commuter Store at the Pentagon Transit Center	Arlington County	\$211,962
11	I-395/95 Commuter Choice Program Administration, Evaluation, Oversight, Marketing and Outreach	NVTC	\$800,000
		TOTAL	\$18,950,049

Upon approval by NVTC and PRTC, the Program of Projects will be submitted to the CTB for adoption into the Commonwealth's FY2020 Six-Year Improvement Program (SYIP) at its October 17th meeting.

Inaugural I-395/95 Commuter Choice Program Project Summaries

The following projects are recommended for funding under the Inaugural I-395/95 Commuter Choice program. [Profiles of each proposed project can be found at the I-395/95 Commuter Choice website.](#)

Enhanced Bus Service from Dale City to Ballston *

OmniRide (\$ 251,600)

This project adds two morning and two evening trips from eastern Prince William County to employment areas in the Rosslyn-Ballston corridor and the Pentagon. This route serves three commuter lots including Horner Road, Telegraph Road and Dale City.

** This project was initially started under the I-395 Traffic Management Plan and demonstrated strong benefits to the corridor.*

Enhanced Bus Service on AT-1 Plus: West End to Van Dorn Metro

DASH / City of Alexandria (\$ 3,040,000)

This project funds more frequent service, extended hours of operation and improved bus stop amenities on the DASH AT-1 Plus bus service, improving connectivity for riders from the West End/Beauregard area of Alexandria to the Van Dorn Metrorail Station. The route parallels the I-395 corridor and stops at shopping areas, educational centers and the Mark Center.

Enhanced Bus Service on Prince William Metro Express: OmniRide Transit Center to Franconia-Springfield Metro

OmniRide (\$ 562,400)

This project adds rush-hour trips to OmniRide's express route connecting the OmniRide Transit Center in Dale City, Potomac Mills Mall and the Franconia-Springfield Metro Station.

Enhanced Bus Service on Route 1 Local: Quantico to Woodbridge VRE

OmniRide (\$ 1,133,500)

This project supports additional rush-hour trips on OmniRide's Route 1 local route between Woodbridge and Quantico. The project includes the purchase of a bus to provide the additional service.

New Bus Service to the Pentagon with Gambrill and Backlick North Park and Ride Improvements

Fairfax County (\$ 3,540,903)

This project splits Fairfax County Connector Route 395, which provides rush-hour express service between two Springfield park-and-ride lots and the Pentagon, into two separate routes. Funding for this project will create the new 396 express route with direct connections from the Backlick North Park and Ride lot to the Pentagon. The project supports additional service, the purchase of four buses, and installation of secure bicycle parking and wayfinding improvements at the lots.

New TDM Outreach Campaign for Military Facilities

Northern Virginia Regional Commission (\$ 396,184)

This project, led by NVRC, includes outreach, marketing and educational services to specifically foster ridesharing and transit use by the 115,000 personnel working at local military bases along the corridor, including Joint Base Myer Henderson Hall, Fort Belvoir/Fort Belvoir North and Marine Corps Base Quantico.

New Bus Service from Staffordboro to Downtown D.C.

OmniRide (\$ 3,569,200)

This project funds the operation of new OmniRide commuter express bus service between the Staffordboro Commuter Lot, which currently serves slugs and carpools, and major employment areas in downtown Washington D.C. including Metro Center, Archives, Smithsonian and L'Enfant Plaza. The project also includes the purchase of four new motor coaches.

Enhanced Bus Service on AT-9: Mark Center to Potomac Yard

DASH / City of Alexandria (\$ 1,949,000)

This project funds additional bus service throughout the day and extended the hours of service on DASH's AT-9 local bus route, which serves major employment, shopping and educational sites in the I-395 corridor. The project will also install four real-time bus arrival information displays at bus stops along the route.

New Bus Service from Staffordboro to the Pentagon

OmniRide (\$ 3,495,300)

This project funds the operation of new OmniRide commuter express bus service between the Staffordboro Commuter Lot, which currently only serves slugs and carpools, and the Pentagon. The project also includes the purchase of four new motor coaches.

Commuter Store at the Pentagon Transit Center *

Arlington County (\$ 211,962)

The recently opened Commuter Store at the Pentagon Transit Center provides travel information, sales and assistance to nearly 2,000 visitors, employees and commuters each month. This project will fund store operations for 12 months.

** This project was initially started under the I-395 Traffic Management Plan and demonstrated strong benefits to the corridor.*

Program Administration, Evaluation, Oversight, Marketing and Outreach

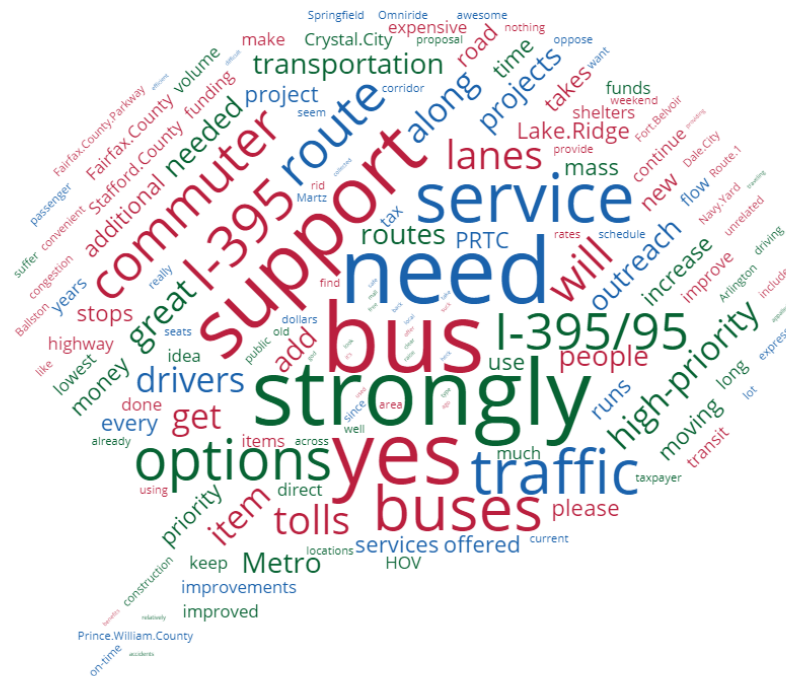
NVTC (\$800,000)

This funding is used to support two staff positions and contractor support to ensure program accountability throughout the selection, evaluation, community outreach, reporting, and oversight of the program. Specific activities include program operations and oversight; coordination with the Commonwealth, applicants, and grantees; quarterly and annual reporting; grant and contract management; technical support related to project scoring and analysis; and coordinated communications and outreach efforts along the I-395/95 corridor. These staff and consultants work extensively with the Department of Rail and Public Transportation, the Virginia Department of Transportation, PRTC and all applicants to ensure the program is meeting the intent and requirements of the Memorandum of Agreement with the Commonwealth.

Public Comment

NVTC solicited public comment for the I-395/95 Commuter Choice Inaugural Program from August 4 to September 6, 2019. NVTC conducted a geo-targeted online marketing campaign to I-395/95 commuters to build awareness of proposed projects and curvy feedback on them. This effort included the use of social media targets to specific zip codes that would be served by the projects. Additionally, NVTC and PRTC held public hearings at their September 5th Commission meetings.

NVTC received a total of 71 comments during this period, all but three of which were received via online survey, an indication that the targeted online outreach approach was an effective method of engagement. The [Executive Summary of Public Comment Period for the I-395/95 Commuter Choice Inaugural Program](#) provides a detailed overview of the feedback received during the public comment period.



Executive Summary of Public Comments

NVTC staff collected 71 responses during the Public Comment period for the FY 2020 Commuter Choice program, open from August 4 – September 6, 2019. Staff conducted a targeted outreach strategy to increase public engagement using social media, web and joint public hearings at both NVTC and PRTC. Of the 71 responses, we received 68 responses via the web form hosted at www.novatransit.org, two emails were received via email and one was delivered during the public hearing. Of the total responses, 92% were supportive. A portion of the supportive comments noted comprehensive support for the Commuter Choice program while others mention support for distinct projects.

This document lists the comments in the following order:

- Comments from the September 5 Public Hearing
- Comments submitted via email
- Comments with a focus on the overall Commuter Choice program (both the I-395/95 and I-66 corridors)
- Comments specific to Commuter Choice program on the I-395/95 corridor
- Comments specific to Commuter Choice program on the I-66 corridor
- Comments about specific projects
- Responses with neutral or adverse comments about the Commuter Choice program



Comments from September 5, 2019 Public Hearing

Chairman and other members of NVTC. Thank you for the opportunity to comment. It's somewhat sad that I'm the only person that signed up to speak. This is not the first time this situation has occurred. It's indicative of the fundamental failure in the outreach programs of NVTC, NVRTA and other bodies. There has to be a better way to reach the public. I've been to various meetings this summer, including one on the I-395/95 corridor which was a comprehensive local proposed transit TDM and other non-vehicular improvements. And so, I missed the deadline for commenting on that, but I gather they'll be some opportunities to speak in future. Nothing I can do or say will prevent whatever you plan to do tonight but I can only ask that in the months ahead there has to be a better process of outreach if we really need to have significant public participation.

One of my biggest gripes when I'm going back and forth with Marty Nohe with NVRTA on this, is the number of the process that exists there. It's the agencies such as Fairfax County Department of Transportation, rather than the public that is selecting the priorities. I don't know the situation for the other jurisdictions. That to me is the fundamental flaw what happened within NVRTA, and I don't remember with NVTC, is that you have it [at] the end of the process, and I guess that this is basically the end of the process. When you selected the projects, and then you ask the public to come, so I don't know how it's going to be done better. But what I ask is that you try to be better for next year.

Fundamentally, we are going to need in the decades ahead an additional bridge across the Potomac River, somewhere south of Alexandria. This was looked at in the 1980's and discovered by the then Maryland governor. I can tell you from riding the Beltway several times in the last month, the outer loop is congested in the afternoon between Springfield and the Woodrow Wilson Bridge. And that will get continually worse.

So, I wish you success in whatever you're doing today. Sorry, I didn't have more time studying the specifics of what's in the projects. Thank you.

- Rob Whitfield

Comments submitted via email

Please consider not funding any of the FY2020 proposed projects as part of the Commuter Choice program. It is recommended the I-395 and I-66 Inside the Beltway Commuter Choice programs provide supplemental funding to the Long Bridge and second Rosslyn Station capital projects over the next 10 years (~\$350M). The impact of these projects far exceeds the proposed projects. The Long Bridge can enable VRE to double its service and the second Rosslyn Station will allow for up to 39 trains per hour to access the Rosslyn CBD and remove Silver/Orange/Blue interlocking issues. Amazon and Virginia Tech are coming soon, and these projects need to move forward ASAP. This would be similar to the tabled resolution #2352 from January 2018.

Thanks,

Mark Scheufler

NOVA resident



To whom it may concern,

The [Columbia Pike Revitalization Organization](#) (CPRO), who is collaborating and in partnership with the Crystal [City] BID, would like to express its support for the prioritization and funding of the **Crystal City - Potomac Yard Transitway (CC-PY) Project**. We would also like to express our support for the 7Y p.m. service, the CC-PY Operational Improvements (Metroway) is our and our community's top priority. Focusing on this priority will improve reliability and increase ridership.

This geographic area is already experiencing population and job growth. Add the "Amazon Effect" and there will be even more of a need to enhance connectivity and improve reliability, in order to better serve the existing and new people and businesses.

The **CC-PY Metroway** is special and deserves special treatment. The improvements will provide businesses and their human capital with more transit options and provide people with better choices relative to their commute mode. In addition, the **CC-PY Metroway** is crucial to the implementation of the [Columbia Pike Premium Transit Network](#), (CPPTN), which includes the 16M direct line to Crystal City. Columbia Pike is not only known for its significant public transit ridership and diversity, but it is one of the few places in Arlington that is home to both "Affordable Housing" and "Housing that is Still Affordable." As Amazon HQ2 and National Landing come on-line, people will need direct and streamlined access to Columbia Pike. The **CC-PY Metroway** is a crucial dependency in moving the CPPTN and 16M forward, in preparation for the "Amazon Effect".

Thank you for considering our comments and priorities. Please feel free to reach out to me regarding questions and/or need for additional information.

On behalf of CPRO, the CPRO Board, and the Columbia Pike Community.

Kim

--

KIM KLINGLER | Executive Director
2611 Columbia Pike, Arlington, VA 22204
P: 703-892-2776 C: 703-489-7408





Comments with a focus on the overall Commuter Choice program (both the I-395/95 and I-66 corridor)

- All routes should include improved/additional passenger shelters w/seats
- Educating about alternatives when bus service is down or on strike would be great
- I prefer funding several smaller projects across the region instead of a large multimillion-dollar project. The potential benefits to commuters would be realized more quickly than tying up a major corridor for years with construction.
- It is majorly important to make mass transit affordable and convenient. The proposed projects seem to do that in most cases. Please make sure that all future funding takes that into account.
- Need [to] add bus shelters with lights along Route 1 in Prince William County. The 234 lot needs a bigger shelter for winter. More local bus service.
- Please continue the Lake Ridge/Washington OmniRide service.
- Use money to support new Long Bridge and second Rosslyn Station
- Very valuable programs!
- We need direct buses from PRTC to the Navy Yard morning and afternoon with no other stops
- Would like to see some type of mass transportation along the Fairfax County Parkway between these two highways. Difficult to take mass transportation since [I] do not work convenient to Metro. Continue bus service to Rolling Valley mall and along Fairfax County Parkway from the Springfield Metro.
- Need more bus options

Comments specific to Commuter Choice program on the I-395/95 corridor

- Direct bus from PRTC to Navy Yard. We don't need buses to Ballston or Glebe Road projects.
- Hoping for increased options and service frequency for travel to and from Prince William County and Metrorail Stations in Springfield and along I-395.
- I appreciate efforts made to make my commute simple and efficient.
- Improve the road surface on the Express Lanes and add additional capacity to the VRE.
- Include improved/additional passenger shelters with seats and TRASH pick-up
- Keep the focus on on-time, predictable schedules, especially p.m. routes to Lakeridge. Evening buses seem unpredictable and often frustratingly off-schedule.
- Looks good
- Maintain free HOV use
- Need direct transportation to Crystal City
- Need to fix problem. I-395 is a terrible all the time. When do we get high-speed commuting?
- Needed!
- Please consider more frequent service for the Metro express bus to Franconia-Springfield from PRTC, as well as a route similar to D-200 (avoids going through Woodbridge), but stops in downtown Washington, DC.
- I recommend purchasing additional buses to increase the number of passengers and reduce drivers. Outreach items are lowest priority of the options offered.
- Keep it HOV + motorcycles get rid of the tolls
- More bus service is necessary



- Road construction needs to finish, need more bus options

Comments specific to Commuter Choice program on the I-66 corridor

- Toll rates are too expensive for a two-lane road
- Two lanes leading into DC from Northern Virginia.....What the H...!!!!
- What commuter choice? Add non-toll lanes back to 66. It's outrageous to have to pay a toll on roads that were built with taxpayer dollars in the first place!! And even worse that there aren't any non-toll lanes for those who cannot afford them. At least the toll lanes on 495 were adding, not subtracting, from existing roadways.

Comments About Specific Projects

OmniRide - Enhanced Bus Service from Dale City to Ballston

- Current stops are in perfect locations just add more getting closer to Ballston
- Strongly in favor. Willing to accept up to a 10% increase in commuter costs.
- Strongly support
- Every time a new route is added, it's always Dale City and it then takes away from Lake Ridge and Manassas routes who wait a lot longer daily for buses.
- High priority item.
- Ok
- Please accept the proposal, the extra runs are greatly needed by the Arlington commuters.
- Yes

DASH / City of Alexandria - Enhanced Bus Service on AT-1 Plus: West End to Van Dorn Metro

- Strongly support
- How does this help I-395/95?
- Yes

OmniRide - Enhanced Bus Service on Prince William Metro Express: OmniRide Transit Center to Franconia-Springfield Metro

- Strongly support
- Continue the weekend services, they are awesome!
- High priority item
- Ok
- This needs to be done to Fort Belvoir.
- Yes

Fredericksburg / FRED Transit - New Bus Service from North Stafford to Quantico VRE Station

- Ok
- Please what took so long
- Yes

OmniRide - Enhanced Bus Service on Route 1 Local: Quantico to Woodbridge VRE

- Strongly support

Executive Summary of Public Comments
FY 2020 Commuter Choice program
August 4 – September 6, 2019



- High priority item.
- This actually may be useful if after the bus runs the route it picks up a regular route, already a shortage of buses and drivers due to funds
- Yes

Fairfax County - New Bus Service to the Pentagon with Gambrill and Backlick North Park and Ride Improvements

- Strongly support
- Ok
- Yes

Northern Virginia Regional Commission (NVRC) - New TDM Outreach Campaign for Military Facilities

- Strongly support
- Outreach items are lowest priority of options offered.
- Outreach? If people need info on commuting, there are plenty of options to find it.
- Yes

OmniRide - New Bus Service from Staffordboro to Downtown D.C.

- Strongly support
- Again, every time add a new route, it takes from an old route, this is a great idea if funds are provided for more buses and drivers so that other routes do not suffer
- High priority item.
- Hurry!!!!!!
- Ok
- This is a route that is much needed and will have many riders.
- Yes

DASH / City of Alexandria - Enhanced Bus Service on AT-9: Mark Center to Potomac Yard

- Strongly oppose - Since this project cuts horizontally across I-395 it will not mitigate the north / south traffic volume on I-395.
- No one making this trip would get on I-395/95.
- Yes

Arlington County - Operational Enhancements of the Crystal City - Potomac Yard Transitway

- Ambivalent - While this project may improve traffic flow along US-1 in Crystal City, it will have no impact on the traffic flow along I-395. Tolls collected on I-395/95 should go toward funding projects that improve traffic flow on I-395/95.
- Entirely unrelated to I-395/95. Raise the bus rates if they want improved service.
- Yes-As long as signage is clear, and drivers aren't accidentally driving in the bus lanes due to lack of clarity.

OmniRide - New Bus Service from Staffordboro to the Pentagon

- Again! Stafford County needs OmniRide! We have no other options really, other than slugging. Vanpools aren't conducive to most DC/Pentagon workers and the Martz bus is so expensive and not enough bus runs. There are NO midday bus runs, except for 1 on Fridays.
- Strongly support

Executive Summary of Public Comments
FY 2020 Commuter Choice program
August 4 – September 6, 2019



- This is desperately needed. The Martz service can't handle the volume and their schedule is very limited. PRTC buses are great and offer more times at their current stops. I am looking at houses in Stafford, but the commuter bus options are severely limited.
- Again, every time add a new route, it takes from an old route, this is a great idea if FUNDS are provided for more buses and drivers so that other routes do not suffer
- High priority item.
- Ok
- Yes

Arlington County - Enhanced Bus Service on Metrobus 7Y: McPherson Square to Southern Towers

- No, no, no! The 7Y is already late every day. It's gotten even worse with the shuttle buses. This is not needed. Don't for god sakes. 😞
- Strongly support
- This is unrelated to I-395/95.
- Yes

Arlington County - Commuter Store at the Pentagon Transit Center

- Strongly support
- Yes
- Lower priority of options offered.
- No.
- Yes

Fairfax County - Enhanced Bus Service to the Pentagon with Saratoga and Backlick North Park and Ride Improvements

- Strongly support
- No - too much
- Ok

Prince William County - New TDM Outreach to the I-395/95 Corridor

- Strongly support
- Outreach items are lowest priority of options offered.
- People don't need outreach--they need a well-functioning transportation system.
- Yes

Stafford County - Expanded Transit Access to Leeland Road VRE Station

- Strongly oppose - The relatively high cost of this project versus the expected increase in the use of mass transit at the Leeland Rd VRE Station will have a minimal impact on the volume of traffic on the I-395/95 corridor.
- Great
- No - too expensive and too far from the target improvement area on I-395
- This is a great idea. Stafford doesn't have much public transportation

Arlington County - Roadway Improvements at Glebe Road and I-395 Interchange

- Strongly support
- No - too expensive. Washington Blvd is the bigger choke point onto I-395.
- Ok



Responses with Neutral or Adverse comments

- Congestion at the Occoquan River must be addressed
- Get rid of the tolls it is congesting the HOV lanes and with the buses driving below the speed limit it is dangerous on I-395
- None of the programs provide any benefit to me. The bus service continues to reduce existing services to provide service to multiple locations. I would prefer that they go back to providing service to Crystal City from both Dale City and Lake Ridge. Having to transfer at the Pentagon is not beneficial and I view it as reduced services.
- Nothing will help I-395/95 so long as people are rubbernecking. People slowing to look at accidents on the other side of the median creates unnecessary traffic. We need not just infrastructure but public awareness campaigns, perhaps use the highway signs to remind drivers to keep moving at normal (safe) speeds.
- Toll rates are too high
- What exactly is/are the specific proposal(s) to increase commuter mobility choices?
- Why don't the buses arrive on time to avoid overcrowding?
- I find commandeering roadways (that were built using taxpayer dollars) and converting them to toll lanes outrageous! At least there will remain non-toll lanes on 395 for those who cannot afford them.
- I will be moving to 20187. I have been living in Fairfax County for 40 years paying taxes and the traffic on I-395 is disgusting. Now I will be moving and traveling on I-66. As you get close to Arlington, I-66 the lanes go down to two!!!! Really!!!! Two lanes for this traffic and yet you still suck my tax money like there is no tomorrow. I am appalled that with all this traffic and all our tax money that something hasn't been done 20 years ago. Now Amazon is moving in and it will get worse. Metro shut down over the summer as well. What in the heck are you doing? Bleeding us of our tax dollars and doing nothing. What a waste!
- Why are tolls the only option for controlling traffic congestion, particularly on roads built with taxpayer money in the first place?
- Tolls on I-395/95 should be used for improvements to this highway, not for projects not directly related to it. If people not using this road want transit improvements in their area, they should pay for them. I'm not an ATM for everyone else's commute.

PRTC Chair's Time

Engagement Opportunities



OCTOBER

- **OmniRide Bus Roadeo**

Saturday, October 12, 2019, Morning

I-95/Route 123 Commuter Lot

A skills competition to determine which bus drivers will represent OmniRide at the Statewide Bus Roadeo in Blacksburg, VA in spring 2020.

- **What You Need to Know About Transportation**

Thursday, October 17, 2019, 7:30 am – 10 am

Waterford at Fair Oaks, 12025 Lee Jackson Memorial Highway, Fairfax

Join the Northern Virginia Transportation Alliance for its 15th annual forum with keynote speaker The Honorable **Pete Rahn**, Maryland Secretary of Transportation. Panel includes: The Honorable **Marty Nohe**, Chair of the Northern Virginia Transportation Authority; **Helen Cuervo**, Northern Virginia District Engineer at VDOT; and **Perrin Palistrant**, Director of Operations and Operations Planning for OmniRide. Register at www.NVTA.org

NOVEMBER

- **Governor's Transportation Conference/Innovation Summit**

Wednesday, November 20 – Friday, November 22, 2019

Hyatt Regency Crystal City, 2799 Richmond Highway, Arlington

Join transportation and innovation professionals for the 2019 Innovation Summit.

Register at <http://www.cvent.com/events/governor-s-transportation-conference-2019-innovation-summit/event-summary-0ca28ad039ab4452851a2df630745836.aspx>

DECEMBER

- **Joint NVTC-PRTC Legislative Briefing**

Monday, December 9, 2019, 9 am – 11 am

Embassy Suites, 8100 Loisdale Road, Springfield

Our annual overview of federal and state issues affecting transit in our region.

ITEM 13

Other Business/Commissioners' Time

ITEM 14

Adjournment

Upcoming Meetings: PRTC 2019 Meeting Schedule

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

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		

MARCH

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						

APRIL

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

MAY

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						

JUNE

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						

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						


Information Items


- System Performance and Ridership Report
- Revised Purchasing Authority Report



October 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Perrin Palistrant 
Director of Grants and Project Management

THROUGH: Robert A. Schneider, PhD 
Executive Director

SUBJECT: August 2019 System Performance and Ridership Report

OMNIRIDE Express and Metro Express Service

- August average daily ridership decreased 2.7 percent from July, excluding the first three working days impacted by the work stoppage.
- No long term impacts noted from the work stoppage, ridership rebounded immediately
- Overall ridership increases noted toward the end of the month when schools reopened

OMNIRIDE Local Bus Service

- August average daily ridership increased 2.6 percent from July, excluding the first three working days impacted by the work stoppage.
- Return to school and NOVA assisted with overall daily average increases
- Saturday average ridership continues to level off, including a slight increase over August 2018

Vanpool Alliance Program

- Enrollment remained steady at 674 vans
- Passenger trips decreased 5.3 percent from July, a normal seasonal decrease

OmniMatch Program

Staff participated in:

- **August 12** – Prince William County Chamber of Commerce Economic Development Committee Meeting
- **August 14** - WMATA Platform Shutdown/TDM Working Group Conference Call
- **August 15** – Prince William County Chamber of Commerce Policy Committee Meeting

- **August 19** - Quantico Transportation and TDM Programs Meeting
- **August 23** – Prince William County Chamber of Commerce Mega Networking Event
- **August 29** – Prince William County Chamber of Commerce Women's Leadership Council

Staff attended:

- **August 26** – The Northern Virginia Elected Leaders Summit – GMU Arlington Campus

Customer Service Statistics

- The call center received 810,216 calls in August
- Responded to 54 general information emails in August
- Percentage of OMNIRIDE local trip denials remained below one (1) percent in August

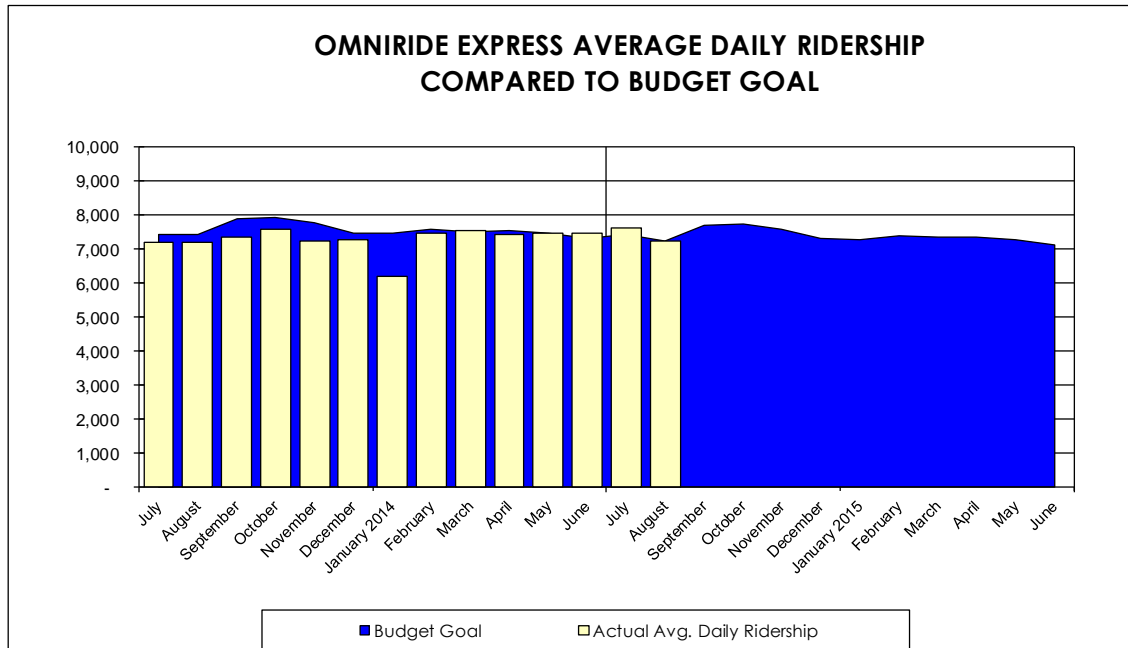
Passenger Complaints

Complaint rate for OmniRide in August:

- OMNIRIDE Express and Metro Express complaint rate decreased 16 percent compared to August 2018
- OMNIRIDE local service complaint rate decreased 43 percent compared to August 2018

OMNIRIDE EXPRESS SERVICE

Month	Monthly Ridership		Average Daily Ridership			FY20 Budget Goal	Change from Goal
	FY19	FY20	FY19	FY20	% Change		
July	147,825	162,648	7,211	7,627	5.8%	7,451	176
August	163,900	139,597	7,194	7,256	0.9%	7,250	6
September							
October							
November							
December							
January							
February							
March							
April							
May							
June							
Year to Date	311,725	302,245	7,203	7,442	3.3%	7,351	91



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

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)

12/18- Avg. Daily Ridership excludes State Funeral for George H.W. Bush (5), Weather closures (10), Christmas/New Year's Holiday (21-31)

1/19- Avg. Daily Ridership excludes Weather related school closures/delays (15, 29-31) and MLK Holiday (18,21)

2/19- Avg. Daily Ridership excludes Weather related school closures/delays (11, 20,21) and President's Day Holiday (18)

3/19- Avg. Daily Ridership excludes Weather related school closures/delays (1)

4/19- Avg. Daily Ridership excludes interstate closure ESP (4), PWC Spring Break (15-19)

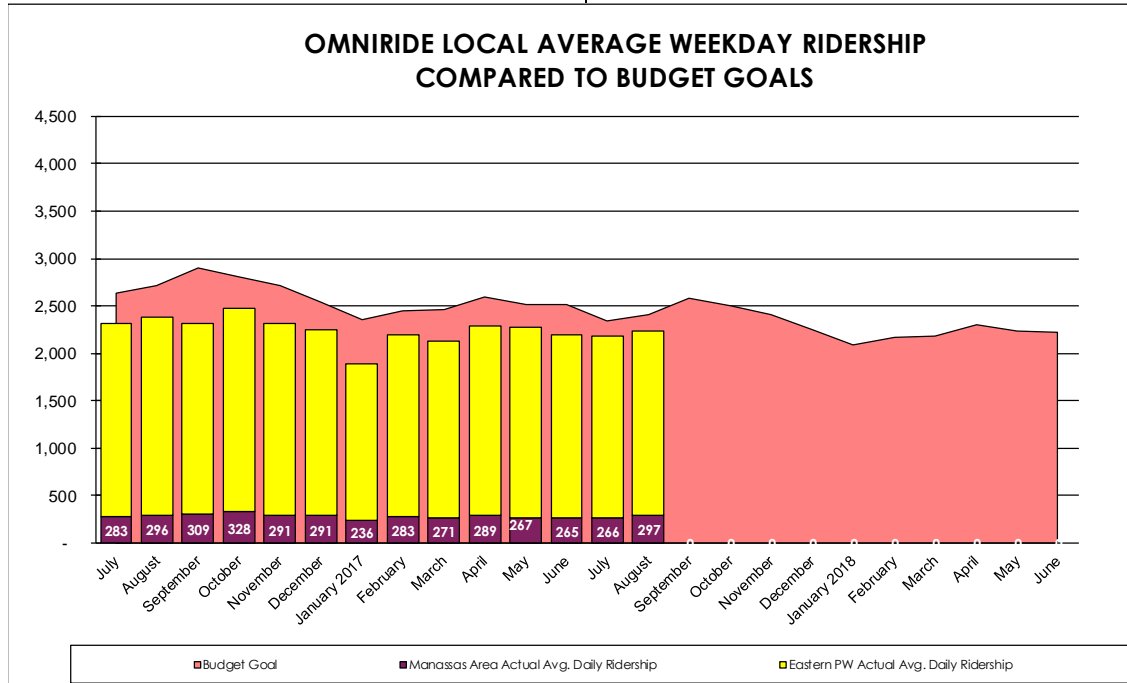
5/19- Avg. Daily Ridership excludes Friday before Memorial Day (24)

7/19-Avg. Daily Ridership excludes 7/3, 4, 5 (Independence Day Holiday)

8/19-Avg. Daily Ridership excludes 8/1, 2, 5 (Work Stoppage), 30 (Friday before Labor Day)

OMNIRIDE LOCAL SERVICE

WEEKDAY							
Month	Monthly Ridership		Average Daily Ridership			FY20 Budget Goal	Change from Goal
	FY19	FY20	FY19	FY20	% Change		
July	48,194	47,848	2,309	2,182	-5.5%	2,338	(156)
August	54,757	45,499	2,380	2,238	-6.0%	2,405	(167)
September							
October							
November							
December							
January							
February							
March							
April							
May							
June							
Year to Date	102,951	93,347	2,345	2,210	-5.7%	2,372	(162)



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

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

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

12/18- Avg. Daily Ridership excludes Weather closures (10), Christmas/New Year's Holiday (21-31)

1/19- Avg. Daily Ridership excludes weather related closures/delays (15,29-31), MLK Holiday (21)

2/19- Avg. Daily Ridership excludes weather related closures/delays (11, 20, 21), President's Day Holiday (18)

3/19- Avg. Daily Ridership excludes weather related closures/delays (1)

4/19- Avg. Daily Ridership excludes PWC Spring Break (15-19)

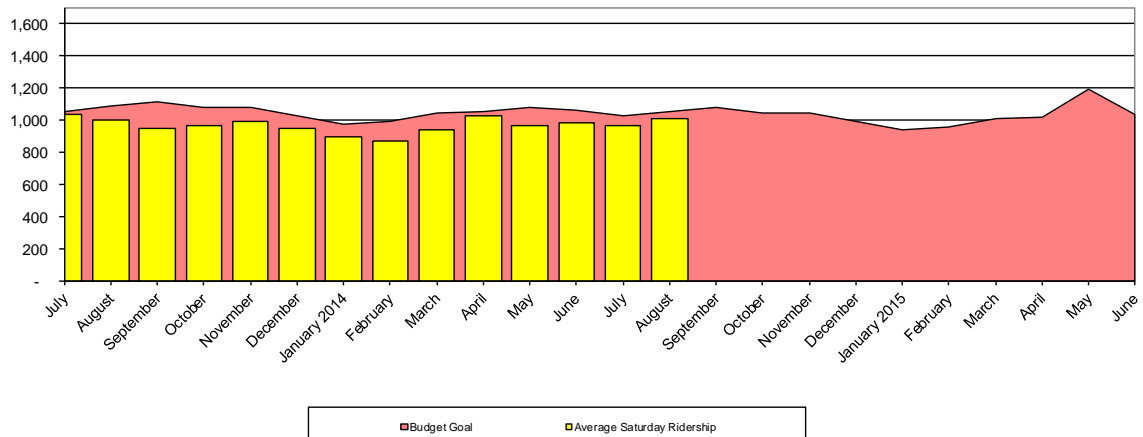
7/19- Avg. Daily Ridership excludes 7/4 (Independence Day), 7/5 Day after Independence Day

8/19- Avg. Daily Ridership excludes 8/1, 2, 5 (work stoppage)

OMNIRIDE LOCAL SERVICE

SATURDAY							
Month	Monthly Ridership		Average Saturday Ridership			Average Saturday FY20 Budget Goal	Change from Goal
	FY19	FY20	FY19	FY20	% Change		
July	3,788	3,864	1,040	966	-7.1%	1,025	(59)
August	4,001	5,032	1,000	1,006	0.6%	1,055	(49)
September							
October							
November							
December							
January							
February							
March							
April							
May							
June							
Year to Date	7,789	8,896	1,020	986	-3.3%	1,040	(54)

OMNIRIDE LOCAL AVERAGE SATURDAY RIDERSHIP COMPARED TO BUDGET GOAL



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

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

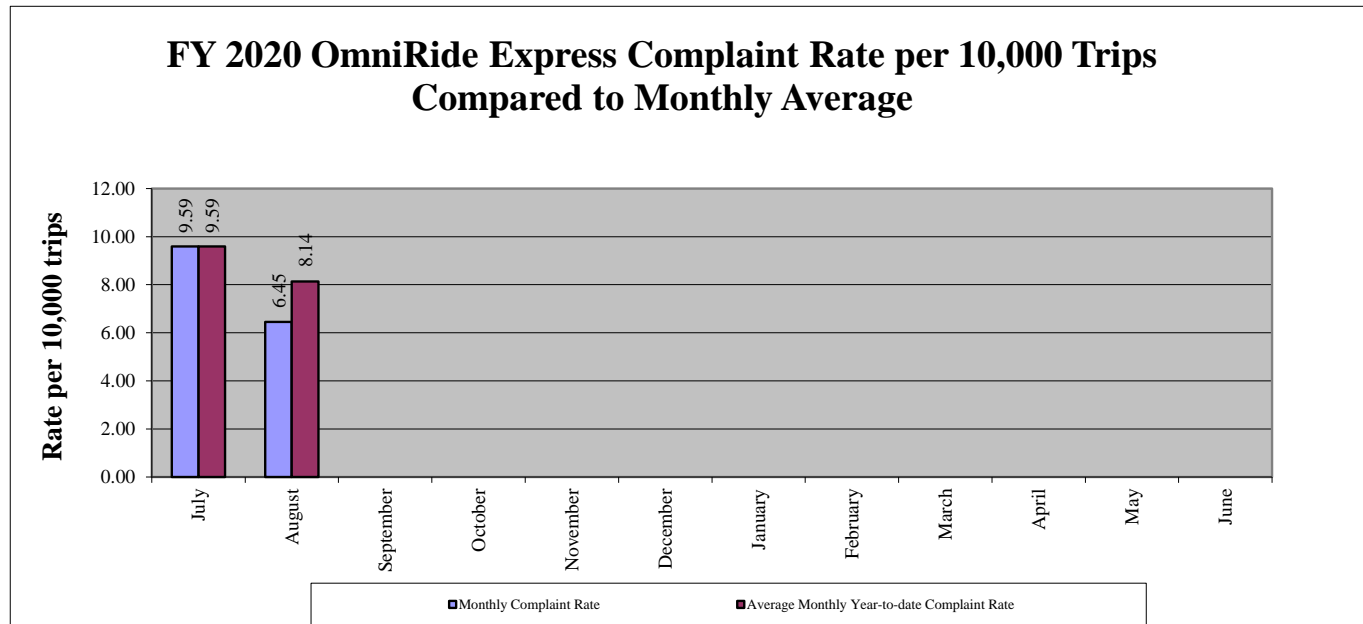
11/18- Excludes Thanksgiving weekend (24)

12/18- Excludes Cold/Snow (15)

1/19- Excludes snow/weather (11)

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			
October			
November			
December			
January			
February			
March			
April			
May			
June			
Year-to-date totals	311,725	302	9.69

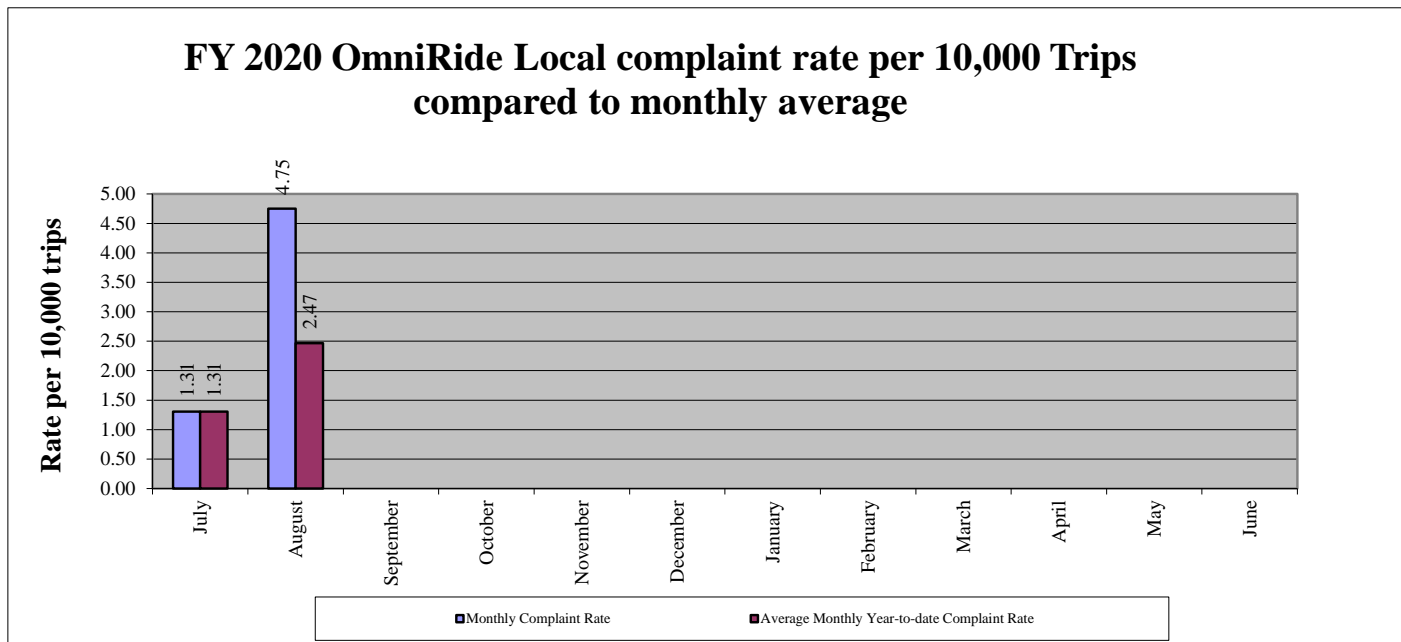
FY 2020 Year-to-date OmniRide Express Complaints			
	Ridership	Complaints	Per 10k Trips
July	162,648	156	9.59
August	139,597	90	6.45
Year-to-date totals	302,245	246	8.14



Complaint rates for OmniRide Express service for the current month and for the year-to-date in contrast to fiscal year 2019 overall rate, which is the benchmark for evaluating contractor performance for fiscal year 2020 in the bus services contract.

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			
October			
November			
December			
January			
February			
March			
April			
May			
June			
Year-to-date totals	110,740	48	4.33

FY 2020 Year-to-date OmniRide Local Complaints			
	Ridership	Complaints	Per 10k Trips
July	99,560	13	1.31
August	50,531	24	4.75
Year-to-date totals	150,091	37	2.47



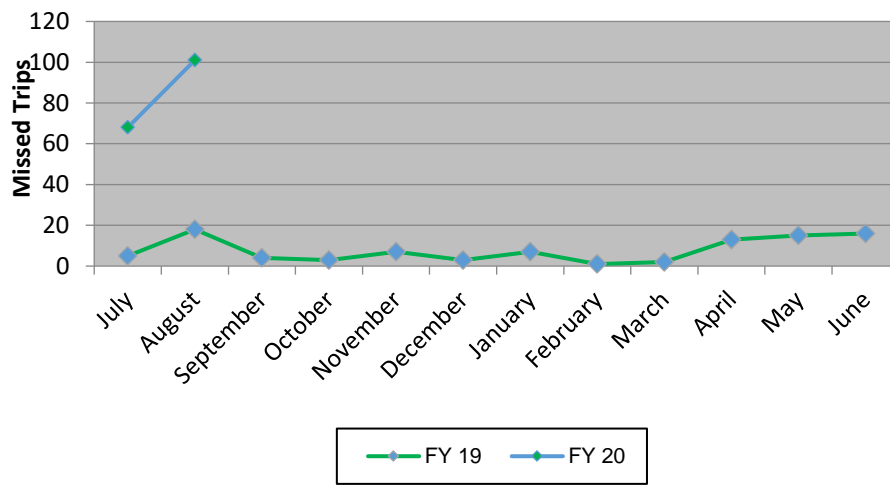
Complaint rates for OmniRide Local service for the current month and for the year-to-date in contrast to fiscal year 2019 overall rate, which is the benchmark for evaluating contractor performance for fiscal year 2020 in the new bus services contract.

OMNIMATCH / VANPOOL ALLIANCE

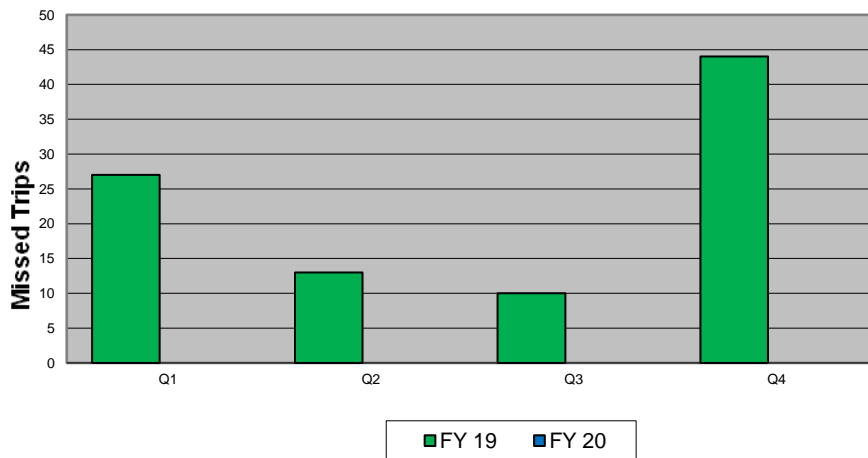
	OmniMatch				Vanpool Alliance			
	FY19	FY20	FY19	FY20	FY19	FY20	FY19	FY20
	New Applications Received	New Applications Received	Other Applications Received	Other Applications Received	Vanpools Enrolled	Vanpools Enrolled	Monthly Passenger Trips	Monthly Passenger Trips
July	53	52	6	10	669	674	125,864	139,650
August	42	41	27	6	669	674	136,402	132,224
September								
October								
November								
December								
January								
February								
March								
April								
May								
June								
Average	48	47	17	8	669	674	131,133	135,937

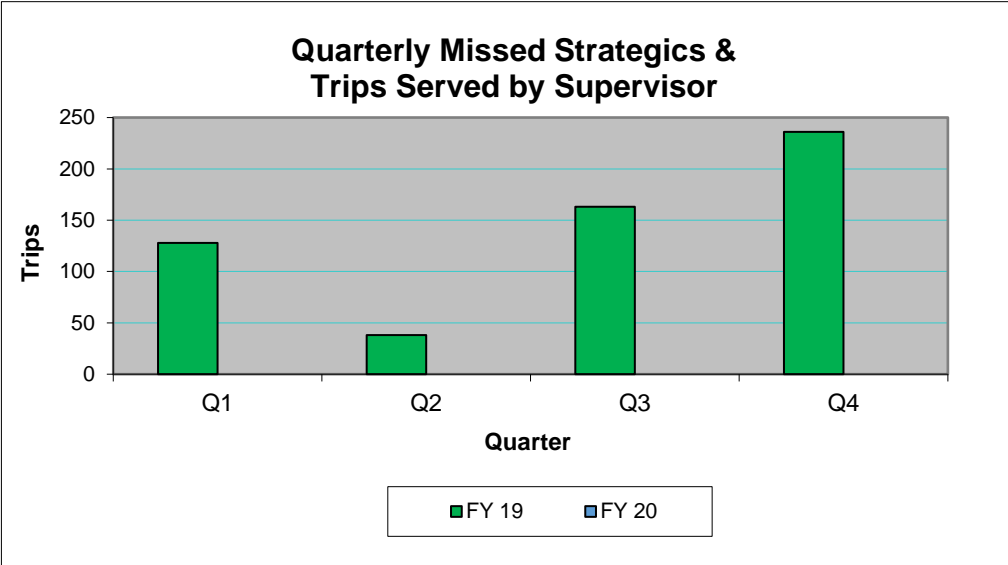
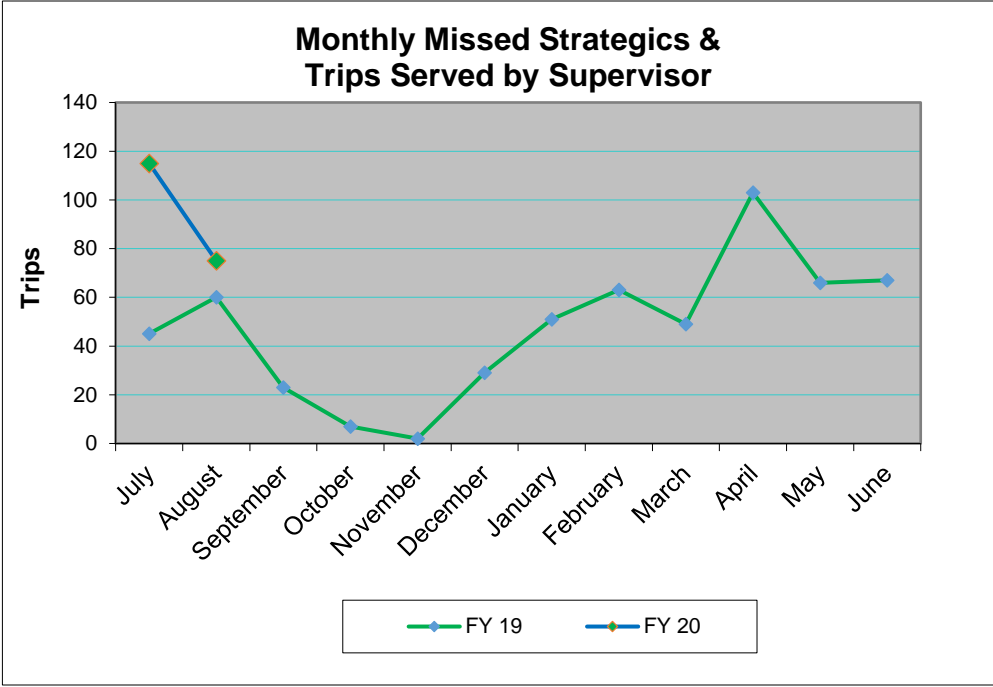
- 1) "New PRTC Applications Received" include all new customers inquiring about rideshare options in Prince William, Manassas, and Manassas Park.
- 2) "Other Applications Received" include reapplicants, deletions and commuters contacted as a follow-up interested in remaining in the program.
- 3) "Vanpools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

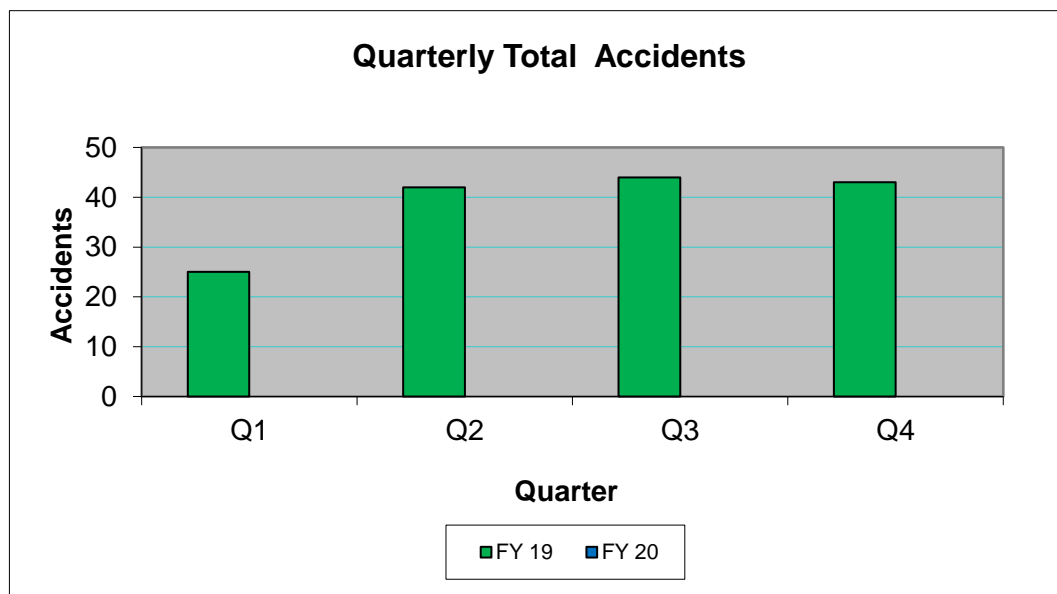
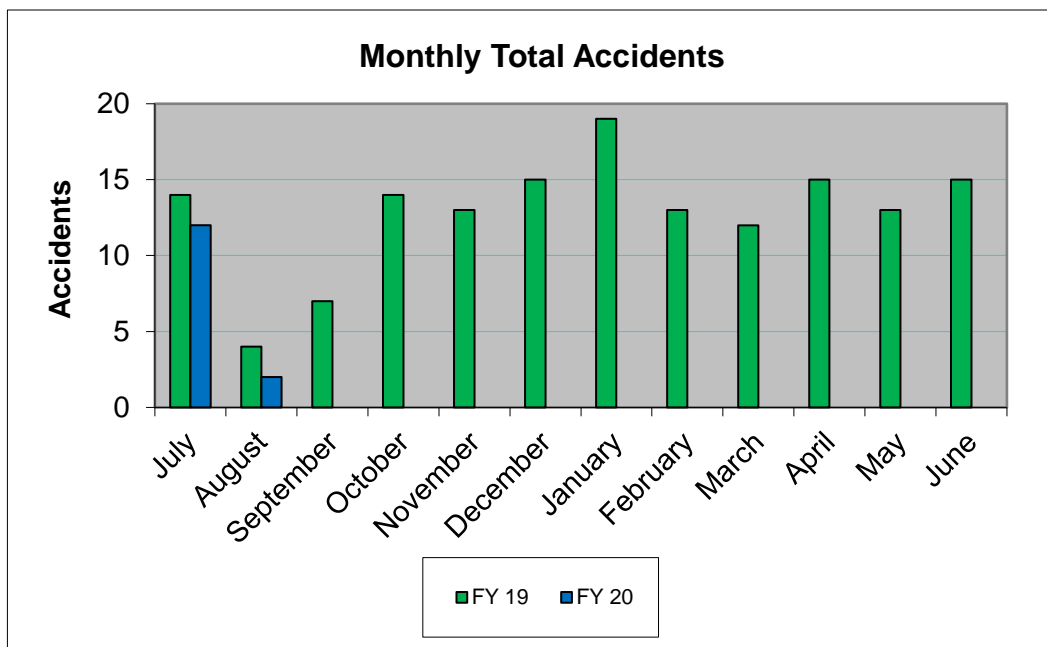
Monthly Missed Trips



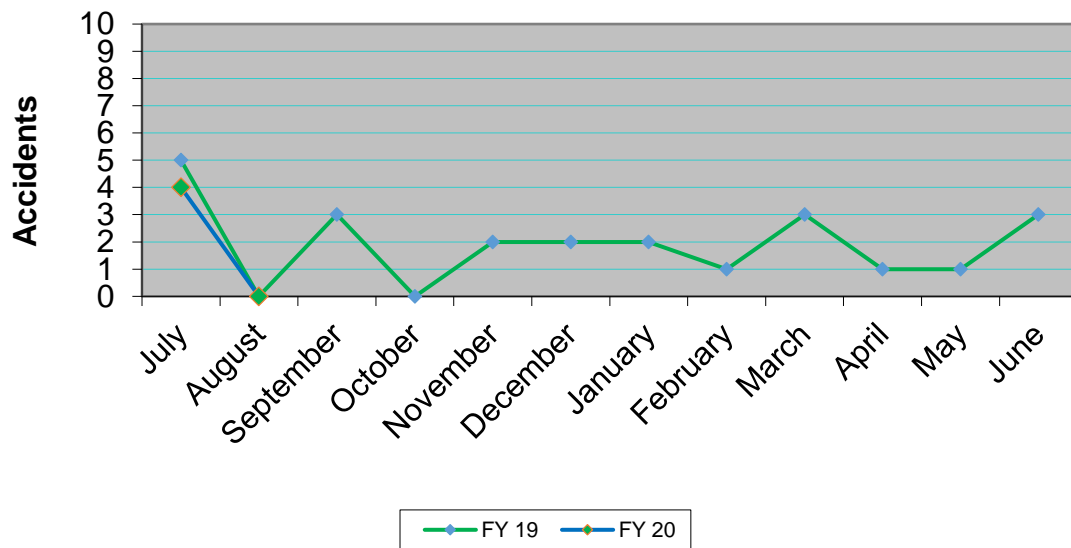
Quarterly Total Missed Trips



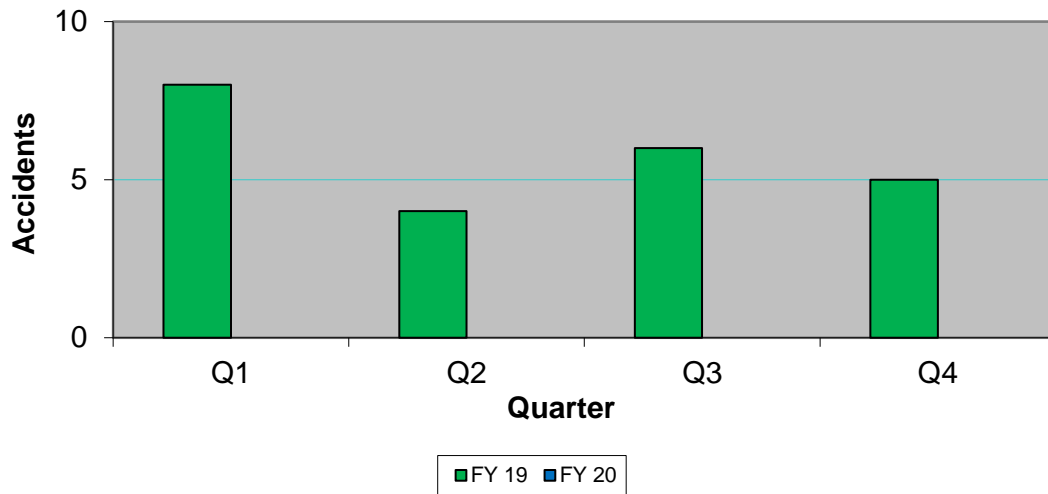




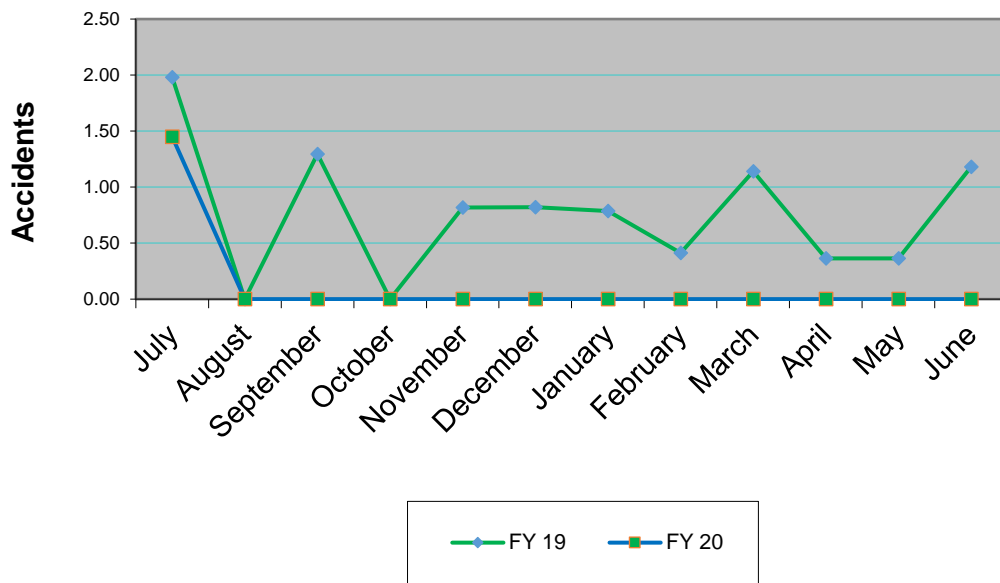
Monthly Preventable Accidents



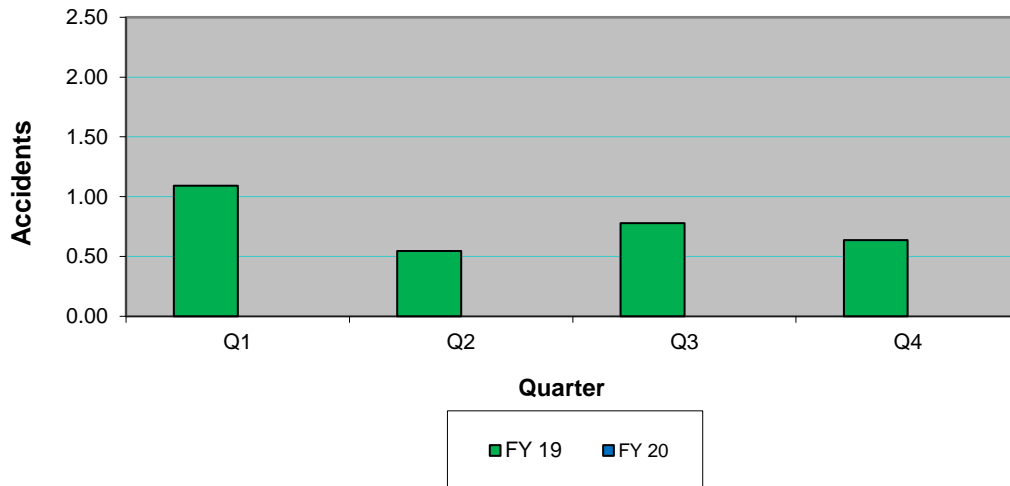
Quarterly Preventable Accidents



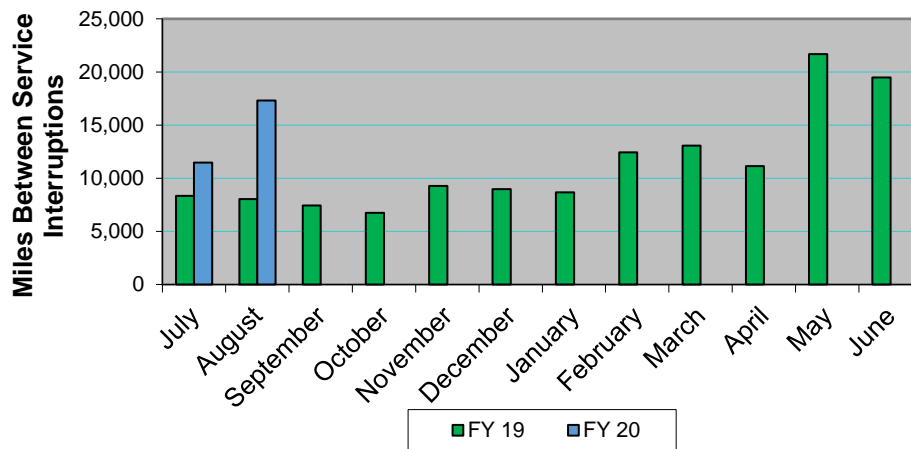
Monthly Preventable Accidents per 100,000 Miles



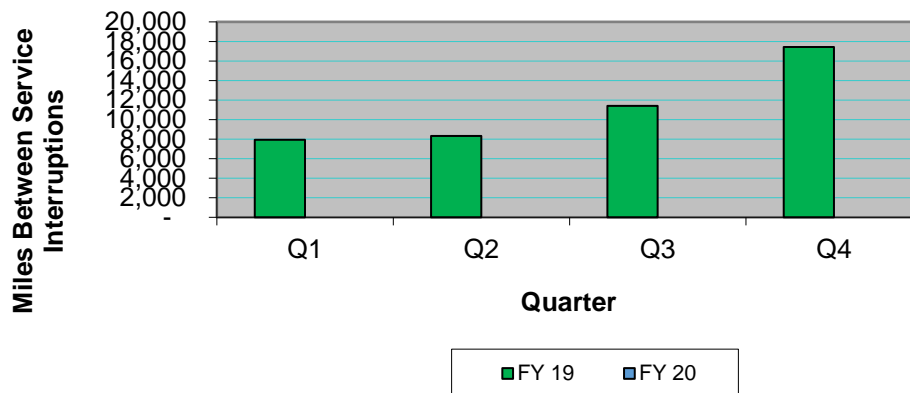
Quarterly Average Preventable Accidents per 100,000 Miles



Monthly Miles Between Service Interruptions



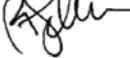
Average Quarterly Miles Between Service Interruptions





October 3, 2019

TO: Madam Chair Anderson and PRTC Commissioners

FROM: Robert A. Schneider, PhD 
Executive Director

SUBJECT: Revised Purchasing Authority Report

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 July 2019 there were no purchase orders issued within the Executive Director's new spending authority.
- On August 19, 2019, OmniRide issued a Purchase Order to Trapeze Software Group, of Cedar Rapids, Iowa in the amount of \$84,863 for their DriverMate Solution which will allow OmniRide to transition over to new paratransit service while still maintaining the key benefits of in-vehicle hardware and two-way communication with the dispatch office. In order to be compatible with our CAD/AVL system a Trapeze product had to be used and therefore this was a sole source procurement being funded 100% by local funds.