Item 6-A
PRTC Regular Meeting
September 6, 2018

CEO REPORT

JULY 2018



OUR MISSION

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



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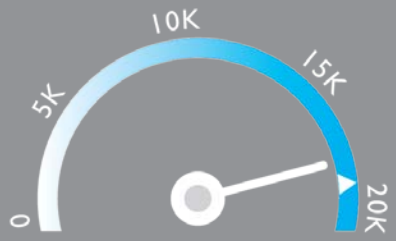
SUCCESS AT A GLANCE

Data provided reflects May 2018 information.



PARKING UTILIZATION

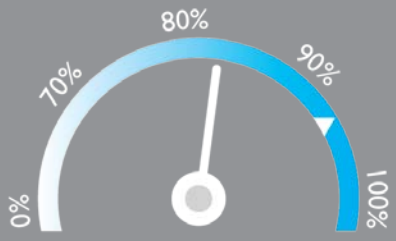
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



AVERAGE DAILY RIDERSHIP

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

▲ Same month, previous year.



ON-TIME PERFORMANCE

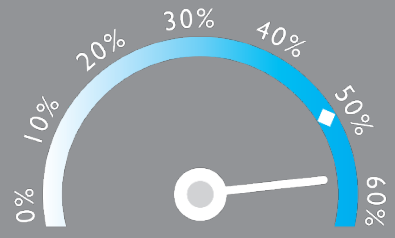
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ Same month, previous year.



SYSTEM CAPACITY

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



OPERATING RATIO

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

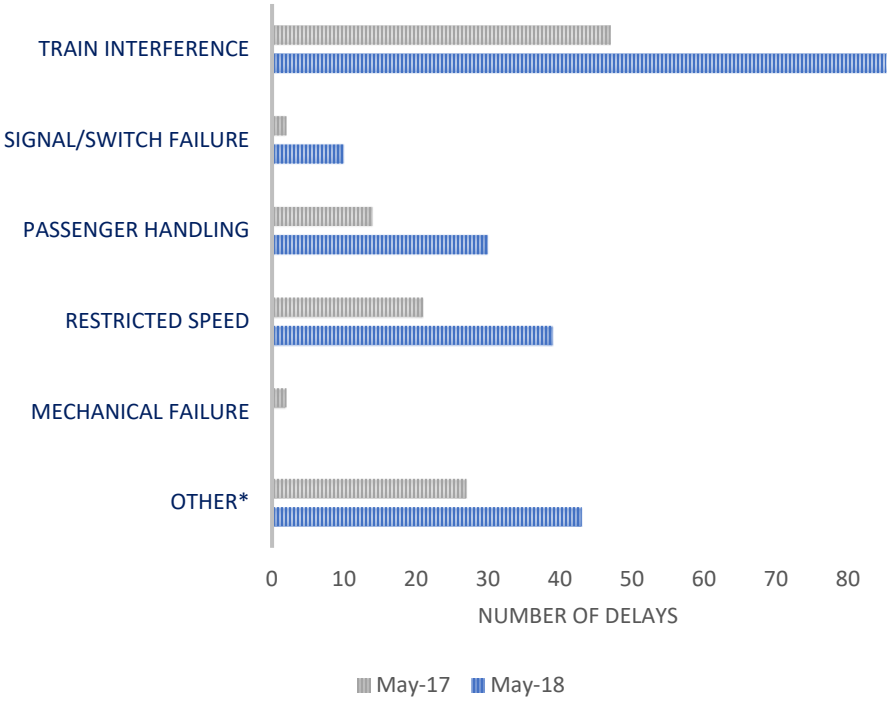
◆ Board-established goal.

ON-TIME PERFORMANCE

OUR RECORD

	May 2018	April 2018	May 2017
Manassas Line	84%	92%	95%
Fredericksburg Line	80%	93%	93%
System Wide	82%	92%	94%

REASONS FOR DELAYS



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

VRE operated 704 trains in May.

Our on-time rate for May was 82%.

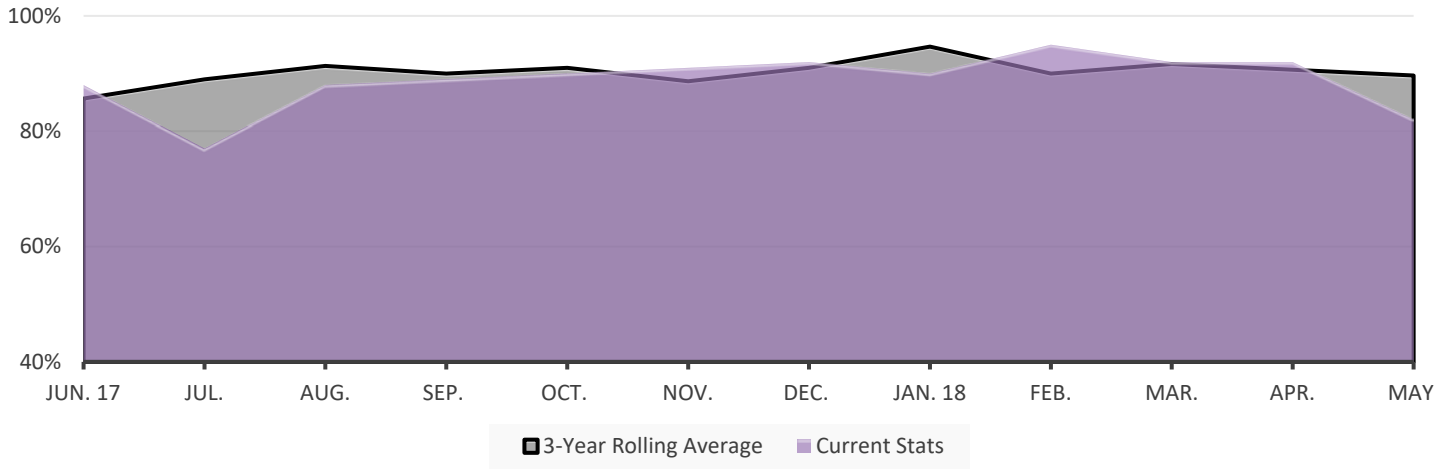
One hundred twenty-six of the trains arrived more than five minutes late to their final destinations. Fifty-five of those late trains were on the Manassas Line and seventy-one of those late trains were on the Fredericksburg Line.

LATE TRAINS

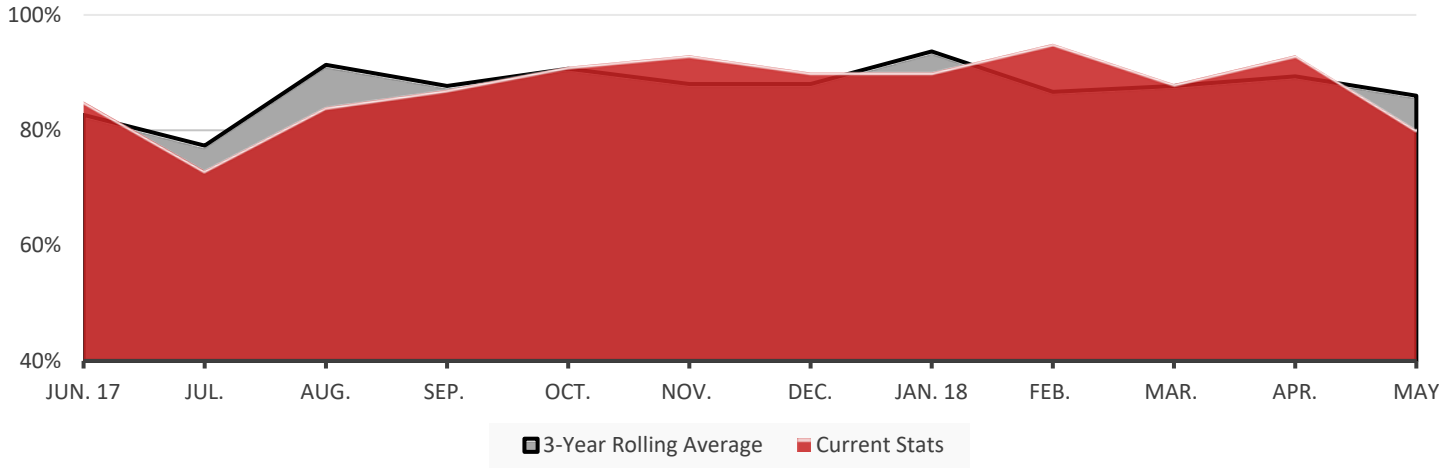
	System Wide			Fredericksburg Line			Manassas Line		
	Mar.	Apr.	May	Mar.	Apr.	May	Mar.	Apr.	May
Total late trains	47	51	126	34	25	71	13	26	55
Average minutes late	20	19	20	27	22	20	13	15	20
Number over 30 minutes	6	8	21	5	5	13	1	3	8
Heat restriction days / total days	0/20	0/21	5/22						

ON-TIME PERFORMANCE

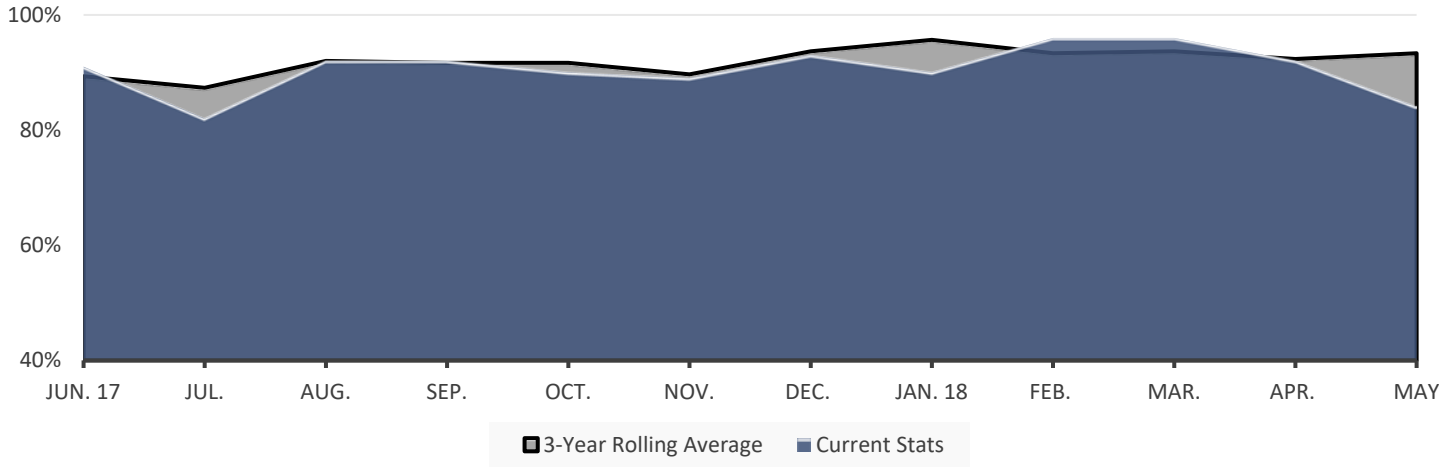
VRE SYSTEM



FREDERICKSBURG LINE

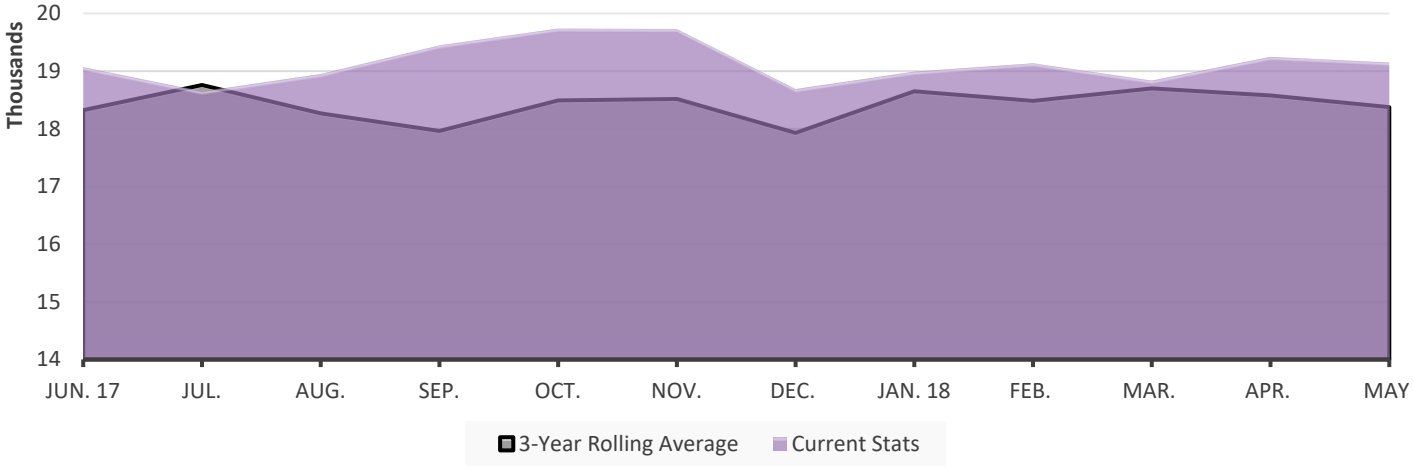


MANASSAS LINE

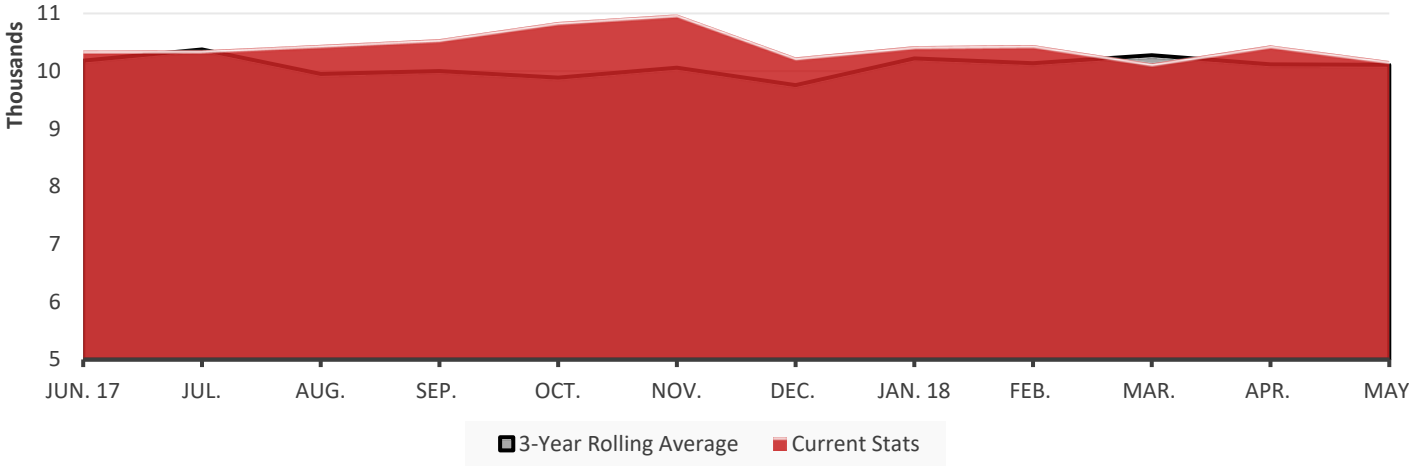


AVERAGE DAILY RIDERSHIP

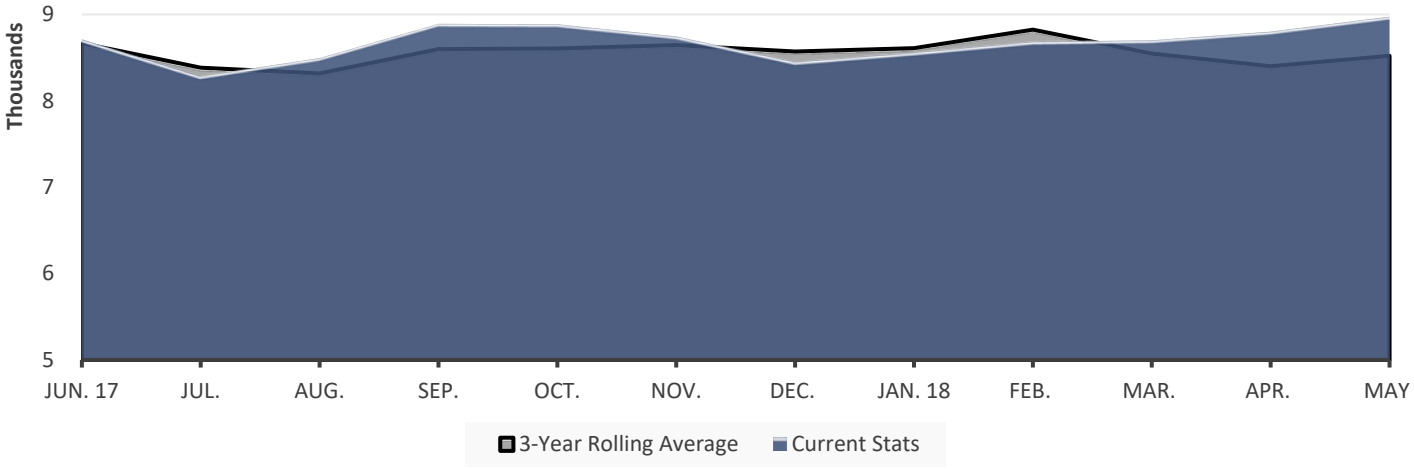
VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



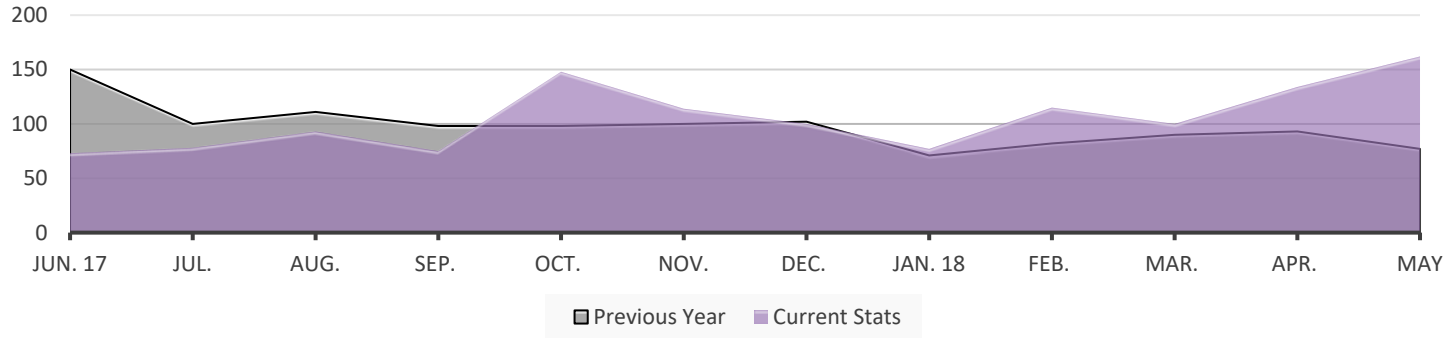
RIDERSHIP UPDATES

Average daily ridership (ADR) in May was approximately 19,150.

	May 2018	April 2018	May 2017
Monthly Ridership	421,292	404,174	426,420
Average Daily Ridership	19,150	19,246	19,383
Full Service Days	22	21	22
"S" Service Days	0	0	0

SUMMONSES ISSUED

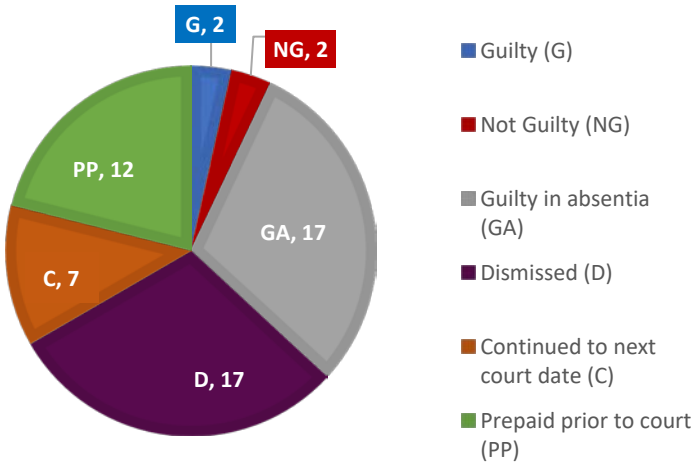
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

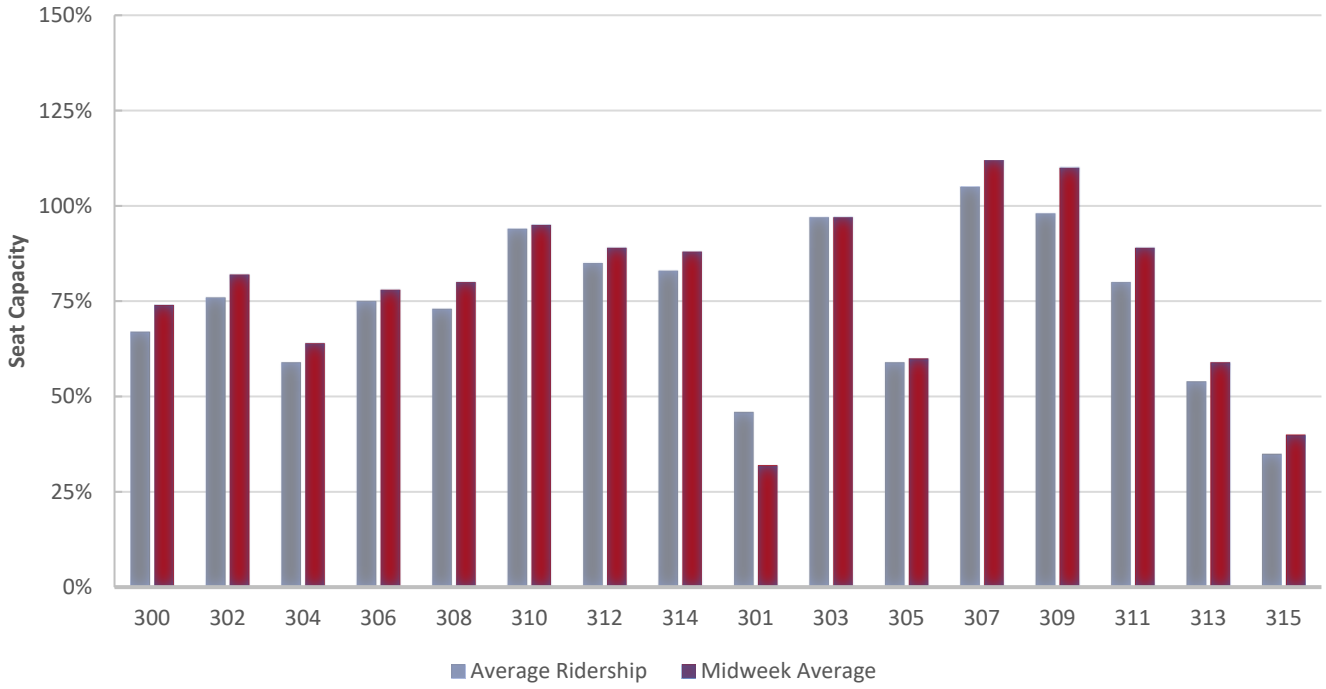
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	25
One-time courtesy	2
Per the request of the conductor	13
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	3
Total Waived	43

MONTHLY SUMMONSES COURT ACTION

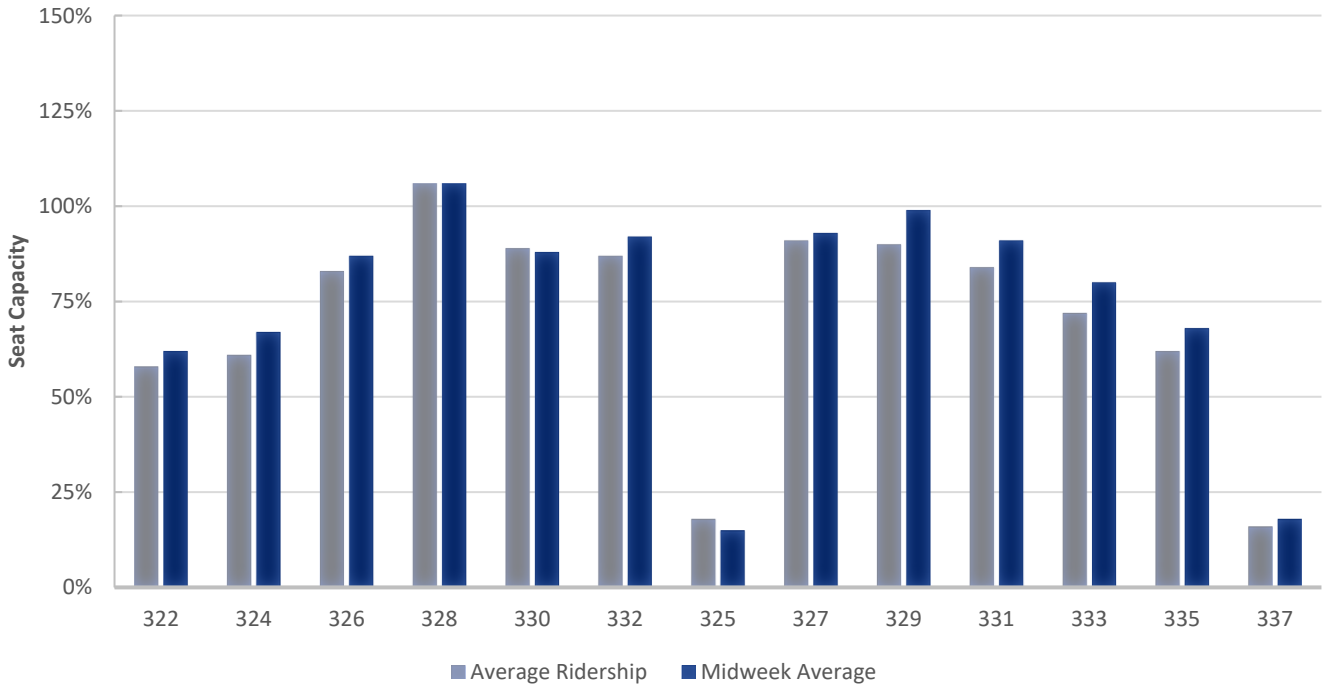


TRAIN UTILIZATION

FREDERICKSBURG LINE

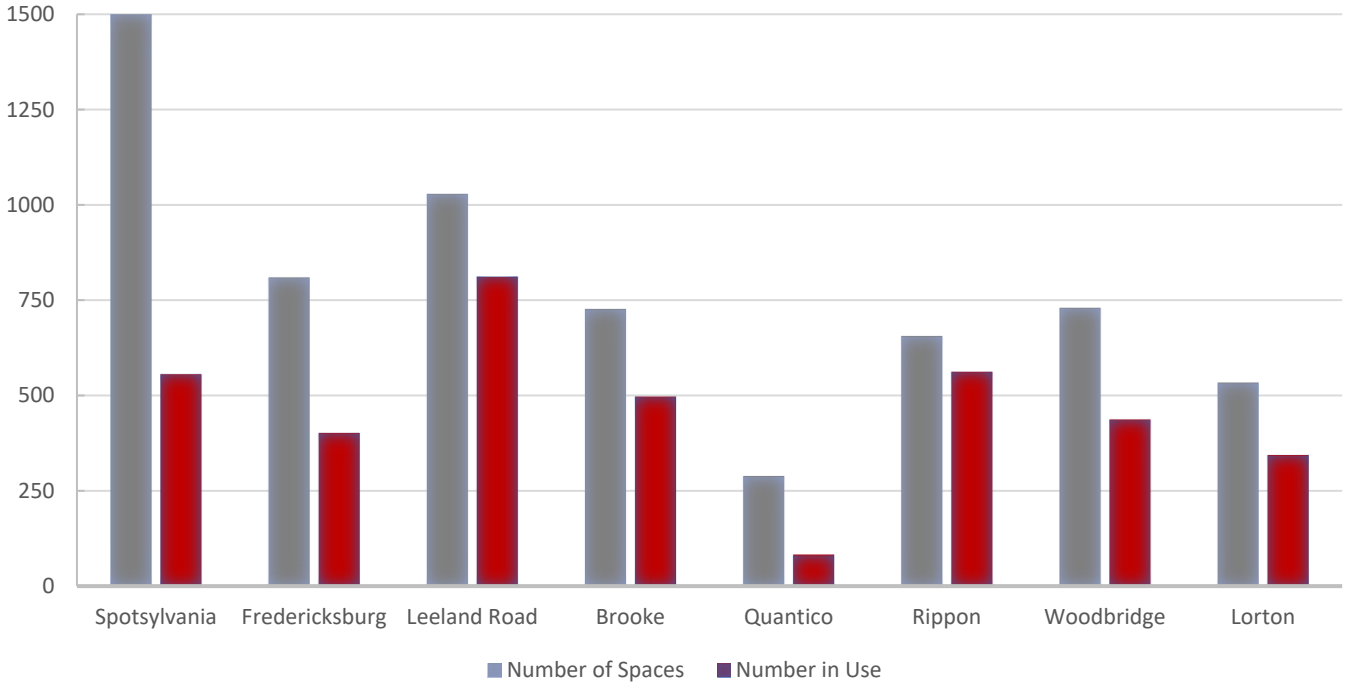


MANASSAS LINE

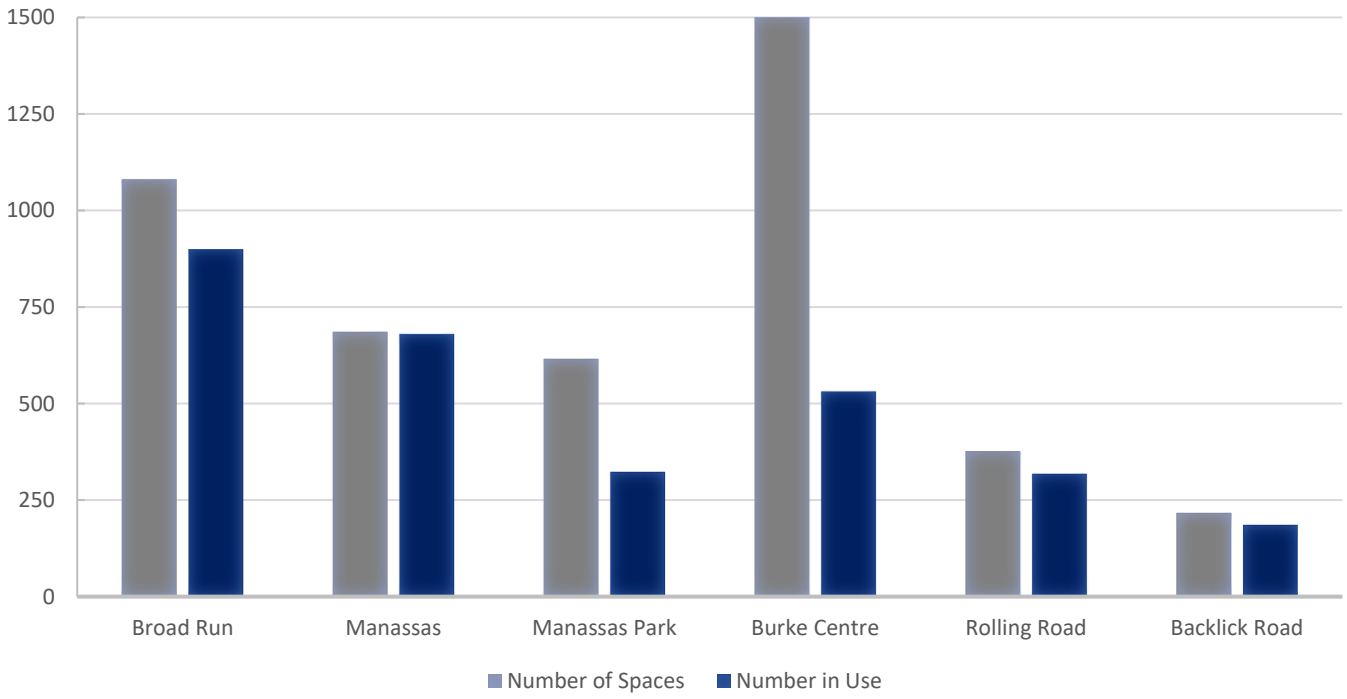


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FINANCIAL REPORT

VRE's passenger ticket revenue through the first eleven months of FY 2018 is $1.7 million above budget, a favorable variance of 4.5%, and is up 0.1% compared to the same period in FY 2017.

Total operating expenses through May (including debt service) are $3.5 million below budget, a favorable variance of 4.6%.

As a result, VRE's operating ratio through May is 58%, which is above the goal operating ratio for the full year of 50%.

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

FY 2018 Operating Budget Report
Month Ended May 31, 2018

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD $ VARIANCE	YTD % VARIANCE	TOTAL FY18 BUDGET
Operating Revenue							
Passenger Ticket Revenue	3,579,235	3,562,684	38,740,021	37,084,306	1,655,715	4.5%	40,485,050
Other Operating Revenue	2,304	19,800	264,242	206,100	58,142	28.2%	225,000
Subtotal Operating Revenue	3,581,539	3,582,484	39,004,263	37,290,406	1,713,857	4.6%	40,710,050
Jurisdictional Subsidy (1)	-	-	17,250,240	17,250,240	-	0.0%	12,875,140
Federal/State/Other Jurisdictional Subsidy	2,781,828	2,628,401	28,491,118	28,418,028	73,090	0.3%	30,731,253
Appropriation from Reserve/Other Income	-	-	-	-	-	0.0%	955,000
Interest Income	66,833	6,600	549,382	68,700	480,682	699.7%	75,000
Total Operating Revenue	6,430,200	6,217,485	85,295,003	83,027,374	2,267,629	2.7%	85,346,443
Operating Expenses							
Departmental Operating Expenses	6,323,222	6,201,985	67,210,626	70,728,482	3,517,856	5.0%	78,595,573
Debt Service	559,878	559,573	6,157,551	6,155,298	(2,254)	0.0%	6,714,870
Other Non-Departmental Expenses	-	-	-	-	-	0.0%	36,000
Total Operating Expenses	6,883,100	6,761,557	73,368,177	76,883,780	3,515,603	4.6%	85,346,443
Net income (loss) from Operations	(452,901)	(544,072)	11,926,826	6,143,594	5,783,231	0.0%	-
Operating Ratio			**58%**	**53%**		***Goal***	***50%***

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

FACILITIES UPDATE

The following is a status update of VRE facilities projects:

Completed projects:

1. Placement of stone walking surface and installation of bridge railing infill at L'Enfant storage track

2. Replacement of ADA parking signage at Brooke Station

3. Maintenance of stormwater management facilities at Brooke and Leeland Road Stations

4. Repairs to concrete and erosion control on ADA ramp and stairs at Leeland Road Station

5. Replacement of light fixtures at Manassas Station depot

6. Repainting of platform warning messages at Broad Run Station

7. Installation of drainage swale fence at Broad Run Maintenance and Storage Facility

8. Cleaning of HVAC ductwork at Fredericksburg VRE office, Alexandria VRE Headquarters, Woodbridge Station vendor spaces and Quantico Station



L'Enfant Storage Track Improvements - Added Stone



L'Enfant Storage Track Improvements - Railing Infill

Projects scheduled to be completed this quarter:

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

2. Cleaning of windows at Woodbridge Station elevator/stair towers

3. Replacement of ADA parking signage at Leeland Road Station

4. Replacement of light poles and fixtures at Fredericksburg Station

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

6. Removal of trees behind platform at Manassas Park Station

7. Repairs to platform concrete at Manassas Station

8. Repairs to canopy light fixtures at Broad Run Station

9. Repairs to pavement and striping at Crossroads and Broad Run Maintenance and Storage Facilities



Broad Run Drainage Swale Fence

10. Installation of outfall pipe grates at Broad Run Maintenance and Storage Facility

11. Installation of automated parking count system at stations with parking lots

Projects scheduled to be initiated this quarter:

1. Design of platform widening at L'Enfant Station

2. Replacement of tactile warning strip at L'Enfant Station

3. Continuation of painting of Woodbridge Station

4. Repairs to platform lighting and communications conduits at Manassas Park Station

5. Replacement of signage at additional stations (locations TBD)

6. Replacement of parking lot entrance signs at majority of stations

7. Replacement of waste and recycling receptacles throughout VRE system

Ongoing projects:

1. Renovations to Alexandria Headquarters (leased Suite 201, adjacent to current VRE offices)

2. Development of specifications for modernization of Woodbridge Station east elevator

3. Development of IFB for Canopy Roof Replacement at the Backlick Road Station and second station (TBD)

UPCOMING PROCUREMENTS

- Purchase of Passenger Elevators
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for the Lifecycle Overhaul and Upgrade Facility
- Program Management Services
- Graphic Design Services
- Canopy Roof Replacement at the Backlick and Rolling Road Stations
- Modernization of VRE Woodbridge Station East Elevator
- Repair and Overhaul of Passenger Car HVAC Assemblies
- Repair and Overhaul of Passenger Car Wheelchair Lift Assemblies
- Seat Bottoms for Passenger Cars
- Facility Security Services
- Construction of Benchmark Road Slope Stabilization
- Construction of Rolling Road Platform Extension
- Platform Lighting Installation Services
- Construction of L'Enfant South Storage Track Wayside Power
- Variable Messaging System Replacement

CAPITAL PROJECTS UPDATES

AS OF JUNE 8, 2018

Broad Run Expansion Study (BRX)

- Met with Prince William County staff May 15th to discuss parking preferred location, scope and budget
- Discussed Prince William County's bike storage design policies with County staff
- Field review on May 9th with Federal Transit Administration (FTA)
- Review meeting with Norfolk Southern (NS) in Atlanta, Georgia May 23rd
- Conducted interviews with key team members and stakeholders May 22-June 8 in preparation for risk assessment workshop interview on May 25th
- Reviewed Draft risk register and provided comments to AECOM in preparation for June 13th risk assessment workshop
- Call with CenturyLink (re: Williams Communications parcel) on June 8th
- Reviewed conceptual design cost estimate with AECOM May 17th
- Draft Conceptual design drawings submitted for VRE review May 15th
- Conceptual design comments submitted to AECOM; comments returned June 5th
- Preliminary Engineering (PE) kick-off June 5th for MSF, platform, 3rd track and tunnel
- Bi-weekly Project Management Team (PMT) meetings with AECOM
- Weekly schedule review meetings with AECOM

Midday Storage Replacement Facility

- Control points have been established and survey work
- Received initial District of Columbia State Historic Preservation Office (SHPO) comments on May 9th
- Discussed status of Draft Categorical Exclusion (CE) and cultural resource issues with FTA on May 16th
- Reviewed Draft CE and provided comments to VHB; document under revision
- Framework/agreement pending for real estate, design and construction activities
- Received Conrail easement appraisal; transmitted revised AA appraisal for legal review

Rolling Road Platform Extension

- Dewberry submitted design change of canopy/platform on May 9th and it is pending internal review

Crossroads Real Estate Acquisition

- Sent CADD drawings of plat survey to Crossroads' consultant On May 11th

Long Bridge Expansion Study

- Facilitated internal discussions and response to Department of Rail and Pubic Transit's (DRPT) Long Bridge Governance paper
- Conceptual engineering to start and expect to be completed late Summer
- Participated in PMT meeting on May 9th

- Participated in Project Oversight Committee (POC) meeting on June 4th
- Participated in PMT teleconference on June 6th

Washington Union Station Project Environmental Impact Statement (EIS)

- Reviewed Public Information Display System (PIDS) and subbasement design documents provided by Amtrak; transmitted comments on subbasement plans
- Reviewed TI constructability and operations materials

Quantico Station Improvements

- Progress Call held May 12th
- Call with DRPT held May 18th
- Progress Meeting held May 31st
- Intercity Passenger Rail Operating and Capital (IPROC) Funding Agreement review with DRPT held May 31st

Franconia-Springfield Station Improvements

- 30 percent plans and Environmental Documents were sent to CSXT for design review

Lorton Station Improvements (Second Platform)

- 30 percent plans and Environmental Documents were sent to CSXT for design review

Rippon Station Improvements

- Continued development of 30 percent plans and environmental documents
- The consultant provided updated concepts which are under internal review

Leeland Road Station Improvements

- Continued development of 30 percent plans and environmental documents
- The consultant provided updated concepts which are under internal review

Brooke Station Improvements

- Continued development of 30 percent plans and environmental documents
- The consultant provided updated concepts which are under internal review

Alexandria Pedestrian Tunnel Project

- Discussion with Gannett Fleming to complete the work on the task order and sub-task order
- Participated in Federal Railroad Administration (FRA) discussion on multiple projects, including Alexandria Station project

Crossroads Lifecycle Overhaul & Upgrade Facility (LOU)

- STV resubmitted the site permit package to Spotsylvania County; also included the revised Best Management Practices (BMP) agreement for their final approval before Commission approval (VRE)
- Submitted final changes to procurement for the Construction Management (CM) services contract
- Prepared a one-page project summary for VRE Chief Financial Officer

L'Enfant (South) Storage Track Wayside Power

- Reviewed cost estimate and specifications from HDR reflecting the current plans; provided comments to HDR
- Coordinated with Pepco as per the permit requirements re: cost estimate and procurement for power and equipment
- Coordinated with CSXT and confirmed that tree planting has been completed
- Construction schedule under development; a 6-month schedule is expected
- Prepared paperwork for sole source to Pepco for power
- Prepared Procurement Planning Form
- Revised L'Enfant North Scope of Work and IFB documents

Slaters Lane/Alexandria Track 1 Access

- Received plans from CSXT for the Draft Level 3 plans
- Participated in FRA discussion on including Slaters Lane crossover

Manassas Park Station Parking Expansion

- Received cost estimate and discussed needed revisions with VHB on May 15th, revisions that need to be made
- Received Implementation Plan for final design
- Composed a straw man schedule for the Value Engineering (VE) study and final design contracting process and submitted to VRE Chief Engineer
- Sent 30 percent design plans to HDR for their use in preparing scope of work for VE study
- Received Task Order (TO) and Cost Estimate proposal from HDR for VE study

Crystal City Station Improvements

- Continued to develop and refine the concept design for the station platform and access
- Procured and provided Notice to Proceed (NTP) for new TO for consultant support for public outreach during the concept design phase
- Held a Technical Advisory Group meeting on May 30th to review plans for the public meeting, including boards, activity tables, and other informative tools
- Developed comment form, online survey, boards and visualizations for the Concept Design
- Updated project website with finalized boards, survey, and information on June 2nd
- Held an open-house style public meeting on June 6th

L'Enfant Track and Station Improvement

- Continued development of Phase 1 GPC planning effort

VRE Transit Development Plan Update

- Reviewed Draft Chapters 1 and 2 of TDP
- Developed agenda and presentation for capital and service plans, and financial need to be summarized in the TDP
- Held stakeholder workshop on June 5th, attended by staff from member jurisdictions and other regional organizations

NOTES

Projects Progress Report to Follow

PROJECTS PROGRESS REPORT
As of June 7, 2018

PASSENGER FACILITIES

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

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

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

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

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

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

Note: Updated to reflect current CIP numbers.

ESTIMATED COSTS ($)					COMPLETION		STATUS
Total[1]	Funded	Unfunded	Authorized	Expended[2]	Percent	Date	
26,674,365	26,674,365	-	1,814,559	1,534,387	70%	4th QTR 2020	60% design complete. Investgating alternative construction strategies.
7,000,000	7,000,000	-	467,500	90,749	30%	4th QTR 2018	Construction is anticipated to start as part of CSXT work program.
2,400,000	400,000	2,000,000	-	-	5%	4th QTR 2020	Design work on East Platform only. West Platform elevation funded.
13,000,000	13,000,000	-	*	327,381	20%	4th QTR 2021	Preliminary engineering plans under review by CSXT and anticipated to be complete in 3rd QTR 2018.
16,150,000	16,150,000	-	*	388,602	20%	4th QTR 2021	Preliminary engineering plans under review by CSXT and anticipated to be complete in 3rd QTR 2018.
16,632,716	16,632,716	-	*	267,283	20%	4th QTR 2022	Preliminary engineering is anticipated to be complete in 3rd QTR 2018.
No costs for VRE. Private developer providing station.					10%	TBD	Design resumed after resolution of DRPT/CSXT/FRA track project issues.
18,350,745	18,350,745	0	-	-	30%	TBD	Completion of FD & contuction pending excution of IPROC grant by DRPT.
23,390,976	23,390,976	-	*	252,272	20%	4th QTR 2022	Completion of PD & EC pending excution of REF grant by DRPT.
15,527,090	15,527,090	-	*	206,025	20%	4th QTR 2022	Completion of PD & EC pending excution of REF grant by DRPT.
25,983,000	25,983,000	0	665,785	540,006	25%	4th QTR 2022	Preliminary engineering plans anticipated to be complete in 3rd QTR 2018.
2,000,000	2,000,000	-	442,900	283,000	50%	3rd QTR 2020	90% design plans under review by NS.
41,810,000	1,410,000	40,400,000	370,285	265,743	10%	2nd QTR 2023	Completion of PD & EC pending excution of REF grant by DRPT.
70,650,000	3,226,000	67,424,000	2,980,000	0	10%	2nd QTR 2023	Completion of PD & EC pending excution of REF grant by DRPT.

TRACK AND INFRASTRUCTURE

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

MAINTENANCE AND STORAGE FACILITIES

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

ROLLING STOCK

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

PLANNING, COMMUNICATIONS AND IT

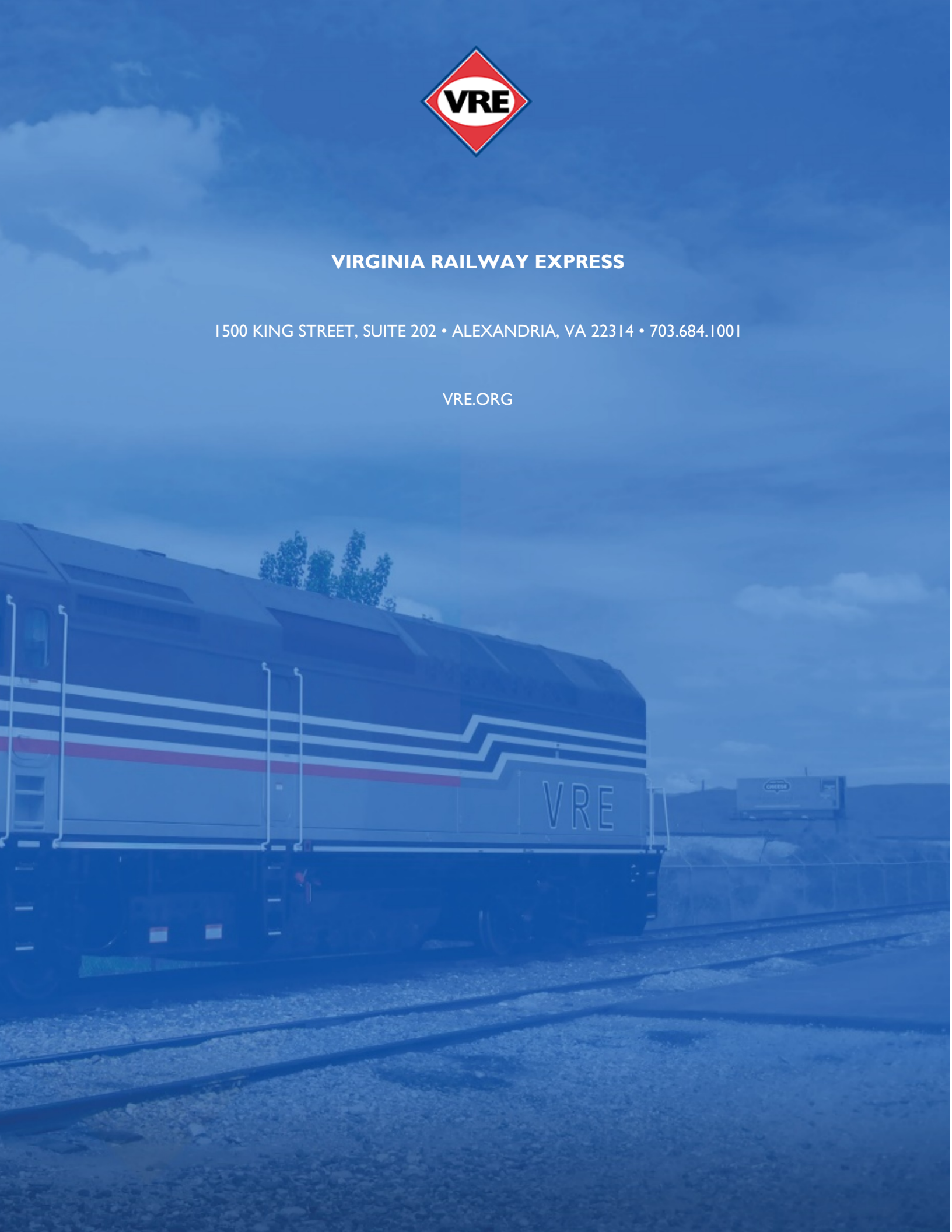
Broad Run Expansion (was Gainesville-Haymarket Extension)	NEPA and PE for expanding commuter rail service capacity in Western Prince William County	◆	●	●	-	-	-
Mobile Ticketing	Implementation of a new mobile ticketing system.	◆	N/A	N/A	N/A	◆	●

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

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

[2] Does not include minor (< $50,000) operating expenditures
Note: Updated to reflect current CIP numbers.

ESTIMATED COSTS ($)					COMPLETION		STATUS
Total[1]	Funded	Unfunded	Authorized	Expended[2]	Percent	Date	
32,500,000	32,500,000	-	33,285,519	30,578,003	100%	2nd QTR 2018	Close-out pending repair of storm damage to embankment.
4,398,996	4,398,996	-	4,398,996	3,272,713	100%	4th QTR 2017	Wayside power installation complete. Track and signals in service.
3,965,000	3,965,000	-	2,937,323	1,659,316	50%	3rd QTR 2017	Power design under review by CSXT & Pepco. Track and signals in service.
38,183,632	38,183,632	-	3,176,039	2,124,892	30%	TBD	Design 100% complete. On hold pending property acquisition.
2,950,000	2,950,000	-	2,950,000	139,154	90%	TBD	Property appraisal underway, followed by review by FTA.
89,666,508	89,666,508	-	3,588,305	1,128,976	15%	4th QTR 2018	Progress delayed pending Amtrak approval of site access for survey.
75,264,693	75,264,693	-	69,457,809	47,915,644	95%	4th QTR 2020	All cars received. Completion date reflects end of warranty period.
10,553,000	10,553,000	-	10,294,079	7,984,451	80%	4th QTR 2018	Onboard installations ongoing.
112,489,752	19,538,501	92,951,251	5,230,272	3,704,105	15%	4th QTR 2022	PD for expansion of existing Broad Run complex.
3,510,307	3,510,307	-	3,510,627	1,950,757	55%	2nd QTR 2018	Rate My Ride is live in app. Big Commerce/Moovel collaboration undeway for web based ticketing portal.



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