AGENDA

1. Pledge of Allegiance

2. Roll Call

3. Approval of Agenda

4. Approval of Minutes from the April 18, 2014 VRE Operations Board Meeting

5. Chairman’s Comments

6. Chief Executive Officer’s Report

7. Virginia Railway Express Riders’ and Public Comments

8. Action Items

   A. Authorization to Approve PRTC/VRE Personnel Policy Amendment

   B. Authorization to Execute a Force Account Agreement with CSX for the Lorton Station Platform Extension Project

   C. Authorization to Award a Supplemental GEC VI Task Order for Field Work for the Alexandria King Street Station Pedestrian Tunnel Project

   D. Authorization to Award a Contract for Installation of Security Cameras at the Broad Run Station
E. Authorization to Award a Contract for the Purchase of Fuel Injectors

F. Authorization to Execute an Amendment to the Marketing, Advertising and Public Affairs Services Contract

G. Authorization to Issue a Request for Proposals for Market Research Services

H. Authorization to Issue a Request for Proposals for Maintenance of Equipment and Facilities

9. Information Item

A. Firecracker Trains

B. Legislative Update

C. 2016 Budget Calendar

D. Discussion of Implementation of New Weighted Vote Requirements

10. Operations Board Members’ Time

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Executive Committee Meeting May 16, 2014 – 9:00 am

Joint Audit Committee Meeting May 16, 2014
Following the Operations Board Meeting

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The next VRE Operations Board meeting
June 20, 2014 - 9:30 am
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: Authorization to Approve PRTC/VRE Personnel Policy Amendment

Recommendation:

The VRE Operations Board is being asked to recommend that the Potomac and Rappahannock Transportation Commission approve an amendment to the Personnel Policy to provide the option of an alternate date for performance evaluations.

Background:

Personnel matters involving PRTC and VRE are governed by a shared adopted Personnel Policy. Occasionally there arises a need for policy amendments for statutory and other reasons; the last amendments were brought to the Operations Board in April 2012.

Section XVIII, Performance Evaluation (Pay for Performance) specifies that formal performance evaluations are to be completed on the employee’s anniversary date, with exceptions for probationary employees and in other select instances. As a result, evaluations are completed throughout the year. Some organizations have adopted a system in which all non-probationary employees are reviewed at a single one to two month period. There are several advantages to a common or “focal” employee review system:

- The timing allows organizational plans and goals to be aligned with individual employee goals for the next year.
- Timely completion rates are higher than in anniversary date review systems with less time put into tracking and reminding.
The entire organization focuses on the activity and sets aside the necessary time; anniversary date reviews may come at a particularly busy period for the manager or employee.

Managers can review the work of all employees at the same time and within the same framework.

VRE would like to convert to a common performance evaluation date for non-probationary employees, with all reviews completed in June to become effective July 1, beginning in the current year. A process has been developed to bring forward all anniversary date reviews, depending on the date of the last review period. Probationary employees would continue to be reviewed at the appropriate anniversary date, and then moved to the common evaluation date at the conclusion of the probationary period.

The attached amendments to the Personnel Policy would provide the option for VRE or PRTC to implement a program that establishes an alternative evaluation date so that all non-probationary employees can be evaluated during the same designated time period or to retain the existing anniversary date system.

**Fiscal Impact:**

There is no fiscal impact of this change in FY 2015 because the budget does not provide for a pay increase for performance. In future year, when there may be a pay increase related to the evaluation process, all increases would occur at the beginning of the fiscal year, rather than scattered throughout the year. The estimated additional cost of the revised evaluated date would be approximately $18,500 for each 1% pay increase, assuming an even distribution of anniversary dates throughout the year.
Authorization to Approve PRTC/VRE Personnel Policy Amendment

WHEREAS, personnel matters involving PRTC and VRE staffs are governed by a common, adopted personnel policy; and,

WHEREAS, occasionally there arises a need for policy amendments for statutory and other reasons that the existing policy does not adequately address; and,

WHEREAS, the adopted personnel policy was last amended in July 2012, and needs further amendments at this time; and,

WHEREAS, this amendment as proposed is summarized in the background section of the memo accompanying this resolution and in the attachments.

NOW, THEREFORE, BE IT RESOLVED THAT, The VRE Operations Board is being asked to recommend that the Potomac and Rappahannock Transportation Commission approve an amendment to the Personnel Policy to provide the option of an alternate date for performance evaluations; and,

BE IT FURTHER RESOLVED THAT, NVTC will be notified of the recommendation.

Approved this 16th day of May, 2014

______________________________
Paul Milde
Chairman

______________________________
Gary Skinner
Secretary
XVIII. PERFORMANCE EVALUATION
(PAY FOR PERFORMANCE)

PURPOSE:
To provide procedures by which an equitable evaluation of services performed by employees of PRTC and VRE shall be made. Assigned duties and responsibilities of an employee will be evaluated by the immediate supervisor against established standards for the employee’s position.

POLICY:
I. Timing of Evaluations

Supervisors are expected to provide ongoing performance feedback throughout the employee’s tenure. A formal evaluation will take place on an annual basis on the employee’s anniversary date, or an alternate date, as described below in sub-section G.

A. All employees shall be evaluated on an annual basis governed by their anniversary or the established alternate date, with the additional stipulations described in sections B, C, D, E, and F and G.

B. New and promoted employees will be evaluated no later than 4 weeks prior to the completion of their probationary period. New employees shall also be evaluated after six months of creditable service. After completion of the probationary period, the employee will then receive evaluations on their anniversary or the established alternate date.

C. An employee who is slated for a promotion shall be evaluated by the supervisor of the position being vacated so the rating can be accounted for in calculating the new salary. Such an evaluation shall be completed within two weeks of the supervisor receiving notification of the prospective promotion.

D. At anytime during the rating period, a supervisor has the discretion to notify an employee that receipt of a merit pay increase is at risk due to unsatisfactory performance. Such notification is not a prerequisite for a finding of unsatisfactory performance at the conclusion of the rating period. However, when such notification is given, the supervisor and the employee may develop a Remedial Action Plan (RAP) which outlines steps for improvement.

E. Special evaluations may be authorized as needed by the employee’s Department Director but do not result in a salary increase.

F. At the Department Director’s discretion, the performance evaluation decision may be delayed if the employee’s performance has been unsatisfactory. No less than 30 days prior to the anniversary or the established alternate date, the Department Director or designee may offer at his/her discretion the employee the choice of receiving the review on the anniversary or the established alternate date as scheduled and/or accept a RAP to allow the employee a chance to improve his/her
performance rating. This extension period shall be up to 90 days. The RAP may also stipulate that unless performance improves, he/she may be terminated at the end of the period. Termination should not be made prior to the stated date unless the situation warrants immediate action.

G. At the discretion of the PRTC Executive Director or the VRE Chief Executive Officer, a program may be implemented that establishes an alternate evaluation date so that all non-probationary PRTC or VRE employees can be evaluated during the same designated time period. The conversion to the alternate evaluation date shall not result in the delay of any available salary increase to non-probationary employees at the time of the conversion.

II. Who Will Initiate the Performance Rating

Employee performance evaluations are initiated by the immediate supervisor of the employee. The PRTC Manager of Personnel Administration or the VRE Manager of Personnel Specialist will notify the supervisor in advance of upcoming evaluations. The evaluation shall then be reviewed by the supervisor’s supervisor, who has the discretion to comment on the evaluation and override the evaluation rating if he/she disagrees. If more than one person supervised the employee during the period covered by the evaluation, each supervisor should make a separate evaluation, and each supervisor’s evaluation shall be subject to review of each supervisor’s supervisor. Each evaluation shall be accounted for in the overall evaluation proportionate to the time the employee reported to each supervisor.

III. Use of Employee Evaluation Ratings

Performance evaluation is collected with the objective of improving employee performance, and thereby improving the various services rendered to the department and PRTC or VRE. A performance evaluation will be used:

1. To inform employees how well they are doing their jobs and show how they can improve;

2. To determine salary increases;

3. As a factor in determining order of lay-off, if necessary;

4. As a basis for training, transfer, demotion, or dismissal;

5. As a basis of determining how well supervisors know their employees.

IV. Evaluating the Employee

A. A specialized form has been developed for both service and managerial employees. The form can be found at the end of this section.

B. The evaluator should review the description of each performance level that best describes the employee's performance pattern during the period covered by the evaluation.
C. The overall evaluation score is determined according to the guide and instructions found at the end of this section.

D. If the sub-topic is not appropriate then it is marked as "does not apply" or "not observed" with the listed symbols.

E. The succession of steps involved in an evaluation are as follows:

1. The supervisor completes an evaluation no later than the anniversary date and provides to the employee for comment;
2. The supervisor and the employee meet to discuss the evaluation no later than two weeks after the evaluation was furnished to the employee;
3. The employee has two weeks to react, and has the discretion to either assent or dissent with comments on the evaluation to clarify what, if anything, is in dispute (Employees are obligated to sign the evaluation, however, irrespective of whether aspects of the evaluation are in dispute, to confirm receipt of the evaluation);
4. The evaluation is provided to the supervisor's supervisor no later than two weeks following the anniversary date; and
5. The evaluation is concluded when the supervisor’s supervisor signs the evaluation and furnishes a copy of the completed evaluation to the employee, the employee's supervisor, and to the PRTC Manager of Personnel Administration or VRE Personnel Specialist for action and filing.

V. Levels of Performance

The Employee Performance Evaluation form provides for marking any of five levels of performance for the various factors contained on the form. A point system of 1 to 5 will be used for evaluation of all factors. The points will be totaled and divided by the number of factors used. This figure will be located on the performance level overall evaluation box on the forms. This average score will show the employee's overall performance evaluation.

Rating Points:

5 - Outstanding in Job Performance - This term should be used sparingly. It indicates that the employee has given consistently superior performance in all elements of the trait being evaluated for the entire period of the evaluation

4 - Exceeds in Job Performance - This rating represents above average performance. It should be used when an employee's work has exceeded the average standards required for employees in the particular classification. If the employee is outstanding in some factors of the evaluation but merely meeting job requirements in others this rating would probably be most appropriate.

3 - Satisfactory Job Performance - This item should be used when the employee's performance in the trait being evaluated is acceptable, but not exceeding or outstanding in job performance, such a rating denotes an "average" performance for the trait and meets all job standards.

2 - Improvement Needed in Job Performance - This item should be used when the supervisor is not satisfied with an employee's performance in a particular trait. It indicates unsatisfactory work which is somewhat below all job standards but can be improved with effort. It must indicate on the evaluation form how the employee can
improve. Every possible effort should be made to raise the level of the employee's performance in any trait so rated. A termination action could take place if performance continues at this level over a period of time.

1 - Unsatisfactory Job Performance - This item should be used when the supervisor is not satisfied with an employee's performance in a particular trait. It indicates unsatisfactory work at a level over a period of time which is not acceptable. The evaluation form must indicate how the employee can improve. A termination action can take place at this level over a period of time.

VI. If Employee Disagrees With Performance Evaluation

Employees are encouraged to document reasons if they disagree with their evaluations. However, neither a disputed evaluation nor the resultant salary increase shall be a grievable matter.

VII. Pay Allocation Based on Performance

A. The employee may be eligible to receive an increase in pay following a determination of an overall performance evaluation. The amount of increase is determined by the level of performance for the evaluation period. Every effort should be made by the evaluator to judge the employee on performance and not to adjust a rating in order to give comparable pay increases as have been granted in the past.

B. The employee may receive from zero to the maximum percentage of the salary increase authorized in that year's annual budget until the maximum salary of the pay grade is reached. The percentages earned are determined by the following schedule for the overall evaluation.

<table>
<thead>
<tr>
<th>Overall Performance Rating</th>
<th>Pay Level Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.00-4.50</td>
<td>100% of maximum authorized in the budget</td>
</tr>
<tr>
<td>4.49-4.00</td>
<td>75% of maximum authorized in the budget</td>
</tr>
<tr>
<td>3.99-3.50</td>
<td>60% of maximum authorized in the budget</td>
</tr>
<tr>
<td>3.49-3.00</td>
<td>45% of maximum authorized in the budget</td>
</tr>
<tr>
<td>2.99-2.50</td>
<td>30% of maximum authorized in the budget</td>
</tr>
<tr>
<td>2.49-2.00</td>
<td>15% of maximum authorized in the budget</td>
</tr>
<tr>
<td>1.99 or below</td>
<td>0%</td>
</tr>
</tbody>
</table>

VIII. Inspection of Employee Performance Evaluation Forms

All PRTC/VRE employee performance evaluation forms will be placed in a sealed envelope marked confidential and will be placed in the personnel files. Access to the evaluation will be strictly limited to the employee and to the supervisor and the supervisory chain of command.
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: Authorization to Execute a Force Account Agreement with CSX for the Lorton Station Platform Extension Project

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a force account agreement with CSX Transportation for the Lorton Station Platform Extension project in an amount of $280,546, plus a 10% contingency of $28,055, for a total amount not to exceed $308,601.

Background:

Based on current ridership demand along with future growth projections, VRE, in conjunction with Fairfax County, has initiated a platform extension and second platform project at the Lorton VRE station. The project will accommodate ridership growth as well as provide flexibility for railroad operations.

The existing platform was constructed in 1992, and is comprised of a 400-foot platform with a partial steel canopy that can only accommodate five car trainsets. As such, a minimum of a 250-foot platform extension to existing east platform to accommodate eight car trains is being developed. Future plans include a second platform and an elevated pedestrian bridge connecting the two platforms.

In October of 2010, the Operations Board authorized a task order for environmental and preliminary engineering services, which has since been completed. As available funding caused the platform extension and second platform projects to be performed in phases, in May of 2012 the Operations Board authorized a task order
for final design of the platform extension only, which included extending the canopy and upgrading the existing lighting to LED lighting. This has also since been completed. The second platform final design will be performed under a separate contract and will be initiated once construction funding is identified.

A contract for the construction of the platform extension was awarded in March, 2014. The authorization being sought through this action will allow CSX Transportation to review and approve the final design as well as provide railroad flagging services during construction.

**Project Budget:**

The current VRE project budget is estimated at $14,720,000 for the design and construction of the platform extension and second platform. As the design of the second platform progresses, VRE will refine the estimated costs.

**Fiscal Impact:**

Funding for this project is included in VRE’s Capital Improvement Program as part of the Lorton Station Expansion project.

### Funding Sources

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>State grant matched by Fairfax County – used for engineering and design costs (73009-60).</td>
<td>$ 1,070,000</td>
</tr>
<tr>
<td>Prior year CMAQ grants, used for the construction of the platform extension, with remaining funds for the construction of the second platform (VA-95-X046).</td>
<td>$ 1,750,000</td>
</tr>
<tr>
<td>FY 2014 and FY 2015 CMAQ grants, used for the construction of the second platform (grant numbers to be determined).</td>
<td>$ 4,000,000</td>
</tr>
<tr>
<td>NVTA bond funds to be used for the construction of the second platform.</td>
<td>$ 7,900,000</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>$ 14,720,000</strong></td>
</tr>
</tbody>
</table>
Funding availability has caused the platform extension and second platform projects to be performed in phases. This authorization is limited to the platform extension only. Construction of the second platform will be completed as an independent effort once design is completed and the CMAQ and NVTA funds are available.
Virginia Railway Express
Operations Board

Resolution
8B-05-2014

Authorization to Execute a Force Account Agreement with CSX for the Lorton Station Platform Extension Project

WHEREAS, due to current ridership demand along with future growth projections, VRE and Fairfax County have initiated a platform extension and second platform project at the Lorton VRE station; and,

WHEREAS, this project will accommodate ridership growth as well as provide flexibility for railroad operations; and,

WHEREAS, environmental and preliminary engineering services and final design of the platform extension have been completed; and,

WHEREAS, this authorization will allow CSX Transportation to review and approve the final design as well as provide railroad flagging services during construction of the platform extension project.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a force account agreement with CSX Transportation to provide design review and flagging services for the Lorton Station Platform Extension project in an amount of $280,546, plus a 10% contingency of $28,055, for a total amount not to exceed $308,601.

Approved this 16th day of May 2014

____________________________________
Paul Milde
Chairman

____________________________________
Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: Authorization to Award a Supplemental GEC VI Task Order for Field Work for the Alexandria King Street Station Pedestrian Tunnel Project

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to award a Supplemental Task Order under the GEC VI contract to AECOM for Task Order #2 for field work for the Alexandria King Street Station Pedestrian Tunnel project in an amount of $85,752, plus a 10% contingency of $8,575, for a total amount not to exceed $173,648.

Background:

In May of 2013, VRE executed Task Order #2 for $49,941 under the CEO’s authority with AECOM to manage mobilization activity and to secure appropriate Railroad Protective Liability Insurance to cover the project team during field investigations.

During the course of the project the Washington Metropolitan Area Transit Authority (WMATA) notified VRE of additional permitting and insurance requirements for work on WMATA property. Similarly, upon receipt of the CSX permit application initiated by VRE, additional coordination by AECOM was required to comply with CSX insurance requirements. In October of 2013, VRE received Board approval to award a supplemental task order in the amount of $26,709, plus a 10% contingency of $2,671, for a total amount not to exceed $79,321 under the GEC VI contract to AECOM for Task Order #2 for field work.
In December of 2013, VRE received Board approval to award a GEC VI task order to Gannett Fleming for design and construction management services for the tunnel project. After VRE executed the task order, Gannett Fleming provided geotechnical field work and testing recommendations made by their tunneling consultant, Gall Zeidler. The recommendations are significantly more extensive than those proposed earlier by AECOM. VRE concurs with the recommendations based on Gall Zeidler’s reputation as experts in tunnel design.

Ongoing coordination efforts with CSX to obtain a Right-of-Entry resulted in a delay in initiating the field work. As a result, additional coordination was required by AECOM to comply with WMATA permitting and insurance requirements.

This supplemental task order covers additional services to assist VRE in obtaining the necessary permits and insurance to allow field work to continue as noted below:

**Geotechnical Investigation:**
- Additional soil boring and revised testing based upon the Gannett Fleming / Gall Zeidler revised geotechnical program
- Field visit with VRE, sub-consultants and AECOM
- Coordination with sub-consultants, VRE and Gannett Fleming regarding revised geotechnical program and testing

**WMATA Services:**
- Preparation and submittal of WMATA site specific work plan (SSWP)
- Preparation and submittal of revised forms to WMATA for contractor badge renewal
- Continued coordination with WMATA for permit, insurance and badges
- Additional coordination meetings / conference calls with VRE
- Coordination with sub-consultants to obtain renewed WMATA insurance and badges

**Project Budget:**

The current VRE project budget is estimated at $11,099,860. As the design efforts progress, specifically the tunneling method and coordination of all construction activity required, VRE will refine the estimated costs.
**Fiscal Impact:**

Funds for the project are included in VRE’s Capital Improvement Program. Grant funds are provided by VDOT through the Federal Highway Administration (FHWA) Rail Crossing and Rail Safety program. Funding is also provided by NVTA. No local match is required. As such, $8,721,865 is being provided by VDOT and $1,300,000 is being provided by NVTA for a total of $10,021,865. Additional funds will be secured, if required, prior to commencement of project construction. No VRE funds are being allocated for this project at this time.
Virginia Railway Express
Operations Board

Resolution
8C-05-2014

Authorization to Award a Supplemental GEC VI Task Order for Field Work for the Alexandria King Street Station Pedestrian Tunnel Project

WHEREAS, In May of 2013 the CEO executed Task Order #2 to AECOM for $49,941 under the GEC VI contract for mobilization management and to secure insurance for the project team; and,

WHEREAS, In October of 2013 VRE received Board approval to award a supplemental task order to AECOM for $26,709 plus a 10% contingency under the GEC VI contract for additional WMATA permitting and insurance requirements; and,

WHEREAS, The revised geotechnical program requires additional testing and coordination and CSX Right-of-Entry coordination resulted in additional WMATA permitting and insurance requirements; and,

WHEREAS, This supplemental task order will allow the current field work to continue.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to award a Supplemental Task Order under the GEC VI contract to AECOM for Task Order #2 for field work for the Alexandria King Street Station Pedestrian Tunnel project in an amount of $85,752, plus a 10% contingency of $8,575, for a total amount not to exceed $173,648.

Approved this 16th day of May 2014

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Paul Milde
Chairman

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Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board  
From: Doug Allen  
Date: May 16, 2014  
Re: Authorization to Award a Contract for Installation of Security Cameras at the Broad Run Station

**Recommendation:**

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a contract with Genesis Security Systems LLC of Germantown, Maryland for the installation of security cameras and associated components at the Broad Run Station in the amount of $69,995, plus a 7% contingency of $4,900, for a total amount not to exceed $74,895.

**Background:**

On September 20, 2013, the VRE Operations Board approved a request to issue a Request for Proposals (RFP) for the installation of security cameras at the Broad Run Station. A mailing list of fifteen (15) prospective Offerors was established for the solicitation to ensure access to adequate sources of services. On March 20, 2014, an RFP was issued and proposals were due on April 21, 2014. Two (2) responses were received.

The Technical Evaluation Team met to review and discuss the proposals and conducted negotiations with the top ranked firm. It was determined that the proposal from Genesis Security Systems LLC was technically compliant and unanimously selected to be the best value for the project to install of closed-circuit security cameras at the Broad Run Station.

The contract will be for sixty (60) calendar days. This authorization allows work to begin.
**Fiscal Impact:**

Funding for this project is included in VRE’s Capital Improvement Program as part of the Broad Run platform extension project. Funding is from a FY 2009 CMAQ grant.
Virginia Railway Express
Operations Board

Resolution
8D-05-2014

Authorization to Award a Contract for Installation of Security Cameras at the Broad Run Station

WHEREAS, in 2009, VRE received a grant from the Federal Transit Administration with a Commonwealth match in 2010 for the enhancement/expansion of the Broad Run station platform; and,

WHEREAS, this final phase of platform enhancements at Broad Run emphasizes safety and security through the installation of security cameras; and,

WHEREAS, following a competitive solicitation, Genesis Security Systems was determined to be the most responsive to the request for proposals to install security cameras.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a contract with Genesis Security Systems LLC of Germantown, Maryland for the installation of security cameras in the amount of $69,995, plus a 7% contingency of $4,900, for a total amount not to exceed $74,895.

Approved this 16th day of May 2014

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Paul Milde
Chairman

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Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: Authorization to Award a Contract for the Purchase of Fuel Injectors

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**Recommendation:**

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a contract with Electro-Motive Diesel, Inc. of LaGrange, Illinois for the purchase of fuel injectors in the amount of $169,968, plus a 10% contingency of $16,997.00, for a total amount not to exceed $186,965.

**Background:**

VRE is required to replace locomotive electronic fuel injectors every three years to maintain compliance with emissions reduction standards established for locomotives by the Environmental Protection Agency. On December 20, 2013, the VRE Operations Board approved a request to issue an Invitation for Bids (IFB) for the purchase of locomotive fuel injector assemblies. A mailing list of five (5) prospective Bidders was established for the solicitation to ensure access to adequate sources for the required part. On March 14, 2014, an IFB was issued and bids were originally due on April 14, 2014. VRE subsequently granted a request from a prospective Bidder to extend the bid due date to April 24, 2014. Two bids were received.
The bid tabulation is as follows:

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Electro-Motive Diesel, Inc. of LaGrange, IL</td>
<td>$169,967.52</td>
</tr>
<tr>
<td>2. PowerRail Distribution, Inc. of Duryea, PA</td>
<td>$226,800.00</td>
</tr>
</tbody>
</table>

After review of the bids, it was determined that Electro-Motive Diesel, Inc. was the lowest responsive responsible bidder. Electro-Motive Diesel, Inc. has successfully delivered electronic fuel injectors to VRE through previous small purchases.

**Fiscal Impact:**

The FY2014 and FY2015 budget for equipment operations includes funding for this project.
Virginia Railway Express
Operations Board

Resolution
8E-05-2014

Authorization to Award a Contract for
the Purchase of Fuel Injectors

WHEREAS, VRE is required to replace locomotive electronic fuel injectors every three years; and,

WHEREAS, on December 20, 2013, the VRE Operations Board approved a request to issue an Invitation for Bids for the purchase of electronic fuel injectors; and,

WHEREAS, on March 14, 2014, VRE staff issued the Invitation for Bids and responses were due on April 14, 2014; and,

WHEREAS, VRE granted a request to extend the bid due date to April 24, 2014; and,

WHEREAS, responses have been received and VRE has determined Electro-Motive Diesel, Inc. to have provided a responsive and responsible bid and the lowest price for electronic fuel injectors.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a contract with Electro-Motive Diesel, Inc. for the purchase of fuel injectors in the amount of $169,968, plus a 10% contingency of $16,997, for a total amount not to exceed $186,965.

Approved this 16th day of May 2014

________________________________________
Paul Milde
Chairman

________________________________________
Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: Authorization to Execute an Amendment to the Marketing, Advertising and Public Affairs Services Contract

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a contract amendment with Sparky's Garage of Leesburg, Virginia in the amount of $50,000, for the period July 1 – September 30, 2014, for the marketing, advertising and public affairs services contract, for a total contract value not to exceed $550,000. Funding will be used to print pocket schedules, rider guides, brochures, posters or other collateral materials.

Background:

In May of 2011, the Operations Board authorized VRE to enter into a contract with Sparky’s Garage of Leesburg, Virginia for marketing, advertising and public relations services, following a competitive procurement. The authorization was for a three year base contract plus two, two-year renewable options. The initial authorization was for $350,000 for the first year of services. An additional authorization in the amount of $150,000 was approved by the Operations Board in September 2013 for a total contract value of $500,000 through the end of the original three year base period to June 30, 2014.

Because VRE’s need for marketing services has evolved over the last three years, VRE staff has received Board approval to issue a RFP for a revised scope of services, rather than exercise the first option period under the current agreement. However,
a new contract for marketing, advertising and public relations will not be effective prior to October 1, 2014. Board authorization would be for continued services with Sparky’s Garage during the interim. Staff is requesting up to an additional $50,000 for the period July 1 – September 30, 2014.

**Fiscal Impact:**

Funding is provided for in the FY 2015 operating budget.
Virginia Railway Express  
Operations Board  

Resolution  
8F-05-2014  

Authorization to Execute an Amendment to the Marketing, Advertising and Public Affairs Services Contract  

WHEREAS, in May of 2011, the Operations Board approved a marketing, advertising and public relations contract with Sparky’s Garage for a three year term beginning July 1, 2011 with costs of up to $350,000 for the first year of this term; and,  

WHEREAS, an additional authorization in the amount of $150,000 was approved by the Board for a total contract value of $500,000 through the end of the original three year base period; and,  

WHEREAS, staff is requesting continued spending authority of up to an additional $50,000 for the time period July 1 – September 30, 2014 to continue marketing related services during the time staff is soliciting new competitive proposals for services.  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a contract amendment with Sparky’s Garage of Leesburg, Virginia in the amount of $50,000, for a total contract value not to exceed $550,000 for marketing, advertising and public relations services.  

Approved this 16th day of May 2014  

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Paul Milde  
Chairman  

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Gary Skinner  
Secretary
Agenda Item 8-G
Action Item

To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: Authorization to Issue a Request for Proposals for Market Research Services

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for market research services.

Background:

Historically, the market research conducted by VRE includes the annual Master Agreement Survey conducted in October and the annual Customer Satisfaction Survey which is conducted in May. While each survey provides valuable information about our customers’ origin and destinations and their attitudes toward our service, we have no research about non-riders, their knowledge of VRE or what would entice them to ride or become supporters of VRE. The Operations Board approved staff to issue a RFP for marketing and advertising services at its April meeting; however, prior to conducting any marketing campaign or promotions it is important that VRE gain an understanding of our name recognition, level of support, and attitudes towards VRE from riders, non-riders, opinion leaders, major employers, and partners in order to provide a baseline level of measurement from which VRE can measure the results of any marketing and public affairs programs that are conducted. This effort would be separate from the marketing, advertising and public relations services contract in order to allow for the impartial, independent and professional analysis a market research firm would bring to VRE.
It is proposed that VRE issue a RFP for a three year base contract term with two (2) one-year optional extensions. Potential goals and tasks to be performed by the market research firm include, but are not limited to:

1. Establishing a baseline of Rider, Non-Rider and opinion leader attitudes and perceptions of VRE.
2. Monitor the effectiveness of VRE advertising and marketing programs and advise on improvements.
3. Provide advice on how survey sampling may be used for the annual Master Agreement and customer satisfaction surveys with the same or better margin of error and confidence level but while conducting fewer surveys. Or allow VRE to conduct more than one customer satisfaction survey in order to better gauge attitudes regarding the service or planned system improvements.
4. Help redesign the 2015 Customer Satisfaction Survey instrument into two separate surveys with a goal of 1,200 completes per survey
5. Help organize a panel for future online surveying
6. Help VRE develop and package VRE’s “Making an Impact” story quantifying benefits to the community and stakeholders.
7. Marketing research – develop baseline values before undertaking new branding/marketing campaigns
8. Graphic design and user experience (UX) testing of the prototype of VRE’s new website
9. Potential focus groups to test VRE advertising messaging or fare policy alternatives
10. Tabulating survey results, conducting cross-tabulations of responses to understand market segments, and reporting findings

The regular collection, analysis and reporting of market research allows staff to gauge the success of programs and services in meeting goals and objectives. Market research can also lead to recommending changes in strategies and tactics to achieve desired outcomes.

It is anticipated the competitive procurement process will result in the selection of a viable candidate firm by August 2014 and that a recommendation for contract award will be brought to the Operations Board for approval at its September 2014 meeting. Depending upon approved task orders, expenses for a market research consultant could be approximately $40,000 annually.

**Fiscal Impact:**

Funding for the contract is included in VRE’s FY 2015 Operating Budget.
Virginia Railway Express
Operations Board

Resolution
8G-05-2014

Authorization to Issue a Request for Proposals
for Market Research Services

WHEREAS, VRE does not possess the in-house expertise required to efficiently conduct market research services; and,

WHEREAS, VRE has an ongoing need for professional support of market research that will allow VRE to establish baseline attitudes, opinions and perceptions of its brand/image and its services from rider, non-rider and opinion leader populations; and,

WHEREAS, VRE has determined it is advantageous to hire a consultant for Market Research to measure the impact of Marketing Campaigns and Public Relations activities; and

WHEREAS, hiring a market research consultant will allow VRE to better perform many mission critical functions in communicating to riders and the general public about VRE services; and

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby approve the Chief Executive Officer to issue a Request for Proposals (RFP) for market research services.

Approved this 16th day of May 2014

______________________________
Paul Milde
Chairman

______________________________
Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: Authorization to Issue a Request for Proposals for Maintenance of Equipment and Facilities

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for Maintenance of Equipment and Facilities

Background:

On December 17, 2009, VRE awarded a contract to Keolis Rail Services America for Operations and Services. Since this time, VRE has acquired new locomotives, issued contracts to replace the remaining legacy passenger car fleet and has adopted a life-cycle maintenance approach. Currently, all mechanical services are provided for under a cost plus purchase of services agreement. VRE is in need of a competitive procurement to transition to a fixed fee Contract. Therefore, VRE must now complete a competitive solicitation for continuation of these services.

The scope of work for the RFP includes providing management, supervision and labor to perform daily, preventive and life cycle maintenance for a fleet of twenty (20) MP36PH-3CT2R locomotives and up to one-hundred ten (110) Gallery Style passenger coaches manufactured by Nippon Sharyo. This will be considered the base work and provided for under a fixed fee purchase of services agreement. In addition, running repair services will be included in this Contract and provided through separate task order Contracts.

Included in this solicitation will be maintenance and repairs for VRE’s equipment storage and maintenance facilities and station facility maintenance. As such, VRE will provide prospective bidders the opportunity to propose on VRE station facilities.
maintenance as an option. The base contract term will be for five years with two, five year options exercised at the discretion of VRE. This Contract will run concurrent with the operations services Contract.

Upon receipt of the proposals, VRE will return to the VRE Operations Board with a request for authorization to award the contract in an effort to continue the services without interruption. The RFP is planned to be published in July 2014 with proposals due in October 2014. Contract award is anticipated in January of 2015 allowing for a five month mobilization and transition period. This will allow enough time for a seamless transition.

**Fiscal Impact:**

There is no fiscal impact associated with the issuance of this solicitation.
Virginia Railway Express
Operations Board

Resolution
8H-05-2014

Authorization to Issue a Request for Proposals for
Maintenance of Equipment and Facilities

WHEREAS, VRE currently contracts all VRE transportation and mechanical services
under an Operations and Services contract; and,

WHEREAS, VRE has acquired new locomotives and passenger cars; and,

WHEREAS, VRE has adopted a life-cycle maintenance approach to ensure long-term
reliability of VRE locomotives and passenger cars; and,

WHEREAS, currently maintenance of equipment services are provided for under a
cost plus purchase of services agreement; and,

WHEREAS, VRE desires to obtain these maintenance services through a fixed fee
purchase of services agreement for the base work with task order Contracts for
running repair and non-standard work.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board is being
asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP)
for Maintenance of Equipment and Facilities.

Approved this 16th day of May 2014

____________________________
Paul Milde
Chairman

____________________________
Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board  
From: Doug Allen  
Date: May 16, 2014  
Re: Firecracker Trains  

VRE is planning to operate special excursion trains on Friday, July 4, 2014 to give passengers an opportunity to travel into Washington D.C and experience the concert and fireworks on the National Mall.

One train will operate on each line consisting of eight (8) Gallery IV Coaches and two (2) locomotives. Each train will carry approximately 1,000 passengers.

This will be a special ticket event, similar to Santa Trains, with ticket sales being conducted online. In an effort to operate at or near a breakeven point, the ticket price will be $10 each. This allows, for example, a family of 4 to travel to and from Washington, DC for the fireworks for just $40.

On the Fredericksburg Line, the train will start from the Leeland Road station and travel to Union Station with stops at Quantico, Woodbridge, and Lorton. These stations were chosen because of ample parking on the day of the event and to help keep our passengers out of areas, like Fredericksburg, which will already have crowds for their own celebration and fireworks display.

The Manassas Line train will start from Broad Run and travel to Union Station with stops at Burke Centre and Backlick Road. Once again, it is our goal to not add traffic to areas like Manassas and Manassas Park which also have their own fireworks displays. Both trains will arrive at Union Station between 5:30 and 6:00 pm with ample time for passengers to make their way to the National Mall.

The concert and fireworks display will conclude at approximately 9:30 pm, giving passengers approximately an hour and a half to return to Union Station.
The origination stations will be staffed by a combination of volunteer VRE salaried personnel and paid hourly personnel. A portion of that staff will ride the trains into Union Station and handle crowd control for the return trip.

To help avoid congestion and crowd control issues resulting from the limited capacity of the L’Enfant Station, the decision has been made to operate to and from Union Station. On the return trip, however, each train will make a short (unpublished) stop at the L’Enfant Station. Each train will also make a short stop at the Alexandria station, in case passengers accidentally board the wrong train.

VRE staff will spend time during this event observing conditions at and around the L’Enfant Station to determine the potential for augmented service in coming years at that station.

The Operating Plan for the Firecracker Trains has been submitted to our partner railroads for consideration and approval. Once that approval is received, we will begin communicating the plan to our passengers and the general public. Ticket sales could begin shortly after approval is received.
To: Chairman Milde and the VRE Operations Board
From: Doug Allen
Date: May 9, 2014
Re: Legislative Update

**Virginia General Assembly Legislative Update:**

**Senate Budget Amendment- $2M VRE Project Development Funding Included**

The Senate has adopted SB5003 as their vehicle for the budget and it includes utilizing $2M of the approximately $30M of unallocated TPOF funds for VRE to use for project development funding. However, not only have talks stalled between the House and Senate, but they currently can’t agree on which version of the bill to use as the main vehicle for discussion. The House passed HB5002 and the Senate passed SB5003, but neither side has taken up the other’s bill for consideration and both are languishing in House Appropriations and Senate Finance, respectively.

There are no plans to return to Richmond and the stalemate continues to drag on. It has been reported that the Governor and Attorney General are researching potential ways to get around the legislature to expand healthcare coverage, but no concrete ideas have been made public. It would appear that we will not see any movement at all until June when the deadline for a government shutdown looms closer.

**Federal Legislative Update:**

**Virginia Congressional Delegation Office Meetings**

Mr. Allen and Mr. Jungwirth met with Senator Warner’s staff and Congressman Connolly since the last Operations Board meeting. Topics of discussion have included the importance of and future plans for VRE, Federal Surface Transportation Reauthorization, the DDOT TIGER grant submittal for the Long Bridge, Commuter Benefits Equity, Core Capacity improvements and Positive Train Control.
Important Press Releases:

Governor McAuliffe Names Six Members to Commonwealth Transportation Board

Contacts: Office of the Governor: Brian Coy, 804-225-4260
1 May 2014
Today at a press conference in Richmond, Governor Terry McAuliffe announced that he has named 6 new Virginia business and transportation leaders to the Commonwealth Transportation Board.

“Over the past several months, my administration has been working hard make Virginia a leader in the 21st Century Economy, be smart stewards of taxpayer dollars, and build a strong foundation for the next generation to succeed,” said Governor McAuliffe. “Investing every one of our transportation dollars wisely is central to meeting those goals. The bipartisan Virginia business and transportation leaders that I named to the Commonwealth Transportation Board today share my vision for the future of our transportation system, and will get right to work investing our resources in projects that ease congestion, promote economic development and support local communities across the Commonwealth.”

The new members of the Commonwealth Transportation Board and their brief bios are below:

Shannon Valentine, Lynchburg

Shannon Valentine is a lecturer, former member of the Virginia House of Delegates, and advocate for serving the poor through economic opportunity. In January 2014, she completed an assignment as Director for the Transportation Policy Council for Governor McAuliffe’s transition team. During her time in the House of Delegates, 2006-2010, Shannon’s legislative priorities included ethics, economic development, education and transportation. She led the bipartisan, legislative effort to invest in intercity passenger rail service for the first time in Virginia’s history, worked to expand clean energy production, and created the first comprehensive legislative study of autism, which continues to serve as a blueprint today.

Shannon currently serves on the Board of the Sorensen Institute for Political Leadership, Lynchburg City School Foundation, E. C. Glass Foundation, Converge Virginia, Habitat for Humanity Advisory Council, and Beacon of Hope, an organization dedicated to inspiring and preparing students for post-secondary education.

Court Rosen, Roanoke

Court Rosen is Vice Mayor of the City of Roanoke and has served on the Roanoke City Council since 2008. He has a deep background in business and public service. He currently serves as a principal with Walnut Creek Development Group, a
residential real estate development firm. He has previously held several strategic communications positions on Capitol Hill. Court is a graduate of Vanderbilt University.

Henry “Hap” Connors, Fredericksburg

Henry (Hap) Connors is Vice President for Government and Public Affairs at the Center for Innovative Technology (CIT). In this role, Hap oversees corporate communications and outreach to federal, state, and local government officials to increase awareness of CIT’s mission and its economic value to the Commonwealth. Hap has 25 years of experience in strategic marketing and communications for business, non-profit and government entities. Hap’s background includes management of marketing and media relations activities for the National Trust for Historic Preservation and the U.S. General Service Administration. Hap also served for nine years on the Spotsylvania County Board of Supervisors, and currently serves on numerous boards of foundations and non-profits in the Fredericksburg area.

James W. Dyke, Jr., Reston

Jim’s broad practice covers corporate, legislative, education, governmental relations, and municipal law. He previously served as Virginia’s Secretary of Education under former Governor L. Douglas Wilder, and as domestic policy advisor to former Vice President Walter Mondale.

Jim has established a significant regional presence in the business, education and government arenas. He was elected chairman of the Greater Washington Board of Trade for 2010. The Board of Trade is the largest regional business organization in the Washington, D.C., area, advocating for the business community in Virginia, the District of Columbia and Maryland. During his term, he was co-chair of the Joint Washington Metropolitan Area Transit Authority (Metro) Governance Review Task Force. He was subsequently appointed by Virginia Governor McDonnell to be the Commonwealth’s representative on the WMATA Board of Directors where he chairs the Governance Committee.

E. Scott Kasprowicz, Middleburg

Scott Kasprowicz has an extensive business and public service resume to compliment his substantial philanthropic and private aviation accomplishments. In 1981 Scott founded Texel, a privately held communications services company in Reston which he sold in 1999 after growing revenues in excess $45 million.

Scott, an avid conservationist and environmental impact advocate, later served as Deputy Secretary of Transportation under Governor Kaine. While serving as deputy secretary, Scott was influential in numerous planning and development initiatives including the advancement of the Dulles Rail project.
Marty Williams, Richmond

For over twenty years, Marty Williams worked from the inside at both the state and local government levels throughout Virginia. Marty’s public service began in 1990 when he was elected to the Newport News City Council and was twice selected as Vice Mayor by his peers. As member of the Newport News City Council he represented the city on a variety of regional boards and commissions, interacting with local political and administrative leaders across the state. Marty was elected to the Virginia State Senate in 1995, representing the Virginia Peninsula and was named Chairman of the Senate’s Transportation Committee in 1999, where he served until 2007.

Department of Transportation Releases Surface Transportation Bill

On April 29, 2014, USDOT Secretary Anthony Foxx sent to Congress the Administration’s surface transportation authorization legislative proposal. Expanding upon information gleaned from the President’s Budget Request, the transportation bill known as the GROW AMERICA Act is a four-year, $302 billion bill that authorizes highway, public transportation and passenger rail programs from Fiscal Years (FY) 2015 through 2018. A one-time infusion of $150 billion into the Highway Trust Fund would eliminate the shortfall during the authorization period.

The legislation follows the President’s Budget Request and provides $72 billion for public transportation, a nearly 70% increase over FY 2014 authorized amounts. The Grow America Act includes increases to address the bus and rail state of good repair backlog. Additionally, the bill would provide $19 billion over the four years for intercity passenger rail, including existing Amtrak service and PTC investments. Below are tables detailing the FTA and FRA funding authorizations included in the proposal.

The DOT has also put together a series of Fact Sheets on the GROW AMERICA Act, available on DOT’s website. http://www.dot.gov/grow-america/focus-areas

FTA Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>2014 Actual (Millions)</th>
<th>2015 Proposed (Millions)</th>
<th>2016 Proposed (Millions)</th>
<th>2017 Proposed (Millions)</th>
<th>2018 Proposed (Millions)</th>
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<td><strong>TRANSIT PROGRAMS</strong></td>
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<td>17,766.0</td>
<td>18,196.0</td>
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**21ST CENTURY INFRASTRUCTURE INVESTMENT PROGRAMS**

| § 5601 Tiger Infrastructure Investment Grants | 600.0 | 1,250.0 | 1,250.0 | 1,250.0 | 1,250.0 |
| § 5602 Fixing and Accelerating Surface Transp. Grants | --- | 1,000.0 | 1,000.0 | 1,000.0 | 1,000.0 |
| **Total Proposed 21st Century Infrastructure Investment** | 600.0 | 2,250.0 | 2,250.0 | 2,250.0 | 2,250.0 |

**FRA Programs**

<table>
<thead>
<tr>
<th>Program</th>
<th>2014 Actual (Millions)</th>
<th>2015 Proposed (Millions)</th>
<th>2016 Proposed (Millions)</th>
<th>2017 Proposed (Millions)</th>
<th>2018 Proposed (Millions)</th>
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<td>Northeast Corridor</td>
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<td>Long-Distance Routes</td>
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FRA spending detail derived from FRA Congressional Budget Justification documentation for FY 2015. Specific program breakdowns not provided in legislation.

Source: American Public Transportation Association

**Appropriations Committee Releases the Fiscal Year 2015 Transportation, Housing and Urban Development Bill**

*Legislation prioritizes funding on important infrastructure investments*

WASHINGTON, D.C. – The House Appropriations Committee today released the fiscal year 2015 Transportation, Housing and Urban Development funding bill, which will be considered in subcommittee tomorrow (March 7). The legislation includes funding for the Department of Transportation, the Department of Housing and Urban Development, and other related agencies.

In total, the bill reflects an allocation of $52 billion in discretionary spending – an increase of $1.2 billion above the fiscal year 2014 enacted level and a decrease of $7.8 billion below the President's budget request. However, given the reduction in offsets caused by a decline in Federal Housing Administration receipts, the program level within the bill is more accurately $1.8 billion below the current level. Within the legislation, funds are targeted toward transportation, infrastructure, and housing programs of national need and significance that have the biggest impact on Americans and communities across the country.

“This bill makes responsible choices to trim programs while targeting taxpayer dollars where they are needed most – critical transportation and housing programs that our communities, our economy, and our people rely on,” House Appropriations Chairman Hal Rogers said. “While there is always more to do, this bill is a good step in the right direction, investing in these important programs to prepare our nation’s infrastructure for future economic growth, and to take care of our most vulnerable citizens.”

Subcommittee Chairman Tom Latham added, “My priorities in this process were to act in a bipartisan fashion to fund our most vital programs with our critical need to reduce the deficit. This is a sound, commonsense bill that meets our highest transportation and housing priorities in a fiscally responsible way. I look forward to working with my colleagues on both sides of the aisle to move this important legislation forward in an open legislative process.”

<table>
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<th>Planning</th>
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<td>Total Proposed FRA Authorized Programs</td>
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Bill Highlights:

The bill meets the allocation of $52 billion in discretionary spending – an increase of $1.2 billion above the fiscal year 2014 enacted level. However, given the reduction in offsets caused by a decline in Federal Housing Administration receipts, the program level within the bill is more accurately $1.8 billion below the current level. The bill prioritizes funding for critical transportation projects and programs that are essential to the nation’s economic growth, efficient commerce, and the quality of life of American families, and for programs that support the housing needs of our most vulnerable citizens. While targeting funds for these efforts, the bill also reflects responsible choices to reduce spending in lower-priority areas and seeks to make the most out of every tax dollar.

Transportation – The bill includes $17.1 billion in discretionary appropriations for the Department of Transportation for fiscal year 2015. This is $727.3 million below the fiscal year 2014 enacted level and $5.8 billion below the President’s request. Within this amount, funding is prioritized on programs and activities with national need or significance, and that will help bolster our nation’s transportation system to support economic growth.

- **Highways** – The bill provides nearly $40.25 billion from the Highway Trust Fund to be spent on the Federal Highway program. This is equal to the fiscal year 2014 level. This funding is contingent on the enactment of new transportation authorization legislation, as the current authorization expires this year.

- **Air** – Included in the legislation is $15.7 billion in total budgetary resources for the Federal Aviation Administration (FAA), which is $7.3 million below the fiscal year 2014 enacted level and $446 million above the request. This will provide full funding for all air traffic control personnel, including 14,800 air traffic controllers, 7,300 safety inspectors, and operational support personnel.

The bill also fully funds the FAA’s Next Generation Air Transportation Systems (NextGen) at $852.4 million, and funds Contract Towers at $140 million. These investments will help ease future congestion and help reduce delays for travelers in U.S. airspace. In addition, the bill rejects the Administration’s proposals for new passenger facility and general aviation fees.

- **Rail** – The Federal Railroad Administration is funded at $1.4 billion, a reduction of $193 million below the fiscal year 2014 enacted level. This includes $340 million for Amtrak operations – which will continue service for all current routes – and $850 million for capital grants. The bill also continues policy reforms for Amtrak to ensure the best use of tax dollars, such as requiring overtime limits on Amtrak employees to reduce unnecessary costs, and prohibiting federal funding for routes where Amtrak
offers a discount of 50% or more off normal, peak fares. No funding is provided for High-Speed Rail.

In addition, rail safety and research programs are funded at $220.5 million, $750,000 over the fiscal year 2014 enacted level. This will fund inspectors and training to help ensure the safety of communities and the thousands of passengers that use commuter, regional, and long-distance rail every day.

- **Transit** – The bill provides for $10.5 billion for the Federal Transit Administration (FTA) – $253 million below the fiscal year 2014 enacted level. Transit formula grants are funded at $8.6 billion, consistent with 2014 and the final year of MAP-21 authorization legislation, and will to help local communities build, maintain, and ensure the safety of their mass transit systems. This funding is contingent on the enactment of new transportation authorization legislation, as the current authorization expires this year.

  Within this amount, the legislation provides a total of $1.7 billion for Capital Investment Grants (“New Starts”), full funding for all current “Full Funding Grant Agreement” transit projects, and full funding for all state and local “Small Starts” projects that will begin in fiscal year 2015. These programs provide competitive grant funding for major transit capital investments – including rapid rail, light rail, bus rapid transit, and commuter rail – that are planned and operated by local communities.

- **Maritime** – The legislation includes $305 million for the Maritime Administration, a decrease of $72 million below the fiscal year 2014 enacted level. The bill will help promote U.S. commerce by providing funding to ensure the efficiency and safety of the nation’s ports and intermodal water and land transportation.

- **Safety** – The legislation contains funding for the various transportation safety programs and agencies within the Department of Transportation. This includes $824 million in both mandatory and discretionary funding for the National Highway Traffic Safety Administration (NHTSA) – an increase of $5 million over the fiscal year 2014 enacted level – and $572 million for the Federal Motor Carrier Safety Administration. Also included is $205.2 million for the Pipeline and Hazardous Materials Safety Administration, an increase of $19.4 million over the fiscal year 2014 enacted level, to help address a variety of safety concerns, including those related to the transport of crude oil, coal, and other hazardous substances.

- **Grants** – The legislation funds National Infrastructure Investment grants (also known as TIGER grants) at $100 million, $500 million below the fiscal year 2014 enacted and $1.15 billion below the request. However, the legislation limits the use of these grants to projects that will address critical transportation needs, such as road, highway, and bridge construction and improvement, and port and railroad intermodal improvements. The
legislation does not allow these funds to be used for non-essential purposes, such as street-scaping, or bike and pedestrian paths.

**Housing and Urban Development (HUD)** – The legislation includes a total of $40.3 billion for the Department of Housing and Urban Development, a decrease of $769 million below the fiscal year 2014 enacted level and $2 billion below the request. The bill does not contain funding for any new, unauthorized “sustainable,” “livable,” or “green” community development programs.

- **Section 8 and Public Housing** – Included in the bill is $26.3 billion for Public and Indian Housing. This is an increase of $6.2 million above the fiscal year 2014 enacted level and $1.2 billion below the requested level. This funding will provide for continued assistance to all families and individuals currently served by this program. The bill also fully funds the President’s request for veterans’ housing vouchers at $75 million.

Other housing programs within the bill are funded at $10.4 billion – a reduction of $115.6 million below the fiscal year 2014 enacted level. While a reduction, this funding will continue assistance to all those currently served by these programs. In addition, the bill provides $420 million for Housing for the Elderly, $36.5 million above the fiscal year 2014 enacted level, and $135 million for Housing for Persons with Disabilities, an increase of $9 million above the fiscal year 2014 enacted level.

**Community Planning and Development** – The bill contains $6.2 billion for Community Planning and Development programs – a reduction of $383 million below the fiscal year 2014 enacted level. The Community Development Block Grant formula program is funded at $3 billion – effectively equal to last year’s level – while the HOME Investment Partnerships Program is funded at $700 million, a reduction of $300 million below the fiscal year 2014 enacted level. Homeless assistance grants are funded at $2.1 billion – the same as the previous year’s level – which is sufficient for all current grants to be continued.

For the subcommittee draft text of the legislation, please visit:

Source: U.S. House Transportation, Housing and Urban Development Subcommittee
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: FY 2016 Budget Calendar

The budget calendar for FY 2016 has been altered slightly as a result of the July/August Operations Board meeting. As a result, the following is a tentative schedule for the development FY 2016 budget.

- June 20: Capital Committee meets to discuss the projected capital plan in conjunction with the system plan
- July 15: First monthly meeting of the CAO Taskforce
- July 18: Budget guidelines presented to the Operations Board
- September 19: First draft of the budget presented to the Operations Board
- November 21: Budget update to the Operations Board (optional)
- Early December: Final draft budget presented to the CAO Taskforce
- December 19: Final version of budget presented to the Operations Board
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: May 16, 2014

Re: Discussion of Implementation of New Weighted Vote Requirements

The purpose of this agenda item is to discuss the weighted vote legislation that was passed in the 2013 General Assembly (HB 2152). A deferred implementation date to July 2015 was approved earlier in the 2014 General Assembly session and was signed by the Governor in March 2014. The weighted vote legislation calls for a modification to the weighted vote provisions in the VRE Master Agreement. See attached.