VRE OPERATIONS BOARD MEETING

June 17, 2022

The meeting will begin at 9 a.m.

Meeting materials are available at <u>vre.org/about/board/board-agenda-minutes/2022/June</u>

PLEDGE OF ALLEGIANCE



ROLL CALL



Walter Alcorn Fairfax County



Sarah Bagley Alexandria



Andrea Bailey Prince William County



Preston Banks Manassas Park



Meg Bohmke Stafford County



Monica Gary Stafford County



Libby Garvey Arlington County



Mike McLaughlin Commonwealth of Virginia







Ralph Smith Manassas



Lori Hayes

Spotsylvania County

Dan Storck Fairfax County



Matt Kelly Fredericksburg



James Walkinshaw Fairfax County



Jeanine Lawson Prince William County



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SAFETY MOMENT



VRE

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APPROVAL OF AGENDA

- I. Pledge of Allegiance
- 2. Roll Call
- 3. Safety Briefing
- 4. Approval of the Agenda
- 5. Approval of Minutes from the May 20, 2022 VRE Operations Board Meeting
- 6. Chair's Comments
- 7. Chief Executive Officer's Report
- 8. VRE Riders' and Public Comment
- 9. Action Items
 - A. Recommend Authorization to Amend the Amtrak Access and Storage Agreement
 - B. Recommend Approval and Authorization to Execute VPRA Master Funding Agreements for VRE Capital Projects and Track Access Fees

- 9. Action Items (continued)
 - C. Authorization to Amend Contract for PTC Hosted Back-Office Services
 - D. Authorization to Amend a Custodial and Seasonal Services for VRE Facilities Task Order for On-Call Services
- 10. Information Item
 - A. Operations Board Charge to Nominating Committee Regarding Subordinate Officer
 - B. Free Fare Proposals for September and October 2022

- C. Spending Authority Report
- II. Closed Session
- 12. Operations Board Members' Time

APPROVAL OF MINUTES

May 20, 2022 Meeting with YouTube Livestream

Members Present

Walter Alcorn (NVTC) Sarah Bagley (NVTC) Preston Banks (PRTC) Meg Bohmke (PRTC) Margaret Franklin (PRTC) Libby Garvey (NVTC) Lori Hayes (PRTC) Matt Kelly (PRTC) Michael McLaughlin (VPRA) Dan Storck (NVTC) James Walkinshaw (NVTC)

Members Absent

Andrea Bailey (PRTC) Jeanine Lawson (PRTC) Ralph Smith (PRTC)

<u>Jurisdiction</u>

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

Prince William County Prince William County City of Manassas



James Walkinshaw VRE Operations Board Vice Chair Fairfax County

CHAIR'S COMMENTS

Welcome to the June 2022 VRE Operations Board meeting.

- Meet the Management
- 30th Anniversary



James Walkinshaw VRE Operations Board Vice Chair Fairfax County

CHAIR'S COMMENTS – MEETTHE MANAGEMENT



L'Enfant – June 22nd

Crystal City – July 13th





Alexandria – July 20th

CHAIR'S COMMENTS – 30TH ANNIVERSARY



CEO REPORT

- Safety
- Performance
- Ridership
- Ridership Recovery
- Customer Service Survey



Rich Dalton VRE CEO



CEO REPORT – SAFETY



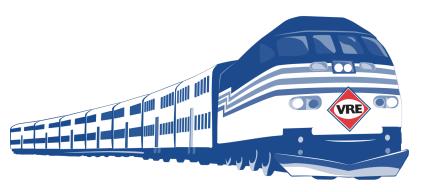
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CEO REPORT – ON TIME PERFORMANCE

May Comparisons

100% 90% 87% 87% 86% 90% 71% 80% 70% Ο 60% 41% 50% 40% 30% 20% 10% 0% Manassas Line Fredericksburg Line Systemwide 2021 2022 VRE

CEO Report – On Time Performance



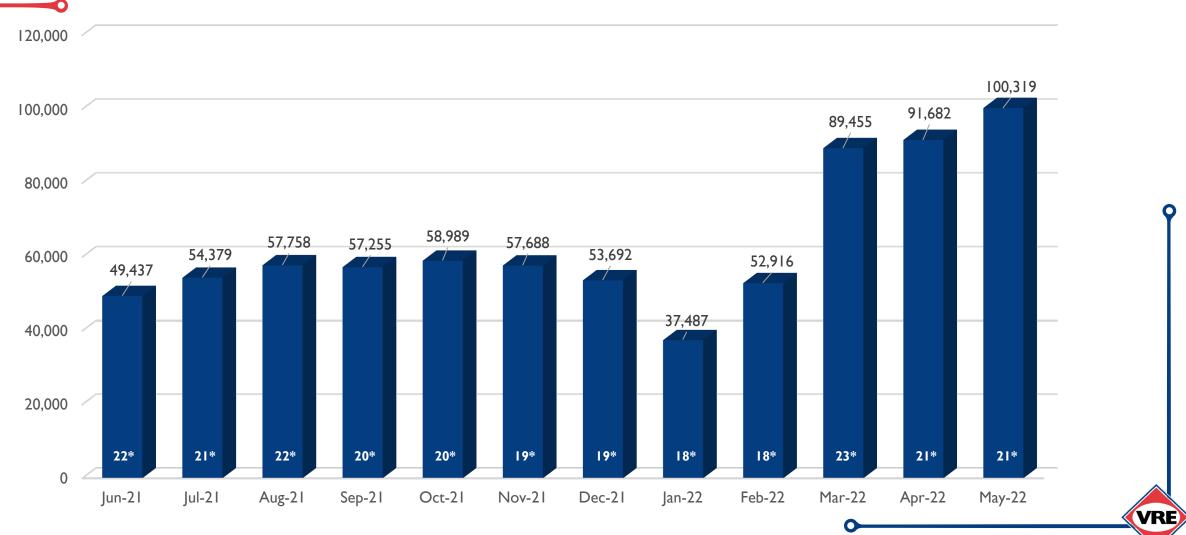
e	MAR 2022	APR 2022	MAY 2022		
	23 Days	21 Days	21 Days		
LATE TRAINS					
Manassas	46	52	128		
Fredericksburg	15	24	32		
Systemwide	61	76	160		
AVERAGE MINUTES DELAYED					
	13	16	19		
# TRAINS 30+ MINUTES LATE					
	3	8	24		
OTP					
Manassas	92%	86%	41%		
Fredericksburg	94%	96%	90%		
Systemwide	93%	91%	71%		

CEO Report – On Time Performance



	MAR 2022	APR 2022	MAY 2022	TOTAL #	TOTAL %	
	23 Days	21 Days	21 Days	65 Days		
CAUSE	# OF TRAINS DELAYED					
MOW	8	9	109	126	48.5%	
Congestion	27	29	18	74	28.5%	
Weather	I	-	18	19	7.3%	
Police Activity	4	5	3	12	4.6%	
PTC	-	7	3	10	3.8%	
Mechanical	3	2	4	9	3.5%	
Switch/Signal	4	3	-	7	2.5%	
Bridge Strike	3	-	-	3	1.2%	
Total Delays	50	55	155	260	100.0%	

CEO REPORT – MONTHLY RIDERSHIP



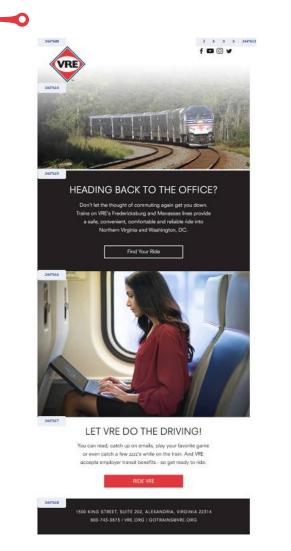
*service days per month

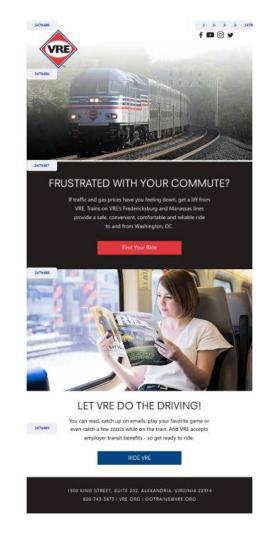
CEO REPORT – AVERAGE DAILY RIDERSHIP



*service days per month

CEO REPORT – RIDERSHIP RECOVERY







FRUSTRATED WITH YOUR COMMUTE?

If traffic and gas prices have you feeling down, get a lift from VRE. Trains on VRE's Fredericksburg and Manassas lines provide a safe, convenient, comfortable and reliable ride into Northern Wirginia and Washington, D.C.

VRE





LET VRE DO THE DRIVING!

You can read, catch up on emails, play your favorite game or even catch a few zzzz's while on the train. And VRE accepts employer transit benefits - so get ready to ride.



CEO REPORT – RIDERSHIP RECOVERY



Rock the River – June 4 – Fredericksburg





28th Annual Manassas Railway Festival

June 4

Manassas

CEO REPORT – RIDERSHIP RECOVERY

Walkinshaw Advisory

James R. Walkinshaw

Braddock District Supervisor

VRE Offers Free Rides

With track improvements complete, the Virginia Railway Express (VRE) resumed full service Tuesday on the Manassas Line, running 16 daily trains. The replacement of thousands of rail ties and tons of ballast by Norfolk Southern has further enhanced safety and reliability.

Those who ride VRE appreciate the comfort and convenience of this premier commuter rail service. Recognizing that there are many who have yet to use this high-quality travel option, VRE is offering new riders a free round trip to discover what they have been missing. To take a test ride on VRE:

 Scan the QR code Click "<u>New to VRE? Request a Free Ride</u>" Download VRE Mobile for Android or iOS to your mobile device t up a VRE Mobile account by the form at the bottom of the "Bequest a Free Ride" page

, it the form at the bottom of the "Request a Free Ride" page of free ticket –valid six months– will be pushed to your mobile device

Chair Ann Wheeler @ChairWheeler

As part of its 30th anniversary celebration, the **@VaRailExpress** is offering new passengers a free roundtrip ticket! Learn more by scanning the QR code below with you smart phone or by visiting the website at vre.org/service/free-r...

NEW TO VRE? SCAN FOR A FREE RIDE!





<< Back to blog homepage</p>

New to VRE? Claim your free ride! by <u>Amy Peregoy</u> | Jun 9, 2022 | <u>VRE</u>

The Virginia Railway Express (VRE) is offering new passengers a free roundtrip ticket, as part of its 30th-anniversary celebration. While VRE is known for its safe, reliable, comfortable, and convenient commuter rail service, there are some who have yet to avail themselves of this high-quality travel option. So, VRE has devised a way for commuters to try its service without charge. To get a free ticket:

- Scan the QR code to the right
- Click "New to VRE? Request a Free Ride"
- Download VRE Mobile for <u>Android</u> or <u>iPhone</u> to your mobile device
- Set up a VRE Mobile account
- Submit the form at the bottom of the "Request a Free Ride" page
- Then, shortly, a free ticket which expires after six months will be pushed out your mobile device

VRE provides personalized assistance to those who need help setting up the mobile app. Simply call 800-743-3873 or complete the help request form at the bottom of the VRE Mobile webpage. A <u>two-minute video</u> also guides viewers through the set-up process.

VRE trains primarily run north into Washington in the morning and south in the afternoon. Thirty-two daily trains serve two lines, Manassas and Fredericksburg, which parallel I-66 and I-95, respectively. Schedules are available on the <u>rail</u> <u>service's website</u>. Parking is free at most of its <u>19 stations</u>, including Fredericksburg, and <u>bicycles are permitted on all</u>

erved tens of millions of satisfied customers since it began service in June 1992. See what you've been eem a free ride, then sit back, relax, and leave the driving to VRE. Visit <u>vre.org</u> to learn more.



CEO REPORT – CUSTOMER SERVICE SURVEY



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Drove alone/Parked Dropped off by car Bus	AD
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	23.
5. How many miles did you travel from your home to the VRE station this morning?	
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	e than 25 miles
6. What are your normal means of travel to your final destination after detraining?	_
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Bike Gar Bus	
□ Shuttle: □ Taxi □ Ride	
Bikeshare Scot	oter Share
7. If you leave a car at your destination station to complete your commute, would you consid	
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Bikeshare Bikeshare NA	
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8. What is your home zip code?	27. 1
9. What is your work zip code?	
	28.

Ο VING DEMOGRAPHIC INFORMATION IS SOUGHT TO MEET FEDERAL TRANSIT TION GUIDELINES. ANSWERS ARE OPTIONAL. Female Non-binary/Transgender 1 Under 45 to 54 65 and Over □ 55 to 64 Decline represents your annual household income? \$75,000 - 99,999 \$150,000 - 174,999 \$25 000 \$175,000+ 00 - 49,999 \$100,000 - 124,999 00 - 74,999 \$125,000 - 149,999 reside, do you: Rent sehold, there are: □ 2 cars □ >2 cars Origin/Race Native American sian Multi-Ethnic Other n American Pacific Islander nic Single Widowed/ Divorced VIRGINIA RAILWAY EXPRESS • 2022 CUSTOMER SURVEY

• CEO REPORT – QUESTIONS?



VRE RIDERS' & PUBLIC COMMENT





James Walkinshaw VRE Operations Board Vice Chair Fairfax County

Agenda Item 9A

RECOMMEND AUTHORIZATION TO AMEND THE AMTRAK ACCESS AND STORAGE AGREEMENT

Recommendation:

The VRE Operations Board is asked to recommend the commissions approve and authorize the CEO to execute an amendment to the Amtrak Access and Storage Agreement to reflect adding the future VRE Crystal City Station to the list of joint-use facilities and update the list of eligible Amtrak trains for the cross-honor program.

Summary:

This action will allow Amtrak trains to utilize the future VRE Crystal City station. This formal acknowledgement also allows VRE and Amtrak to work collaboratively to ensure the needs of both are met as the final design process continues. The action will update the Amtrak trains eligible for use by VRE riders as part of the cross-honor program between the two railroads.



James Walkinshaw VRE Operations Board Chair Fairfax County



Agenda Item 9B

RECOMMEND APPROVAL AND AUTHORIZATION TO EXECUTE VPRA MASTER FUNDING AGREEMENTS FOR VRE CAPITAL PROJECTS AND TRACK ACCESS FEES

Recommendation:

The VRE Operations Board is asked to recommend the commissions approve and authorize the CEO to execute two agreements with the Virginia Passenger Rail Authority (VPRA), specifically a master funding agreement for VPRA supplied funding for VRE projects, and a master funding agreement for VPRA track access elective contributions for VRE track access fees.

Summary:

With the creation of the VPRA, certain grant functions performed by the Department of Rail and Public Transportation in the past will now be handled by the authority. Funding for both capital projects and VRE track access fees are the two types of grants VRE has received on an annual basis from DRPT and will continue to receive from the VPRA. New grant agreements with the VPRA have been negotiated. One is a master funding agreement for VPRA Supplied funding for VRE Projects, and the other is a master funding agreement for VPRA track access elective contributions for VRE track access fees. Both agreements require approval by the commissions.



James Walkinshaw VRE Operations Board Chair Fairfax County



AUTHORIZATION TO AMEND CONTRACT FOR PTC HOSTED BACK-OFFICE SERVICES

Recommendation:

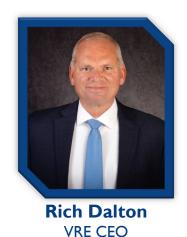
The VRE Operations Board is asked to authorize the CEO to amend the contract with ARINC Incorporated of Annapolis, Maryland, for hosted back-office services for positive train control (PTC). Additional contract authority is needed for the final option year of this contract in the amount of \$397,239, plus a 10 percent contingency of \$39,723, for a total increase of \$436,963. This will increase the authorization for this contract from \$2,764,152 to a total amount not to exceed \$3,201,115.

Summary:

To support VRE operations on CSX and Norfolk Southern territory, VRE is required to maintain a PTC back-office information system. In September 2017, VRE executed a contract with ARINC Incorporated for hosted back-office services for PTC. VRE expects to exercise the final option year of this contract later this summer, which will be effective from September 7, 2022, to September 6, 2023. Additional contract authorization is required to continue this service for the I2-month period beginning September 2022.



James Walkinshaw VRE Operations Board Chair Fairfax County



Agenda Item 9D

AUTHORIZATION TO AMEND A CUSTODIAL AND SEASONAL SERVICES FOR VRE FACILITIES TASK ORDER FOR ON-CALL SERVICES

Recommendation:

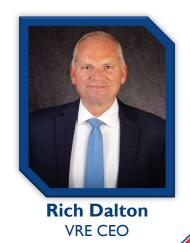
The VRE Operations Board is asked to authorize the CEO to amend a task order for custodial and seasonal services for VRE facilities with Fresh Air Duct Cleaning, LLC for on-call services in an amount not to exceed \$115,000, plus a 10 percent contingency of \$11,500, for a total of \$126,500. This will increase the total authorization for this task order from \$199,500 to \$326,000.

Summary:

This task order provides for on-call tasks of small to medium effort beyond the base scope of work for the custodial and seasonal services for VRE facilities contract to be performed through the current two-year option period that was approved on April 16, 2021. The scope of work for this task order includes, on an as-needed basis, miscellaneous repairs, and services such as installation and inspection, custodial, landscaping, facility cleaning, debris removal, and painting.



James Walkinshaw VRE Operations Board Chair Fairfax County



Agenda Item 10A

OPERATIONS BOARD CHARGE TO NOMINATING COMMITTEE REGARDING SUBORDINATE OFFICERS

Chair Franklin and the By-Laws Committee have met several times to discuss whether changes to the VRE Operations Board By-Laws are needed. The committee discussed potential changes to adjust the membership of the Executive Committee to better ensure a balance is maintained between the interests of the two Commissions; to better ensure the interests of the citizens patronizing VRE are represented; and/or to better ensure a balance is maintained with respect to the interests of all VRE jurisdictions and their citizens.

Ultimately, the committee found changes to the By-Laws were not warranted but, rather, the Nominating Committee should take the above issues into consideration each year when presenting a slate of nominations for VRE Operations Board officers.

Staff will present for discussion a charge to the Nominating Committee regarding subordinate officers. If acceptable, the Operations Board would vote each year to provide the charge to the Nominating Committee at the time when the committee is formed in accordance with the By-Laws.



Rich Dalton VRE CEO

FREE FARE PROPOSALS FOR SEPTEMBER AND OCTOBER 2022

Throughout the country, transit agencies have initiated free-fare programs to stimulate ridership following the pandemic, reward riders for their continued patronage, and commemorate important events.VRE staff have evaluated two related free-fare proposals for fall 2022.

For reasons detailed below, VRE staff is recommending a Free Fare September.

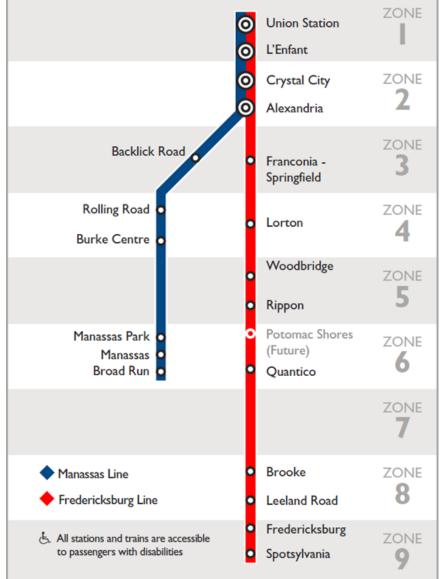
- Increasing numbers of federal agencies and private employers will transition away from complete remote-work schedules after Labor Day. A free commute will entice those weighing their travel options to try VRE.
- While VRE has suffered ridership losses due to the pandemic, a core group of riders has continued to patronize our service. Allowing them to ride free in September would be our way of saying thanks.
- Starting on September 10th, WMATA will shut down Metrorail stations south of Reagan National Airport on both the Blue and Yellow lines. Allowing riders to board for free during September will maximize usage of VRE during the first half of the shutdown.
- Lastly, 2022 is the 30th anniversary of VRE service. A Free Fare September is an excellent way to commemorate that anniversary.

To further mitigate the effects of the WMATA shutdown, VRE staff is recommending free fares for travel between close-in and core stations in fare zones 1, 2 and 3 in October.



Rich Dalton VRE CEO Agenda Item 10B

FREE FARE PROPOSALS FOR SEPTEMBER AND OCTOBER 2022





Agenda Item 10C

SPENDING AUTHORITY REPORT

The VRE Operations Board in September 2020 approved an increase in the CEO's delegated spending authority from \$100,000 to \$200,000. It was resolved as part of that increased delegation that any purchase or contract award in the range of \$50,000 to \$200,000 would be communicated to the board as an information item.

- On May 4, 2022, VRE issued a task order in an amount not to exceed \$54,000 to Svanaco, Inc. (DBA Americaneagle.com) under the VRE mobile ticketing system contract to provide on-call support services to troubleshoot any issues identified within the mobile app necessary to improve the customer experience as well as to implement minor enhancements to the mobile, portal or central system administration solution as needed.
- On May 4, 2022, VRE issued a purchase order in an amount not to exceed \$100,000 to Powersolv, Inc. to provide consulting support services on an as needed basis for the administration of VRE's e-Builder project controls software.
- On May 5, 2022, VRE issued a purchase order in the amount of \$88,830 to Victor Stanley, Inc. to acquire a total of 60 new waste and recycling receptacles for VRE stations.
- On May 5, 2022, VRE issued a purchase order in the amount of \$94,702 to CDWG to acquire new Cisco Meraki network equipment to be installed as an upgrade to existing equipment at various locations, including the maintenance and storage facilities.



Rich Dalton VRE CEO Agenda Item II

OPERATIONS BOARD CLOSED SESSION

Pursuant to theVirginia Freedom of InformationAct (Sections 2.2-3711.A(3),(6) and (8) of the Code ofVirginia), I move that theVRE Operations Board convene a closed meeting for the purpose of discussing one matter involving the acquisition of real property for public purposes including rail operations, rail equipment storage, and commuter parking, where discussion in public would adversely affect the bargaining position and negotiating strategy of the Commissions.



Secretary City of Alexandria



OPERATIONS BOARD CLOSED SESSION

The livestream will recommence following this portion of the meeting



Agenda Item 11

OPERATIONS BOARD CLOSED SESSION

TheVRE Operations Board certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded closed session:

- I. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and,
- 2. Only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered.



Secretary City of Alexandria



VRE OPERATIONS BOARD MEMBERTIME



Walter Alcorn Fairfax County



Sarah Bagley Alexandria



Andrea Bailey Prince William County



Preston Banks Manassas Park



Meg Bohmke Stafford County



Monica Gary Stafford County





Mike McLaughlin Commonwealth of Virginia







Ralph Smith Manassas



Lori Hayes

Spotsylvania County

Dan Storck Fairfax County



Matt Kelly Fredericksburg



James Walkinshaw Fairfax County



Jeanine Lawson Prince William County



THE JUNE 17, 2022 MEETING OF THE VRE OPERATIONS BOARD IS ADJOURNED

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FINANCE COMMITTEE MEETING NOW IN PROGRESS

