



Meeting of the Transportation District Commission of Hampton Roads

Thursday, November 10, 2016 • 1:00 p.m.
2nd Floor Board Room • 509 E. 18th Street, Norfolk, VA

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, November 10, 2016 at 1:00 p.m. in the 2nd Floor Board Room, at 509 E. 18th Street, Norfolk, VA.

The meeting is open to the public and in accordance with the Board's operating procedures and in compliance with the Virginia Freedom of Information Act, there will be an opportunity for public comment at the beginning of the meeting.

The agenda and supporting materials are included in this package for your review.



Meeting of the Transportation District Commission of Hampton Roads

Thursday, November 10, 2016 • 1:00 p.m.
2nd Floor Board Room • 509 E. 18th Street, Norfolk, VA

1. Call to Order & Roll Call
2. Public Comments
3. Approval of Minutes – October 27, 2016
4. President’s Monthly Report - William Harrell
 - A. Board Updates
5. Committee Reports
 - A. Audit & Budget Review Committee -- Vice-Chair Woodbury/
Brandon Singleton, Chief Financial Officer
 - October 2016 Financial Report will be presented at the December 2016 Meeting
 - B. Operations & Oversight Committee - Commissioner Moffett/
Dyanne Sampson, Director of Procurement
 - **Contract No. 16-73949 FX2 Compellent Project**

Recommending Commission Approval: Award of a sole source Contract to Electronic Systems, Inc. to furnish hardware, software and professional services for HRT FX2 Compellent Project not to exceed amount of \$415,737.00., for a period of six months.
 - C. Planning and New Starts Development Committee – Chairman West
 - D. Paratransit Advisory Subcommittee – Ms. Linda Gurley, Chair
 - E. Transit Ridership Advisory Sub-Committee (TRAC) – Mr. Jamie Battle
6. Old and New Business

7. Comments by Commission Members
8. Closed Session (as necessary)
9. Adjournment

The next meeting will be held on Thursday, December 8, 2016 at 1:00p.m. in the 2nd Floor Board Room at 509 E. 18th Street, Norfolk, VA



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday, October 27, 2016 • 1:00 p.m.
2nd Floor Board Room • 509 E. 18th Street, Norfolk, VA

Call to order

A quorum was attained and Chairman Wood of Virginia Beach called the meeting to order at 1:01 p.m.

Commissioners in attendance:

Chairman Wood, Virginia Beach
Commissioner Woodbury, Newport News
Commissioner Fuller, Chesapeake
Commissioner Openshaw, VDRPT
Commissioner Kanoyton, Hampton
Commissioner Coleman, Newport News
Commissioner Riddick, Norfolk
Commissioner Parnell, Norfolk
Commissioner Hunter, Portsmouth
Commissioner Patton, Portsmouth
Commissioner Solis, Virginia Beach

Hampton Roads Transit Staff in attendance:

Kim Ackerman, Chief of Human Resources
Ray Amoruso, Chief Planning and Development Officer
Amy Braziel, Executive Assistant
David Burton, General Counsel, Williams Mullen
Alesia Cain, Chief Information Technology Officer
Gene Cavazos, Director of Marketing & Communications
William Harrell, President and CEO
Ron Hodges, Director of Business Development
Jamie Jackson, Director of Transit Development
Sonya Luther, Assistant Director of Procurement
Sibyl Pappas, Chief Engineering and Facilities Officer
Luis R. Ramos, Executive Assistant/Commission Secretary
Dyanne Sampson, Director of Procurement
Benjamin Simms, Director of Bus & Rail Transportation
Brandon Singleton, Chief Financial Officer
Velvet Smiley, Interim Chief Safety & Security Officer
Robert Travers, Counsel

Others in attendance:

Ed Carroll, ATU1177
Johnna Cossabros, Advantus Strategies
Mark Geduldig-Yatrofsky, Portsmouth Citizen
Linda Gurley, Paratransit Advisory Committee
Ron Jordon, Advantus Strategies
Ina Kreps, Paratransit Customer
D. Miles, The Miles Agency
Jeff Raliski, City of Norfolk
Tanterrian Taylor, Norfolk Citizen
Jerri Wilson, City of Newport News

The October TDCHR meeting package was distributed electronically to all Commissioners and the media in advance of the meeting. The meeting package consisted of:

- Agenda
- September Meeting Minutes
- September President's Report Presentation
- September Public Comments and Social Media Analytics
- October Presidents Report
- Committee Reports
- Draft 2017 Legislative Policy Priorities

Public Comment

Ms. Tanterrian Taylor stated that she was able to assist in getting additional seating for Military Crossing shopping center bus shelter near the Arcadia Apartments.

Ms. Taylor also stated that she was riding bus 2129 yesterday and there was rude behavior going on and requested that the operators get more support.

Ms. Taylor also indicated that there are some transit riders that refuse to move from ADA designated areas for those with disabilities.

With no further public comments, a motion was made by Commissioner Woodbury and properly seconded by Commissioner Parnell to close the Public Comment portion of the meeting. A roll call vote resulted as follows:

Ayes: Commissioners Wood, Woodbury, Fuller, Openshaw, Kanoyton, Coleman, Riddick, Parnell, Hunter, Patton and Solis

Nays: None

Abstain: None

Approval of the September 22, 2016 TDCHR Meeting Minutes

A motion to amend the September 22, 2016 minutes was presented by Commissioner Woodbury. The amendment was for the section presenting the President and CEO's salary increase and it was stated that the minutes should read a 2.85% increase, changing it from a 2.75% increase as originally

motioned. The motion was properly seconded by Commissioner Parnell. A roll call vote resulted as follows:

Ayes: Commissioners Wood, Woodbury, Fuller, Coleman, Riddick, Parnell, Hunter, Patton and Solis

Nays: None

Abstain: Commissioners Openshaw and Kanoyton

A motion to approve the September 22, 2016 TDCHR Meeting Minutes, as amended, was made by Commissioner Fuller and properly seconded by Commissioner Solis. A roll call vote resulted as follows:

Ayes: Commissioners Wood, Woodbury, Fuller, Coleman, Riddick, Parnell, Hunter, Patton and Solis

Nays: None

Abstain: Commissioners Openshaw and Kanoyton

Presidents Monthly Report

William Harrell, President and CEO, welcomed everyone to the meeting. The President's Monthly Report is attached to the meeting minutes for reference.

Mr. Harrell provided updates regarding Public Comments and Social Media Reports which are included in the Commission packets.

Mr. Harrell also gave an update on meetings held with the ATU-1177 Union representatives and an on the recent storm that struck the Hampton Roads region. Benjamin Simms provided additional updates regarding the recent storm. Mr. Simms stated that there were no major issues reported but bus service was postponed while the storm was at its worst.

There were some questions regarding the effects of the storm and standing water along the light rail alignment and it was noted that the Tide and ferry service did not suspend service.

Mr. Harrell gave an update regarding the Hampton facility renovations that are currently underway. Ms. Sibyl Pappas provided additional details on the Hampton renovations. Ms. Pappas stated that the Board room will be ready for meetings in January 2017.

Mr. Harrell also provided updates on the upcoming FTA Quarterly Meeting which will be held on December 6th as well as the Virginia Beach Transit Extension.

Mr. Harrell stated that the Board meetings for November and December are on November 10th and December 8th due to the upcoming holidays. Ms. Amy Braziel stated that the Operations and Oversight Committee will be meeting on November 3rd and December 1st.

A light rail video showing the proposed extension plan to Virginia Beach was presented to the Commission.

Mr. Brian Smith and Mr. Ron Jordan with Advantus Strategies presented an overview of the 2017 Legislative Plan. A copy of the Connect Hampton Roads Legislative and Community/Stakeholder Outreach Vision Plan was provided at the Commissioner's seating place.

Commissioner Parnell asked when the Commission will see a "road map" as it relates to strategy for the legislative plan. Mr. Smith stated that they are anticipating to have something ready by the end of this year.

There was some discussion regarding the timing of legislative issues, the groundwork that needs to be done to prepare and the cities including dedicated funding in their legislative agendas. There was some discussion regarding the state budget for fiscal years 2018-2020.

Ray Amoruso introduced Jamie Jackson, Director of Transit Development who joined HRT from the Williamsburg Area Transit Authority.

COMMITTEE REPORTS

Audit and Budget

Mr. Brandon Singleton, Chief Financial Officer, presented the September FY17 Financial Report as enclosed in the Commission Package.

There was some discussion regarding revenue, average fare per rider and farebox recovery.

ACTION ITEM: Commissioner Wood requested a report on how fare per rider and farebox recovery are calculated.

Operations and Oversight Committee

Ms. Dyanne Sampson presented the following item for approval:

Contract No. 16-73934, General Environmental Services to PetroChem Recovery Services, Inc. for General Environmental Services not-to-exceed amount of \$366,916.20 over the three-year period was presented. A motion to approve Contract No. 16-73934 was made by the Operations and Oversight Committee and was properly seconded by Commissioner Fuller. A roll call vote resulted as follows:

Ayes: Commissioners Wood, Woodbury, Fuller, Openshaw, Coleman, Kanoyton, Riddick, Parnell, Patton and Solis

Nays: None

Abstain: Commissioner Hunter

Purchase Order: 73939 HASTUS Maintenance & Support Services for a sole source agreement to GIRO, Inc. to provide HASTUS maintenance and support services not-to-exceed amount of \$119,501.00 was presented. A motion to approve Purchase Order 73939 was made by the Operations and Oversight Committee and was properly seconded by Commissioner Fuller. A roll call vote resulted as follows:

Ayes: Commissioners Wood, Woodbury, Fuller, Openshaw, Coleman, Kanoyton, Riddick, Parnell, Hunter, Patton and Solis

Nays: None

Abstain: None

Planning and New Starts Development Committee

Chairman Wood, in absence of Commissioner West, stated that there was no Planning and New Starts Development Committee Meeting for the month of October.

Paratransit Advisory Sub-Committee (PAC)

Ms. Linda Gurley stated that a PAC meeting was held on October 12, 2016.

Ms. Gurley stated that there was a discussion regarding current vacancies on the PAC and requested assistance from the Board in filling those vacancies.

Ms. Gurley also stated that a training session was held for appeal hearings and provided an overview.

There was some discussion regarding Hurricane Matthew and the procedures for inclement weather. Commissioner Parnell suggested a review of the procedures for notifying the public while at the PAC meeting.

Service Quality, Policy and Membership updates were also given by Ms. Gurley.

There was a question regarding qualifications for the committee.

ACTION ITEM: Paratransit Advisory Committee is to forward a list of current vacancies and qualifications needed to fill vacancies.

Transit Ridership Advisory Committee (TRAC)

There was no report given by the TRAC.

Old and New Business

A motion to adopt the Legislative Priorities was made by Commissioner Coleman and properly seconded by Commissioner Parnell. A roll call vote resulted as follows:

Ayes: Commissioners Wood, Woodbury, Fuller, Coleman, Kanoyton, Riddick, Parnell, Hunter, Patton and Solis

Nays: None

Abstain: Commissioner Openshaw

Closed Session

Commissioner Fuller moved that the Commission convene into closed session to discuss certain personnel matters involving the assignment, appointment, promotion, performance, or salaries, of specific public officers, appointees, or employees of HRT as provided by paragraph 1 of Virginia Code Section 2.2-3711(A). The motion was properly seconded by Commissioner Woodbury. A roll call resulted as follows:

Ayes: Commissioners Wood, Woodbury, Fuller, Openshaw, Coleman, Kanoyton, Riddick, Parnell, Hunter, Patton and Solis

Nays: None

Abstain: None

Commissioner Fuller moved to certify that only certain personnel matters involving the assignment, appointment, promotion, performance, or salaries, of specific public officers, appointees, or employees of HRT as provided by paragraph 1 of Virginia Code Section 2.2-3711(A) were discussed. The motion was seconded by Commissioner Openshaw.

Ayes: Commissioners Wood, Woodbury, Fuller, Openshaw, Coleman, Kanoyton, Riddick, Parnell, Hunter, Patton and Solis

Nays: None

Abstain: None

Comments

Commissioner Riddick asked Chairman Wood as to whether the light rail referendum was binding. Chairman Wood noted that the referendum was non-binding; however, some Council members have indicated that they will abide by the results. He further noted his support for light rail.

Adjournment

The meeting adjourned at 2:08 p.m.

TRANSPORTATION DISTRICT COMMISSION OF HAMPTON ROADS

James L. Wood
Chairman

ATTEST:

Luis R. Ramos, Commission Secretary
November 10, 2016



TDCHR Board Meeting

October 27, 2016

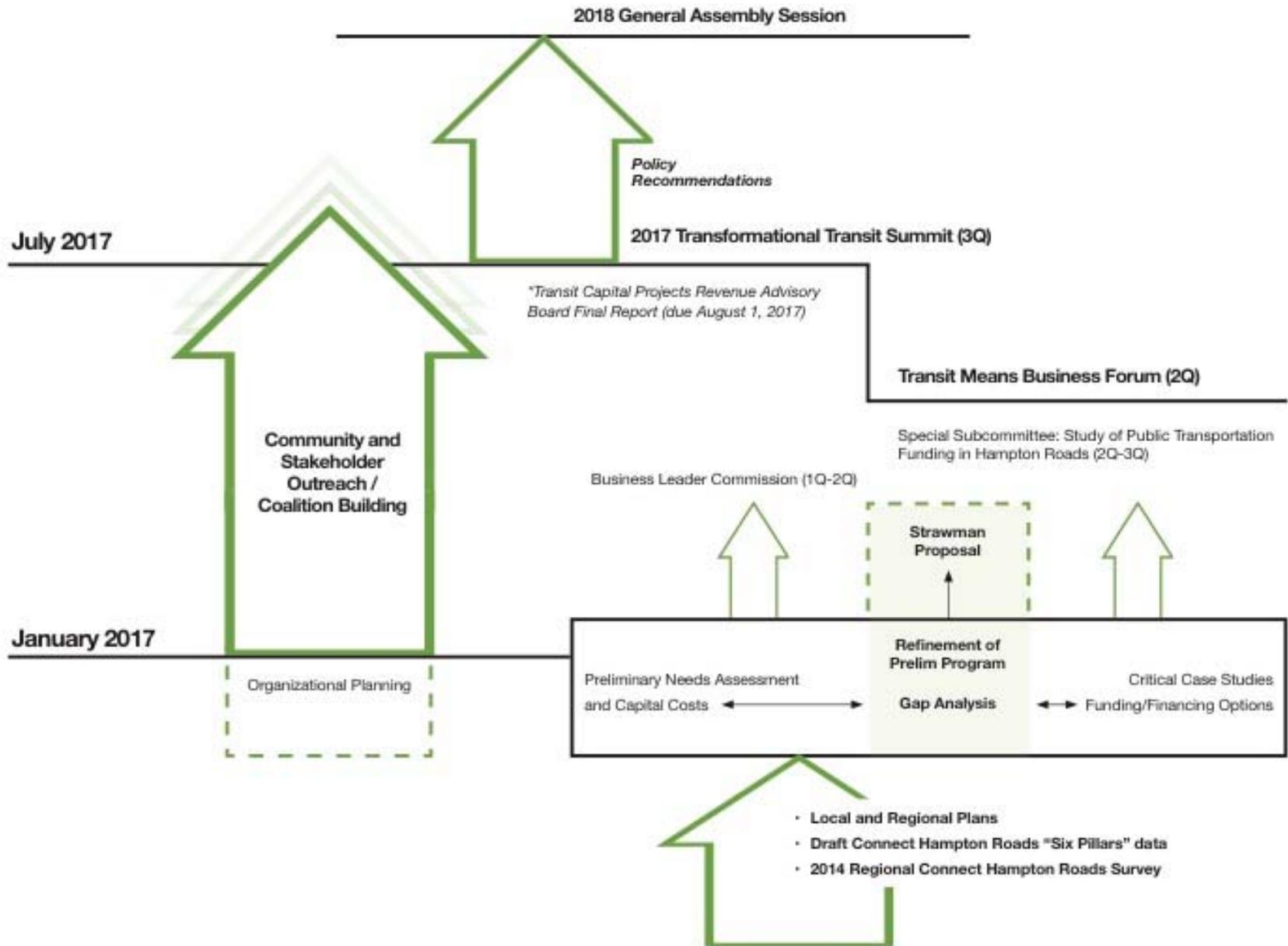
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President's Report

- **Public Comments & Social Media Reports**
- **Follow-up meetings held with Union representatives (ATU1177)**
- **Storm Matthew Update**
- **Renovations of Hampton Facility are currently underway**

President's Report

- **FTA Quarterly Meeting date – December 6th**
- **Virginia Beach Transit Extension Update**
- **Board Meetings schedule change – November 10th & December 8th**
- **Connect Hampton Roads® - Legislative and Community/Stakeholder Outreach Vision Plan**



**Transportation District Commission of Hampton Roads
Hampton Roads Transit**

**Board of Commissioners Overview
of
State Legislative and Public Relations Services**



Advantus
STRATEGIES



THE Miles AGENCY
NICHE MARKETING AND PUBLIC RELATIONS

Our Experience

In working with political, business and community leaders on both side of Hampton Roads to promote a specific cause for a regional agency like HRT.

- Urban Crescent K-12 Funding Initiative
- Eminent Domain Coalition
- Fort Monroe Authority
- HRTPO – CTAC
- Hampton Roads Transit
- VDOT



Our Experience

In successfully lobbying for additional funds from both the House Appropriations and Senate Finance Committees.

- K-12 education – Norfolk/Chesapeake
- Combined Sewer Overflow - Richmond
- Jail Construction - Richmond/Chesapeake
- Pay Raises – State Employees
- Fentress Encroachment – Chesapeake
- Career Development – Circuit Court Clerks Statewide

Our Experience

In successfully having legislation passed in various sub-committees such as Transportation, Appropriations, Finance and Courts.

- No loss for conversion of travel lanes to BRT and bike lanes for urban street maintenance funding purposes. (Transportation)
- VDOT study of urban street maintenance funding formula. (Transportation)
- Establish a life insurance floor for VRS retirees. (Appropriations/Finance)
- Amend the recycling equipment tax credit to include anaerobic digesters as eligible machinery and equipment for the recycling equipment tax credit. (Finance)
- Establish a Sexual Violent Predator (SVP) civil commitment program. (Courts)



Our Approach

To uniting a Hampton Roads delegation that does not have consensus on funding for public transportation.

- Leverage **Connect Hampton Roads**
- Identify the lowest common denominator
- Communicate up, down, and across
- Educate, educate, educate

Our Approach

To the type of public relations work our firm will assist or take the lead on.

- Advise on public/media relations and community outreach
- Support Connect Hampton Roads events
- Coalition database
- Review and advise on marketing collateral content
- Collaborate on marketing initiatives with HRT staff



Advantus
STRATEGIES

Questions?



TDCHR Board Meeting

October 27, 2016

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OUR MISSION TO CONNECT HAMPTON ROADS

I'm pleased to share the 2016 Connect Hampton Roads® short survey wrapped up October 31. There was significant participation from residents across the region, with 2,640 total responses.

Let's look at results.

This year we added two questions about transportation funding. When asked, "Out of every dollar local governments invest in transportation in Hampton Roads, how many cents would you guess is currently spent on public transportation such as ferries, buses, and light rail?", the average answer was 26 cents.

When asked how much they believe should be spent on public transportation, however, the answer was 46 cents. Clearly, there is a significant difference in what people say we should be spending on transit compared to what they think is spent.

Of course, actual spending among local governments varies and today, for new regional transportation funds, zero pennies of each dollar are being spent on public transportation.

Participants were also asked to prioritize different types of transportation investments as well as indicate their beliefs about the potential impact that an improved public transportation system would have on local economic growth. You may recall, these questions were also asked in the 2014 long survey, which had over 13,800 participants.

The 2016 survey shows residents continue to place a high priority on improving public transportation compared to other transportation needs. Adding more transit options, such as light rail or bus rapid transit, ranked the highest. Increasing and expanding routes and integrating transit into major road, bridge and tunnel projects also rated highly.

There is also a continued strong belief that improving public transportation will have a positive impact on local economic growth. On a scale of 0 (extremely negative) to 100 (extremely positive impact), the average score was 82. As the recent regional transit economic benefits study indicated, such beliefs about transit's positive impacts are well grounded. Today's HRT services (with just over \$100 million in costs) support over 20,300 jobs and \$548 million in employment income each year. HRT services also support \$93 million in consumer spending and help avoid 45 million additional vehicle miles on our roadways. These are real benefits that would not exist without HRT services. Please visit www.ConnectHamptonRoads.com for complete survey results and more information on economic impacts and benefits.



President's Report

November 2016

I believe we are at a critical juncture when it comes to taking an “all of the above” approach to transportation in each of our cities and for the region. No doubt, the needs and opportunities before us are great and there are many challenges to address.

I’m confident we can meet these challenges as we continue to engage and work together with citizens, partners at state and federal levels, and stakeholders regionally. One great example of regional collaboration recently is the unanimous agreement among policy makers to adopt plans for future improvements to the Hampton Roads Bridge Tunnel (to include priority lane access for buses) and other significant road projects. I was glad to cast my vote as part of this action. Meanwhile, other significant efforts are being actively worked on, such as light rail in Virginia Beach, the Peninsula Corridor Study, and the Naval Station Norfolk Transit Extension Study. And the dedicated employees at HRT are working every day to make current operations the best they can be under existing constraints.

Yes, indeed, we are on a mission to Connect Hampton Roads and aligned with a vision to be the most efficient and customer-driven transit agency in the Commonwealth.

Sincerely,

A handwritten signature in black ink, appearing to read "W. Harrell", with a large, sweeping flourish extending to the right.

William E. Harrell

President and CEO

Hampton Roads Transit

Contract No:	16-73949	Title:	FX2 Compellent Project	Price:	\$415,737
				Term:	Six (6) Months.

Acquisition Description: Enter into a sole source contract with Electronic Systems, Inc. (ESI) to furnish hardware, software, support and professional services to replace the datacenter virtualization environment (VMware) at Hampton Roads Transit's (HRT) Administration facility located at 509 East 18th Street, Norfolk.

Background: The combination of Dell FX2 servers and Dell Compellent storage allows for HRT to implement a new virtualization system that will support existing enterprise applications and will allow for future growth over the next 4 to 5 years. HRT's current virtualization system supporting our needs is at capacity, is beyond its useful life and can no longer meet our growing technology needs. In some instances, enterprise applications are unable to store more data due to storage restrictions in the current environment. There is no capacity to add any new systems. This new solution will replace the existing hardware and allow HRT to virtualize more systems, simplifying disaster recovery and addressing business continuity needs for mission critical applications.

Under the terms of this agreement, the Contractor will furnish a Dell FX2 Compellent based system, with all the required hardware, software and warranty components, as well as installation, and implementation support services.

Contract Approach: FTA and Virginia Public Procurement Act guidelines allow non-competitive procurements when only one source is practicably available and the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals. ESI has a Premier Partnership status with Dell as the region's leading provider of storage, networking server, and systems management solution. Sole Source procurements are accomplished through solicitation and acceptance of a proposal from only one source.

A solicitation was issued on October 20, 2016 and ESI provided a responsive proposal on October 24, 2016 in the amount of \$415,737 which included all the requested components and services. As a Dell Premier Partner, ESI was able to offer HRT preferred pricing.

Based on the result of a price analysis performed utilizing the independent cost estimate, the proposed pricing is deemed fair and reasonable. A contractor responsibility review confirmed that ESI is both technically and financially capable to provide the system and services described in the Scope of Work.

Electronic Systems, Inc. is located in Virginia Beach, VA and has provided similar services to HRT satisfactorily.

The Contract period of performance is six (6) months.

No DBE goal was established for this solicitation.

Contract No:	16-73949	Title:	FX2 Compellent Project	Price:	\$415,737
				Term:	Six (6) Months.

Cost/Funding: This contract will be funded from operating and grant funds.

Project Manager: Alesia Cain, Chief Technology Officer
Alex Touzov, Manager of Technology Services

Contracting Officer: Fevrier Valmond, Contracts Manager

Recommendation: It is respectfully recommended that the Commission approve the award of a sole source contract to Electronic Systems, Inc. to furnish hardware, software and professional services for HRT FX2 Compellent Project in the not-to-exceed amount of \$415,737.