



Meeting of the Transportation District Commission of Hampton Roads

Thursday, August 27, 2020 • 1:00 p.m. Via Zoom

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, August 27, 2020 at 1:00 p.m. Via Zoom.

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the Board members, staff, and the general public, the TDCHR meeting will be held electronically via zoom.

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



Meeting of the Transportation District Commission of Hampton Roads

Thursday, August 27, 2020 • 1:00 p.m. via Zoom

1. Call to Order & Roll Call
2. TMC Annual Business Meeting
3. Public Comments
4. Approval of July 23, 2020, Meeting Minutes
5. President's Monthly Report - William Harrell
 - A. Board Updates
5. Committee Reports
 - A. Audit & Budget Review Committee - Commissioner Gray/
Conner Burns, Chief Financial Officer
 - July 2020 Financial Report
 - B. Management/Financial Advisory Committee – Commissioner Inman/
Conner Burns, Chief Financial Officer
 - C. Operations & Oversight Committee - Commissioner Hamel/
Sonya Luther, Director of Procurement
 - **Contract No: 18-76541 Modification #4 Elizabeth River Ferry Docks Enhanced Amenities Design**

Recommending Commission Approval: Award of a modification to increase the Elizabeth River Ferry Docks Enhanced Amenities Design Contract by \$50,909, to a not-to-exceed amount of \$200,193.20.

- **Contract No: 20 – 00077 Vanpool Assistance Program (Renewal)**

Recommending Commission Approval: Award of a contract to Enterprise Leasing Co. of Norfolk/Richmond, LLC d/b/a Commute with Enterprise to provide vanpool services for commuter vanpool programs. The total amount of the vanpool subsidy to be provided is \$330,000 over five (5) years.

D. Planning/New Starts Development Committee – Commissioner Ross-Hammond/
Ray Amoruso, Chief Planning & Development Officer

E. External/Legislative Advisory Committee - Commissioner Kanoyton/
Joe Dillard, Government Relations Liaison

F. Smart Cities & Innovation Committee – Commissioner McClellan/
Michael Price, Chief Information/Technology Officer

G. Paratransit Advisory Subcommittee – Chair Paul Atkinson Jr./Keith
Johnson, Manager of Paratransit

H. Transit Ridership Advisory Sub-Committee – Ms. Denise Johnson, Chair
Rodney Davis, Director of Customer Relations

6. Old and New Business

- **RESOLUTION 04 -2020 RESOLUTION OF SUPPORT FOR SMART SCALE TRANSPORTATION FUNDING APPLICATIONS**

7. Comments by Commission Members

8. Closed Session (as necessary)

9. Adjournment

The next meeting will be held on Thursday, September 24, 2020 at 1:00 p.m., location to be determined.



HAMPTON ROADS TRANSIT

MEETING OF THE **TRANSIT MANAGEMENT COMPANY**

Thursday, August 27, 2020

Via Zoom

AGENDA

1. Call to Order
2. Approval of Minutes of July 25, 2019 Annual Meeting
3. President's Financial Report
4. Election of Directors
5. Election of Officers

Proposed Slate:

President	William E. Harrell
Vice President	Kim Wolcott
Treasurer	Conner Burns
Secretary	Luis R. Ramos

6. Old Business
7. New Business
8. Adjournment

TRANSIT MANAGEMENT COMPANY

Annual Meeting of Stockholders
&
Directors
of the
Transit Management Company

August 27, 2020

TRANSIT MANAGEMENT COMPANY

NOTICE OF ANNUAL MEETING OF THE SHAREHOLDERS AND BOARD OF DIRECTORS OF TRANSIT MANAGEMENT COMPANY

Notice is hereby given that the annual meeting of the shareholders and directors of Transit Management Company, a Virginia corporation, will be held at Hampton Roads Transit, via zoom, on Thursday, August 27, 2020, immediately following the meeting of the stockholders of Transit Management Company for the purpose of electing directors, officers and transacting such other business as may properly come before the meeting.

Secretary

Exhibit “A”

PROXY STATEMENT

The Transportation District Commission of Hampton Roads does hereby constitute and appoint any one of the following: as its true and lawful attorneys, substitutes and proxies, for it in its name, place and stead to vote at the regular and special meetings of the shareholders of Transit Management Company, and at any adjournment or adjournments thereof.

Jimmy Gray, Andrea McClellan, Brad Hunter, August B. Bullock, Doug Fuller, Matthew Hamel, Kirk T. Houston, Gaylene Kanoyton, Jennifer Mitchell, Aaron Rouse, Amelia Ross-Hammond, John Rowe, and Patricia Woodbury.

A majority of the attorneys that may be present and act at the meeting or meetings, or at any adjournment of adjournments thereof in person or by substitute, shall exercise all the powers of the attorneys and agents hereunder; or if any one attorney shall be so present and act, then that one shall have and may exercise all the powers of the attorneys and agents hereunder.

IN WITNESS WHEREOF, Transportation District Commission of Hampton Roads has by its Chairman and Secretary hereunto subscribed its name and affixed it's duly attested seal this 27th day of August 2020.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

Jimmy Gray
Chairman

ATTEST:

Secretary

**THE COMBINED ANNUAL MEETING
OF THE STOCKHOLDERS AND DIRECTORS OF
TRANSIT MANAGEMENT COMPANY**

Thursday, July 25, 2019

**2nd Floor Board Room
3400 Victoria Boulevard
Hampton, VA**

MEETING MINUTES

Call to Order

The annual meeting of the Stockholders and Directors of Transit Management Company was called to order at 1:55 p.m. by William E. Harrell, President & CEO.

David Burton, General Counsel, provided a brief history of the Transit Management Company and stated the purpose of the annual meeting.

Upon motion duly made, seconded, and by unanimous vote of all present, the minutes of the combined annual meeting of the stockholders and directors of Transit Management Company held on July 26, 2018 were approved.

Transit Management Company is the employer of all employees in the Collective Bargaining unit on the Southside.

Financial Report

Conner Burns gave the FY2019-2020 Financial Report as enclosed in the meeting package.

Election of Officers

The following were recommended as officers for FY2010-2020:

President	William E. Harrell
Vice President	Kim Ackerman
Treasurer	Conner Burns
Secretary	Luis R. Ramos

Upon motion duly made, seconded and by unanimous vote of all present, the following slate of officers was elected to serve for the ensuing year: William E. Harrell, President, Kim Ackerman, Human Resource/Organizational Development Officer as Vice-

President, and Conner Burns, as Treasurer and Luis R. Ramos as Secretary.

Upon motion duly made, seconded, and by unanimous vote of all present, the following named persons were elected to serve as Directors of the Company for the ensuing year or until their successors be duly elected: Chairman Hunter, Vice-Chair Fuller, Commissioners Woodbury, Jennifer Mitchell, Robert Coleman, Jimmy Gray, Gaylene Kanoyton, Andrea McClellan, Amelia Ross-Hammond, Aaron Rouse, Earl Sorey and Mike Mucha.

There was no old business to conduct.

Old Business

No old business was discussed.

New Business

No new business was discussed.

Adjournment

No further business was presented, and upon motion, the meeting was adjourned at 2:00 p.m.

Secretary

APPROVED:

William E. Harrell
President & CEO
July 25, 2019

TRANSIT MANAGEMENT COMPANY
Statement of Revenues and Expenses
Fiscal Years Ending June 30, 2019 and 2020

	2020	2019	Change	
REVENUES				
Funds Applied by TDCHR	\$ 39,317,626.21	\$ 39,156,926.81	\$ 160,699.40	0.41%
EXPENSES				
Wages and Salaries	\$ 26,179,436.46	\$ 26,339,767.74	\$ (160,331.28)	-0.61%
FRINGE BENEFITS				
FICA	2,188,534.56	2,167,674.15	20,860.41	0.96%
Pension Contribution	2,263,889.44	2,281,404.86	(17,515.42)	-0.77%
Medical & Other Insurance	3,504,524.51	3,598,729.58	(94,205.07)	-2.62%
Health Savings Account	1,112,020.68	1,107,056.90	4,963.78	0.45%
Sick Pay	748,585.72	762,249.21	(13,663.49)	-1.79%
Holiday Pay	610,870.78	638,733.04	(27,862.26)	-4.36%
Vacation Pay	1,854,219.09	1,773,744.17	80,474.92	4.54%
COVID19	458,978.46	0.00	458,978.46	100.00%
WORK COMP	18,115.81	0.00	18,115.81	100.00%
Other Paid Absences	34,411.78	38,982.22	(4,570.44)	-11.72%
Other Paid Absences - Incl Weather	13,226.41	118,334.46	(105,108.05)	-88.82%
Other Fringe Benefits	330,812.51	330,250.48	562.03	0.17%
Total Fringe Benefits	\$ 13,138,189.75	\$ 12,817,160.07	\$ 321,029.68	2.50%
Total Expenses	\$ 39,317,626.21	\$ 39,156,926.81	\$ 160,699.40	0.41%
NET INCOME	\$ -	\$ -	\$ -	

The financial information as shown above is considered an accurate representation, to the best of my knowledge, of the financial transactions of the Transit Management Company for the year ended June 30, 2020.



Meeting Minutes of the Transportation District Commission of Hampton Roads

Special Electronic Meeting - Thursday, July 23, 2020 • 1:00 p.m.

Call to order

A quorum was attained, and Chairman Gray called the meeting to order at 1:00 a.m. Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the Board members, staff, and the general public, the TDCHR meeting will be held electronically via zoom.

Commissioners in attendance via ZOOM/Phone:

Commissioner Gray, Hampton
Commissioner McClellan, Norfolk
Commissioner Hunter, Portsmouth
Commissioner Fuller, Chesapeake
Commissioner Sorey, Chesapeake
Commissioner Mitchell, VDRPT
Commissioner Kanoyton, Hampton
Commissioner Woodbury, Newport News
Commissioner Inman, Norfolk
Commissioner Rowe, Portsmouth
Commissioner Rouse, Virginia Beach
Commissioner Ross-Hammond, Virginia Beach

Hampton Roads Transit Staff in attendance:

Ray Amoruso, Chief Planning and Development Officer
Debbie Ball, Director of Finance
Keisha Branch, Director of the Office of Program and Project Excellence
Amy Braziel, Manager of Operations Administration
Conner Burns, Chief Financial Officer
Danielle Burton, Operations Support Technician
Craig Mytelka, General Counsel, Williams Mullen
Gene Cavasos, Director of Marketing & Communications
Joe Dillard, Organizational Advancement Officer
Sherri Dixon, Director of Revenue
Jennifer Dove, Grants and Civil Rights Coordinator
Angela Glass, Director of Budget
Erin Glen, Director of ETS
Brenda Green, Executive Administrative Assistant
William Harrell, President and CEO
Keith Johnson, Paratransit Services Contract Administrator
Larry Kirk, Deputy Director of Finance
Sonya Luther, Director of Procurement

Shanti Mullen, Internal Auditor
Sibyl Pappas, Chief Engineering & Facilities Officer
Michael Perez, Operations Contract and Project Administrator
Jim Price, Chief of Transit Operations
Michael Price, Chief Information Officer/CTO
John Powell, Telecommunications Specialist
Luis Ramos, Sr. Executive Assistant/Commission Secretary
Dawn Sciortino, Chief Safety Officer
Benjamin Simms, Deputy Chief of Operations
Brian Smith, Chief of Staff
Fevrier Valmond, Deputy Director of Procurement
Kim Wolcott, Chief of Human Resources

Others in attendance via phone:

Paul Atkinson, Chair of Paratransit Advisory Committee
Steve Bond, City of Hampton
Rob Case, HRTPO
Alt. Commissioner Cipriano, Newport News
Joshua Diamond, Four Square
Andrew Ennis, DRPT
Cole Fisher, City of Virginia Beach
Elyssa Gensib, WSP
Alt. Commissioner Jackson, Portsmouth
Allen James, Citizen
Denise Johnson, Chair of Transit Ridership Advisory Committee
Simon Mosbah, WSP
Alt. Commissioner Scott, Newport News
Justin Stewart, City of Newport News
Janice Taylor, League of Women Voters
Madeline Yi, WSP
Alt Commissioner Velissarios, Newport News
Linda Wheeler, Common Courtesy Hampton Roads
Jerri Wilson, City of Newport News
Lori Zeller, Four Square

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

- Agenda
- Meeting Minutes
- President's Report Presentation
- Social Media Analytics
- Financial Reports
- Committee Reports

Public Comments

Mr. Craig Mytelka, General Counsel, Williams Mullen, read a public comment that was submitted by Ms. Sabrina Barlow. Ms. Barlow's public comments will be attached to the minutes.

Mr. Jim Price responded in length to Ms. Barlow's concerns regarding paratransit.

Approval of May 2020 Meeting Minutes

A motion to approve the June 2020 meeting minutes was made by Commissioner Rowe and properly seconded by Commissioner Woodbury. A roll call vote resulted as follows:

Ayes: Commissioners Gray, McClellan, Hunter, Fuller, Sorey, Mitchell, Kanoyton, Woodbury, Rowe, and Ross-Hammond

Nays: None

Abstain: None

President's Monthly Report

Mr. William Harrell welcomed everyone to the meeting.

Mr. Harrell and Mr. Ray Amoruso provided updates regarding service and ridership which included ridership comparisons and service recover efforts by APTA partners.

Mr. Harrell emphasized that impacts on ridership are a nationwide challenge and that agencies are working together to proactively seek solutions to bringing ridership numbers back to normal while operating safely in light of COVID-19.

It was stated that HRT is working on its regional transit Program initiative approved by the Board.

Ms. Kim Wolcott provided a staffing update related to COVID.

There was discussion regarding what HRT is doing as it relates to cleaning and providing masks.

Audit & Budget Review/Management and Financial Advisory Committee Combined

Mr. Conner Burns gave the financial report as enclosed in the meeting package.

Note: Commissioner McClellan was excused from the meeting and Alternate Commission Inman replaced her in the meeting.

Dr. Brian Smith shared the information on the current funding and operational environment and Ms. Angela Glass and Ms. Debbie Ball presented the Federal Funding Timeline to the board.

Mr. Harrell thanked the team for their work on the budget and stated that this is the fourth consecutive year that HRT has given refunds as a result of positive year end balances.

There was discussion regarding the benefits of CARES Act funding which will change HRT's dependence on the line of credit and will allow federal grant funding to no longer lag behind project needs.

It was stated that Alternate Commissioner Inman is the new chair of the MFAC.

Alternate Commissioner Cipriano applauded HRT in their efforts for reconciling budgets.

Operations and Oversight Committee

Commissioner Rowe stated that the Operations and Oversight Meeting was held on Thursday, July 12, 2020 via Zoom. Ms. Sonya Luther was called on to present recommendations to the Board.

Contract No: 20-00098 – Construction and Installation of Charging Stations was recommended for Commission approval to Proterra, Inc. to provide the construction and installation of chargers and remote dispensers in the not-to-exceed amount of \$1,266,594.

Contract No: 20 – 00094 – Information Technology Research and Advisory Services was recommended for Commission approval to a sole source contract to Gartner, Inc. to provide information technology research and advisory services in the not-to-exceed amount of \$389,745 for two (2) years.

Contract No: 20 – 000800 – Microsoft Dynamics 365 Support Services was recommended for Commission approval to Crowe LLP to continue support and maintenance services for HRT's Microsoft Dynamics 365 financial system in the not-to-exceed amount of \$1,120,000 for three (3) years.

Contract No: 20 – 00060 – Passenger Shelter Fabrication and Installation (Renewal) was recommended of renewal contract to Duo-Gard Industries, Inc. to provide passenger shelter fabrication and installation in the not-to-exceed amount of \$3,413,714 over a five-year period.

A motion was made by Operations and Oversight Committee and properly seconded by Commissioner Fuller. A roll call vote resulted as follows:

Ayes: Commissioners Gray, Hunter, Fuller, Sorey, Mitchell, Kanoyton, Woodbury, Rowe, Inman, Rouse, and Ross-Hammond

Nays: None

Abstain: None

Planning and New Starts Committee

It was stated that the committee did not meet, and no report was given.

External/Legislative Advisory Committee

Commissioner Kanoyton stated that the Committee met earlier in the day and that a federal policy update and the FAST Act and INVEST Act were discussed.

Mr. Joe Dillard also briefed the committee on an upcoming virtual Facebook Town Hall Meeting that will be hosted by Mr. Harrell on Thursday, August 16. Additional information will be provided to the board.

Smart Cities and Innovation Committee

Chairman Gray stated that the committee did not meet, and no report was given.

Paratransit Advisory Sub-Committee

Mr. Atkinson's read his report to the Commission. Mr. Atkinson's report will be attached to the minutes.

Transit Ridership Advisory Sub-Committee

Ms. Johnson read her report to the Commission. Ms. Johnson's report will be attached to the minutes.

Old and New Business

Commissioner Inman thanked Ms. Denise Johnson for being strong transit advocate, with her involvement with the Smart Cities committee and the Norfolk multi-modal study effort.

Commissioner Woodbury congratulated Mr. Harrell with his involvement with the American Public Transportation Association.

Commissioner Woodbury mentioned the groundbreaking at the Newport News Transfer Center.

Comments from Commissioners:

Commissioner Fuller recognized Alternate Commissioner Earl Sorey and his recent promotion to Director of Public Works for the City of Chesapeake.

Adjournment

With no further business to conduct the meeting adjourned at 2:43 p.m.

TRANSPORTATION DISTRICT COMMISSION OF HAMPTON ROADS

Jimmy Gray
Chair

ATTEST:

Luis Ramos
Commission Secretary
July 24, 2020

Public Comment from Sabina Barlow

----- Forwarded message -----

From: Sabina Barlow <barlowsabina050@gmail.com>

Date: Tue, Jul 21, 2020, 2:23 PM

Subject: Handiride

To: Janice Taylor <janicetaylor104@gmail.com>

Dear Jance, this past week was a week for me dealing with my rides. I am going back in center now for dialysis and I have a chair time of 11 15 every Tuesday, Thursday and Saturday. So I set up a reoccurring ride to be picked up and dropped off by 11am. When I'm late getting there that's makes me longer on the machine. I'm due to be picked up 3 30, however I got call saying my ride was there at 2 30, which caused me to shorten my run time. When I got outside the ride was gone, so I called Para transit/hrt and the driver returned. So if the driver knew they were early why call and say your early. Then last week the driver was late and said he had an emergency, which made me get on late again. Last Thursday I get a call that my ride was 5 to 15 minutes away. I get out side at 3pm and waited til 3 36, when I called they kept saying that my ride was 4 minutes away. I waited til 4pm and called back and was told it would be 55 minutes before my ride would be there. It was 5pm before i got picked, the center had closed, the social worker stayed until I was picked up.

I know emergencies come up. Then you never can speak to a supervisor concerning the matter. Very rarely does anyone call and then it's just an apology. I'm truly grateful for the service, but do we as the client not matter or have a voice. Now I had a driver Anthony who told me that my file says assistance needed, he said if I'm sitting in my breezeway where they can see me that they are suppose to come and push me to the van and when I return home back to my breezeway. It was raining and I was told they couldn't. Most of them do, it's just a few that don't. I'm in a wheelchair because I broke my right leg and knee. I still have 3 more weeks to go of no weight bearing on my leg. Please tell me how we can make my transportation rides a little more comfortable. Thank you so much, Sabina Barlow 26781 client ID.

APTA Mobility Restoration & Recovery Task Force

Leading the Way To Normal



AMERICAN
PUBLIC
TRANSPORTATION
ASSOCIATION

Rail-Volution Board Meeting

July 14, 2020

Why an APTA Task Force on Service Recovery?

- Collect the best practices, ideas and lessons from across the transit industry
- Proactively and collectively shape the message, narrative and the way forward
- Speak with one voice on how best to move forward to achieve the industry's objectives post-COVID

Task Force Members

- Chair: Phillip A. Washington, LA Metro
- Co-Chairs:
 - Joanna Pinkerton, COTA
 - Paul Wiedefeld, WMATA
 - Kim Slaughter, HNTB
- 35 Members representing 21 committees, labor, important business constituencies, and our Canadian agencies
- 7 Subject Matter Experts – finance, health, equity, environmental

Task Force Priority Areas

1. Building public confidence in returning to transit
2. Collecting the best practices and approaches for safe operations and healthy workers and riders
3. Identifying the industry's priorities and challenges as we look to build transit back better

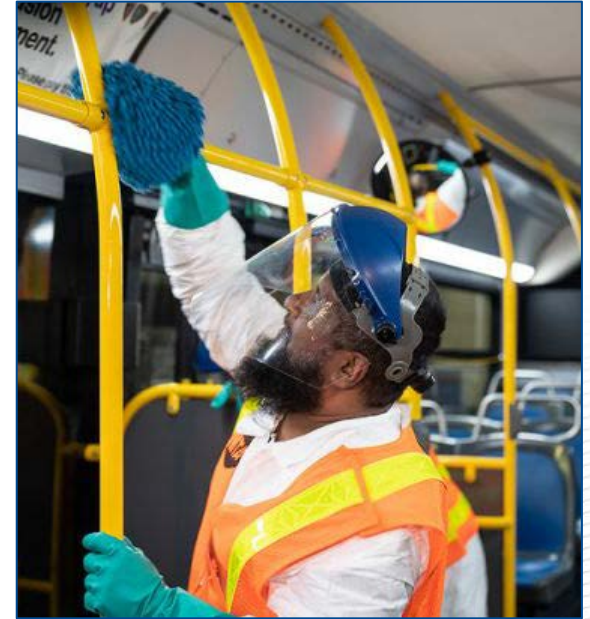
Rebuilding Public Confidence

- Recognizing transit's role as an essential service critical to the economic recovery and future
- Public opinion research and focus groups to understand what customers want in order to return to transit
- Deliverables:
 - Toolbox of adaptable messages and communications about the essential role, value and safety of public transit
 - Seal of Commitment program for agencies to declare their commitment to providing a safe and healthy commute



Recovery & Restoration of Service

- Guidance/Best Practices to restore service – cleaning; operations; workforce; and safety
- Resource hub for information, practices, guidance and plans on key service recovery issues
- Identifying COVID-19 actions/processes that should carry forward after the crisis
- Deliverables
 - Checklists, standards, plans and procedures, e.g. New White Paper on Cleanliness and Disinfecting
 - How to/Best Practices webinars



Protocols/procedures for quick action in the event of another pandemic

Transit Leadership Post-COVID-19

- Proactively defining the future role of public transit in the post-COVID-19
- Partnering with cities to support and grow transit-oriented communities
- Identifying ways to Build Back Better
- Deliverables:
 - Scenario planning
 - Roundtable discussions: metrics for valuing transit; addressing non-destination riders
 - Webinar discussions, e.g., enhancing transit's role in addressing equity challenges; using technology to improve the transit experience



Schedule

- Task Force duration: May – August 2020
- July: operationalize new Resource Hub
- August: Seal of Commitment Program rollout
- Task Force Report at the Mobility & Rail Now Virtual Conference (August 12-13)
- Consolidated Deliverables Report: September 15

Task Force As Step 1 For Building Back Better

- Playing a critical role in regaining public confidence as the nation's economy recovers
- Important time to redefine transit's role in building and sustaining thriving communities
- Critical to find:
 - New metrics for valuing transit
 - Options to minimizing non-destination riders
- Essential to be prepared for the Next One



TDCHR PAC Full Board Report

July 23, 2020

Virtual Meeting

Good afternoon,

The Paratransit Advisory Committee has been on hiatus since our February 12th meeting. Our next meeting is scheduled for August 12th, pandemic restrictions permitting, at the Hampton office.

Despite our inability to meet formally, the Paratransit Advisory Committee has experienced, or been notified of, service issues including, booking errors, on-time performance issues, non-adherence to safety protocol, and excessive call hold times. We look forward to delving into these service quality and policy issues once we are able to reconvene.

As is the case with us all, the pandemic has been a major source of concern for the paratransit ridership, many of whom are particularly susceptible or otherwise medically fragile. The extensive measures which have been undertaken to mitigate risk are both necessary and greatly appreciated.

I would like to bid farewell to Commission Liaison Commissioner Parnell. His insights and advocacy efforts will be missed.

This concludes my report. If there are any questions, I would be happy to answer them. Thank you.

TRAC Report

July, 2020

HRT's Transit Riders Advisory Committee (TRAC) met on July 1, 2020, at the Hampton Transit Center (HTC). TRAC members in attendance were Denise Johnson, Loraletta Gaynor, Robert Neely, and Lafonda Brown. HRT staff present were Rodney Davis, Sherry Scott, and Henry Ryto.

The meeting was convened at 6:01 P.M. March minutes were not approved and officer elections were not held due to the lack of a quorum.

In his Director's Remarks, Rodney Davis noted:

1. A consulting firm is working on behalf of the City of Norfolk on recommended adjustments to bus routes and the formulation of a multimodal plan. The consultants will be surveying riders.
2. The Commission has authorized the staff to move forward with the implementation of the Regional Backbone in accordance with the Transit Transformation Project.
3. HRT resumed fare collection on July 1.
4. HRT will operate on a holiday schedule on Friday, July 3 because July 4 is on a Saturday.
5. Election Day had been declared a state holiday and this may impact the transit schedule.

During the Roundtable:

1. Chairperson Johnson thanked HRT staff for their work with TRAC.
2. Loraletta Gaynor appreciated the HRT staff rotations.
3. Robert Neely, advised that Denbigh Boulevard would be closed to the Route 107 after 9 P.M. due to bridge work. Sherry Scott stated that HRT was aware of the situation, and the impacted trips were on detour.
4. Lafonda Brown asked why buses at the Downtown Norfolk Transit Center (DNTC) would not pick up passengers after leaving the bay/curb. Rodney Davis explained the policy on the issue.

The meeting was adjourned at 6:18 P.M.



President's Report

August 2020

A TRANSFORMED TRANSIT IS COMING

We are at a milestone moment at Hampton Roads Transit.

Having achieved the long-sought goal of dedicated funding for our core business operations, we are now gearing up to implement the most dramatic changes in HRT's service profile since the introduction of light rail in 2011.

This month, my executive team hosted the first of what will be many workshops and meetings to begin the process of implementing the new backbone service in bus operations.

Representatives from all major departments at HRT met to discuss the work required to deliver it to commuters in Hampton Roads. The new service will touch everything we do, from operations, planning and facilities to finance, technology, workforce development, legal, safety and marketing.

We are committed to an effective execution of the initial phase of the expanded service – and each succeeding one.

Few changes in our service profile offer as great an opportunity for growth as this one does. And few of them offer a better opportunity to serve the public as this one will.

Under our existing profile, studies have shown that we can reach about 181,000 citizens in our partner cities and roughly 137,500 jobs. When the new expanded regional service is finally in full swing, in 2024, we anticipate reaching an estimated 487,000 citizens – a 169 percent increase – and upwards of 312,000 jobs – a 127 percent increase.

You can see why this is a milestone moment.

We have some administrative work to address first, including finalizing the Memorandum of Understanding between HRT and the Hampton Roads Transportation Accountability Commission on implementing the wishes of the General Assembly, specifically the collection and disbursement of funds needed to pay for the services. We also will need to formalize how we draw down money. I am confident we will resolve those matters.

As you know, the new backbone service, when fully implemented, consists of 13 high-frequency routes that will deliver 15-minute service frequency for commuters in six cities, plus increased frequency of MAX and Peninsula Commuter Routes where it will provide the most benefit. We currently only offer six routes with 15-minute service frequency at peak hours.

Our new service will offer uniform start and end times across the backbone giving commuters a reliable way to plan their trips regardless of where they live or work. HRT also is moving aggressively to implement "Next Bus Arrival" technology to allow customers to use their smart phones to take the guessing out of when their bus will arrive and a mobile ticket payment system to make commuting as seamless as possible.

At our transit centers, we will install passenger information displays to help customers know where buses are and when to expect them. There is so much more: hundreds of new shelters and new passenger terminals for Robert Hall and Evelyn Butts.



President's Report

August 2020

To help the public understand these changes, we are developing a comprehensive public communications plan that will serve internal customers as well. It is critical that we build credible communication strategies that reach all layers of the HRT community to include the commission and essential committees.

We also will develop a new bus division in Virginia Beach to accommodate the larger fleet of buses needed to service the backbone system – and to provide a logical location to store and service our fleet of trolleys. Work is already underway in coordination with the City of Virginia Beach to identify a location suitable for the replacement of our Parks Avenue facility. We also need an additional facility on the Peninsula to store and maintain new buses.

As you can see, with the implementation of our dedicated funding, we are on the cusp of delivering changes we could only have dreamed of before. I look forward to sharing with you the exciting developments as we work to truly transform transit.

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

GOHRT.COM - July 2019

OVERVIEW

Sessions	163,384
Users	242,094
Pageviews	403,200

DEVICE USAGE:

mobile	85.74%
desktop	12.18%
tablet	2.08%

TRAFFIC SOURCE PER SESSION

Organic Search	74.93%
Direct	18.88%
Referral	4.11%
Email	0.68%
(Other)	0.77%
Social	0.13%
Display	0.48%

PAGEVIEWS BY PAGE (TOP 10)

/index.html	11.316%
/routes/norfolk/index.html	5.411%
/route/20/index.html	4.545%
/routes/newport-news/index.html	3.700%
/routes/virginia-beach/index.html	3.636%
/routes/index.html	2.949%
/route/1/index.html	2.825%
/route/3/index.html	2.396%
/routes/light-rail/index.html	2.238%
/route/15/index.html	2.216%

GOHRT.COM - July 2020

OVERVIEW

Sessions	101,057
Users	143,895
Pageviews	241,183

DEVICE USAGE:

mobile	83.38%
desktop	15.70%
tablet	0.93%

TRAFFIC SOURCE PER SESSION

Organic Search	74.38%
Direct	22.16%
Referral	2.86%
Email	0.16%
(Other)	0.36%
Social	0.07%

PAGEVIEWS BY PAGE (TOP 10)

/index.html	11.111%
/routes/norfolk/index.html	7.083%
/route/20/index.html	5.449%
/routes/virginia-beach/index.html	3.828%
/routes/newport-news/index.html	3.249%
/route/1/index.html	3.172%
/route/3/index.html	2.628%
/route/15/index.html	2.393%
/routes/index.html	2.354%
/route/21/index.html	2.126%



HAMPTON ROADS
TRANSIT

Draft Financial Statement

JULY 2020 FISCAL YEAR 2021 FINANCIAL REPORT

gohrt.com

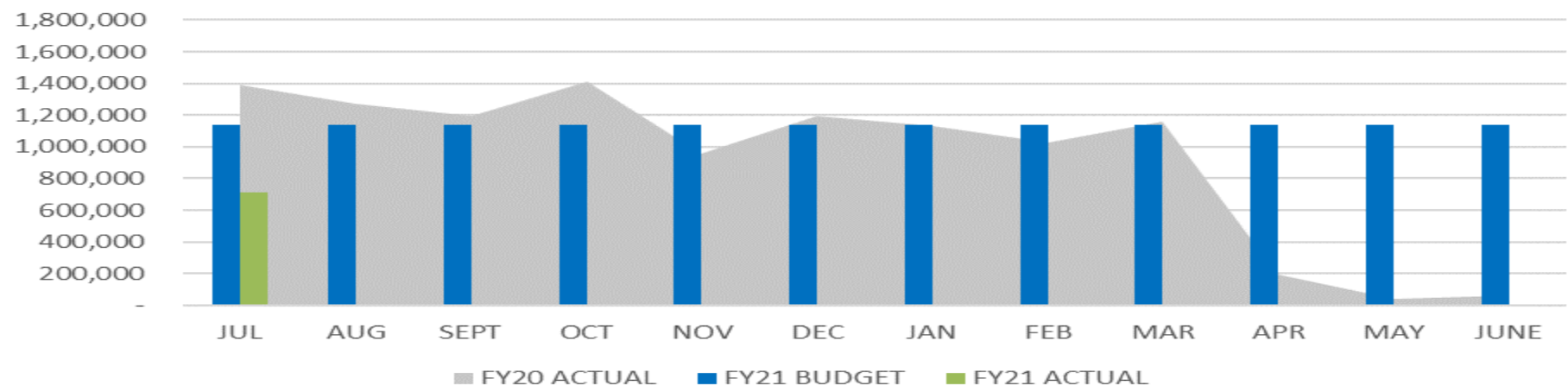
OPERATING FINANCIAL STATEMENTS

July 2020

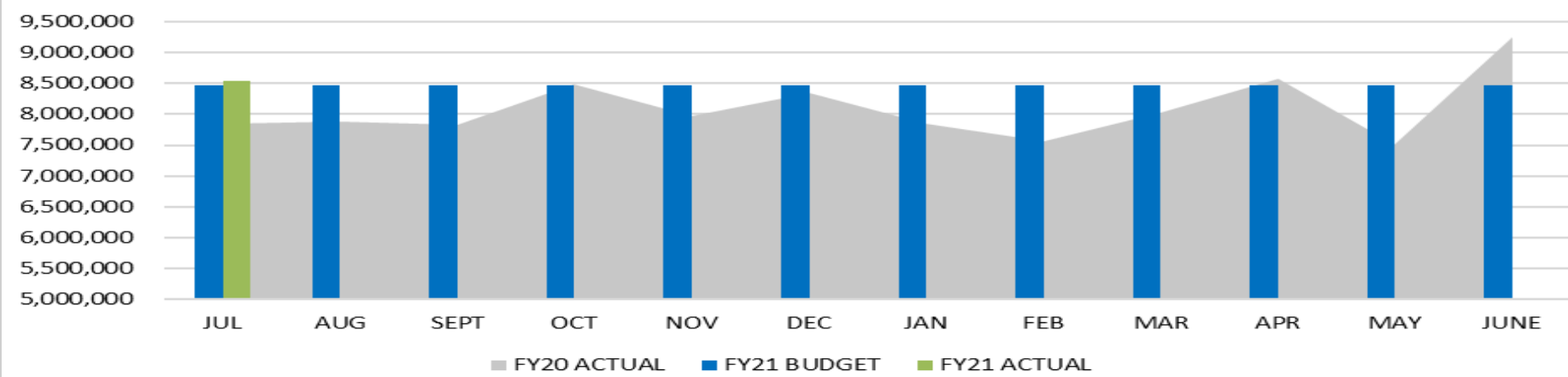
FISCAL YEAR 2021	Annual		Month to Date				Year to Date			
Dollars in Thousands	Budget		Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue										
Passenger Revenue	\$	13,693.7	\$ 1,141.1	\$ 714.3	\$ (426.9)	(37.4) %	\$ 1,141.1	\$ 714.3	\$ (426.9)	(37.4) %
Advertising Revenue		1,075.0	89.6	31.5	(58.1)	(64.8) %	89.6	31.5	(58.1)	(64.8) %
Other Transportation Revenue		2,331.0	194.2	192.0	(2.3)	(1.2) %	194.2	192.0	(2.3)	(1.2) %
Non-Transportation Revenue		60.0	5.0	12.0	7.0	140.1 %	5.0	12.0	7.0	140.1 %
Total Operating Revenue		17,159.6	1,430.0	949.7	(480.2)	(33.6) %	1,430.0	949.7	(480.2)	(33.6) %
Non-Operating Revenue										
Federal Funding (5307/5337)		19,725.8	1,643.8	-	(1,643.8)	(100.0) %	1,643.8	-	(1,643.8)	(100.0) %
Federal Funding-CARES Act		-	-	2,241.6	2,241.6	- %	-	2,241.6	2,241.6	%
State Funding		19,969.8	1,664.2	1,655.4	(8.8)	(0.5) %	1,664.2	1,655.4	(8.8)	(0.5) %
Local Funding		44,696.1	3,724.7	3,724.7	-	- %	3,724.7	3,724.7	0.0	0.0 %
Total Non-Operating Revenue		84,391.7	7,032.6	7,621.6	589.0	8.4 %	7,032.6	7,621.6	589.0	8.4 %
TOTAL REVENUE	\$	101,551.4	\$ 8,462.6	\$ 8,571.3	\$ 108.7		\$ 8,462.6	\$ 8,571.3	\$ 108.7	
Personnel Services	\$	65,430.9	\$ 5,263.7	\$ 5,010.6	\$ 253.1	4.8 %	\$ 5,263.7	\$ 5,010.6	\$ 253.1	4.8 %
Contract Services		10,494.6	\$ 1,089.0	352.0	737.0	67.7 %	\$ 1,089.0	\$ 352.0	737.0	67.7 %
Materials & Supplies		5,058.2	392.2	684.9	(292.7)	(74.6) %	392.2	\$ 684.9	(292.7)	(74.6) %
Gas & Diesel		4,350.8	362.6	402.1	(39.5)	(10.9) %	362.6	\$ 402.1	(39.5)	(10.9) %
Contractor's Fuel Usage		748.0	62.3	64.5	(2.1)	(3.4) %	62.3	\$ 64.5	(2.1)	(3.4) %
Utilities		1,297.5	108.1	71.1	37.0	34.2 %	108.1	\$ 71.1	37.0	34.2 %
Casualties & Liabilities		3,661.9	305.2	249.1	56.0	18.4 %	305.2	\$ 249.1	56.0	18.4 %
Purchased Transportation		8,873.7	739.5	520.0	219.5	29.7 %	739.5	\$ 520.0	219.5	29.7 %
Other Miscellaneous Expenses		1,635.8	140.1	98.6	41.6	29.7 %	140.1	\$ 98.6	41.6	29.7 %
TOTAL EXPENSE less COVID	\$	101,551.4	\$ 8,462.6	\$ 7,452.8	\$ 1,009.8		\$ 8,462.6	\$ 7,452.8	\$ 1,009.8	
COVID Expenses				\$ 1,081.4				\$ 1,081.4		
SURPLUS (DEFICIT)		0.0	0.0	37.1			(0.0)	37.1		

Detailed COVID Expenses:
 Personnel Services: \$598.3, Contract Services: \$74.6, Materials & Supplies: \$407.2, Other Miscellaneous Expenses: \$1.4

Farebox Revenue



Total Expenses



LOCALITY CROSSWALK

July 2020

FISCAL YEAR 2021 (Dollars in Thousands)	YEAR-TO-DATE				VARIANCE + / (-)
	BUDGET	LOCALITY	NON-LOCALITY	CONSOLIDATED	
REVENUE					
Passenger Revenue	\$ 1,141.1	\$ 658.1	\$ 56.2	\$ 714.3	\$ (426.8)
Advertising Revenue	\$ 89.6	\$ 29.5	\$ 2.0	\$ 31.5	\$ (58.1)
Other Transportation Revenue	\$ 194.2	\$ -	\$ 192.0	\$ 192.0	\$ (2.2)
Non-Transportation Revenue	\$ 5.0	\$ 1.9	\$ 10.1	\$ 12.0	\$ 7.0
Federal Funding (5307/5337)	\$ 1,518.4	\$ -	\$ -	\$ -	\$ (1,518.4)
Federal Funding-CARES Act	\$ -	\$ 1,983.8	\$ 257.7	\$ 2,241.5	\$ 2,241.5
Project Salary Reimbursement	\$ 125.4	\$ -	\$ -	\$ -	\$ (125.4)
State Funding	\$ 1,664.2	\$ 1,556.0	\$ 99.3	\$ 1,655.3	\$ (8.9)
Local Funding ¹	\$ 3,724.7	\$ 3,724.7	\$ -	\$ 3,724.7	\$ -
TOTAL REVENUE:	\$ 8,462.6	\$ 7,954.0	\$ 617.3	\$ 8,571.3	\$ 108.7
EXPENSE					
Personnel Services	\$ 5,263.7	\$ 5,227.5	\$ 381.3	\$ 5,608.8	\$ (345.1)
Services	\$ 1,089.0	\$ 397.5	\$ 29.0	\$ 426.5	\$ 662.5
Materials & Supplies	\$ 817.1	\$ 1,452.6	\$ 106.0	\$ 1,558.6	\$ (741.5)
Utilities	\$ 108.1	\$ 66.3	\$ 4.8	\$ 71.1	\$ 37.0
Casualties & Liabilities	\$ 305.2	\$ 232.2	\$ 16.9	\$ 249.1	\$ 56.1
Purchased Transportation	\$ 739.5	\$ 484.7	\$ 35.4	\$ 520.1	\$ 219.4
Other Miscellaneous Expenses	\$ 140.0	\$ 93.2	\$ 6.8	\$ 100.0	\$ 40.0
TOTAL EXPENSES:	\$ 8,462.6	\$ 7,954.0	\$ 580.2	\$ 8,534.2	\$ (71.6)
BUDGET STATUS TO DATE:	\$ -	\$ -	\$ 37.1	\$ 37.1	\$ 37.1

1. Local Funding includes carry forward recordation offset



Draft Financial Statement

HAMPTON ROADS TRANSIT

FISCAL YEAR 2021 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$41,532.0	\$ 3,461.0	\$ 3,461.0	\$ -
Locality Operating Share-Recordation Offset	\$ 3,164.1	\$ 263.7	\$ 263.7	\$ -
Plus: Local Farebox	\$12,777.5	\$ 1,064.8	\$ 658.1	\$ (406.7)
Locality Share - Sub-Total	\$57,473.6	\$ 4,789.5	\$ 4,382.8	\$ (406.7)
Plus: Federal Aid ¹	\$16,413.4	\$ 1,367.8	\$ 1,983.8	\$ 616.0
State Aid	\$18,677.6	\$ 1,556.5	\$ 1,556.0	\$ (0.5)
Total Revenue Contribution	\$92,564.6	\$ 7,713.8	\$ 7,922.6	\$ 208.8
Operating Expenses	\$92,564.6	\$ 7,713.8	\$ 7,922.6	\$ 208.8
Locality Budget Status to Date	\$ -			
KPI				
Farebox Recovery:	13.8%		8.3%	
Farebox % of Budgeted Expense:			8.5%	

1. Federal CARES Act Funding



FISCAL YEAR 2021 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 1,845.8	\$ 153.8	\$ 153.8	\$ -
Locality Operating Share-Recordation Offset	\$ 840.1	\$ 70.0	\$ 70.0	\$ -
Plus: Local Farebox	\$ 656.4	\$ 54.7	\$ 30.1	\$ (24.6)
Locality Share - Sub-Total	\$ 3,342.3	\$ 278.5	\$ 253.9	\$ (24.6)
Plus: Federal Aid ¹	\$ 1,188.6	\$ 99.1	\$ 127.0	\$ 27.9
State Aid	\$ 1,116.0	\$ 93.0	\$ 90.4	\$ (2.6)
Total Revenue Contribution	\$ 5,646.9	\$ 470.6	\$ 471.3	\$ 0.7
Operating Expenses	\$ 5,646.9	\$ 470.6	\$ 471.3	\$ 0.7
Locality Budget Status to Date	\$ -			
KPI				
Farebox Recovery:	11.6%		6.4%	
Farebox % of Budgeted Expense:			6.4%	

1. Federal CARES Act Funding

FISCAL YEAR 2021 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,462.2	\$ 371.9	\$ 371.9	\$ -
Locality Operating Share-Recordation Offset	\$ 189.4	\$ 15.8	\$ 15.8	\$ -
Plus: Local Farebox	\$ 1,257.4	\$ 104.8	\$ 65.5	\$ (39.3)
Locality Share - Sub-Total	\$ 5,909.0	\$ 492.5	\$ 453.2	\$ (39.3)
Plus: Federal Aid ¹	\$ 1,881.5	\$ 156.7	\$ 216.4	\$ 59.7
State Aid	\$ 1,952.3	\$ 162.7	\$ 162.1	\$ (0.6)
Total Revenue Contribution	\$ 9,742.8	\$ 811.9	\$ 831.7	\$ 19.8
Operating Expenses	\$ 9,742.8	\$ 811.9	\$ 831.7	\$ 19.8
Locality Budget Status to Date	\$ -			
KPI				
Farebox Recovery:	12.9%		7.9%	
Farebox % of Budgeted Expense:			8.1%	

1. Federal CARES Act Funding



FISCAL YEAR 2021 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,171.1	\$ 597.6	\$ 597.6	\$ -
Locality Operating Share-Recordation Offset	\$ 199.1	\$ 16.6	\$ 16.6	\$ -
Plus: Local Farebox	\$ 2,213.9	\$ 184.5	\$ 129.3	\$ (55.2)
Locality Share - Sub-Total	\$ 9,584.1	\$ 798.7	\$ 743.5	\$ (55.2)
Plus: Federal Aid ¹	\$ 3,080.3	\$ 256.7	\$ 394.9	\$ 138.2
State Aid	\$ 3,202.7	\$ 266.9	\$ 278.5	\$ 11.6
Total Revenue Contribution	\$15,867.1	\$ 1,322.3	\$ 1,416.9	\$ 94.6
Operating Expenses	\$15,867.1	\$ 1,322.3	\$ 1,416.9	\$ 94.6
Locality Budget Status to Date	\$ -			
KPI				
Farebox Recovery:	14.0%		9.1%	
Farebox % of Budgeted Expense:			9.8%	

1. Federal CARES Act Funding

FISCAL YEAR 2021 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$19,118.3	\$ 1,593.2	\$ 1,593.2	\$ -
Locality Operating Share-Recordation Offset	\$ 265.7	\$ 22.1	\$ 22.1	\$ -
Plus: Local Farebox	\$ 5,896.7	\$ 491.4	\$ 303.2	\$ (188.2)
Locality Share - Sub-Total	\$25,280.7	\$ 2,106.7	\$ 1,918.5	\$ (188.2)
Plus: Federal Aid ¹	\$ 6,785.9	\$ 565.5	\$ 917.1	\$ 351.6
State Aid	\$ 8,180.4	\$ 681.7	\$ 700.1	\$ 18.4
Total Revenue Contribution	\$40,247.0	\$ 3,353.9	\$ 3,535.7	\$ 181.8
Operating Expenses	\$40,247.0	\$ 3,353.9	\$ 3,535.7	\$ 181.8
Locality Budget Status to Date	\$ -			
KPI				
Farebox Recovery:	14.7%		8.6%	
Farebox % of Budgeted Expense:			9.0%	

1. Federal CARES Act Funding



FISCAL YEAR 2021 (Dollars in Thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,703.8	\$ 225.3	\$ 225.3	\$ -
Locality Operating Share-Recordation Offset	\$ 132.9	\$ 11.1	\$ 11.1	\$ -
Plus: Local Farebox	\$ 781.5	\$ 65.1	\$ 45.9	\$ (19.2)
Locality Share - Sub-Total	\$ 3,618.2	\$ 301.5	\$ 282.3	\$ (19.2)
Plus: Federal Aid ¹	\$ 1,359.6	\$ 113.3	\$ 131.8	\$ 18.5
State Aid	\$ 1,230.7	\$ 102.6	\$ 98.6	\$ (4.0)
Total Revenue Contribution	\$ 6,208.5	\$ 517.4	\$ 512.7	\$ (4.7)
Operating Expenses	\$ 6,208.5	\$ 517.4	\$ 512.7	\$ (4.7)
Locality Budget Status to Date	\$ -			
KPI				
Farebox Recovery:	12.6%		9.0%	
Farebox % of Budgeted Expense:			8.9%	

1. Federal CARES Act Funding

FISCAL YEAR 2021 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 6,230.8	\$ 519.2	\$ 519.2	\$ -
Locality Operating Share-Recordation Offset	\$ 1,536.9	\$ 128.1	\$ 128.1	\$ -
Plus: Local Farebox	\$ 1,971.6	\$ 164.3	\$ 84.1	\$ (80.2)
Locality Share - Sub-Total	\$ 9,739.3	\$ 811.6	\$ 731.4	\$ (80.2)
Plus: Federal Aid ¹	\$ 2,117.5	\$ 176.5	\$ 196.6	\$ 20.1
State Aid	\$ 2,995.5	\$ 249.6	\$ 226.3	\$ (23.3)
Total Revenue Contribution	\$14,852.3	\$ 1,237.7	\$ 1,154.3	\$ (83.4)
Operating Expenses	\$14,852.3	\$ 1,237.7	\$ 1,154.3	\$ (83.4)
Locality Budget Status to Date	\$ -			
KPI				
Farebox Recovery:	13.3%		7.3%	
Farebox % of Budgeted Expense:			6.8%	

1. Federal CARES Act Funding



Contract No:	18-76541, Modification #4	Title:	Elizabeth River Ferry Docks Enhanced Amenities Design	Price:	\$50,909
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Acquisition Description: Award a Contract Modification to increase the Elizabeth River Ferry Docks Enhanced Amenities Design Contract value by \$50,909 for the performance of additional Architectural and Engineering (A&E) design services required by Hampton Roads Transit (HRT).

Background: In August 2018, the Commission approved the award of a Contract to Retnauer Baynes Associates, Inc. (RBA) in the not-to-exceed amount of \$138,484.20. The Contract was awarded through the competitive process. The solicitation for the Contract was issued approximately one (1) year prior to the preliminary design of the dock structure reconstruction was complete. As such, at the time it was only possible for HRT to provide a design scope based on the configuration and material of the original docks. As the dock reconstruction work progressed, HRT staff determined that both the structure and look of the dock areas had changed significantly since 2018. Consequently, this has created the need for additional design services beyond what was envisioned at the beginning of Contract.

An initial Modification for additional structural design services amounted to \$10,800. This Modification #4 is necessary to include additional A&E Design services for amenities such as lighting, signage, canopies, Ticket Vending Machines and other related amenities and accessories to be installed at the ferry docks.

Contract Approach: Pricing proposed by RBA for this modification are in line with prices proposed in response to the original Scope of Work. Based on a price analysis performed utilizing price proposals submitted in response to the RFP, RBA's proposal is deemed fair and reasonable.

Cost/Funding: This contract will be funded with grant funds.

Project Managers: Lee Roy Padgett, Engineer

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a modification to increase the Elizabeth River Ferry Docks Enhanced Amenities Design Contract by \$50,909, to a not-to-exceed amount of \$200,193.20.

Contract No:	20-00077	Title:	Vanpool Assistance Program (Renewal)	Price: Term:	\$330,000 1 yr. w/4 1-yr. options
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Acquisition Description: Enter into a renewal contract with a qualified Contractor to provide vanpool services for commuter vanpool programs.

Background: Hampton Roads Transit (HRT), through its TRAFFIX Program, is the premier Transportation Demand Management Program in the Hampton Roads and surrounding areas, having served the needs of area commuters for approximately twenty-five (25) years. As the transportation authority for the region, HRT is committed to improving mobility and air quality by promoting transportation options other than driving alone. The TRAFFIX staff manages the Guaranteed Ride, the Ridematching and Commuter Rewards program, and Vanpool programs. The staff also assists in promoting the region's Bike-to-Work Day, Earth Day, Telework Week, Rideshare Month, and Try Transit Week events. HRT will not own, maintain, license, or insure the vanpool vehicles. Under the terms of this agreement, HRT will offer a flat subsidy per van to the Contractor to provide vanpool services. The Contractor shall be responsible for the administration and all costs associated with maintaining its fleet, to include compliance with the National Transit Database (NTD) of the Federal Transit Administration (FTA) reporting and submission requirements, and preparing all required data for reporting the vanpool program.

Contract Approach: A Request for Proposals (RFP) was issued on May 4, 2020. Two (2) proposals were received on June 11, 2020 from the following firms:

- Enterprise Leasing Co. of Norfolk/Richmond, LLC d/b/a Commute with Enterprise (Enterprise)
- K & K Connections, LLC

Upon initial review of the proposals, both firms were invited for discussions to provide clarification on various aspects of their proposal. At the conclusion of discussions, only Enterprise was deemed qualified to meet the requirements of the Scope of Work (SOW), based on their technical approach, experience and qualifications.

In response to the RFP, Proposers were required to provide a list of proposed monthly rates for vanpool groups with the assumption that the fleet is composed of various van sizes, for evaluation purposes. The exact amount of the van subsidy, if any, will be defined annually by HRT.

In an effort to obtain more favorable pricing, Enterprise was invited for further discussions and negotiations. Negotiations focused on clarifying assumptions made in establishing pricing, reducing the proposed monthly rates and discussing exceptions to the Scope of Work. At the conclusion of negotiations, a Best and Final Offer (BAFO) was requested.

Contract No:	20-00077	Title:	Vanpool Assistance Program (Renewal)	Price: Term:	\$330,000 1 yr. w/4 1-yr. options
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As a result of negotiations, HRT achieved an average reduction of approximately 13.52% in the originally proposed monthly rates.

After a review and analysis of the BAFO received, HRT staff determined that Enterprise provided the best value to HRT based on a combination of technical capability and price. Enterprise's pricing is deemed fair and reasonable based on the results of the negotiations, the price analysis performed, and the fact that the pricing was obtained in a competitive environment. A contractor responsibility review performed confirmed that Enterprise is both technically and financially capable to perform the services.

Enterprise, located in Williamsburg, VA has provided similar services for the Denton County Transportation Authority (DCTA) in Lewisville, TX; San Antonio Metropolitan Transit in San Antonio, TX; and, the Metropolitan Council – Twin Cities (Metro Vanpool) in St. Paul, MN. Enterprise has also provided these services to HRT satisfactorily.

The period of performance for this Contract is one (1) base year with four (4) additional one-year options.

No DBE goal was established for this solicitation.

Cost/Funding: This Contract will be funded with Grant Funds.

Project Manager: Ron Hodges, Director of Business Development

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Enterprise Leasing Co. of Norfolk/Richmond, LLC d/b/a Commute with Enterprise to provide vanpool services for commuter vanpool programs. The total amount of the vanpool subsidy to be provided is \$330,000 over five (5) years.



Resolution 04– 2020

RESOLUTION OF SUPPORT FOR SMART SCALE TRANSPORTATION FUNDING APPLICATIONS

A Resolution of the Transportation District Commission of Hampton Roads’ support of Smart Scale transportation funding applications.

WHEREAS House Bill 2 (2014) directed the Commonwealth Transportation Board (CTB) to develop and use a prioritization process to select transportation projects. The legislation’s intent is to improve transparency and accountability of project selection and provide improved stability in in the Six-Year Improvement Program (SYIP),

WHEREAS, Smart Scale is the method the Commonwealth utilizes to score planned projects, and those projects are scored based on an objective, outcome-based process that is transparent and ensures accountability to the public; and

WHEREAS the Commonwealth of Virginia states the purpose of Smart Scale is to invest limited tax dollars to the right projects to meet transportation needs in Virginia; and

WHEREAS, the City of Norfolk has requested an HRT resolution of support in accordance with Smart Scale requirements; and

NOW, THEREFORE, BE IT RESOLVED that the Transportation District Commission of Hampton Roads expresses support for the following projects to be submitted for evaluation through the Smart Scale process:

- Centralized Transit Signal Priority (Project ID: 6678)
- Chesapeake Boulevard Sidewalk – Little Creek Road to Fishermans Road (Project ID: 7000)

APPROVED by the Transportation District Commission of Hampton Roads at its meeting on the 27th day of August 2020.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

Jimmy Gray
Chairman

ATTEST:

Luis R. Ramos
Commission Secretary