



Meeting of the Transportation District Commission of Hampton Roads

Thursday, September 23, 2021, at 3400 Victoria Blvd., Hampton, VA
at 1:00 p.m. via Hybrid Zoom

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, September 23, 2021, at 1:00 p.m. at 3400 Victoria Boulevard, Hampton, 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.

Anyone who wishes to listen to the meeting can do so via Zoom:

<https://hrtransit-org.zoom.us/join/tZAlduGqpzloE9zYToMAGKmGn-NNu71oe4ui>

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



Meeting of the Transportation District Commission of Hampton Roads

Thursday, September 23, 2021, • 1:00 p.m. at
3400 Victoria Blvd., Hampton, VA – Hybrid

AGENDA

1. Call to Order & Roll Call
2. Public Comments
3. Approval of August 26, 2021, Meeting Minutes
4. President's Monthly Report - William Harrell
 - A. Board Updates
5. Committee Reports
 - A. Audit & Budget Review Committee - Commissioner Gray/
Conner Burns, Chief Financial Office
 - August 2021 - FY 2022 Financial Report
 - B. Management/Financial Advisory Committee – Commissioner Jackson/
Conner Burns, Chief Financial Officer
 - C. Operations & Oversight Committee - Commissioner Hamel/
Sonya Luther, Director of Procurement
 - **Contract No: 21-00149 – Dispensing Equipment Inspection, Maintenance, and Emergency Service (Renewal)**

Recommending Commission Approval: Award of a contract to Oil Equipment Sales and Service Co., Inc. to provide dispensing equipment inspections, maintenance, and emergency services to HRT in the not-to-exceed amount of \$513,057.78 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/
Gene Cavazos, Director of Marketing and Communications
- F. Smart Cities & Innovation Committee – Commissioner McClellan/
Michael Price, Chief Information/Technology Officer
- G. Paratransit Advisory Subcommittee – Chair Brian Trickler/
Keith Johnson, Paratransit Services Contract
Administrator
- H. Transit Ridership Advisory Sub-Committee – Ms. Denise Johnson, Chair
Rodney Davis, Director of Customer Relations
6. Old and New Business
- **TDCHR Remote Participation Policy - Pending Board Approval**
 - **TDCHR Increase of Per Diem/Stipend – Pending Board Approval**
 - **DRAFT** 2022 Legislative and Public Policy Priorities
7. Comments by Commission Members
8. Closed Session (as necessary)
9. Adjournment

**The next meeting will be held on Thursday October 28, 2021, at
1:00 p.m., 3400 Victoria Boulevard, Hampton, VA.**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday August 26, 2021, • 1:00 p.m. Norfolk, VA, and Hybrid Zoom Meeting

Call to Order.

A quorum was attained, and Chair McClellan called the meeting to order at 1:00 p.m.

Commissioners in attendance:

Chair McClellan, Norfolk
Vice-Chairman Rouse, Virginia Beach
Past Chairman Gray, Hampton
Commissioner Hunter, Portsmouth
Commissioner Hamel, Chesapeake
Commissioner Fuller, Chesapeake
Commissioner Mitchell, DRPT
Commissioner Kanoyton, Hampton
Commissioner Woodbury, Newport News
Commissioner Bullock, Newport News
Commissioner Glover, Portsmouth
Commissioner Houston, Norfolk
Alt. Commissioner Cipriano, Newport News
Alt Commissioner Jackson, Portsmouth
Commissioner Hunter, Portsmouth
Commissioner Ross-Hammond, Virginia Beach
Commissioner Spruill, Senate of Virginia Representative
Commissioner Simonds, House of Delegates Representative

Hampton Roads Transit Staff in attendance:

Ray Amoruso, Chief Planning and Development
Debbie Ball, Director of Finance
Keisha Branch, Director of the Office of Program & Project Excellence via Zoom
Amy Braziel, Manager of Operations Administration
Conner Burns, Chief Financial Officer
Danielle Burton, Operations Support Technician via Zoom
Gene Cavazos, Director of Marketing & Communications
Juanita Davis, Budget Analysis III via Zoom
Rodney Davis, Director of Customer Relations - via Zoom
Scott Demharter, Director of Facilities
Joe Dillard, Organizational Advancement Officer via Zoom
Sheri Dixon, Director of Revenue Services
Jennifer Dove, Civil Rights and Grants Coordinator
Angela Glass, Director of Budget & Financial Analysis
William Harrell, President and CEO

Danielle Hill, HR Compliance Manager
Tom Holden, Media Relations Specialist
Ashley Johnson, Capital Improvement Analyst III via Zoom
Keith Johnson, Paratransit Services Contract Administrator - via Zoom
Shane Kelly, Security Specialist
Larry Kirk, Assistant Director of Finance
Sonya Luther, Director of Procurement
Tracy Moore, Director of Training
Shanti Mullen, Manager of Internal Audit
Sibyl Pappas, Chief Engineering & Facilities Officer
Michael Perez, Operations Contract and Project Administrator via Zoom
John Powell, Telecommunications Specialist
Michael Price, Chief Information Officer/CTO
Jim Price, Chief Transit Operations Officer
Luis Ramos, Sr. Executive Administrator/Commission Secretary
Ty Reynolds, Human Resources Manager via Zoom
Dawn Sciortino, Chief Safety Officer via Zoom
Benjamin Simms, Deputy Chief of Transit Operations via Zoom
Brian Smith, Deputy Chief Executive Officer
Michele Trader, Records Management Administrator
Robert Travers, Corporate Counsel
Fevrier Valmond, Deputy Director of Procurement
Nikki Walker, Auditor I
James Wall, Director of Maintenance
Kim Wolcott, Chief of Human Resources

Others in attendance via Zoom

Paul Atkinson, Chair of Paratransit Advisory Committee
Brian DeProfio, City of Hampton
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT
Mark Geduldig-Yatrofsky, City of Portsmouth
Angela Hopkins, Newport News
Amy Inman, City of Norfolk, - (In Person)
Denise Johnson, Chair, Transit Riders Advisory Committee
Shelia McAllister, City of Newport News
Janice Taylor, League of Women Voters
Constantinos Velissarios, City of Newport News

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. Mark Geduldig-Yatrofsky of the City of Portsmouth shared comments regarding HRT's policy for remote participation in meetings.

Approval of July 22, 2021, Meeting Minutes

It was noted that Commissioner Hunter was not in attendance at the July TDCHR meeting and a motion to approve the minutes of meeting of July 22, 2021, was made by Commissioner Woodbury and properly seconded by Commissioner Gray. A roll call vote resulted as follows:

Ayes: Commissioners McClellan, Rouse, Gray, Hunter, Fuller, Hamel, Mitchell, Woodbury, Bullock, Houston, Glover, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

President's Monthly Report

Mr. William Harrell welcomed everyone to the meeting.

Mr. Harrell stated that the KPI report was sent out Monday to the Board. Mr. Harrell reviewed the items included in the report. Full presentation was deferred.

Mr. Harrell stated that the MFAC chair asked about ridership on the 10th Anniversary of the Tide. Ray Amoruso shared the ridership numbers for all modes with the Board.

There was discussion regarding service cuts and when service will be increased based on availability of operators. Ms. Kim Wolcott provided an update on COVID-19, including upcoming vaccine clinics and an update on staffing levels. There was discussion regarding incentives for vaccines, the possibility of mandating vaccines, recruiting approaches, and employee attendance.

Chair McClellan presented Mr. Ron Hodges and Ms. Emily Cass the TRAFFIX Award for Commuting Options and Outstanding TMA.

Vice-Chairman Rouse presented Mr. Joe Dillard with an Excellence Award for his dedication and commitment to the organization and the community.

Chair McClellan presented Commissioner Hunter service award as Chair of the TDCHR from July 2019-June 2020. Due to Covid pandemic, the award couldn't be presented to then Past Chair Hunter immediately following his term.

Audit & Budget Review Committee

Commissioner Gray called on Mr. Conner Burns to present the budget.

There was some discussion regarding the line of credit.

There was a request for staff to present a budget sheet at the next meeting.

There was discussion regarding awards and incentives for excellence.

MFAC

Alternate Commissioner, Carl Jackson stated that the MFAC met earlier in the week.

Commissioner Jackson stated the financial report was shared at the meeting as well as the need for a resolution regarding allocation of funds that extends beyond a one-year term.

Commissioner Jackson stated that an update on the Regional Transportation Service was given to the committee.

The budget and a draft calendar was also shared with the committee.

Operations and Oversight Committee

Commissioner Hamel stated that the Operations and Oversight Committee did not meet this month and there were no contracts being presented for approval.

The next Operations and Oversight Committee meeting will be held on September 9th at 10:00AM in Hampton.

External/Legislative Advisory Committee

Commissioner Kanoyton stated that the committee met yesterday.

It was stated that Tiffany McClain provided an update on the Student Freedom Pass Program.

Commissioner Kanoyton stated that an update was provided on both Federal and State Legislative advocacy.

Smart City and Innovation Committee

Chair McClellan stated that there was no meeting this month and no report was given.

The next Smart Cities and Innovation meeting will be on September 9, 2021. Location is to be determined.

Paratransit Advisory Sub-Committee

Mr. Paul Atkinson read his report to the Commission which is attached to the minutes for reference.

Planning and New Starts Committee

Commissioner Ross-Hammond stated that there was not meeting this month and no report was given.

Transit Ridership Advisory Sub-Committee

The Transit Ridership Advisory Sub-Committee did not meet in the month of August and no report was given.

Old and New Business

Mr. David Burton, read Resolution 01-2021 Title VI Equity Analyses for Proposed Change to MAX Routes 960 and 961 - October 2021.

A motion to adopt Resolution 01-2021 was made by Commissioner Jackson and properly seconded by Commissioner Rouse. A roll call vote resulted as follows:

Ayes: Commissioners McClellan, Rouse, Gray, Hunter, Fuller, Hamel, Mitchell, Woodbury, Bullock, Houston, Jackson, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

There was discussion on draft Remote Participation Policy and the recommendation to increase the Per Diem/Stipend.

Closed Session

Chair McClellan, I move that we convene into closed session related to matters requiring the protection of the privacy of individuals in personal matters not related to public business, as authorized by paragraph 4 of Virginia Code Section 2.2-3711(A).

The motion was made by Commissioner Hamel and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners McClellan, Rouse, Gray, Hunter, Fuller, Hamel, Mitchell, Woodbury, Bullock, Houston, Jackson, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

The Chair will entertain a motion of certification that the Commissioners of the Transportation District Commission of Hampton Roads hereby certifies that, to the best of each member's knowledge:

- (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act law were discussed in the closed meeting to which this certification resolution applies, and

- (ii) only such public business matters as were identified in the motion convening the closed session meeting were heard, discussed, or considered in the closed meeting just concluded.

The motion was made by Commissioner Hamel and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners McClellan, Rouse, Gray, Hunter, Fuller, Hamel, Mitchell, Woodbury, Bullock, Houston, Jackson, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

Comments from Commissioners:

No comments.

Adjournment

With no further business to conduct, the meeting adjourned at 3:57 p.m.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

Andria McClellan
Chair

ATTEST:

Luis Ramos
Commission Secretary
August 26, 2021



HAMPTON ROADS
TRANSIT

TDCHR Board Meeting August 26, 2021

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President's Report

- KPI Report
- COVID - 19 Update
- Special Presentation
 - ❖ Transportation – Demand Management – Excellence Awards
 - ❖ Certificate of Achievement
 - ❖ Former Chair Recognition – Brad Hunter, July 1, 2019 – June 30, 2020

President's Report



HAMPTON ROADS TRANSIT

President's Report



HAMPTON ROADS TRANSIT

President's Report



HAMPTON ROADS TRANSIT

President's Report



President's Report



HAMPTON ROADS TRANSIT



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TDCHR Board Meeting August 26, 2021

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OUR MOST CRITICAL NEED

When Kelvin White acted in July to save a small child walking alone in traffic on Brambleton Avenue, it was a moment that possibly changed the course of the young girl's life. We celebrate moments like that because it is so obviously clear that removing the girl from a dangerous situation was the correct decision.

I like to think that people like Kelvin can be found anywhere at Hampton Roads Transit. It's not hard to imagine other operators standing up to save a small child in a similar situation. From every department, my belief is that HRT employees would make the kind of decisions every bit as clear headed as Kelvin's.

We need more people like Kelvin, and we are making room for as many of them as can be found. And while it's fortunate that we are hiring we clearly have some distance to go before fulfilling our agency's workforce needs.

Our continuing recruitment campaign received a strong boost with the ratification of the three-year contract with Amalgamated Transit Local 1177. It provided additional increases in the hourly-base pay for bus operators by 5.5 percent plus an additional \$2.25 for each hour worked under a special active attendance incentive. Taken together, the starting base pay for bus operators rose from \$15.18 to \$18.26 an hour.

Operators now receive an hourly pay increases every 10 months until they reach top pay after five years. With this contract, top work pay for bus operators has risen to \$25.13 from \$21.69 an hour. The bus uniform allowance also increased from \$350 to \$400 per year and will go up by \$25 a year for each of the next two years. There also is additional bereavement time for employees who must travel more than 300 miles for the funeral of an immediate family member, and we formalized Juneteenth as an official paid holiday.

Maintenance workers also received a boost in base pay of 5.5 percent and the \$2.25 active attendance incentive, meaning that starting work pay for bus mechanics increases to \$22.16, up from \$18.87. Mechanics received hourly pay increases every 6 months until they reach top pay after two years. Top work pay for senior mechanic positions has risen to \$30.85 an hour, up from \$27.11.

Light rail operators also will receive the 5.5 percent increase in base pay and the active attendance allowance, raising their starting work pay to \$19.41 from \$16.27. Light rail operators also receive pay increases every 10 months until they reach top pay after 5 years. Top work pay for rail operators will now be \$26.40.

These are great advances, and they will help in recruitment. But the challenge is that we continue to struggle filling positions in bus operations and maintenance.

As you know, HRT initiated in May a scaled-down version of its normal bus service in response to the shortage of workers. The idea was to enhance our system's overall reliability as the impacts lingered of the COVID-19 public health emergency. We had hoped to end that plan in July, but we could not. The Service Reliability Plan remains in effect, with bus frequencies ranging from 30 to 60 minutes on most routes.

Without the Service Reliability Plan, we need 482 operators to meet our agreed to schedule for service. We are currently short 92 operators. With the reliability plan in place, the number to meet schedule is 417 which would make us short by 27 operators. There are a total of 390 operators that are "active" in the system. We also have 22 operators who are currently in training.



President's Report

September 2021

Into this mix will come the 757 Express in the fall of 2022 bringing with it an expansion of service frequency starting on the Peninsula and eventually moving into the Southside – an expansion that will call for yet more operators and mechanics.

The pandemic is certainly not helping us meet our employment needs and we may have to reevaluate how we launch our regional service plan if the employment situation does not substantially improve.

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



Web Site Analytics

Gohrt.com • August 2020 & August 2021

GOHRT.COM - August 2020

OVERVIEW

Sessions	93,205
Users	131,992
Pageviews	219,754

DEVICE USAGE:

mobile	82.40%
desktop	16.47%
tablet	1.13%

TRAFFIC SOURCE PER SESSION

Organic Search	73.32%
Direct	23.46%
Referral	2.73%
Email	0.09%
(Other)	0.27%
Social	0.13%

PAGEVIEWS BY PAGE (TOP 10)

/index.html	11.496%
/routes/norfolk/index.html	6.850%
/route/20/index.html	5.288%
/routes/newport-news/index.html	3.710%
/routes/virginia-beach/index.html	3.491%
/route/1/index.html	3.348%
/route/3/index.html	2.636%
/routes/index.html	2.445%
/route/15/index.html	2.400%
/route/21/index.html	2.106%

GOHRT.COM - August 2021

OVERVIEW

Sessions	98,599
Users	144,166
Pageviews	234,048

DEVICE USAGE:

mobile	85.27%
desktop	13.82%
tablet	0.91%

TRAFFIC SOURCE PER SESSION

Organic Search	73.03%
Direct	22.64%
Referral	3.62%
Email	0.01%
(Other)	0.65%
Social	0.05%

PAGEVIEWS BY PAGE (TOP 10)

/index.html	11.917%
/routes/norfolk/index.html	6.297%
/route/20/index.html	4.735%
/routes/virginia-beach/index.html	4.282%
/routes/newport-news/index.html	3.092%
/route/1/index.html	2.971%
/routes/light-rail/index.html	2.701%
/modes/vb-wave-bayfront-shuttle/index.html	2.625%
/routes/index.html	2.272%
/route/3/index.html	2.253%

LINK

MONTHLY

SEPTEMBER 2021



10 Years of Dedicated Service

The search for men and women to run The Tide began long before the last rail tie was in place and the paint had dried on the shelters.

HRT would need an entirely new operating team whose titles would be new to an agency more accustomed to relying on bus drivers, including a new specialty called a rail hosteler who, as it turns out, is someone assigned to handle trains in the yard. Candidates applied from across the United States and many from other agencies that ran light rail systems.

Since that scorching hot August day in 2011, rail staff have come and gone or moved onto other positions at HRT – but a core group have remained in place, working diligently since opening day. They are the ones who not only ushered in Virginia's first light rail system but have kept it the safest in the nation.

The Link is highlighting those employees who have been here from day one. ■



Mike Perez - Operations
Project and Contracts



Ned Begovic -
Manager of Materials



Michael Whittingham -
Rail Operator



Jaeveli Escobar -
Lead Controller-Rail



Monica Forbes -
Controller-Dispatcher-Rail



Brian Smith - Rail Operator



Reginald Self - Rail Operator



Dexter Noel - Rail Operator



Eric Fontenault -
Maintenance Technician-Rail



Wayne Groover -
Sr. Manager of Rail Vehicles



Don Shea -
Warranty Administrator-Rail



Jonathan Greene - Manager
of Rail Transportation



Ben Simms -
Director of Transportation



Dewanda Hill -
Storeroom Clerk-Rail



Doug Dudley -
Track Maintainer



Tim Sorrell -
Track Maintainer



Omar Gordon - Manager of
Operational Facilities and Wayside



James Wiggins -
Maintenance Technician-Rail



Robert Melton -
Track Maintainer



Sory Bomba - Interim
Manager of Rail Systems



Chris Jones - Systems
Maintenance Supervisor-Rail



Doug Selby - Systems
Maintenance Supervisor-Rail



Marlo Maxwell -
Rail Operator



Darrell Brown -
Controller-Dispatcher-Rail

The Tide Celebrates Ten Years of Reliable, Safe Service

Hampton Roads Transit marked the 10th anniversary of The Tide light rail on Thursday, August 19, with a day of free system-wide service and a celebration at MacArthur Square station. The event drew regional leaders, customers, and staff to mark an important milestone for Virginia's only light rail system.

"Transit is the backbone of an equitable and connected community," said William Harrell, President and CEO of HRT. "Transit creates ladders of opportunity, and I'm thankful to be able to recognize that."

The Tide has recorded more than 13.4 million boardings by riders in the past decade along its 7.4-mile route. From holiday season shopping during the Grand Illumination to rides to Sentara Health facilities, The Tide has transformed the fabric of life in and around downtown.

With a reliability near 100% on-time service combined with an enviable safety record of zero casualties and no major injuries, The Tide is one of the safest and most reliable light rail systems in the nation.

It has proved its vitality to the surrounding community by connecting riders to housing, leisure, work, education, community, and medical services. Making it a worthy and efficient alternative to cars.

The system was always built as a starter line. Efforts to expand into Virginia Beach suffered a setback with the defeat of a referendum in 2016, but that

has not stopped the agency from contemplating other options.

An environmental study will soon evaluate a path to the Military Circle mall area where three developers are vying for the opportunity to redevelop the property. Some proposals include a possible regional arena and all of them have mixed use development in mind. Tide service to a redeveloped mall area is a distinct possibility, although no decision has been made.

The potential expansion would provide jobs and connect various local neighborhoods to further distanced job opportunities, local businesses, shopping, and dining. Additionally, Norfolk International Airport and Sentara Healthcare System.

To spark excitement around the anniversary event there was a 10 Day Giveaway that led up to The Tide's anniversary party. Customers participated through Facebook, Instagram, Twitter, LinkedIn, and internally as well. Giveaways included water bottles, t-shirts, coffee mugs, flash drives and transit passes. The giveaway had 62 winners.

The event was held under a tent where posters depicted the three phases of light rail through images of the past, present, and projected future.

Board Chair Andria McClellan and Vice-Chair Aaron Rouse celebrated the system's success while President and CEO William Harrell thanked all the HRT staff who made the anniversary possible. ■



TRAFFIX Wins Two Prestigious Awards

The TRAFFIX program won two major awards in August for its efforts to promote congestion mitigation through ridesharing, vanpooling, and teleworking.

The Association for Commuter Transportation (ACT) recognized TRAFFIX for its work during an international conference in Orlando, Fla. ACT honors outstanding achievements in the field of transportation demand management.

TRAFFIX won the following two awards:

The Commute Differently Campaign won the Outstanding Transportation Management Association award for increasing the awareness of the TRAFFIX program with 95% growth in website traffic, 2.9 million online ad impressions, an average click-through rate increase of 20%, and a 25% increase in commuter members.

During the pandemic, TRAFFIX partnered with Virginia Department Rail and Public Transportation (DRPT) to promote the Telework!VA program to produce webinars with area employers to help them create or improve their telework plans. TRAFFIX and DRPT promoted the Telework!VA program with the goal of encouraging regional employers to reach out to TRAFFIX for assistance in improving or formalizing their telework programs.

The Commuting Options Awards recognizes an exemplary program, policy, or service that promotes trip reductions and mode shift in different categories that include active commuting, public transit, ridesharing, and teleworking. TRAFFIX was selected for the Telework Award.

The marketing campaign consisted of paid search, social media, radio, print, and digital banner ads with targeted messaging for employers. TRAFFIX



also joined with the Hampton Roads Chamber of Commerce to provide a telework webinar to their members.

As result, TRAFFIX held over 45 personalized telework webinars with area employers and reported a 33% increase in telework members in their commuter program, a 179% increase in logged telework days, and more than a 1000% increase in users to the gotraffix.com website.

TRAFFIX is a cooperative public service, established in 1995, that offers transportation demand strategies to area commuters. It promotes carpool/vanpool matching, an emergency ride home program, commuter rewards, vanpool subsidies, park and ride location assistance, and telework consultation. TRAFFIX works with area employers, including military, to educate, develop, and implement commuter programs for their employees.

TRAFFIX staff are employees of HRT, but funding is provided through the Hampton Roads Transportation Planning Organization. ■

Operator Compliments, July 2021

Robert Lippiatt, 6/30/21

"There is a driver on the 115 who I appreciate always being on time and friendly. I often catch him on Wednesday when I'm going home."

Calvin Gallimore and Angela Williams, 7/2/21

Denise Johnson, chairwoman of the Transit Riders Advisory Committee, gave a shout out to operators Calvin Gallimore and Angela Williams, saying, "They're great operators. Fantastic!"

Rita Coppedge, 7/8/21

It was downpouring rain and a caller said that Operator Rita was "helpful, friendly, and professional." The caller also said he left a bag on the bus and that Rita retrieved it and made sure that he received it.

Kiara Love, 7/12/21

Customer states operator Love "was very polite and professional."

Leonard Diggs, 7/22/21

Customer reported that Operator Diggs "was very friendly and helpful with making suggestions to local area attractions."

Kimberly Jordan, 7/26/21

"I want to commend the operator of Route 112, driving bus 2048, I alighted somewhere near 29th and Washington Avenue in Newport News. The driver almost missed me, and I apologized for my two artificial hips affecting me. If I ran, I was worried that the screws might loosen in my pelvic bones!"

Lamia Norris Graves, 7/25/21

Customer called stating that "a fellow passenger on the route 120, bus 4104, was coughing everywhere and that she was very bothered by that" - especially because she had her 5-month-old son with her. She did mention that "when the operator got back on the bus she was very nice in enforcing the mask policy with the fellow passengers."



PRESIDENT'S CORNER



An Anniversary and a Bright Future

We have passed 13 million boardings on The Tide light rail. It's an incredible milestone and one that we took time to celebrate in August at MacArthur Square station while our work on our next ambitious project – the 757 Express – continued without letup.

I like to think these two projects are linked by the common notion that Hampton Roads Transit can do anything it sets out to accomplish. It's a testimony to the people who work here. They're dedicated, thoughtful transit professionals. Their work makes so much possible.

Advocating for, overseeing design, and then building The Tide was a massive undertaking that some doubted we could complete. But on August 19, 2011, HRT launched a light rail system that provides strategic commuting options that did not exist before its installation.

The Tide helped fuel a resurgent housing market in downtown Norfolk. It helped bring people to live, work and play in the city, and that is critical to the continued success of urban life. The Tide gave incentive to residents and developers that other options besides the bus or a car could spark a lively experience in the city. Light rail gave many of those residents a transit option that they may not have considered previously.

Ten years running, we also have one of the safest light rail systems in the nation, a fact largely owed to the dedicated work of our operators, trainers, and managers who watch over the trains with a focus that should be an inspiration to us all.

Built as a starter line with options to expand, HRT is keeping that idea front and center with an on-going study that may one day take us to Military Circle where a major redevelopment is being contemplated. Along with the City of Norfolk, we also are evaluating the feasibility of high-capacity transit to Naval Station Norfolk. I am excited about these efforts.

But we have more than light rail in mind.

During this time, we also set out to take a hard look at the bus service because, as we all know, it is our core business function. We knew that customers wanted more from bus – more frequent service, more amenities - and we knew that cities would be hard pressed to fund more service given the other obligations they face.

Getting there was a tall order because it called for dedicated funding, something that has eluded us since HRT's creation in 1999. But in 2020 legislation that established the Hampton Roads Regional Transit Program set in motion the 757 Express. With a launch planned in the fall of 2022, it will mark another major change for HRT and further proof that there is little that can stop us.

Our recruitment campaign for more operators and mechanics is underway. Planning for a new Virginia Beach Division continues, and the rollout of services is on track. When they begin, we will provide rush-hour service frequency on 13 selected routes, first on the Peninsula, and later the Southside. And with a newly negotiated labor union contract that includes significant wage increases, we are hopeful that we can retain and attract the talent needed for an expanded system.

Both initiatives – light rail and the regional network - show what HRT can accomplish and why I am more confident than ever that HRT's best days lie ahead. ■



Financials as of August 27, 2021

Savings \$6,512.50
Checking \$12,157.84

Contacts: Danielle Burton - ext. 6343
Tara Puckett - ext. 6305
Marie Arnt - ext. 6291
Tiffany McClain - ext. 6072



HAMPTON ROADS TRANSIT

Our Vision – A progressive mobility agency that promotes prosperity across Hampton Roads through collaboration and teamwork.

Our Mission – To connect Hampton Roads with Transportation solutions that are reliable, safe, efficient, and sustainable.

Our Core Values – Customer Service, Safety, Workforce Success, Fiscal Responsibility.



HAMPTON ROADS
TRANSIT

Draft Financial Statement

AUGUST 2021 FISCAL YEAR 2022 FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

August 2021

FISCAL YEAR 2022

Dollars in Thousands

	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 7,830.9	\$ 652.6	\$ 637.4	\$ (15.2)	(2.3) %	\$ 1,305.1	\$ 1,451.9	\$ 146.7	11.2 %
Advertising Revenue	1,075.0	89.6	135.2	45.6	50.9 %	179.2	170.6	(8.5)	(4.8) %
Other Transportation Revenue	2,335.0	194.6	203.5	9.0	4.6 %	389.2	396.6	7.5	1.9 %
Non-Transportation Revenue	60.0	5.0	10.1	5.1	103.0 %	10.0	13.3	3.3	33.5 %
Total Operating Revenue	11,300.8	941.7	986.2	44.5	4.7 %	1,883.5	2,032.5	149.0	7.9 %
Non-Operating Revenue									
Federal Funding (5307/5337)	22,053.7	1,837.8	1,709.8	(128.1)	(7.0) %	3,675.6	3,327.9	(347.7)	(9.5) %
State Funding	21,438.3	1,786.5	1,778.2	(8.3)	(0.5) %	3,573.1	3,556.4	(16.7)	(0.5) %
Local Funding	44,696.1	3,724.7	3,724.7	-	- %	7,449.4	7,449.4	-	- %
Total Non-Operating Revenue	88,188.1	7,349.0	7,212.6	(136.4)	(1.9) %	14,698.0	14,333.7	(364.3)	(2.5) %
TOTAL REVENUE	\$ 99,488.9	\$ 8,290.7	\$ 8,198.9	\$ (91.9)		\$ 16,581.5	\$ 16,366.2	\$ (215.3)	
Personnel Services	\$ 63,483.9	\$ 5,286.6	\$ 4,942.1	\$ 344.5	6.5 %	\$ 10,579.6	\$ 10,433.3	\$ 146.3	1.4 %
Contract Services	11,343.6	949.0	681.1	267.9	28.2 %	1,891.7	1,418.7	472.9	25.0 %
Materials & Supplies	4,855.6	404.6	377.6	27.1	6.7 %	809.3	764.1	45.2	5.6 %
Gas & Diesel	3,984.7	332.1	439.9	(107.9)	(32.5) %	664.1	795.0	(130.9)	(19.7) %
Contractor's Fuel Usage	597.3	49.8	46.7	3.1	6.2 %	99.5	92.5	7.0	7.1 %
Utilities	1,250.1	104.2	109.5	(5.4)	(5.2) %	208.3	173.0	35.4	17.0 %
Casualties & Liabilities	3,660.4	305.0	360.4	(55.4)	(18.2) %	610.1	739.1	(129.1)	(21.2) %
Purchased Transportation	8,701.7	725.1	588.4	136.7	18.9 %	1,450.3	1,154.2	296.1	20.4 %
Other Miscellaneous Expenses	1,611.8	134.3	94.1	40.2	30.0 %	268.6	195.4	73.2	27.3 %
TOTAL EXPENSE	\$ 99,488.9	\$ 8,290.7	\$ 7,639.9	\$ 650.8		\$ 16,581.5	\$ 15,765.3	\$ 816.1	
SURPLUS (DEFICIT)			\$ 558.9				\$ 600.9		



HAMPTON ROADS TRANSIT

Draft Financial Statement

RTS FINANCIAL STATEMENTS

August 2021

MAX, PCS, 15-MINUTE INCREMENT

FISCAL YEAR 2022	Annual		Month to Date			Year to Date			
Dollars in Thousands	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 611.1	\$ 50.9	\$ 67.8	\$ 16.9	33.1 %	\$ 101.9	\$ 67.8	\$ (34.1)	(33.5) %
RTS Program	5,730.1	477.5	270.1	(207.4)	(43.4) %	955.0	547.2	(407.8)	(42.7) %
TOTAL REVENUE	\$ 6,341.3	\$ 528.4	\$ 337.9	\$ (190.5)		\$ 1,056.9	\$ 615.0	\$ (441.9)	
Personnel Services	\$ 4,811.0	\$ 400.9	\$ 250.8	\$ 150.1	37.4 %	\$ 801.8	\$ 461.4	\$ 340.5	42.5 %
Contract Services	644.0	53.7	28.9	24.7	46.1 %	107.3	49.4	58.0	54.0 %
Materials & Supplies	699.4	58.3	40.8	17.5	29.9 %	116.6	78.1	38.5	33.0 %
Utilities	48.7	4.1	1.9	2.2	53.0 %	8.1	3.8	4.3	53.0 %
Casualties & Liabilities	138.2	11.5	15.4	(3.9)	(33.9) %	23.0	22.3	0.7	3.0 %
TOTAL EXPENSE	\$ 6,341.3	\$ 528.4	\$ 337.9	\$ 375.0		\$ 1,056.9	\$ 615.0	\$ 1,844.7	
SURPLUS (DEFICIT)			0.0				\$ 0.0		

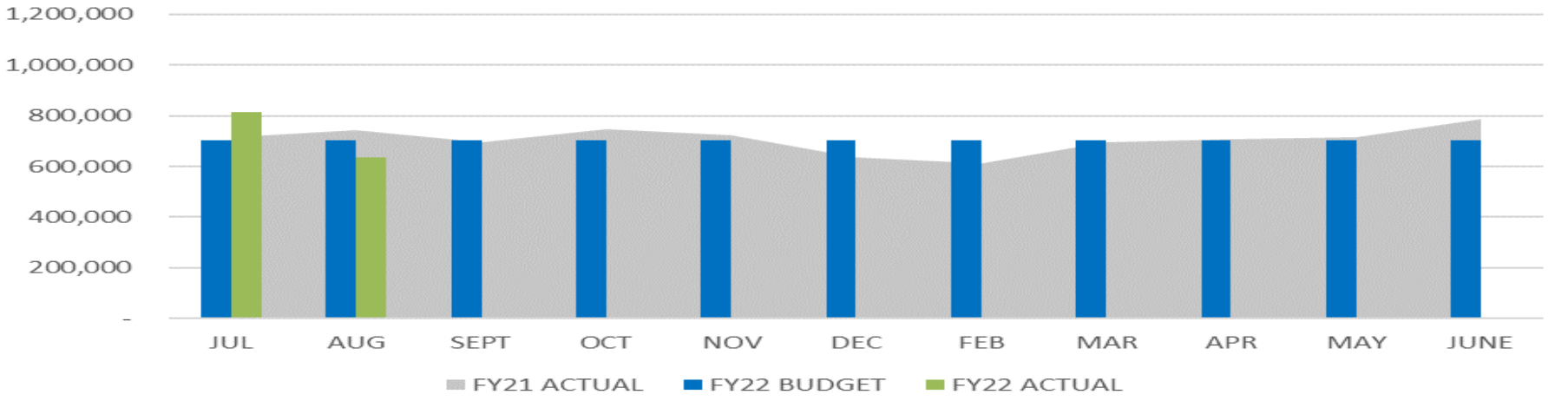
Non-Operating COVID Revenue and Expenses

Dollars in Thousands

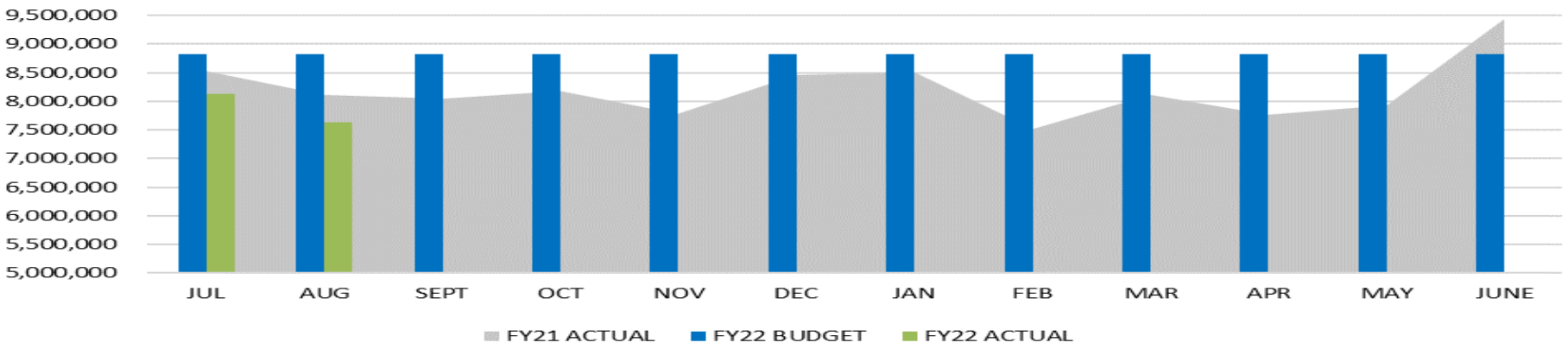
August 2021

	Month to Date	Year to Date
Federal Funding (5307/5337)	\$ 74.7	\$ 189.8
Total Non-Operating Revenue	\$ 74.7	\$ 189.8
Personnel Services	\$ 18.5	\$ 29.6
Contract Services	55.6	142.6
Materials & Supplies	-	-
Other Miscellaneous Expenses	0.6	17.6
Total Non-Operating Expense	\$ 74.7	\$ 189.8
SURPLUS (DEFICIT)	\$ -	\$ -

Farebox Revenue



Total Expenses



CONSOLIDATED CROSSWALK

August 2021

FISCAL YEAR 2022 (Dollars in Thousands)	YEAR-TO-DATE				
	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 1,407.0	\$ 1,423.1	\$ 96.6	\$ 1,519.7	\$ 112.7
Advertising Revenue	\$ 179.2	\$ 158.0	\$ 9.8	\$ 167.8	\$ (11.4)
Other Transportation Revenue	\$ 389.2	\$ -	\$ 396.6	\$ 396.6	\$ 7.4
Non-Transportation Revenue	\$ 10.0	\$ 10.3	\$ 5.9	\$ 16.2	\$ 6.2
Federal Funding (PM 5307/5337)	\$ 3,675.6	\$ 3,327.9	\$ -	\$ 3,327.9	\$ (347.7)
HRRTF ¹	\$ 955.0	\$ -	\$ 547.2	\$ 547.2	\$ (407.8)
State Funding	\$ 3,573.1	\$ 3,556.4	\$ -	\$ 3,556.4	\$ (16.7)
Local Funding	\$ 7,449.4	\$ 7,449.4	\$ -	\$ 7,449.4	\$ -
TOTAL REVENUE:	\$ 17,638.5	\$ 15,925.1	\$ 1,056.1	\$ 16,981.2	\$ (657.3)
EXPENSE					
Personnel Services	\$ 11,381.4	\$ 10,216.4	\$ 683.1	\$ 10,899.5	\$ 481.9
Services	\$ 1,999.0	\$ 1,376.1	\$ 92.0	\$ 1,468.1	\$ 530.9
Materials & Supplies	\$ 1,693.5	\$ 1,621.3	\$ 108.4	\$ 1,729.7	\$ (36.2)
Utilities	\$ 216.5	\$ 165.7	\$ 11.2	\$ 176.9	\$ 39.6
Casualties & Liabilities	\$ 633.2	\$ 713.8	\$ 47.7	\$ 761.5	\$ (128.3)
Purchased Transportation	\$ 1,450.3	\$ 1,081.8	\$ 72.3	\$ 1,154.1	\$ 296.2
Other Miscellaneous Expenses	\$ 264.6	\$ 178.6	\$ 11.9	\$ 190.5	\$ 74.1
TOTAL EXPENSE:	\$ 17,638.5	\$ 15,353.7	\$ 1,026.6	\$ 16,380.3	\$ 1,258.2
BUDGET STATUS TO DATE²:	\$ -	\$ 571.4	\$ 29.5	\$ 600.9	\$ 600.9

1. Hampton Roads Regional Transit Funding for MAX, PCS and 15-minute increment.

2. Includes estimated year-to-date Locality Service Reliability Plan credit.



HAMPTON ROADS TRANSIT

Draft Financial Statement

FISCAL YEAR 2022 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$44,696.3	\$ 7,449.4	\$ 7,449.4	\$ -
Plus: Local Farebox	\$ 7,676.7	\$ 1,279.5	\$ 1,423.1	\$ 143.6
Locality Share - Sub-Total:	\$52,373.0	\$ 8,728.9	\$ 8,872.5	\$ 143.6
Plus: Federal Aid	\$22,053.7	\$ 3,675.5	\$ 3,327.9	\$ (347.6)
State Aid	\$21,438.3	\$ 3,573.2	\$ 3,556.4	\$ (16.8)
Total Revenue Contribution:	\$95,865.0	\$15,977.6	\$15,756.8	\$ (220.8)
Operating Expenses:	\$95,865.0	\$15,977.6	\$15,185.4	\$ (792.2)
Locality Budget Status to Date ¹ :				\$ 571.4
KPI				
Farebox Recovery:	8.0%		9.4%	
Farebox % of Budgeted Expense:			8.9%	

1. Estimated year-to-date Locality Service Reliability Plan credit.



FISCAL YEAR 2022 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,684.4	\$ 447.4	\$ 447.4	\$ -
Plus: Local Farebox	\$ 415.9	\$ 69.3	\$ 65.8	\$ (3.5)
Locality Share - Sub-Total:	\$ 3,100.3	\$ 516.7	\$ 513.2	\$ (3.5)
Plus: Federal Aid	\$ 1,552.6	\$ 258.8	\$ 232.5	\$ (26.3)
State Aid	\$ 1,304.2	\$ 217.4	\$ 206.0	\$ (11.4)
Total Revenue Contribution:	\$ 5,957.1	\$ 992.9	\$ 951.7	\$ (41.2)
Operating Expenses:	\$ 5,957.1	\$ 992.9	\$ 896.0	\$ (96.9)
Locality Budget Status to Date ¹ :				\$ 55.7

KPI

Farebox Recovery:	7.0%	7.3%
Farebox % of Budgeted Expense:		6.6%

1. Estimated year-to-date Locality Service Reliability Plan credit.

FISCAL YEAR 2022 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,648.3	\$ 774.7	\$ 774.7	\$ -
Plus: Local Farebox	\$ 814.9	\$ 135.8	\$ 115.2	\$ (20.6)
Locality Share - Sub-Total:	\$ 5,463.2	\$ 910.5	\$ 889.9	\$ (20.6)
Plus: Federal Aid	\$ 2,512.4	\$ 418.7	\$ 302.8	\$ (115.9)
State Aid	\$ 2,276.7	\$ 379.5	\$ 339.6	\$ (39.9)
Total Revenue Contribution:	\$10,252.3	\$ 1,708.7	\$ 1,532.3	\$ (176.4)
Operating Expenses:	\$10,252.3	\$ 1,708.7	\$ 1,460.6	\$ (248.1)
Locality Budget Status to Date ¹ :				\$ 71.7

KPI

Farebox Recovery:	7.9%	7.9%
Farebox % of Budgeted Expense:		6.7%

1. Estimated year-to-date Locality Service Reliability Plan credit.

FISCAL YEAR 2022 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,374.4	\$ 1,229.1	\$ 1,229.1	\$ -
Plus: Local Farebox	\$ 1,468.5	\$ 244.8	\$ 199.4	\$ (45.4)
Locality Share - Sub-Total:	\$ 8,842.9	\$ 1,473.9	\$ 1,428.5	\$ (45.4)
Plus: Federal Aid	\$ 3,790.0	\$ 631.5	\$ 404.4	\$ (227.1)
State Aid	\$ 3,639.9	\$ 606.7	\$ 531.9	\$ (74.8)
Total Revenue Contribution:	\$16,272.8	\$ 2,712.1	\$ 2,364.8	\$ (347.3)
Operating Expenses:	\$16,272.8	\$ 2,712.1	\$ 2,273.6	\$ (438.5)
Locality Budget Status to Date ¹ :				\$ 91.2

KPI

Farebox Recovery:	9.0%	8.8%
Farebox % of Budgeted Expense:		7.4%

1. Estimated year-to-date Locality Service Reliability Plan credit.

FISCAL YEAR 2022 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$19,408.5	\$ 3,234.8	\$ 3,234.8	\$ -
Plus: Local Farebox	\$ 3,320.4	\$ 553.4	\$ 649.4	\$ 96.0
Locality Share - Sub-Total:	\$22,728.9	\$ 3,788.2	\$ 3,884.2	\$ 96.0
Plus: Federal Aid	\$ 8,592.8	\$ 1,432.1	\$ 906.1	\$ (526.0)
State Aid	\$ 9,110.2	\$ 1,518.4	\$ 1,425.4	\$ (93.0)
Total Revenue Contribution:	\$40,431.9	\$ 6,738.7	\$ 6,215.7	\$ (523.0)
Operating Expenses:	\$40,431.9	\$ 6,738.7	\$ 6,051.4	\$ (687.3)
Locality Budget Status to Date ¹ :				\$ 164.3
KPI				
Farebox Recovery:	8.2%		10.7%	
Farebox % of Budgeted Expense:			9.6%	

1. Estimated year-to-date Locality Service Reliability Plan credit.

FISCAL YEAR 2022 (Dollars in Thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,834.9	\$ 472.5	\$ 472.5	\$ -
Plus: Local Farebox	\$ 514.3	\$ 85.7	\$ 100.0	\$ 14.3
Locality Share - Sub-Total:	\$ 3,349.2	\$ 558.2	\$ 572.5	\$ 14.3
Plus: Federal Aid	\$ 1,684.1	\$ 280.7	\$ 260.7	\$ (20.0)
State Aid	\$ 1,415.5	\$ 235.9	\$ 234.7	\$ (1.2)
Total Revenue Contribution:	\$ 6,448.8	\$ 1,074.8	\$ 1,067.9	\$ (6.9)
Operating Expenses:	\$ 6,448.8	\$ 1,074.8	\$ 1,017.2	\$ (57.6)
Locality Budget Status to Date ¹ :				\$ 50.7

KPI

Farebox Recovery:	8.0%	9.8%
Farebox % of Budgeted Expense:		9.3%

1. Estimated year-to-date Locality Service Reliability Plan credit.

FISCAL YEAR 2022 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,745.8	\$ 1,290.9	\$ 1,290.9	\$ -
Plus: Local Farebox	\$ 1,142.7	\$ 190.5	\$ 293.3	\$ 102.8
Locality Share - Sub-Total:	\$ 8,888.5	\$ 1,481.4	\$ 1,584.2	\$ 102.8
Plus: Federal Aid	\$ 3,921.8	\$ 653.7	\$ 1,221.4	\$ 567.7
State Aid	\$ 3,691.8	\$ 615.3	\$ 818.8	\$ 203.5
Total Revenue Contribution:	\$16,502.1	\$ 2,750.4	\$ 3,624.4	\$ 874.0
Operating Expenses:	\$16,502.1	\$ 2,750.4	\$ 3,486.6	\$ 736.2
Locality Budget Status to Date ¹ :				\$ 137.8

KPI

Farebox Recovery:	6.9%	8.4%
Farebox % of Budgeted Expense:		10.7%

1. Estimated year-to-date Locality Service Reliability Plan credit.

Contract No:	21-00149	Title:	Dispensing Equipment Inspection, Maintenance, and Emergency Services (Renewal)	Base Year Price: Four Option Years Price:	\$152,437.74 \$360,620.04
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Acquisition Description: Enter into a renewal contract with a qualified Contractor to provide dispensing equipment inspections, maintenance, and emergency services.

Background: Hampton Roads Transit (HRT) is required to maintain its dispensing equipment, which includes pumps, dispensers, monitoring systems, storage tanks, and all associated components. In this regard, HRT seeks to award a contract to provide annual inspections of the Underground Storage Tanks and Above Ground Storage Tanks. Under the terms of this agreement, the Contractor shall provide annual refresher training, a routine preventive maintenance program, and perform any emergency services on the Veeder Root and Fleetwatch equipment, which monitors all tanks located at the Hampton, Norfolk, and Virginia Beach Operations facilities. Additionally, the Contract shall replace the waste oil tank at the 18th Street Norfolk facility and the Overhead Fluid Reels at the Hampton facility, during the first (base) year of the Contract.

Contract Approach: An Invitation for Bids (IFB) was issued on July 21, 2021. Two (2) bids were received on August 24, 2021, from the following firms:

- JF Petroleum Group (JFPG)
- Oil Equipment Sales and Service Co., Inc. (OESSCO)

In response to the IFB, bidders were required to provide quarterly and annual rates for the inspection and maintenance services, as well as pricing for the one-time replacement of various components described in the Scope of Work.

After an evaluation of the bids received, the lowest bidder, JFPG, was deemed non-responsive and ineligible for award due to failure to submit the required documents indicated in the IFB. OESSCO was deemed responsive (in compliance with submittal requirements) and responsible (capable to perform) and is therefore eligible for award.

Since there was no indication that a re-solicitation to pursue more competition would have resulted in greater participation, a decision was made to enter into price negotiations with OESSCO. Negotiations focused on reducing the quarterly rate for fuel treatment and fuel tank cleaning. As a result of the negotiations, OESSCO reduced its total bid price by \$103,897.50, or approximately 16.8%. As a result of the negotiations, the revised pricing is deemed fair and reasonable. A contractor responsibility review performed confirmed that OESSCO is both technically and financially capable to perform the services.

OESSCO is located in Chesapeake, VA and provides similar services to the City of Virginia Beach; the City of Chesapeake; the City of Newport News, and the City of Suffolk, in Virginia. OESSCO also currently performs these services for HRT satisfactorily.

Contract No:	21-00149	Title:	Dispensing Equipment Inspection, Maintenance, and Emergency Services (Renewal)	Base Year Price: Four Option Years Price:	\$152,437.74 \$360,620.04
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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 operating and grant funds.

Project Manager: Omar Gordon, Manager of Operational Facilities and Wayside

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Oil Equipment Sales and Service Co., Inc. to provide dispensing equipment inspections, maintenance, and emergency services to HRT in the not-to-exceed amount of \$513,057.78 over five (5) years.

SOLICITATION RESULTS

Bidder	Original Bid Price	Revised Bid Price
JF Petroleum Group (JFPG)	\$446,576.44	N/A
Oil Equipment Sales and Service Co., Inc. (OESSCO)	\$616,955.28	\$513,057.78

OESSCO'S BID SUMMARY

Base Year	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Total Bid Price
\$152,437.74	\$88,190.12	\$89,470.56	\$90,794.84	\$92,164.52	\$513,057.78

TDCHR PAC Board Report

August 26, 2021

HRT Norfolk Office

Good afternoon Madam Chair, Commissioners, and other attendees,

The Paratransit Advisory Committee met on Wednesday August 11th, from 1-3PM. Nearly all of the committee joined virtually but there was also an option to attend in-person.

At our meeting, service quality was a topic of significant discussion. The types of issues broached at our meeting include, on-time performance, the wrong class of vehicle being sent for customers, driver's inability to see notes, driver wait times, and passenger accommodations.

We held elections at our meeting. Brian Trickler, a provider from the City of VA Beach, was elected as chair and I was elected as vice-chair. I look forward to continuing to work with Mr. Trickler and the PAC for the betterment of our local paratransit service.

We heard an HRT update detailing an overview of the service, trip compliance statistics, the manner in which rider complaints are addressed, and Via's performance.

At our meeting we also heard an update from Via. Company representatives covered covid-19 safety protocol, on-time performance metrics, trip demand, driver hiring efforts, and internal training efforts.

During my chairmanship of the PAC, we partnered with Via to hold several virtual trainings related to disability-specific accommodations as well as general sensitivity. The training series is now resuming. Kyle Snyder and his team are working with PAC members Travis Webb, Catherine Tyler-Northan, and Mary Mathena on the next iteration. There is significant interest in offering sensitivity trainings from the PAC so I am hopeful we can collaborate on many future opportunities.

Congratulations to HRT! August 19th marked the 10th Anniversary of the Tide. The ridership was appreciative of the complementary fare day to commemorate the milestone.

Our next Paratransit Advisory Committee meeting is scheduled for Wednesday October 13, 2021, location and format TBD.

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

TRAC Report

September 2021

HRT's Transit Riders Advisory Committee (TRAC) met at 6pm on Wednesday, September 1, in the board room in Hampton. TRAC members in attendance were Denise Johnson, Melissa Osborne, Heather Cutrone, and Robert Neely. The July minutes were not approved for lack of a quorum.

Ms. Jennifer Dove, Civil Rights & Grants Program Coordinator, provided a presentation on the Title VI Fare Change Analysis pertaining to the fare reduction for the Routes 960 and 961.

Mr. Don Lint, Construction Projects Coordinator, provided a presentation on the planned construction at the Newport News Transit Center which is expected to begin in October 2021. He said the construction will take between 90 and 120 days and require the temporary relocation of the buses to 35th Street between Washington and West, and to Washington Street between 37th and 39th. Mr. Lint also said that as of September 1, all bus shelters have been replaced and that shelter installation in support of the Regional Transit System is ongoing.


Mr. Rodney Davis, Director of Customer Relations, reviewed the complaints and compliments submitted by TRAC members. He thanked the TRAC for distributing more than 200 flyers on the north and southside promoting vaccinations at the transit centers. Additionally, he reported that:

- The service board normally scheduled for October has been rescheduled to November 14.
- The VB Wave will adhere to its post-summer schedule from September 7 through September 30.
- The transit centers were at times closing early on short notice because of the unavailability of security guards.

During the Roundtable:

1. Ms. Melissa Osborne, Hampton Representative, complained that the foliage needed to be trimmed at bus stop number 2896 on N. King Street.
2. Mr. Neely, Newport News, complained about cigarette butts on the ground at some of the transit centers.
3. Ms. Jacqueline McRae, Bus Operations Supervisor, complained that the grass needed cutting at bus stop number 6111 on Mercury Blvd just past Amazon.

The meeting adjourned at 7 P.M. The next TRAC meeting will be on November 3, 2021, in the board room in Norfolk at 6pm.

 TRANSPORTATION DISTRICT COMMISSION OF HAMPTON ROADS TRANSIT REMOTE PARTICIPATION POLICY (NO STATE OF EMERGENCY)	NUMBER COMMISSION-01	EFF. DATE 09/23/2021
	SUPERSEDED	
APPLIES TO All Commission Members, Including Alternates, Committee, and Subcommittee Members	KEY SUBJECT Remote Public Meeting Participation	
TITLE Remote Participation Policy in the Absence of Declared State of Emergency		
APPLICABLE CODE Virginia Code § 2.2-3708.2		

Policy Statement

It is the policy of the Transportation District Commission of Hampton Roads (HRT) that individual HRT Commissioners, Alternate Commissioners, Committee members, and Subcommittee members may participate in meetings of HRT by electronic means as permitted by § 2.2-3708.2 of the Code of Virginia.

This policy shall apply to all meetings, including meetings of the full Commission, committees, and subcommittees. This policy shall apply to the entire membership of HRT, including Alternate Commissioners, Committee and Subcommittee members, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

In short, a member of HRT may remotely participate in a meeting if: (i) the member has a temporary or permanent disability or other medical condition; or (ii) the member has a relative with a medical condition that requires the member to provide care for such relative; or (iii) the member's primary residence is more than sixty (60) miles from the meeting location; or (iv) the member has a personal matter that prevents such individual member from physically attending the meeting.

Absence Due to Disability or Medical Condition

If a member elects to participate electronically as a result of (i) a disability or other medical condition or (ii) providing care for a relative with a medical condition, then:

1. There must be a physically assembled quorum at the predetermined HRT meeting location;
2. The remote member's voice must be heard by all at the meeting location;

TITLE Remote Participation Policy in the Absence of Declared State of Emergency	COMMISSION- 01	DATE 09/23/2021	Page 2
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3. The member must notify the Chair of the Commission, Committee or Subcommittee, as applicable, at least twenty-four (24) hours before the day of the meeting of the inability to attend due to a temporary or permanent disability or other medical condition that prevents physical attendance or a required need to care for a family member with a medical condition that prevents physical attendance;
4. The fact of a member's disability or other medical condition or a relative's medical condition that requires the member to provide care for such family member must be recorded in the minutes (the specific disability or medical condition, however, does need to be disclosed); and
5. The remote location (City/State) of the member must be recorded in the minutes.

Absence Due to Residence Being More than Sixty Miles from Meeting Location

If a member elects to participate electronically as a result of their principal residence being more than sixty (60) miles from the meeting location identified in the required notice for such meeting, then:

1. There must be a physically assembled quorum at the predetermined HRT meeting location;
2. The remote member's voice must be heard by all at the meeting location;
3. The member must notify the Chair of the Commission, Committee or Subcommittee, as applicable, at least twenty-four (24) hours before the day of the meeting of their election to attend remotely due to the distance between their primary residence and the predetermined meeting location; and
4. The remote location (City/State) of the member must be recorded in the minutes.

Absence Due to Permissible Personal Matter

If a member elects to participate electronically due to a permissible personal matter that prevents attendance¹, then:

¹ By way of example, permissible personal matters include, but are not limited to, transportation issues; traffic congestion or stoppage; personal, family, or business emergency; sudden severe weather conditions that prevent travel to the meeting location; business trips; vacation; or scheduling conflicts.

TITLE Remote Participation Policy in the Absence of Declared State of Emergency	COMMISSION- 01	DATE 09/23/2021	Page 3
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1. There must be a physically assembled quorum at the predetermined HRT meeting location;
2. The remote member's voice must be heard by all at the meeting location;
3. The member must notify the chair of the public body at least twenty-four (24) hours before the day of the meeting that a personal matter prevents physical attendance;
4. The nature of the personal matter must be identified;
5. The nature of the personal matter must be recorded in the minutes; and
6. The remote location (City/State) of the member must be recorded in the minutes.

Remote participation due to a permissible personal matter is limited by law to the greater of two (2) meetings per calendar year or twenty-five percent (25%) of the meetings held per calendar year by the full Commission, Committee, or Subcommittee, as applicable.

Approval of Remote Participation

Individual participation from a remote location shall be approved by the Chair, or acting Chair, of the Commission (or Committee or Subcommittee, as applicable) unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act (§ 2.2-3700 et seq. of the Code of Virginia). A Commissioner or Alternate Commissioner, Committee, or Subcommittee member of HRT participating through electronic communication means may make motions, vote, join in closed meetings, and otherwise participate fully as if such member was physically present.

Disapproval or Challenge to Remote Participation

If a member's participation from a remote location is challenged by a member of the Commission, then the HRT Commission (or members of the corresponding Committee or Subcommittee, as applicable) shall vote on whether to allow such participation. The issue of remote participation shall be determined by a simple majority.

If the HRT Commission votes to disapprove a member's remote participation because such participation would violate this policy, then such disapproval shall be recorded in the minutes with specificity. If a member's participation is disapproved by the Chair, acting Chair, or by majority vote of the Commission, then such member may continue to monitor

TITLE Remote Participation Policy in the Absence of Declared State of Emergency	COMMISSION- 01	DATE 09/23/2021	Page 4
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the meeting from the remote location, but may not participate in the proceeding and may not be counted as present at the meeting.

Per Diem

No member who participates remotely in any HRT meeting for any reason, shall be entitled to receive the corresponding per diem for such meeting.



HAMPTON ROADS TRANSIT

DRAFT 2022 Legislative and Public Policy Priorities

- The TDCHR supports the Commonwealth providing sufficient funding and flexibility through the Virginia Department of Rail and Public Transportation so transit agencies across Virginia will have resources necessary to ensure safe, resilient, and sustainable service in the face of the COVID-19 public health emergency, including more financial resources to support zero-fare systems to encourage transit ridership and grow ridership back to pre-pandemic levels.
- The TDCHR encourages the Commonwealth to evaluate and update the current “performance-based” approach to allocating statewide operating assistance.
- The TDCHR urges the Commonwealth to dedicate funding to meet the unique capital and operating needs of The Tide light rail system in Norfolk and HRT’s ferry service.
- The TDCHR encourages the Commonwealth to appropriate funding sufficient to meet statewide transit capital needs.
- The TDCHR supports Congress protecting and expanding the federal Capital Investment Grants (CIG) Program (New Starts / Small Starts). The federal fixed-guideway program is particularly important as Hampton Roads looks to potential extensions of systems that provide a regional benefit such as The Tide light rail system, Bus Rapid Transit on the Peninsula, or similar services.
- The TDCHR supports increased federal funding for the Bus and Bus Facilities program and maintaining a balanced mix of funding between formula-driven and competitive discretionary programs.
- The TDCHR supports the goals of advancing racial equity and support for underserved communities through improving transit access for environmental justice populations and projects that reduce pollution and greenhouse gas emissions.
- The TDCHR supports increased funding for transit innovations and technologies, such as zero emissions buses.

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