



Meeting of the Transportation District Commission of Hampton Roads

Thursday, June 22, 2023, at 1:00 p.m.
509 E. 18th Street, Norfolk, VA – In Person

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, June 22, 2023, at 1:00 p.m., at 509 E. 18th Street, Norfolk, VA.

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

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



Meeting of the Transportation District Commission of Hampton Roads

Thursday, June 22, 2023, at 509 E. 18th Street, Norfolk, VA at
1:00 p.m. in Person – Zoom

REVISED AGENDA

Call to Order & Roll Call

1. Public Comments
2. Approval of May 25, 2023, Meeting Minutes
3. President's Monthly Report - William Harrell

A. Board Updates

4. Committee Reports

A. Audit & Budget Review Committee - Commissioner Gray/
Conner Burns, Chief Financial Officer

- May 2023 Financial Reports

B. Management/Financial Advisory Committee – Commissioner Eisenberger/
Conner Burns, Chief Financial Officer

C. Operations & Oversight Committee - Commissioner Glover/
Sonya Luther, Director of Procurement

The below contracts were approved at the Operations & Oversight Committee on
Monday, May 22, 2023:

- **Contract No. 23-00235 – Light Rail Track (Renewal)**

Commission Consideration: Award of a contract to H & B Railroad Company, Inc. to perform track work associated with the Norfolk Light Rail Transit. The cumulative amount of all Task Orders issued under this Contract will not exceed \$6,900,000.00 over the four-year period.

- **Contract No. 23 – 00241 Oracle Enterprise Database Annual Support (Renewal)**

Commission Consideration: Award of a contract to Mythics, LLC to provide Oracle Enterprise Database annual support in the not-to-exceed amount of \$1,478,819.22 over a five-year period.

- **Contract No. 23 – 00226 Waste Collection and Disposal Services (Renewal)**

Commission Consideration: Award of a contract to TFC Recycling to provide waste collection and disposal services in the not-to-exceed amount of \$292,809.68 over a five-year period.

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

E. External/Legislative Advisory Committee - Commissioner Bullock/
Alexis Majied, Chief Communications and External Affairs Officer

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

G. Paratransit Advisory Subcommittee – Chair Troy Bowser/
Keith Johnson, Paratransit Services Contract Administrator

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

5. Old and New Business

- Resolution 01 – 2023 Fare Policy Adjustments for Hampton Roads Transit and related changes to the Fare Pricing Structure for all MAX Routes (Carry over from May 25, 2023 regular meeting)
- Resolution 02 – 2023 Title VI Equity Analyses for Proposed Fare Change for all MAX Routes. (Carry over from May 25, 2023 regular meeting)
- FY 2024 Elections of Officers – Nominations Committee Report

6. Comments by Commission Members

7. Closed Session (as necessary)

8. Adjournment

**The next meeting will be held on Thursday, July 27, 2023, at 1:00 p.m.
at 3400 Victoria Boulevard, Hampton VA**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday, May 25, 2023, • 1:00 p.m. 509 E 18th Street Norfolk, VA, and Hybrid (Zoom) Meeting

Call to Order.

A quorum was attained, and Chairwoman Ross-Hammond called the meeting to order at 1:00 p.m.

Commissioners in attendance:

Chairwoman Ross-Hammond, Virginia Beach
Vice Chair Woodbury, Newport News
Alt. Commissioner Stevenson, Norfolk (Zoom)
Commissioner Gray, Hampton
Commissioner Johnson, Chesapeake
Commissioner White, Hampton
Commissioner Bullock, Newport News
Commissioner Glover, Portsmouth

Hampton Roads Transit Staff in attendance:

Ray Amoruso, Chief Planning and Development
Tammara Askew, Administrative Support Technician
Monique Battle, Associate Project Manager
Keisha Branch, Director of the Office of Program & Project Excellence (Zoom)
Amy Braziel, Director of Contracted Services and Operational Analytics
Donna Brumbaugh, Director of Finance (Zoom)
Conner Burns, Chief Financial Officer
Danielle Burton, Assistance Manager of Bus Transportation (Zoom)
David Burton, General Counsel, Williams Mullen
Gene Cavazos, Director of Marketing & Communication
Rodney Davis, Director of Customer Relations
Glenda Dixon, Director of ERP Services
Sheri Dixon, Director of Revenue Services (Zoom)
Jennifer Dove, Civil Rights/Grants Program Manager
April Garrett, Senior Executive Assistant (Zoom)
Vanity Faulkner, Budget Analyst, (Zoom)
Angela Glass, Director of Budget & Financial Analysis (Zoom)
Keith Johnson, Paratransit Service Contract Administrator
Jonathan Greene, Sr., Manager of Bus Transportation
Wayne Groover, Director of Rail Maintenance
Shelia Gulledge, Manager Technology PMO
William Harrell, President and CEO
Danielle Hill, Director of Human Resources
Robert Lee, RTS Program Manager
Sonya Luther, Director of Procurement

Ashley Johnson, Assistant Director of Budget and Financial Analysis (Zoom)
Tracey Johnson, Security Specialist, (Zoom)
Shane Kelly, Manager Security & Emergency Preparedness, (Zoom)
Kristy Lockhart, Management Analyst (Zoom)
Patrick McGowan, Manager of Rail Transportation (Zoom)
Steve Magaro, Emergency Management Specialist
Alexis Majied, Chief Communications & External Affairs Officer
Tracy Moore, Director of Transportation (Zoom)
John Nason, Director of Bus Maintenance (Zoom)
Sophia Owen-Allen, Staff Auditor (Zoom)
Sibyl Pappas, Chief Engineering & Facilities Officer
Michael Perez, Operations Project & Contract Administrator (Zoom)
Noelle Pinkard, Organizational Advancement Officer (Zoom)
John Powell, Telecommunications Specialist
Michael Price, Chief Information Officer/CTO
Chad Pritchett, Senior Budget Analyst
Luis Ramos, Sr. Executive Administrator/Commission Secretary
Shleaker Rodgers, Quality Assurance Auditor (Zoom)
Dawn Sciortino, Chief Safety Officer (Zoom)
Ben Simms, Chief Transit Operations Officer
Brian Smith, Deputy CEO
Adrian Tate, Finance Manager (Zoom)
Alex Touzov, Director of Technology Services (Zoom)
Robert Travers, Corporate Counsel
Fevrier Valmond, Deputy Director of Procurement (Zoom)
Jessica White, Contract Administrator
Kim Wolcott, Chief Human Resources Officer
Kristine Woodbury, Contract Specialist

Others in attendance via phone/(Zoom)/In-Person:

Troy Bowser, Chair, PAC Committee
Alt. Commissioner Cipriano, City of Newport News
Alt. Commissioner DeProfio, City of Hampton
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT (Zoom)
Angela Hopkins, City of Newport News
Denise Johnson, Chair, Transit Riders Advisory Committee
Docs, Ernest, Paratransit User
Mark Geduldig-Yatrosky, City of Portsmouth Citizen
Ina Kreps, Portsmouth Consumer
Shelia McAllister, City of Newport News (Zoom)
Hank Morrison, City of Virginia Beach (Zoom)
Janice Taylor, League of Women Voters (Zoom)
David Vanderputten, UTA, Chief Technology Officer
Alt. Commissioner Velissarios, City of Newport News (Zoom)

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. Ernest Docs, paratransit user, noted various bus stops needing maintenance, repairs, and general cleaning.

Mr. Ragaza, a new resident of Hampton Roads, discussed his impressions of the local transit system. Mr. Ragaza mentioned that he is a bicyclist and has had several close calls with other vehicles while riding. Mr. Ragaza stated that “infrastructure”, especially on the Peninsula, needed attention.

Vice Chair Woodbury asked about follow-up on items mentioned by Mr. Docs. Mr. Harrell acknowledged the importance of the concerns that were mentioned and noted that in some cases the local jurisdictions may also have a role in addressing infrastructure items depending on the specific location such as deficiencies within the public right-of-way. Mr. Harrell stated that staff would be providing the Commission with a copy of follow up responses to the issues noted by Mr. Docs.

A motion to close public comments was made by Vice Chair Woodbury and properly seconded by Commissioner Bullock. A roll call vote resulted as follows:

Ayes: Ross-Hammond, Woodbury, Gray, Johnson, White, Bullock, and Glover

Nays: None

Abstain: None

Approval of April 27, 2022, Meeting Minutes

A motion to approve the April 27, 2023, minutes was made by Commissioner Bullock and properly seconded by Commissioner Woodbury. A roll call vote resulted as follows:

Ayes: Ross-Hammond, Woodbury, Gray, Johnson, White, Bullock, and Glover

Nays: None

Abstain: None

President's Monthly Report

Mr. William Harrell welcomed everyone. Mr. Harrell shared with the Commission that recently HRT completed a comprehensive triennial review with the Federal Transit Administration (FTA), which happens every three years. Mr. Harrell stated that he is pleased with the results and the Chair should be receiving a copy from FTA in July. Mr. Harrell especially noted that FTA staff commented on the extremely good job of HRT's Procurement Department that is attributed to the leadership of Ms. Sonya Luther, Director of Procurement. The Civil Rights Department was also noted to have done extremely well, and special recognition was given to Ms. Jennifer Dove, Civil Rights and Grants Program Manager, and Ms. Danielle Hill, Director of Human Resources.

Mr. Harrell also mentioned that the Virginia Transit Association (VTA) had a successful Annual Conference, which was held in Virginia Beach. TDCHR Chair Ross-Hammond was congratulated on being elected as Vice-Chair to the VTA. Mr. Harrell was re-elected as Treasurer. ELAC Chair, Commissioner Bullock, was also present at the conference, and HRT's TRAFFIX staff members as well as Ms. Marie Arnt received several awards and recognitions.

Mr. Harrell called on Ms. Alexis Majied, Chief Communications Officer for a special presentation. Students from Bethel High School's Transportation Analytics Information and Logistics Academy (TRAIL) recently designed an HRT app and developed a marketing plan to increase engagement with teen Student Freedom Pass riders. Their project won the school level academy showcase and presented at the District Level. Ms. Majied called on each student and presented them with a certificate of appreciation. She also thanked the parents and teachers who supported the students through this endeavor. Ms. Majied indicated that the Marketing and Strategic Communications team is looking forward to collaborating with these students in the near future

Audit & Budget Review Committee

Commissioner Gray called on Mr. Conner Burns, Chief Financial Officer, to present the financial report.

Mr. Conner Burns presented the preliminary financial report for April 2023. Mr. Conner called on Ms. Angela Glass to review the draft FY 2024 - Operating Budget. Mr. Burns requested that the Commission adopt the Fiscal Year 2024 Operating Budget and stated that this comes as a recommendation for adoption from the Audit and Budget Review Committee, as well as the MFAC Committee, requiring a second. Commissioner Bullock properly seconded. A roll call vote resulted as follow:

Ayes: Ross-Hammond, Woodbury, Gray, Stevenson, Johnson, White, Bullock, and Glover

Nays: None

Abstain: None

Management and Financial Advisory Committee (MFAC)

No report was provided.

Operations and Oversight Committee

The Operations and Oversight Committee met on Thursday, May 22, 2023, in Hampton.

There were six contracts presented to the Committee for approval. All contracts were successfully approved and are being cumulatively brought before the Board as a motion for approval from the Operations and Oversight Committee. Ms. Luther presented the following contracts to the board:

Ms. Luther presented **Contract No. 23 – 00224 Automatic Passenger Counting System** to award of a contract to Urban Transportation Associates, Inc. to provide an automatic passenger counting software package and services in the not-to-exceed amount of \$470,086.00 for five (5) years.

Ms. Luther presented **Contract No. 22 – 00212 Facilities General Electrical Services (Renewal)** to award a contract to Blackwater Electric Company, Inc. to provide general electrical services associated with HRT's Facilities. The cumulative amount of all Task Orders issued under this contract will not exceed \$900,000.00 over the three-year term.

Ms. Luther presented **Contract No. 22 – 00207 National Transit Database Reporting Software** to award of a contract to TransTrack Solutions Group to implement and support a Cloud-based software solution for National Transit Database (NTD) reporting in the not-to-exceed amount of \$1,031,206.00.

Ms. Luther presented **Contract No. 22 – 00204 Oil and Fuel Analysis Services** to award Tribologik Corporation to provide oil and fuel analysis services in the not-to-exceed amount of \$137,108.00 for five (5) years.

Ms. Luther presented **Contract No. 22 – 00213 Private Security Services** to award of a contract to Sentry Force Security, LLC to provide private security services in the not-to-exceed amount of \$10,224,348.04.

Ms. Luther presented **Contract No. 23 – 00237 Provision of Eighteen (18) Non-Revenue Vehicles** to award of a contract to CMA's Williamsburg Ford for the provision of eighteen (18) non-revenue vehicles in the amount of \$872,234.00.

A recommendation was made by the Operations and Oversight Committee to approve the following contracts: **Contract No. 23 – 00224 Automatic Passenger Counting System, Contract No. 22 – 00212 Facilities General Electrical Services (Renewal), Contract No. 22 – 00207 National**

Transit Database Reporting Software, Contract No. 22 – 00204 Oil and Fuel Analysis Services, Contract No. 22 – 00213 Private Security Services, Contract No. 23 – 00237 Provision of Eighteen (18) Non-Revenue Vehicles, and was properly seconded by Commissioner Bullock. A roll call vote resulted as follows:

Ayes: Ross-Hammond, Woodbury, Gray, Stevenson, Johnson, White, Bullock, and Glover

Nays: None

Abstain: None

Commissioner Glover stated that the next Operations and Oversight Committee meeting will be on June 8, 2023, in Norfolk.

Planning and New Starts Committee.

Chairwoman Ross-Hammond stated that the Planning and New Starts did not meet this month.

External Legislative Affairs Committee

Commissioner Bullock provided a brief Legislative update:

Federal: As for the federal debt ceiling, both Democratic and Republican sides have said they are open to discussing budget caps, permitting reform, and rescission of unspent COVID relief funds.

State: Since the politically divided General Assembly's regular session ended in February without an agreement on adjustments to the two-year spending plan, budget negotiators have been meeting sporadically to continue talks. They are at odds over how to best allocate a revenue surplus. Both sides have continually pushed back the target for reaching a deal, citing concerns about instability in the banking sector, the possibility of a recession, and, more recently, the debt limit standoff.

Mr. Bullock mentioned a few upcoming events, HRT will host a legislative event after the state elections this November. Earlier this week, HRT is hosted a Fam Tour (familiarization tour) for the VB Wave Trolley service. This year is the 39th season of the VB Wave Trolley running at the Virginia Beach Oceanfront. For this event, HRT invited media, city officials, business located near the Oceanfront, as well as Convention and Visitors Bureau employees, to promote the VB Wave Trolley services. On May 23 – 24, 2023, HRT participated in the VTA Conference at Oceanfront. HRT used this opportunity to encourage visitors to take the trolley and explore its services. HRT will celebrate Juneteenth with free fares on Monday June 19, 2023. HRT will be participating in Pride Fest in Norfolk on June 24, 2023, as part of its recruitment efforts.

The next ELAC meeting will be held on Wednesday June 21, 2023, in Norfolk.

Smart Cities and Innovation Committee

Mr. Michael Price, Chief Information Officer/CTO, stated that the committee did not meet this month. The next meeting will be held July 13, 2023, at 12 p.m. in Hampton.

Paratransit Advisory Sub-Committee (PAC)

Chair Troy Bowser stated that the committee did not meet this month. Mr. Bower stated that the next PAC meeting will be on June 14, 2023, in Norfolk.

Transit Ridership Advisory Sub-Committee (TRAC)

TRAC Chair Johnson read her report to the Commission.

Old and New Business

Prior to reading the Resolutions conversation ensue concerning the possibility that the pending adoption of the **Resolution 01 – 2023 Fare Policy Adjustments for Hampton Roads Transit** and related changes to the Fare Pricing Structure for all MAX Routes and **Resolution 02 – 2023 Title VI Equity Analyses for Proposed Fare Change for all MAX Routes** might have economic impact to the FY 2024 Operating Budget. The consensus from the Commission was to bring both Resolutions to the upcoming MFAC Meeting in June prior to the Regular scheduled TDCHR meeting for further review.

The Commission deferred adoption of Resolution 01-2023 and Resolution 02-2023 to the June TDCHR meeting agenda.

Closed Session

There was no closed Session.

Commissioner Comments:

None

Adjournment

With no further business to conduct, the meeting adjourned at 2:19 p.m.

TRANSPORTATION DISTRICT COMMISSION OF HAMPTON ROADS

Amelia Ross-Hammond
Chair

ATTEST:

Luis Ramos
Commission Secretary
May 25, 2023



HRT HIGHLIGHTS DIVERSITY, EQUITY AND INCLUSION

June is a significant month here at Hampton Roads Transit. We are wrapping up the fiscal year and looking back on our extensive list of this past year's accomplishments, not the least of which is getting our Inclusion, Diversity, Equity and Accessibility Committee off the ground and running. The IDEA Committee was officially formed one year ago this month. It is fitting that we acknowledge this significant milestone during the month of June.

Hampton Roads Transit will highlight two other important events this month: Pride Month and Juneteenth. Both align with the mission of the Committee and the agency's overall commitment to pursue inclusion, diversity, equity, and accessibility across all of our services. During Pride Month, HRT is inviting everyone to "Ride with Pride." That message speaks not just to inclusion, but to the level of safety our riders can expect when they step on an HRT bus, light rail, trolley, or ferry.

HRT is once again participating in Pridefest on June 24. It is the first time since the pandemic. Members of our Public Outreach team and the IDEA Committee will be at Town Point Park in Norfolk representing the agency. We will be letting people know that HRT is not only a safe way to travel, but a safe place to work, providing information on current job opportunities during the festival.

To recognize Juneteenth, HRT will offer free fares again this year on all bus, trolley, light rail, ferry, and paratransit services. This marks the fourth year HRT has offered free fares on Juneteenth, an agency tradition that began in 2020, one year before it was officially recognized by the Commonwealth as a state holiday. This will also be the fourth time this fiscal year that the agency has offered free fares. Election Day, Transit Equity Day and Earth Day were also established as free fare days. These unique opportunities give HRT a chance to say "thank you" to our daily riders and give new riders the chance to try transit on us.

Juneteenth has long been celebrated by the African American community, marking the end of slavery in the United States in 1865. But our region's connection to this pivotal moment began two years earlier, when free and enslaved people witnessed the first reading of the Emancipation Proclamation in the South under the Emancipation Oak located at what is now Hampton University. In recent years, the day has been observed more broadly across the country. We want to honor this day, not only to commemorate the historical achievements of our past, but to also cultivate a more inclusive and equitable future.

Connecting Hampton Roads' diverse communities through transit ensures everyone has access to opportunities and fosters inclusivity in our region. Therefore, it is imperative for Hampton Roads Transit to continue in its commitment to support a diverse, equitable, and inclusive agency by promoting a culture that celebrates the unique attributes and perspectives of all its customers.

Sincerely,

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

William E. Harrell

President and CEO

Hampton Roads Transit



President's Report

June 2023



HRT Hosts VTA Conference

Hampton Roads Transit hosted the 2023 Virginia Transit Association's Conference and Expo. It was held May 22-23 at the Sheraton Virginia Beach Oceanfront Hotel. HRT staff lead and participated in several panel discussions during the two-day event. One of the highlights came during the awards ceremony at the conclusion of the conference when several HRT staff members were recognized. Public Outreach Coordinator, Marie Arnt, received The Helen Poore Transit Professional Distinguished Service Award and Vanpool Program Coordinator, Latwana McClure, received the Transit Employee Unsung Hero Award. Our sincere congratulations to both.



Operation Lifesaver Campaign Begins

"See Tracks? Think Train!" That's the message behind our latest light rail safety campaign. It kicked off June 5 at the Norfolk Tide facility with the unveiling of a special train wrapped in a design created by HRT Graphic Designer, Morgan Williams. HRT was awarded a \$20,000 grant by Operation Lifesaver Inc. to fund the campaign. Our Public Outreach team will be working with the City of Norfolk to raise awareness about safety around light rail tracks all summer long.



Smooth Sailing at Harborfest & Seawall Musical Festival

It was all hands on deck for two major events this month. The 47th Norfolk Harborfest was held at Town Point Park, while across the Elizabeth River, Portsmouth held its 44th Annual Seawall Music Festival. To ensure it was smooth sailing across HRT services, dozens of extra staff were on hand. Event "Ambassadors" were placed at various bus stops and Tide stations to help with crowd control, safety, and ticket vending machines. We deployed electric buses to serve as shuttles from Downtown Norfolk to Park and Ride locations. Staff also set up on both sides of the water to help with ferry boardings.



Student Freedom Pass a Big Success

Now that the school year has come to an end, we want to share with you the success of HRT's Student Freedom Pass Program. Working closely with public schools across Hampton Roads, the Public Outreach team distributed nearly 600 Student Freedom Passes at 10 high schools throughout Norfolk, Hampton, Newport News, and Virginia Beach. They distributed more than 200 passes in one day at Hampton High School. Student Freedom Pass Ridership has reached more than 185,000, so far, this fiscal year.



President's Report

June 2023



Hampton Roads Pridefest Partnership

June is Pride month and HRT is letting customers know they can “Ride with Pride.” Members of Public Outreach will be participating in Pridefest, on Saturday, June 24 at Town Point Park in Downtown Norfolk. HRT will have a booth with information on current job opportunities. We’ll have a bus on site and one of the Elizabeth River ferries will be decked out with colorful lights.



HRT Hosts Norfolk Firefighters for Battery Bus Response Training

On May 16th HRT hosted nearly 40 first responders from the Norfolk Fire Department for electric bus response training. It’s the first time the agency has done this level of training since acquiring our electric buses. Although this kind of training is not yet required, it is encouraged by the American Public Transportation Association (APTA) and the Federal Transit Administration (FTA). It’s also seen as a great opportunity to continue relationship building with the cities we serve. The training was paid for out of the grant funding for our electric bus program.



FREE Fares to Commemorate Juneteenth

Hampton Roads Transit is proud to commemorate Juneteenth once again by offering FREE fares. On Monday, June 19, customers can ride free on all bus, light rail, ferry, trolley, and paratransit services. HRT first offered free fares in honor of Juneteenth in 2020, one year before it was an officially recognized state holiday in the Commonwealth.



IDEA Committee Marks One Year

This month our Inclusion, Diversity, Equity and Accessibility Committee marks one year since it was formed. The Committee was created in June of 2022 when HRT became a founding signatory of the American Public Transportation Association’s Racial Equity Action Plan. The Committee is made up of a diverse group of HRT employees. It is tasked with developing and implementing the agency’s DEI strategic plan and connecting HRT with the diverse communities it serves to achieve a greater awareness of the needs of our customers.



HAMPTON ROADS
TRANSIT

Draft Financial Statement

MAY 2023
FISCAL YEAR 2023
FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

May 2023

FISCAL YEAR 2023

Dollars in Thousands	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 8,694.8	\$ 724.6	\$ 834.8	\$ 110.2	15.2 %	\$ 7,970.2	\$ 7,888.4	\$ (81.8)	(1.0) %
Advertising Revenue	800.0	66.7	75.3	8.7	13.0 %	733.3	946.1	212.8	29.0 %
Other Transportation Revenue	2,158.9	179.9	222.1	42.2	23.4 %	1,979.0	2,424.1	445.1	22.5 %
Non-Transportation Revenue	60.0	5.0	37.8	32.8	655.3 %	55.0	300.3	245.3	446.0 %
Total Operating Revenue	11,713.7	976.1	1,169.9	193.8	19.9 %	10,737.5	11,558.9	821.4	7.6 %
Non-Operating Revenue									
Federal Funding (5307/5337)	26,694.0	2,224.5	2,560.4	335.9	15.1 %	24,469.5	23,983.3	(486.1)	(2.0) %
HRRTF Funding	10,319.0	859.9	501.6	(358.4)	(41.7) %	9,459.0	4,617.8	(4,841.2)	(51.2) %
State Funding	31,464.9	2,622.1	2,622.1	0.0	0.0 %	28,842.9	28,842.9	0.0	0.0 %
Local Funding	45,396.5	3,783.0	3,783.0	(0.0)	(0.0) %	41,613.5	41,613.5	0.0	0.0 %
Total Non-Operating Revenue	113,874.4	9,489.5	9,467.1	(22.5)	(0.2) %	104,384.9	99,057.5	(5,327.4)	(5.1) %
TOTAL REVENUE	\$ 125,588.1	\$ 10,465.7	\$ 10,637.0	\$ 171.3		\$ 115,122.4	\$ 110,616.4	\$ (4,506.0)	
TOTAL EXPENSE									
Personnel Services	\$ 76,698.5	\$ 6,112.2	\$ 6,282.5	\$ (170.3)	(2.8) %	\$ 70,483.3	\$ 66,570.0	\$ 3,913.3	5.6 %
Contract Services	12,458.7	1,015.1	721.5	293.6	28.9 %	11,358.1	8,980.9	2,377.2	20.9 %
Materials & Supplies	5,981.5	514.4	634.3	(119.9)	(23.3) %	5,417.6	5,699.4	(281.8)	(5.2) %
Gas & Diesel	8,519.3	855.5	884.6	(29.1)	(3.4) %	7,663.8	6,957.5	706.3	9.2 %
Contractor's Fuel Usage	1,765.0	156.8	85.9	70.8	45.2 %	1,608.3	685.1	923.1	57.4 %
Utilities	1,438.9	239.1	218.9	20.2	8.5 %	1,329.8	1,326.2	3.6	0.3 %
Casualties & Liabilities	4,014.0	340.4	359.1	(18.6)	(5.5) %	3,673.6	3,962.6	(289.0)	(7.9) %
Purchased Transportation	13,235.3	1,115.4	1,166.4	(50.9)	(4.6) %	12,269.9	11,300.0	969.8	7.9 %
Other Miscellaneous Expenses	1,476.8	116.9	106.6	10.3	8.8 %	1,317.9	1,095.0	222.9	16.9 %
TOTAL EXPENSE	\$ 125,588.1	\$ 10,465.7	\$ 10,459.7	\$ 6.0		\$ 115,122.4	\$ 106,576.8	\$ 8,545.6	
SURPLUS (DEFICIT)			\$ 177.3				\$ 4,039.6		

1. Line of Credit balance as of June 16, 2023 is \$12,689,912.39
 2. Non-Operating COVID Revenue and Expenses YTD - \$97,651

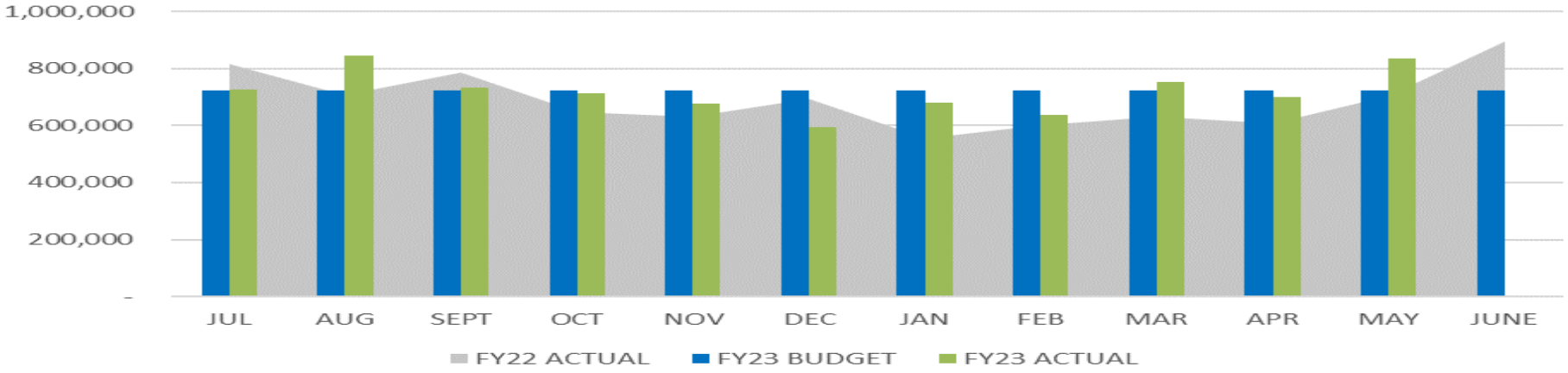
OPERATING FINANCIAL STATEMENTS

May 2023

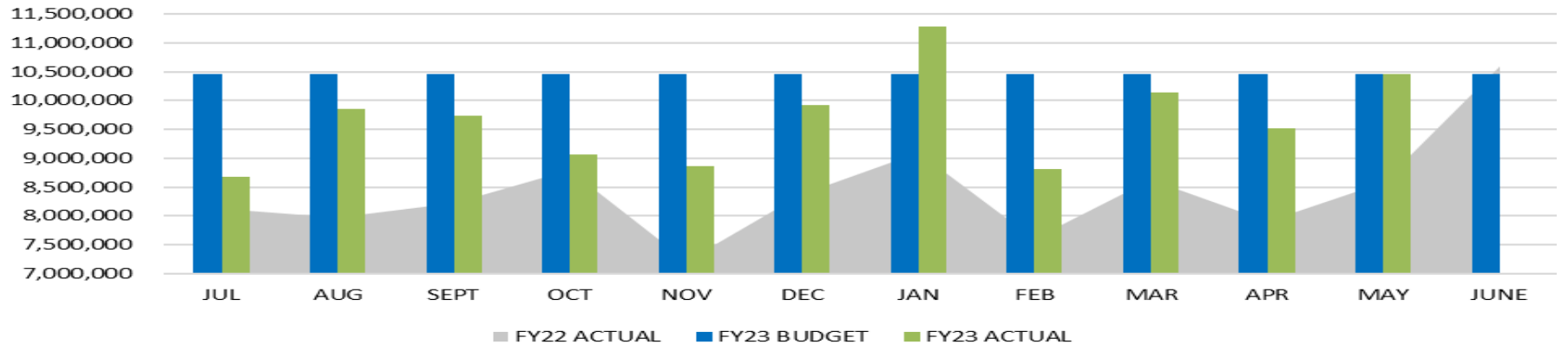
757 EXPRESS, 15-MINUTE INCREMENT

FISCAL YEAR 2023	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Dollars in Thousands									
Operating Revenue									
Passenger Revenue	\$ 879.4	\$ 73.3	\$ 65.6	\$ (7.7)	(10.5) %	\$ 806.1	\$ 591.5	\$ (214.5)	(26.6) %
RTS Program	10,319.0	859.9	501.6	(358.4)	(41.7) %	9,459.0	4,617.8	(4,841.2)	(51.2) %
TOTAL REVENUE	\$ 11,198.3	\$ 933.2	\$ 567.1	\$ (366.1)		\$ 10,265.1	\$ 5,209.3	\$ (5,055.8)	
Personnel Services	\$ 7,997.5	\$ 666.5	\$ 400.4	\$ 266.1	39.9 %	\$ 7,331.0	\$ 3,835.0	\$ 3,496.0	47.7 %
Contract Services	966.9	80.6	36.6	44.0	54.6 %	886.3	407.0	479.3	54.1 %
Materials & Supplies	1,934.3	161.2	107.9	53.3	33.1 %	1,773.1	794.9	978.2	55.2 %
Utilities	74.3	6.2	8.6	(2.4)	(39.5) %	68.1	39.4	28.7	42.1 %
Casualties & Liabilities	225.4	18.8	13.6	5.2	27.6 %	206.6	133.1	73.6	35.6 %
TOTAL EXPENSE	\$ 11,198.3	\$ 933.2	\$ 567.1	\$ 366.1		\$ 10,265.1	\$ 5,209.3	\$ 5,055.8	
SURPLUS (DEFICIT)			\$ -				\$ -		

Farebox Revenue



Total Expenses



OPERATING CROSSWALK

May 2023

FISCAL YEAR 2023 (Dollars in Thousands)	YEAR-TO-DATE				
	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 7,970.2	\$ 7,156.7	\$ 731.7	\$ 7,888.4	\$ (81.8)
Advertising Revenue	\$ 733.3	\$ 877.7	\$ 68.4	\$ 946.1	\$ 212.8
Other Transportation Revenue	\$ 1,979.0	\$ -	\$ 2,424.1	\$ 2,424.1	\$ 445.1
Non-Transportation Revenue	\$ 55.0	\$ 133.0	\$ 167.3	\$ 300.3	\$ 245.3
Federal Funding (PM 5307/5337)	\$ 24,469.5	\$ 23,983.3	\$ -	\$ 23,983.3	\$ (486.2)
HRRTF Funding ¹	\$ 9,459.0	\$ -	\$ 4,617.8	\$ 4,617.8	\$ (4,841.2)
State Funding	\$ 28,842.9	\$ 28,842.9	\$ -	\$ 28,842.9	\$ -
Local Funding	\$ 41,613.5	\$ 41,613.5	\$ -	\$ 41,613.5	\$ -
TOTAL REVENUE:	\$ 115,122.4	\$ 102,607.1	\$ 8,009.3	\$ 110,616.4	\$ (4,506.0)
EXPENSE					
Personnel Services	\$ 70,483.3	\$ 62,054.1	\$ 4,515.9	\$ 66,570.0	\$ 3,913.3
Services	\$ 11,358.1	\$ 8,371.7	\$ 609.2	\$ 8,980.9	\$ 2,377.2
Materials & Supplies	\$ 14,689.7	\$ 12,436.9	\$ 905.1	\$ 13,342.0	\$ 1,347.7
Utilities	\$ 1,329.8	\$ 1,236.2	\$ 90.0	\$ 1,326.2	\$ 3.6
Casualties & Liabilities	\$ 3,673.6	\$ 3,693.8	\$ 268.8	\$ 3,962.6	\$ (289.0)
Purchased Transportation	\$ 12,269.9	\$ 10,533.5	\$ 766.6	\$ 11,300.1	\$ 969.8
Other Miscellaneous Expenses	\$ 1,318.0	\$ 1,020.7	\$ 74.3	\$ 1,095.0	\$ 223.0
TOTAL EXPENSE:	\$ 115,122.4	\$ 99,346.9	\$ 7,229.9	\$ 106,576.8	\$ 8,545.6
BUDGET STATUS TO DATE²:	\$ -	\$ 3,260.2	\$ 779.4	\$ 4,039.6	\$ 4,039.6

1. Hampton Roads Regional Transit Funding for 757 Express and 15-minute increment.
 2. Includes estimated year-to-date Locality Service Reliability Plan credit.

Draft Financial Statement

LOCALITY RECONCILIATION

May 2023

FISCAL YEAR 2023 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 45,396.5	\$ 41,613.5	\$ 41,613.5	\$ -
Plus: Local Farebox	\$ 7,647.8	\$ 7,010.6	\$ 7,156.7	\$ 146.1
Locality Share - Sub-Total:	\$ 53,044.3	\$ 48,624.1	\$ 48,770.2	\$ 146.1
Plus: Federal Aid	\$ 26,694.1	\$ 24,469.5	\$ 23,983.3	\$ (486.2)
State Aid	\$ 31,464.9	\$ 28,842.9	\$ 28,842.9	\$ -
Total Revenue Contribution:	\$ 111,203.3	\$101,936.5	\$101,596.4	\$ (340.1)
Operating Expenses:	\$ 111,203.3	\$101,936.5	\$ 98,336.2	\$ (3,600.3)
Locality Budget Status to Date¹:				\$ 3,260.2

KPI

Farebox Recovery:	6.9%	7.3%
Farebox % of Budgeted Expense:		7.0%

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

Draft Financial Statement

LOCALITY RECONCILIATION

May 2023

FISCAL YEAR 2023 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,723.7	\$ 2,496.7	\$ 2,496.7	\$ -
Plus: Local Farebox	\$ 455.0	\$ 417.1	\$ 387.6	\$ (29.5)
Locality Share - Sub-Total:	\$ 3,178.7	\$ 2,913.8	\$ 2,884.3	\$ (29.5)
Plus: Federal Aid	\$ 2,007.6	\$ 1,840.3	\$ 2,133.4	\$ 293.1
State Aid	\$ 1,993.8	\$ 1,827.7	\$ 1,900.4	\$ 72.7
Total Revenue Contribution:	\$ 7,180.1	\$ 6,581.8	\$ 6,918.1	\$ 336.3
Operating Expenses:	\$ 7,180.1	\$ 6,581.8	\$ 6,596.9	\$ 15.1
Locality Budget Status to Date¹:				\$ 321.2

KPI

Farebox Recovery:	6.3%	5.9%
Farebox % of Budgeted Expense:		5.9%

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

LOCALITY RECONCILIATION

May 2023

FISCAL YEAR 2023 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,722.4	\$ 4,328.9	\$ 4,328.9	\$ -
Plus: Local Farebox	\$ 672.7	\$ 616.6	\$ 706.1	\$ 89.5
Locality Share - Sub-Total:	\$ 5,395.1	\$ 4,945.5	\$ 5,035.0	\$ 89.5
Plus: Federal Aid	\$ 3,265.3	\$ 2,993.2	\$ 3,472.7	\$ 479.5
State Aid	\$ 3,387.3	\$ 3,105.0	\$ 3,321.5	\$ 216.5
Total Revenue Contribution:	\$ 12,047.7	\$ 11,043.7	\$ 11,829.2	\$ 785.5
Operating Expenses:	\$ 12,047.7	\$ 11,043.7	\$ 11,384.2	\$ 340.5
Locality Budget Status to Date¹:				\$ 445.0

KPI

Farebox Recovery:	5.6%	6.2%
Farebox % of Budgeted Expense:		6.4%

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

LOCALITY RECONCILIATION

May 2023

FISCAL YEAR 2023 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,492.8	\$ 6,868.4	\$ 6,868.4	\$ -
Plus: Local Farebox	\$ 1,111.7	\$ 1,019.1	\$ 1,191.9	\$ 172.8
Locality Share - Sub-Total:	\$ 8,604.5	\$ 7,887.5	\$ 8,060.3	\$ 172.8
Plus: Federal Aid	\$ 4,917.0	\$ 4,507.2	\$ 5,170.3	\$ 663.1
State Aid	\$ 5,337.1	\$ 4,892.3	\$ 5,222.6	\$ 330.3
Total Revenue Contribution:	\$ 18,858.6	\$ 17,287.0	\$ 18,453.2	\$ 1,166.2
Operating Expenses:	\$ 18,858.6	\$ 17,287.0	\$ 17,789.2	\$ 502.2
Locality Budget Status to Date¹:				\$ 664.0

KPI

Farebox Recovery:	5.9%	6.7%
Farebox % of Budgeted Expense:		6.9%

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

LOCALITY RECONCILIATION

May 2023

FISCAL YEAR 2023 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 19,709.4	\$ 18,067.0	\$ 18,067.0	\$ -
Plus: Local Farebox	\$ 3,560.9	\$ 3,264.2	\$ 3,195.7	\$ (68.5)
Locality Share - Sub-Total:	\$ 23,270.3	\$ 21,331.2	\$ 21,262.7	\$ (68.5)
Plus: Federal Aid	\$ 9,763.3	\$ 8,949.7	\$ 6,743.1	\$ (2,206.6)
State Aid	\$ 13,163.5	\$ 12,066.6	\$ 11,322.3	\$ (744.3)
Total Revenue Contribution:	\$ 46,197.1	\$ 42,347.5	\$ 39,328.1	\$ (3,019.4)
Operating Expenses:	\$ 46,197.1	\$ 42,347.5	\$ 38,338.1	\$ (4,009.4)
Locality Budget Status to Date¹:				\$ 990.0

KPI

Farebox Recovery:	7.7%	8.3%
Farebox % of Budgeted Expense:		7.5%

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

LOCALITY RECONCILIATION

May 2023

FISCAL YEAR 2023 (Dollars in Thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,880.2	\$ 2,640.2	\$ 2,640.2	\$ -
Plus: Local Farebox	\$ 559.6	\$ 513.0	\$ 479.1	\$ (33.9)
Locality Share - Sub-Total:	\$ 3,439.8	\$ 3,153.2	\$ 3,119.3	\$ (33.9)
Plus: Federal Aid	\$ 1,942.8	\$ 1,780.9	\$ 1,974.1	\$ 193.2
State Aid	\$ 2,072.7	\$ 1,899.9	\$ 1,950.7	\$ 50.8
Total Revenue Contribution:	\$ 7,455.3	\$ 6,834.0	\$ 7,044.1	\$ 210.1
Operating Expenses:	\$ 7,455.3	\$ 6,834.0	\$ 6,766.3	\$ (67.7)
Locality Budget Status to Date¹:				\$ 277.8

KPI

Farebox Recovery:	7.5%	7.1%
Farebox % of Budgeted Expense:		7.0%

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

LOCALITY RECONCILIATION

May 2023

FISCAL YEAR 2023 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,868.0	\$ 7,212.3	\$ 7,212.3	\$ -
Plus: Local Farebox	\$ 1,287.9	\$ 1,180.6	\$ 1,196.3	\$ 15.7
Locality Share - Sub-Total:	\$ 9,155.9	\$ 8,392.9	\$ 8,408.6	\$ 15.7
Plus: Federal Aid	\$ 4,798.1	\$ 4,398.2	\$ 4,489.7	\$ 91.5
State Aid	\$ 5,510.5	\$ 5,051.4	\$ 5,125.4	\$ 74.0
Total Revenue Contribution:	\$ 19,464.5	\$ 17,842.5	\$ 18,023.7	\$ 181.2
Operating Expenses:	\$ 19,464.5	\$ 17,842.5	\$ 17,461.5	\$ (381.0)
Locality Budget Status to Date¹:				\$ 562.2

KPI

Farebox Recovery:	6.6%	6.9%
Farebox % of Budgeted Expense:		6.7%

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

Contract No: 23-00235	Title: Light Rail Track Work (Renewal)	\$6,900,000.00 1 yr. w/3 1-yr. Options
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Acquisition Description: Enter into a renewal contract with a qualified Contractor to perform inspection, maintenance, repair, and construction of track work associated with the Norfolk Light Rail Transit (LRT) system on a Task Order basis.

Background: Hampton Roads Transit (HRT) has a requirement for on-call services to perform work to maintain its Light Rail tracks. The work to be performed is outside the capacity and capability of Rail Operations and Maintenance personnel. Under the terms of this agreement, the Contractor will perform remedial work and operational enhancements to the original LRT system construction; inspection and repair of damage or deterioration caused by severe weather or other external factors; emergency repairs from isolated events that interrupt LRT revenue service; and, routine inspection and maintenance of the LRT system infrastructure, as deemed necessary by Rail Operations and Maintenance personnel.

Contract Approach: An Invitation for Bids (IFB) was issued on April 21, 2023. One (1) bid was received on May 23, 2023, from H & B Railroad Company (H&B). A post solicitation survey of other firms solicited revealed that most other firms did not possess the capability to provide the required services or were not able to meet the Scope of Work requirements due to their current work schedule. As a result, there was no indication that a re-solicitation to pursue more competition would have resulted in greater participation.

In response to the IFB, bidders were required to provide hourly rates for various labor categories and services described in the Scope of Work to be utilized when establishing pricing for proposed TOs.

After evaluation of the bid received, HRT staff determined that H&B was responsive (in compliance with submittal requirements) and responsible (capable to perform), and therefore eligible for award. H&B's proposed rates were deemed fair and reasonable based on a price analysis performed using historical data. A contractor responsibility review confirmed that H&B is technically and financially capable to perform the work.

H&B is located in Portsmouth, VA and has performed similar services for the Virginia Port Authority in Norfolk, VA; Global Terminal in Jersey City, NY; and Seaworld Busch Gardens in Williamsburg, VA. H&B also currently performs these services for HRT satisfactorily.

The period of performance for this Contract is one (1) base year with three (3) additional one-year options.

No DBE goal was established for this solicitation.

Contract No: 23-00235	Title: Light Rail Track Work (Renewal)	\$6,900,000.00 1 yr. w/3 1-yr. Options
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Cost/Funding: This Contract will be funded by operating and grant funds, depending on the work being performed.

Project Manager: Omar Gordon, Manager, Maintenance of Way

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to H & B Railroad Company, Inc. to perform track work associated with the Norfolk Light Rail Transit. The cumulative amount of all Task Orders issued under this Contract will not exceed \$6,900,000.00 over the four-year period.



HAMPTON ROADS
TRANSIT

Contract No. 23-00235

Light Rail Track Maintenance Contract

gohrt.com

Types of Rail Activity



- **Program** – Scheduled CIP/SGR maintenance activities.
- **Emergency** – Immediate repairs of tracks or structure failures.

Types of Rail Activity



- **Annual** – FTA required Ultrasonic and Geometry Testing of rails.

Track Maintenance Activities



- Track Surfacing
- Ballast Restoration
- Rail Replacements

Track Maintenance Activities



- Road Crossing Renewal
- Drainage Improvements

Track Maintenance Activities



Bridge Renewals



Switch Repairs

Contract No. 23-00235

We respectfully request the Commission award the
Light Rail Track Maintenance contract to
H&B Railroad Company, Inc.

Questions?



HAMPTON ROADS TRANSIT

Contract No: 23-00241	Title: Oracle Enterprise Database Annual Support (Renewal)	Contract Amount:	
		Base Year:	\$ 254,025.44
		Four Option Years:	<u>\$1,224,793.78</u>
		Total:	\$1,478,819.22

Acquisition Description: Enter into a renewal contract with a qualified contractor to provide the continuation of annual support of Hampton Roads Transit’s (HRT’s) Oracle enterprise database software licenses.

Background: HRT requires annual support of its Oracle database software enterprise licenses, including upgrades, patches, maintenance, and support required for the production systems in the enterprise. Annual maintenance and support of the base Oracle Enterprise software is required to ensure the agency has legal database software licensing to allow for the necessary ability to upgrade and maintain existing database software. If the software licensing and support is not renewed, HRT will be unable to legally utilize the software to support necessary agency functions. Under the terms of this agreement, the Contractor will provide support for production enterprise application databases including Spear Enterprise Asset Management system, HASTUS scheduling and dispatch, PeopleSoft Human Capital Management, TimeLink time and attendance management, and the GFI network manager and system control center.

Contract Approach: An Invitation for Bids was issued May 10, 2023. One (1) bid was received on May 24, 2023, from Mythics, LLC (Mythics). A post solicitation survey of other firms solicited revealed that there are a limited number of Oracle authorized partners. As a result, there was no indication that a re-solicitation to pursue more competition would have resulted in greater participation.

After an evaluation of the bid received, HRT staff determined that Mythics was responsive (in compliance with submittal requirements) and responsible (capable to perform); and is therefore eligible for award.

Mythics’ bid price is deemed fair and reasonable based on a price analysis performed utilizing historical data, and Mythics’ certification that the pricing is based on Oracle’s pricing structure and are in line with prices charged to other customers. A contractor responsibility review confirmed that Mythics is technically and financially capable to perform the work.

Mythics is located in Virginia Beach, VA and provides similar services for the Virginia Department of Accounts, the Virginia Department of Education, and the Virginia Department of Alcoholic Beverage Control, all located in Richmond, Virginia. Mythics also currently performs these services for 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 assigned for this solicitation.

Contract No: 23-00241	Title: Oracle Enterprise Database Annual Support (Renewal)	Contract Amount:	
		Base Year:	\$ 254,025.44
		Four Option Years:	<u>\$1,224,793.78</u>
		Total:	\$1,478,819.22

Cost/Funding: This Contract will be funded with operating funds.

Project Manager: Alex Touzov, Senior Director of Technology Services

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

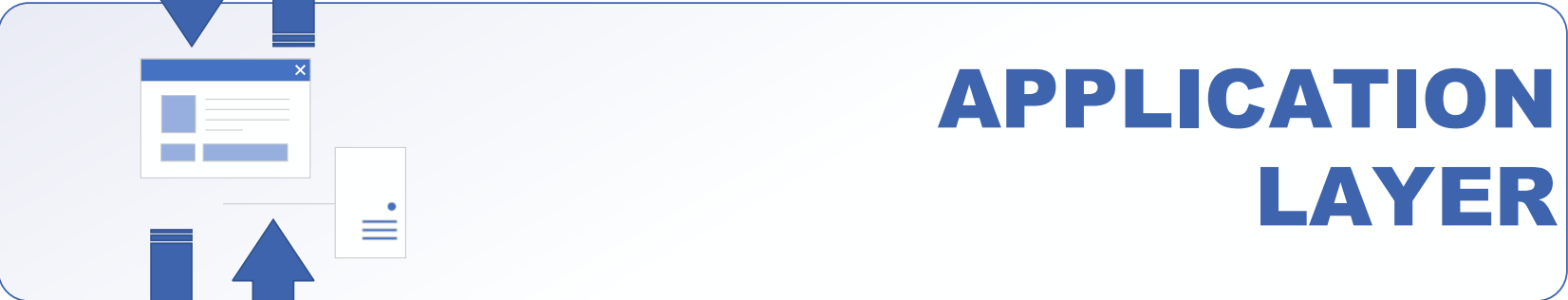
Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Mythics, LLC to provide Oracle Enterprise Database annual support in the not-to-exceed amount of \$1,478,819.22 over a five-year period.

Mythics, Inc. Bid Summary					
Base Year	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Total
\$254,025.44	\$271,807.22	\$293,551.80	\$317,035.94	\$342,398.82	\$1,478,819.22

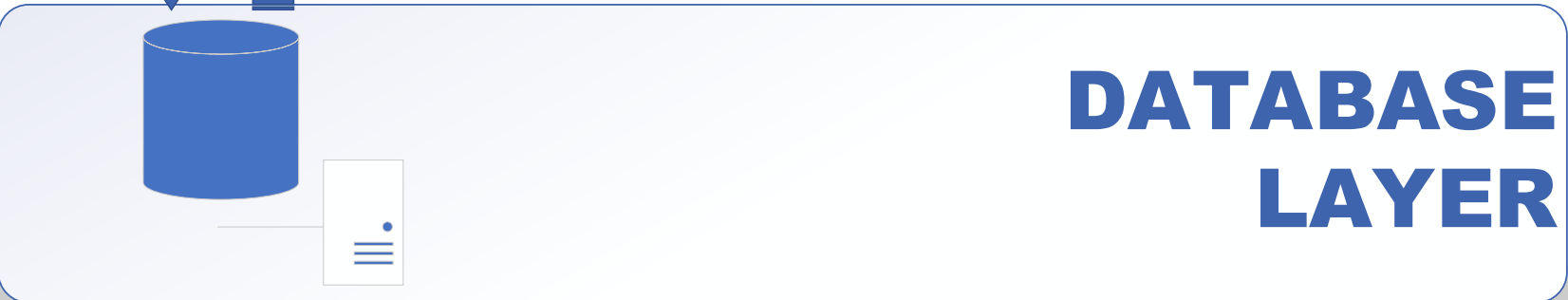
Oracle Enterprise Database Annual Support



**APPLICATION
SPECIFIC**



**APPLICATION
SPECIFIC**



ORACLE®
DATABASE

Contract No: 23-00226	Title: Waste Collection and Disposal Services (Renewal)	Contract Amount:	
		Base Year	\$ 55,152.00
		Four Option Years	<u>\$237,657.68</u>
		Total:	\$292,809.68

Acquisition Description: Enter into a renewal contract with a qualified contractor to provide waste collection and disposal services.

Background: Hampton Roads Transit (HRT) requires a qualified Contractor to provide waste collection and disposal services at its various facilities located throughout Hampton Roads. Under the terms of this agreement, the Contractor is required to pick up, transport, and properly dispose of all materials placed in appropriate waste collection bins (i.e., dry waste, recycling, bulk waste, and scrap metal) at specified HRT facilities. The Contractor shall provide all personnel, supervision, management, transportation, computerized tracking capabilities, tools, equipment (including, but not limited to, dollies and hand trucks), and other supplies necessary to provide the required services.

Contract Approach: An Invitation for Bids was issued April 13, 2023. Four (4) bids were received on May 12, 2023, from the following firms:

- Hakuna Services, Inc. (Hakuna Services)
- Meeks Disposal, LLC
- TFC Recycling (TFC)
- Waste Management of VA, Inc.

After review and evaluation of the bids received, the apparent lowest bidder, Hakuna Services, was deemed non-responsive due to deficiencies in the firm's bid. The firm did not submit the required documentation for its subcontractors and its failure to provide the services as described in the Scope of Work. Therefore, HRT staff determined that TFC Recycling was the lowest responsive (in compliance with submittal requirements) and responsible (capable to perform) bidder and therefore eligible for award.

TFC's bid price is deemed fair and reasonable based on a price analysis performed, and the fact that the pricing was obtained in a competitive environment. A contractor responsibility review confirmed that TFC is technically and financially capable to perform the work.

TFC is located in Chesapeake, VA and provides similar services for the City of Norfolk, in Norfolk, VA; the College of William and Mary, in Williamsburg, VA; and Chesapeake Public Schools, in Chesapeake, VA. TFC has also provided similar 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.

Contract No: 23-00226	Title: Waste Collection and Disposal Services (Renewal)	Contract Amount:	
		Base Year	\$ 55,152.00
		Four Option Years	<u>\$237,657.68</u>
		Total:	\$292,809.68

Cost/Funding: This Contract will be funded with operating funds.

Project Manager: William Collins, Facilities Maintenance Manager

Contracting Officer: Kristine Woodbury, Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to TFC Recycling to provide waste collection and disposal services in the not-to-exceed amount of \$292,809.68 over a five-year period.

Solicitation Results

Firm	Total Bid Price
Hakuna Services, Inc.	\$236,796.00
TFC Recycling	\$292,809.68
Waste Management of VA, Inc.	\$374,540.68
Meeks Disposal, LLC	\$579,460.00

TFC Recycling's Price Summary					
Base Year	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Total
\$55,152.00	\$56,808.64	\$58,509.32	\$60,265.12	\$62,074.60	\$292,809.68



HAMPTON ROADS

TRANSIT

Contract No. 23-00226

Waste Collection and Disposal Services

gohrt.com

Contract No. 23-00226

Requesting a renewal contract for Waste Collection and Disposal Services in the amount of \$292,809.68 over five years.

Contract No: 23-00226	Title: Waste Collection and Disposal Services	Contract Amount:	
		Base Year	<u>\$ 55,152.00</u>
		Four Option Years	<u>\$237,657.68</u>
		Total:	\$292,809.68

Contract No. 23-00226



This contract will service all trash, recycling, and scrap collections for Hampton Roads Transit.

Contract No. 23-00226



The Waste Collection and Disposal Services contract will be funded with operating funds.

Contract No. 23-00226

We respectfully request the Commission award the Waste Collection and Disposal Services contract to TFC Recycling.

Questions?



HAMPTON ROADS TRANSIT

Resolution 01 - 2023

Fare Policy Language Adjustments for Hampton Roads Transit and related changes to the Fare Pricing Structure for all MAX Routes

A Resolution of concurrence for updates to the existing HRT Fare Policy of 2021 by the Transportation District Commission of Hampton Roads and the approval of the *Proposed Fare Change for all MAX Routes commencing on July 1, 2023*.

WHEREAS, HRT staff conducted a comprehensive review of its existing fare policy dated July 1, 2021, to reflect new service types and service classifications such as the 757 Express Routes, Microtransit and the Navy Base Circulator; and

WHEREAS, HRT staff updated the fare policy directly reflect the Public Outreach and the Public Participation process with the most recent guidance issued by the Federal Transit Administration in 49 USC Chapter 53, FTA circular 4702.1B, and FTA Circular 9030.IE; and

WHEREAS, Hampton Roads Transit has completed a Title VI Equity Analysis on the proposed changes to the Fare Structure of all MAX routes and reported the results of the analysis to the Commission for full consideration; and

WHEREAS, the Title VI Equity Analysis included a full discussion of any potential disparate or disproportionate impacts with regards to race, color, national origin, or income; and

WHEREAS, HRT staff modified the 2021 Fare Policy to create a policy framework for its member Cities to provide an optional employee fare free program in the future. No fare free programs will be implemented unless specifically requested and approved by a Member City.

WHEREAS, Hampton Roads Transit staff has shown a substantial legitimate justification for the proposed actions:

NOW, THEREFORE, BE IT RESOLVED that the Transportation District Commission of Hampton Roads, after being fully briefed on the update 2023 Fare Policy, hereby adopts the Title VI equity analysis for the proposed changes to the fare structure for all MAX routes and approves changing MAX route fares to be equal to base fare for local bus routes (currently \$2.00).

APPROVED by the Transportation District Commission of Hampton Roads at its meeting on the 22nd day of June 2023.

TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS

Amelia Ross-Hammond
Chairman

ATTEST:

Luis R. Ramos –Commission Secretary



Resolution 02 - 2023

Title VI Equity Analyses for Proposed Fare Change for *all* MAX Routes

A Resolution of the Transportation District Commission of Hampton Roads approving the *Title VI Equity Analyses for Proposed Fare Change for all MAX Routes on July 1, 2023*.

WHEREAS, the Transportation District Commission of Hampton Roads adopted the *Hampton Roads Transit (HRT) 2020 Title VI Program* through Resolution 04-2020 on the 27th day of March, 2020, in compliance with Federal Law and FTA Policy; and

WHEREAS, the adopted *HRT 2020 Title VI Program* requires that the Commission demonstrate the consideration, awareness, and approval of the Title VI Equity Analysis results for each proposed Major Service or Fare Change prior to approval or implementation of the proposed change; and

WHEREAS, Hampton Roads Transit has proposed a Fare Change to all MAX Routes; and

WHEREAS, Hampton Roads Transit has determined that public involvement is warranted because these changes would impact, reduce, eliminate, and/or increase service; and

WHEREAS, Hampton Roads Transit has received comments from the public and stakeholders; and

WHEREAS, Hampton Roads Transit has completed a Title VI Equity Analysis on the proposed changes and reported the results of the analyses to the Commission for full consideration; and

WHEREAS, the Title VI Equity Analyses included a full discussion of any potential disparate or disproportionate impacts with regards to race, color, national origin, or income; and

WHEREAS, Hampton Roads Transit has shown a substantial legitimate justification for the proposed actions:

NOW, THEREFORE, BE IT RESOLVED that the Transportation District Commission of Hampton Roads has given full consideration of, is aware of, and approves the equity analysis for the proposed July 2023 Fare Change for Max Routes.

APPROVED by the Transportation District Commission of Hampton Roads at its meeting on the 22nd day of June 2023.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

**Amelia Ross-Hammond
Chairman**

ATTEST:

**Luis R. Ramos
Commission Secretary**