



Meeting of the Transportation District Commission of Hampton Roads

Thursday, February 24, 2022, at 509 E. 18th Street
Norfolk, VA 23504

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, February 24, 2022, at 1:00 p.m.

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, February 24, 2022, • 1:00 p.m.
509 E. 18th Street, Norfolk, VA 23504

AGENDA

1. Call to Order & Roll Call
 2. Public Comments
 3. Approval of January 27, 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
 - January 2022 Financial Reports
 - B. Management/Financial Advisory Committee – Commissioner Jackson/
Conner Burns, Chief Financial Officer
 - C. Operations & Oversight Committee - Commissioner Fuller/
Sonya Luther, Director of Procurement
 - **Contract No: 21-00155 – Federal Legislative Services (Renewal)**
- Recommending Commission Approval:** Award of a contract to Squire Patton Boggs, LLP to provide federal legislative services in the not-to-exceed amount of \$234,000 over three (3) years.

- **Contract No: 21-00153 – Fuel Products (Ultra Low Sulfur Diesel And Gasoline) (Renewal)**

Recommending Commission Approval: Award of a contract to James River Solutions to provide fuel products in the estimated amount of \$10.1M annually.

- **Contract No. 21-00154 – Structured Cabling (Renewal)**

Recommending Commission Approval: Award of to Bazon-Cox and Associates, Inc. to provide structured cabling services. The cumulative amount of all Task Orders issued under this contract will not exceed \$250,000 over the four-year period.

- D. Planning/New Starts Development Committee – Commissioner Ross-Hammond/
Ray Amoruso, Chief Planning & Development Officer
- E. External/Legislative Advisory Committee - Commissioner Kanoyton/
Gene Cavasos, 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
- 7. Comments by Commission Members
- 8. Closed Session (as necessary)
- 9. Adjournment

**The next meeting will be held on Thursday, March 24, 2022, 3400
Victoria Boulevard, Hampton, VA 23661**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Wednesday January 27, 2022, • 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 1:02 p.m.

Commissioners in attendance:

Chairwoman McClellan, Norfolk
Vice-Chair Rouse, Virginia Beach
Commissioner Gray, Hampton
Commissioner Fuller, Chesapeake
Commissioner Houston, Norfolk
Alt. Commissioner DeBruhl, DRPT
Commissioner Kanoyton, Hampton
Commissioner Woodbury, Newport News
Commissioner Bullock, Newport News
Commissioner Glover, Portsmouth
Alt. Commissioner Jackson, Portsmouth
Commissioner Ross-Hammond, Virginia Beach

Hampton Roads Transit Staff in attendance:

Ray Amoruso, Chief Planning and Development
Sory Bamba, Manager of Rail System
Debbie Ball, Director of Finance
Michele Bacon-Goode, Contract Administrator
Amy Braziel, Manager of Operations Administration
Alexander Brink, Sr Manager of Bus Transportation
Conner Burns, Chief Financial Officer
David Burton, General Counsel, Williams Mullen
Gene Cavazos, Director of Marketing & Communications
Juanita Davis, Budget Analysis III via Zoom
Rodney Davis, Director of Customer Relations
Scott Demharter, Director of Facilities
Glenda Dixon, Director of ERP Services Technology
Sheri Dixon, Director of Revenue Services
Jennifer Dove, Civil Rights and Grants Coordinator
Angela Glass, Director of Budget & Financial Analysis
Misty Gordon, Risk Manager
Shelia Gulledge, Manager, Technology PMO
William Harrell, President and CEO
Tom Holden, Media Relations Specialist
Ashley Johnson, Capital Improvement Analyst III

Keith Johnson, Paratransit Services Contract Administrator
Robert Lee, RTS Program Manager
Sonya Luther, Director of Procurement
Tracy Moore, INT Director of Transportation
Shanti Mullen, Manager of Internal Audit
Sibyl Pappas, Chief Engineering & Facilities Officer
Michael Perez, Operations Contract and Project Administrator
Theresa Petrowicz, Contract Specialist
Noelle Pinkard, Organizational Advancement Officer
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
Dawn Sciortino, Chief Safety Officer
Ben Simms, Director of Transportation (Bus & Rail)
Brian Smith, Deputy CEO
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 phone/Zoom:

Paul Atkinson, Vice Chair of Paratransit Advisory Committee
Rob Case, HRTPO
Alt. Commissioner Cipriano, Newport News
Alt. Commissioner Brian DeProfio, City of Hampton
Troy Eisenberger, City of Chesapeake
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT
Mark Geduldig Yatrofsky, Portsmouth Citizen
Megan Gribble, City of Virginia Beach
Angela Hopkins, City of Newport News
Alt. Commissioner Amy Inman, City of Norfolk, In-Person
Demetrius Johnson, Citizen
Clara Massaquoi, Citizen
Sheila McAllister, City of Newport News
Alt. Commissioner Sharon Scott, City of Newport News
Alt. Commissioner Mark Shea, City of Virginia Beach, In Person
Janice Taylor, League of Women Voters
Brian Tricker, Chair of Paratransit Advisory Committee
Alt. Commissioner 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

There were no public Comments.

Approval of December 9, 2021, Meeting Minutes

A motion to approve the December 9, 2021, minutes, was made by Commissioner Fuller and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioner McClellan, Rouse, Gray, Fuller, DeBruhl, Kanoyton, Woodbury, Jackson, and Ross-Hammond

Nays: None

Abstain: None

President's Monthly Report

Mr. William Harrell welcomed everyone to the meeting.

Mr. Harrell provided an update on the recent winter storm and HRT's response as it relates to service.

Ms. Kim Wolcott provided an update on COVID-19 and staffing to include recent increase in cases among staff, in Virginia and across the nation.

It was stated that the quarterly Key Performance Indicators (KPI's) are included in the meeting package. A slide on ridership was presented.

An update on State Funding and a Legislative Update was given by Dr. Brian Smith. The update included revised state funding that was approved by the Commonwealth Transportation Board (CTB), including additional capital and FY22 operating assistance for HRT.

There was also discussion regarding the House Bill 978 and Senate Bills 363/512 that would eliminate \$20M annual funding for the Hampton Roads Regional Transit Fund. Legislative outreach efforts were shared.

M. Ray Amoruso shared upcoming service boards and a plan of action for return of service which included new service and the return of service frequencies among several routes.

Audit & Budget Review Committee

The Audit and Budget Review Committee met prior to the board meeting.

Mr. Conner Burns presented the December 2021 Financial Report as enclosed in the meeting package.

Mr. Burns called on Angela Glass, Director of Budget and Financial Analysis, to provide an overview of the Cost Allocation Agreement – Guiding Principles & Deconstruction of Revenue & Expense Allocation to the Board.

Commissioner Gray thanked Ms. Glass for the thorough presentation and stated that the next Audit and Budget meeting will be February 21, 2022.

Management and Financial Advisory Committee (MFAC)

MFAC Chair, Carl Jackson stated that the committee met twice in the month of January to include a special meeting to finalize the FY23 Transportation Service Plan for each locality.

At the regular meeting, the December Financials were reviewed, and Ms. Glass presented the Cost Allocation Agreement overview.

Operations and Oversight Committee

Commissioner Fuller stated that the Operations and Oversight Committee met on January 6th.

Commissioner Fuller called on Ms. Sonya Luther to present the following contracts for approval:

Contract No: 22-00168 Light Rail Transit Batteries and Testing Equipment was recommended for Commission approval to award of a contract to Alpine Power Systems, Inc. to provide 147 replacement batteries and associated testing equipment for the Light Rail Traction Power Substations in the not-to-exceed amount of \$104,156.

Purchase Order 0006448 – Peoplesoft HCM Severity 1 Fixes and US Tax Form Updates (Renewal) was recommended for Commission approval to award of a Purchase Order to Oracle to provide PeopleSoft Human Capital Management Severity 1 Fixes and United States 1099 tax form updates in the total amount of \$120,000.

A motion was made by the Operations and Oversight Committee to approve Contract No: 22-00168 Light Rail Transit Batteries and Testing Equipment and Purchase Order 0006448 – Peoplesoft HCM Severity 1 Fixes and US Tax Form Updates (Renewal) which were properly seconded by Commissioner Rouse. A roll call vote resulted as follows:

Ayes: Commissioners McClellan, Rouse, Gray, Fuller, DeBruhl, Kanoyton, Woodbury, Houston, Glover, and Ross-Hammond

Nays: None

Abstain: None

The next Operations and Oversight Committee will be held Thursday, February 10, 2022.

Planning and New Starts Committee

Commissioner Ross-Hammond stated the Committee meet before the Commission meeting, and that the committee was updated on the Peninsula Bus Rapid Transit Study and the Naval Station Norfolk High-Capacity Study update. Commissioner Ross-Hammond mentioned that Sam Sink will be leaving HRT and wished Ms. Sink the best in her new endeavor.

External/Legislative Advisory Committee

Commissioner Kanoyton stated that a Federal Legislative Update was given to the committee which included FTA Apportionments and funding competitions, US Department of Transportation grants opening and a Congressional Update.

There was discussion regarding the House Bill 978 and Senate Bills 363/512 as well as House Bill 1059 (gas tax).

Action Item: There was a recommendation that HRT put together some talking points for advocacy efforts, including a template letter that Commissioners could easily use to communicate with lawmakers in Richmond.

There was discussion regarding Transit Day (February 3, 2022) and Transit Equity Day (February 4, 2022).

A DBE procurement fair was also discussed at the ELAC meeting.

Smart City and Innovation Committee

Chair McClellan stated that the committee meet earlier in the month. Chair McClellan called on Mr. Michael Price, Chief Information Officer/CTO to brief the Board on Mobile Fare Systems.

Paratransit Advisory Sub-Committee

Mr. Brian Trickler mentioned that there was no meeting was held and no formal report was given. However, Mr. Trickler did provide updates related to service and open committee seats.

Transit Ridership Advisory Sub-Committee

There was no TRAC meeting, and no report was given.

Old and New Business

None

Closed Session:

There was no closed session.

Adjournment

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

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

**Andria McClellan
Chair**

ATTEST:

**Luis Ramos
Commission Secretary
January 27, 2022**



HAMPTON ROADS
TRANSIT

TDCHR Board Meeting January 27, 2022

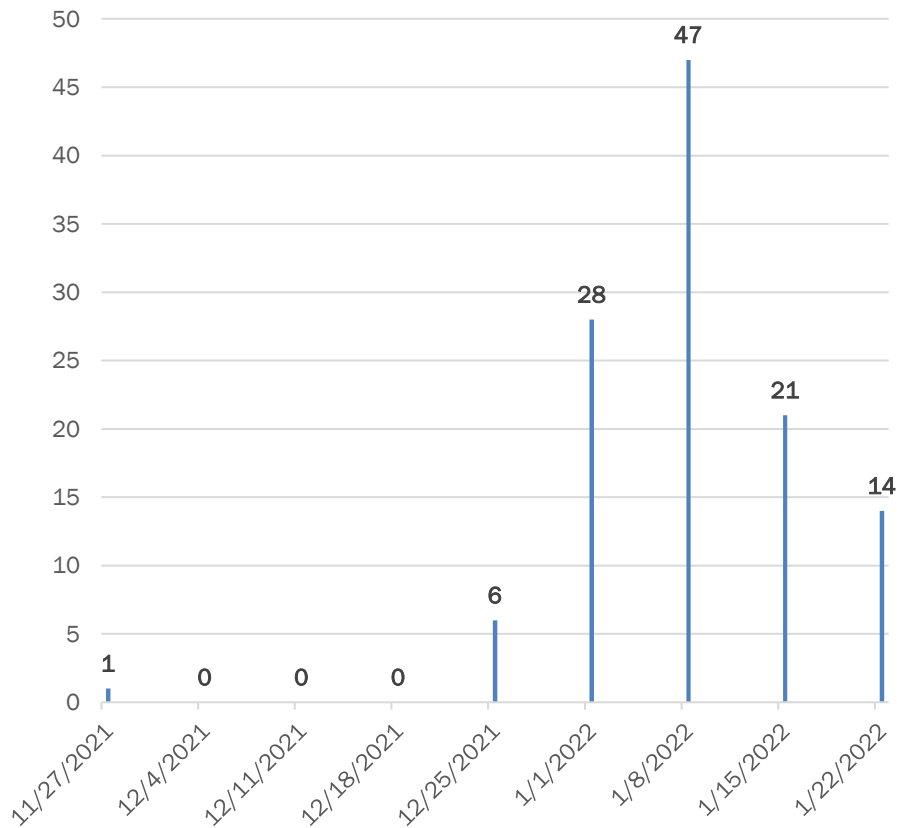
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President's Report

- Winter Storm Response
- COVID-19 and Staffing Update
 - ❖ December and January have a combined total of 116 employees testing positive for COVID.
 - ❖ This is more than the first 17 months of the pandemic (March 2019 – July 2021)

President's Report

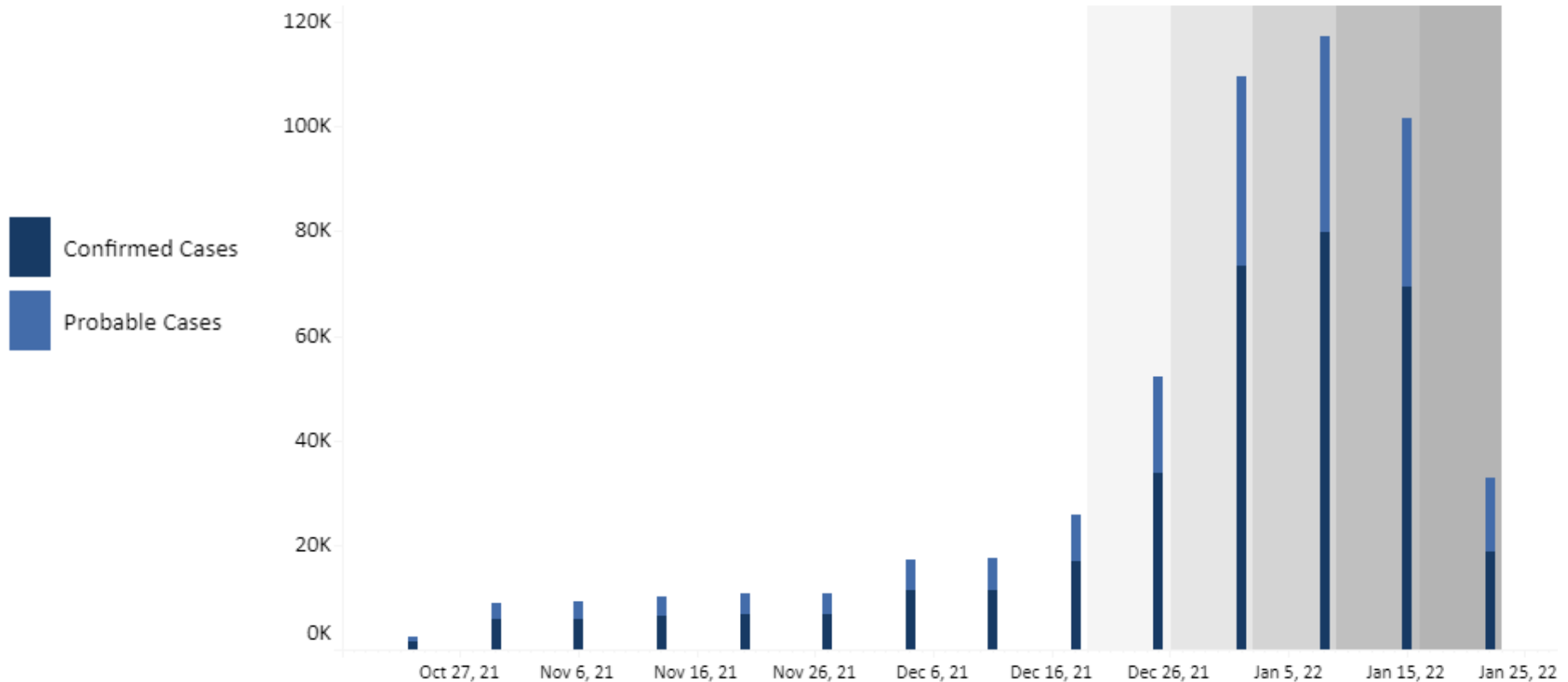
Positive HRT Cases Reported



Month	# Positive
March, 2020	1
April, 2020	1
May, 2020	2
June, 2020	1
July, 2020	18
August, 2020	8
September, 2020	1
October, 2020	5
November, 2020	4
December, 2020	19
January, 2021	23
February, 2021	10
March, 2021	7
April, 2021	5
May, 2021	2
June, 2021	0
July, 2021	2
August, 2021	12
September, 2021	9
October, 2021	10
November, 2021	2
December, 2021	34
January, 2022	82
Total	258

President's Report

COVID-19 in Virginia: Cases



President's Report

TRAFFIC

COVID cases among WMATA employees bring changes for bus service

Beginning on Monday, weekday Metro bus service will be reduced to Saturday levels as a result of rising COVID cases among employees

Metro bus service reduced to 75 percent starting Monday



Author: Tom Dempsey (WUSA)
Published: 9:50 PM EST January 9, 2021
Updated: 11:11 PM EST January 9, 2021

WASHINGTON — Beginning on Monday, weekday Metro bus service will be reduced to Saturday levels as a result of rising COVID cases among employees

In a statement this week, WMATA said the agency will reduce bus service to Saturday levels and be cut to 75% of normal

Richmond Times-Dispatch

BREAKING

Updated: GRTC facing labor shortage, CEO warns that service reductions may be necessary; Stoney says decision to reduce service is 'rushed'

Chris Suarez Sep 21, 2021 41



Covid plagues mass transit, leading to staff shortages, service disruptions

Some public transportation systems, including those in Atlanta and Portland, Ore., will start reducing services next week



Manhattan, New York City, on Dec. 20, 2021.

3:30 PM EST

With the crippling effects of the coronavirus pandemic, many transit agencies are battling reduced services, leading to a decline in ridership.

Transportation

Metro reduces bus service as it faces wave of coronavirus infections

The transit agency's bus schedule will be about 75 percent of normal, Metro said

Listen to article 3 min



A Metrobus heads west along Pennsylvania Avenue. (Jonathan Newton/The Washington Post)

By Ian Duncan

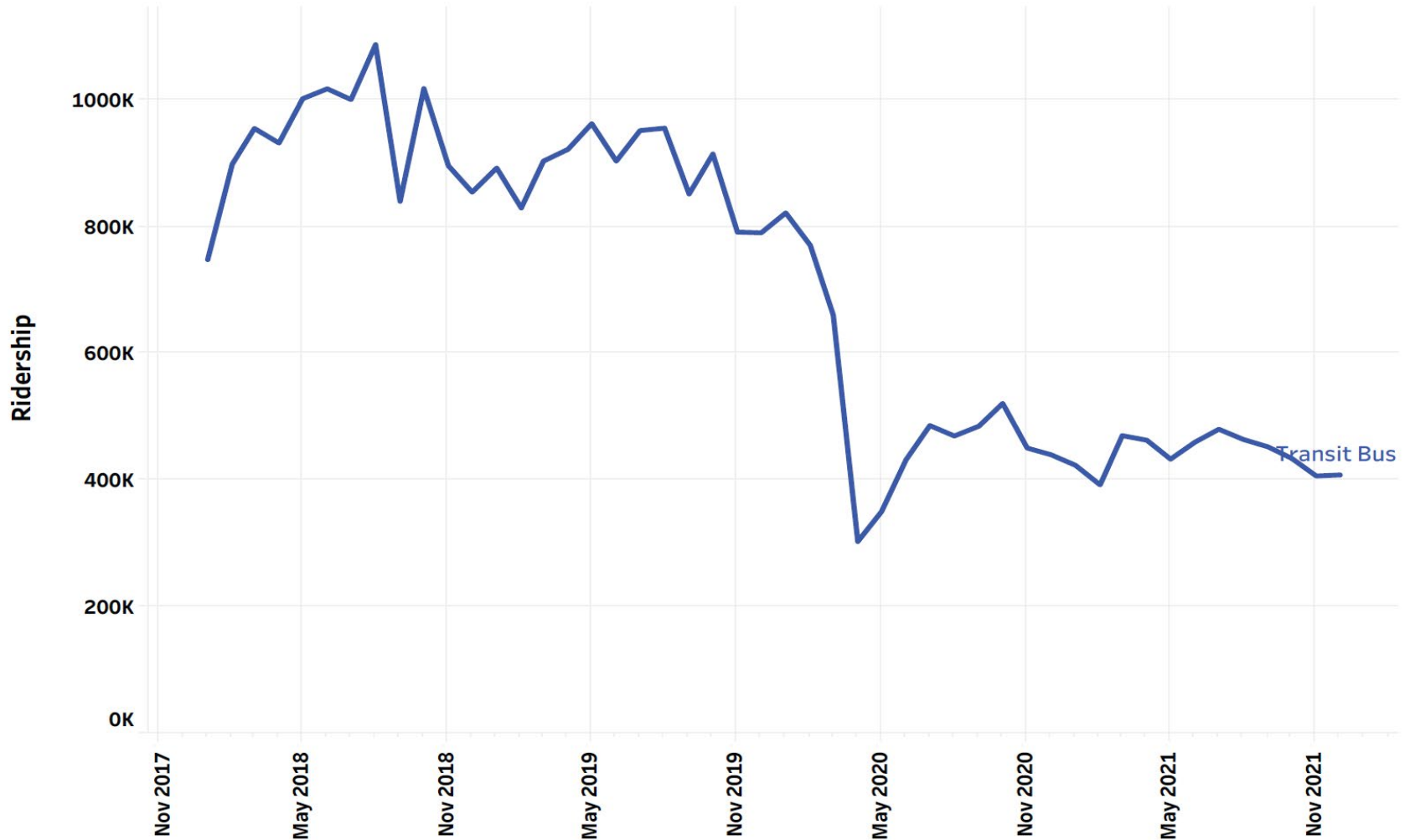
January 4, 2022 at 4:58 p.m. EST

Metro said it will cut weekday bus service to Saturday levels beginning Monday as it faces a growing number of employees sickened by the coronavirus or exposed to it.

The schedule, which includes extra buses on some routes, is about 75 percent of normal, the agency said.

The transit system already had cut bus service on some routes because of driver shortages. Metro General Manager Paul J. Wiedefeld said the switch to the

KPI Summary Report: Focus on Ridership



KPI Summary Report: Focus on Ridership



President's Report

- State Funding and Legislative Update
 - Commonwealth Transportation Board (CTB) took Dec/Jan actions to revise state funding:
 - 15 HRT projects awarded funding
 - Additional FY22 Operating Assistance
 - House Bill 978 / Senate Bills 363/512 – would eliminate \$20M annual funding for Hampton Roads Regional Transit Fund

Opposing HB 978 / SB 363 and SB 512

- Virginia Peninsula Chamber of Commerce
- Hampton Roads Chamber of Commerce
- Sentara Healthcare
- Optima Health
- Hampton Roads Workforce Council
- Hampton Roads Military and Federal Facilities Alliance
- League of Woman Voters of South Hampton Roads
- Virginia Premier
- TDCHR Paratransit Advisory Committee
- Virginia Organizing
- City of Chesapeake
- City of Hampton
- City of Newport News
- City of Norfolk
- City of Portsmouth
- City of Virginia Beach
- Hampton Roads Transit
- Reinvent Hampton Roads
- Hampton Roads Alliance
- Hampton Roads Planning District Commission
- Hampton Roads Transportation Planning Organization
- Hampton Roads Transportation Accountability Commission
- ForKids, Inc.
- Norfolk Airport Authority
- Virginia Ship Repair Association
- Virginia Transit Association
- Virginia Conservation Network
- **Legislative outreach (ongoing)**
- **Thursday 2/3 – regional transit advocacy day organized by Regional Transit Advisory Panel (RTAP)**
- **Friday 2/4 – National Transit Equity Day**



HAMPTON ROADS
TRANSIT

Upcoming Service Boards & Plan of Action for Return of Service

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Service Reliability Plan Review

(Implemented May 9, 2021)

➤ Northside

- Running a “Sunday” Schedule which means most service ends at 7pm (normally ends at 11pm)
- Several routes had their frequency reduced hanged from 30 minutes to 60-minute headways

➤ Southside

- Running a “Saturday” Schedule
- No 15-minute frequency on 6 routes
- Some routes had their frequency changed from 30 minutes to 60 minute headways
- Span of service day not affected (Similar to weekdays)

May 2022 Service Board

➤ Northside

- Focus on returning Span of Service first so that routes run until 11pm on weekdays (routes 103, 104, 105, 106, 107, 108, 110, 111, 112, 114, 118)
- Depending on operator availability, return some routes to 30-minute frequencies (101, 103, 104 and Max 961)

➤ Southside

- VB Seasonal Service (VB Wave Trolley routes 30, 31 and 35). Includes one new VB Wave Route - #34
- No “put-backs” in this service board.

October 2022 Service Board

➤ Northside

- Implement RTS “Group A” (routes 101, 112, & 114) with 15-minute peak period frequencies
- Return 30-minute frequencies on all remaining routes on the Peninsula (101, 103, 104 & Max 961)
- Implement FY 23 TSP recommendations for routes 107, 108, 111, 403, 405, 415 & 430

➤ Southside

- Return 30-minute frequencies on the southside routes that have been running 60 minutes since May 2021 (Routes 8, 21, & 36)

January 2023 Service Board

➤ Northside

- Implement new Max Route #970 (Portsmouth to Newport News Shipyard)

➤ Southside

- Implement Norfolk Redesign Network Plan
- Return all 30-minute frequencies on the remaining southside routes that have been running 60 minutes since May 2021 (Routes 24 & 27)
- Return 15-minute peak period frequencies on routes 45, 47
- Implement new Max Route 962 (Evelyn Butts to HTC/NNTC)
- Implement FY23 TSP recommendations for routes 14, 44 and 47

Future Service Boards beyond January 2023

- Preparing a “sequencing action plan” to implement remainder of improvements in Group A routes and RTS Group B and Group C routes depending upon bus operator availability.



HAMPTON ROADS
TRANSIT

TDCHR Board Meeting January 27, 2022

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REFLECTIONS DURING BLACK HISTORY MONTH

Transit Equity Day was February 4, a National Day of Action that commemorated the importance of investing in public transit for the benefit of all citizens.

More than just a day on the calendar, Equity Day also calls out the important role that African Americans have played in the country's advancement toward equity for all – particularly in transit. That's why it also coincides with the birthday of civil rights icon and public transit rider Rosa Parks.

Of the many leaders in the Civil Rights movement, Parks stands among a handful of public figures for her courageous stand in Montgomery, Ala. in December 1955 when she refused to give up her seat on a city bus for white customers.

Hers was not the only bus boycott in Montgomery, but it helped launch the most famous one. Her legacy deserves to live on, as do the legacies of the many Freedom Fighters who acted for justice.

Think also of Claudette Colvin, a 15-year-old teenager who lived in Montgomery and who also refused to give up her seat on the bus to a white woman in March 1955. Claudette was dragged off the bus by police officers, handcuffed, and thrown in jail, for asserting her civil right to public transit.

Both Parks and Colvin understood that their right to travel on public transit was about more than just the seat. It was about the freedom to travel for oneself, unconstrained by the biases of others – and of simply being treated fairly.

HRT stands in support of these concepts and Virginia's efforts to study Transit Equity and Modernization.

Equity begins by providing bus shelters, better technology, and reliable bus service to our customers. HRT is committed to treating all customers with dignity. We remain vigilant in our work with stakeholders to implement new regional service that provides better reliability, faster commutes, and new connections.

Bus boycotts were but one tool in the struggle for equality.

Our own Evelyn Butts played a part, too.

She was a seamstress from the Oakwood section of Norfolk who rose to regional prominence in the 1960s during the fight to overturn Virginia's poll tax, a fee imposed on poor, mostly black, citizens when they tried to vote. In the Jim Crow South, barriers to advancement were numerous and forcing the poor to pay money to vote was considered one of many insults against social equality. Virginia was one of 11 Southern states that had poll taxes.

In November 1963, Butts, a community activist, filed suit in U.S. District Court for the Eastern District of Virginia to have the tax declared unconstitutional as a violation of the Equal Protection Clause of the Fourteenth Amendment to the Constitution.

Then in March 1964, Annie E. Harper and three other African American residents of Fairfax County, Virginia, filed suit against the Virginia State Board of Elections, also charging that the tax was unconstitutional. In May, Butts' case was dismissed for failure to prosecute it with due diligence. But her case was later combined with Harper's and in October 1964, the district court heard arguments on the complaints. The 4th U.S. Circuit Court of Appeals in Richmond ruled on November 12, 1964, that the tax was constitutional.



President's Report

February 2022

Butts appealed and her case and along with Harper's it was heard before the U.S. Supreme Court as Harper v. Virginia State Board of Elections. On March 24, 1966, the high court ruled 6-3 that the poll tax was unconstitutional.

During her time at the Oakwood Civic League, she helped create the Rosemont Middle School in her neighborhood so that children wouldn't have to ride the bus to the segregated school. In 1960, she was involved in picketing the Be-Lo Supermarket for not employing black people in higher-level positions. She also protested African Americans from being told to sit in certain parts of the football stadium. Among her many accomplishments was her appointment as the first black woman commissioner to the Norfolk Redevelopment and Housing Authority in 1975. In November, the city of Norfolk named a street in her honor.

And today HRT has a transfer location named for her as well. As we develop the Regional Transit System, HRT plans to replace the existing Evelyn Butts location with a new center that will still retain her name.

These stories and many more are worth remembering during Black History Month.

Sincerely,

William E. Harrell

President and CEO

Hampton Roads Transit



HAMPTON ROADS
TRANSIT

Draft Financial Statement

JANUARY 2022 FISCAL YEAR 2022 FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

January 2022

FISCAL YEAR 2022 Dollars in Thousands	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 8,442.0	\$ 703.5	\$ 554.9	\$ (148.6)	(21.1) %	\$ 4,924.5	\$ 4,824.9	\$ (99.6)	(2.0) %
Advertising Revenue	1,075.0	89.6	34.3	(55.2)	(61.7) %	627.1	951.6	324.6	51.8 %
Other Transportation Revenue	2,335.0	194.6	203.5	9.0	4.6 %	1,362.1	1,414.3	52.3	3.8 %
Non-Transportation Revenue	60.0	5.0	17.0	12.0	239.5 %	35.0	38.9	3.9	11.0 %
Total Operating Revenue	11,912.0	992.7	809.7	(182.9)	(18.4) %	6,948.6	7,229.7	281.1	4.0 %
Non-Operating Revenue									
Federal Funding (5307/5337)	22,053.7	1,837.8	2,618.8	781.0	42.5 %	12,864.6	12,925.7	61.1	0.5 %
HRRTF Funding	5,730.1	477.5	342.6	(134.9)	(28.2) %	3,342.6	2,041.7	(1,300.9)	(38.9) %
State Funding	21,438.3	1,786.5	1,778.2	(8.3)	(0.5) %	12,505.7	12,447.4	(58.3)	(0.5) %
Local Funding	44,696.1	3,724.7	3,724.7	-	- %	26,072.7	26,072.7	-	- %
Total Non-Operating Revenue	93,918.3	7,826.5	8,464.3	637.7	8.1 %	54,785.6	53,487.5	(1,298.2)	(2.4) %
TOTAL REVENUE	\$ 105,830.2	\$ 8,819.2	\$ 9,274.0	\$ 454.8		\$ 61,734.3	\$ 60,717.2	\$ (1,017.1)	
Personnel Services	\$ 67,937.3	\$ 5,655.0	\$ 6,076.6	\$ (421.7)	(7.5) %	\$ 39,689.6	\$ 38,645.4	\$ 1,044.2	2.6 %
Contract Services	13,052.4	1,182.4	1,117.7	64.7	5.5 %	7,463.4	6,372.3	1,091.0	14.6 %
Materials & Supplies	5,487.4	392.9	377.0	15.9	4.0 %	3,170.9	2,713.3	457.7	14.4 %
Gas & Diesel	3,984.7	332.1	324.4	7.6	2.3 %	2,324.4	2,469.8	(145.4)	(6.3) %
Contractor's Fuel Usage	597.3	49.8	36.6	13.2	26.5 %	348.4	300.5	47.9	13.8 %
Utilities	1,183.8	89.1	115.5	(26.4)	(29.7) %	738.5	650.0	88.4	12.0 %
Casualties & Liabilities	3,794.4	316.5	335.8	(19.2)	(6.1) %	2,215.8	2,449.4	(233.6)	(10.5) %
Purchased Transportation	8,205.7	667.1	565.4	101.7	15.2 %	4,870.0	3,638.3	1,231.7	25.3 %
Other Miscellaneous Expenses	1,587.3	134.3	148.4	(14.0)	(10.5) %	913.4	870.2	43.2	4.7 %
TOTAL EXPENSE	\$ 105,830.2	\$ 8,819.2	\$ 9,097.4	\$ (278.3)		\$ 61,734.3	\$ 58,109.1	\$ 3,625.2	
SURPLUS (DEFICIT)			\$ 176.6				\$ 2,608.1		

Line of Credit balance as of January 31, 2022, is \$7,152,055.18 or 42% of available funding

CARES Act balance available through January 31, 2022, expenses: \$ 0

CRRSSA balance available through January 31, 2022, expenses: \$7,770,694

OPERATING FINANCIAL STATEMENTS

January 2022

MAX, PCS, 15-MINUTE INCREMENT

FISCAL YEAR 2022

Dollars in Thousands

	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 611.1	\$ 50.9	\$ 32.6	\$ (18.3)	(35.9) %	\$ 356.5	\$ 223.0	\$ (133.5)	(37.5) %
RTS Program	5,730.1	477.5	342.6	(134.9)	(28.2) %	3,342.6	2,041.7	(1,300.9)	(38.9) %
TOTAL REVENUE	\$ 6,341.3	\$ 528.4	\$ 375.4	\$ (153.2)		\$ 3,699.1	\$ 2,264.6	\$ (1,434.4)	
Operating Expenses									
Personnel Services	\$ 4,811.0	\$ 400.9	\$ 284.3	\$ 116.7	29.1 %	\$ 2,806.4	\$ 1,726.2	\$ 1,080.2	38.5 %
Contract Services	644.0	53.7	43.0	10.7	19.8 %	375.7	223.2	152.5	40.6 %
Materials & Supplies	699.4	58.3	35.9	22.4	38.5 %	408.0	233.8	174.2	42.7 %
Utilities	48.7	4.1	2.7	1.3	32.3 %	28.4	14.7	13.7	48.2 %
Casualties & Liabilities	138.2	11.5	9.5	2.0	17.7 %	80.6	66.8	13.8	17.1 %
TOTAL EXPENSE	\$ 6,341.3	\$ 528.4	\$ 375.4	\$ 153.2		\$ 3,699.1	\$ 2,264.6	\$ 1,434.5	
SURPLUS (DEFICIT)			\$ -				\$ -		



HAMPTON ROADS TRANSIT

Draft Financial Statement

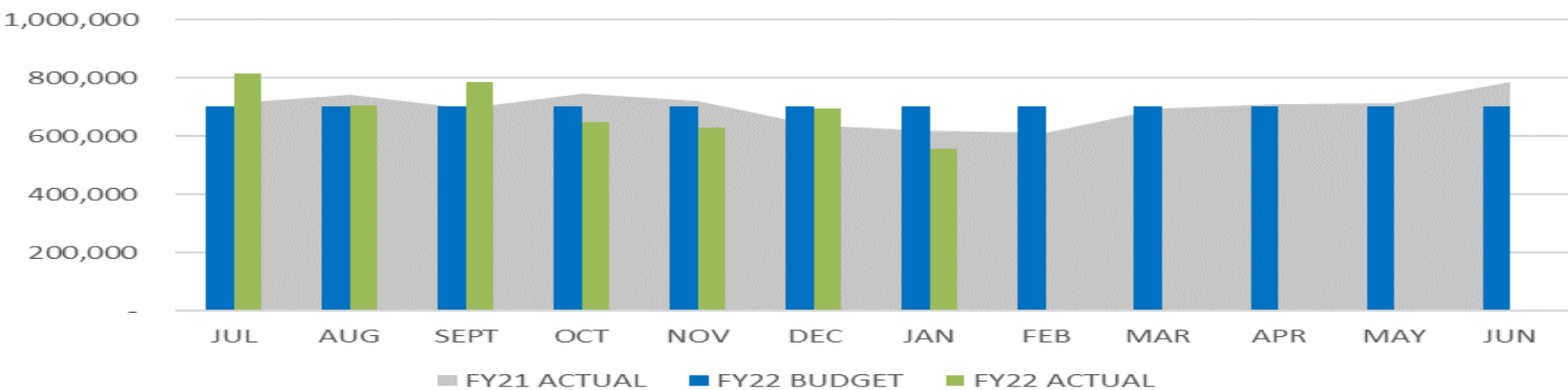
Non-Operating COVID Revenue and Expenses Jan 2022

Dollars in Thousands

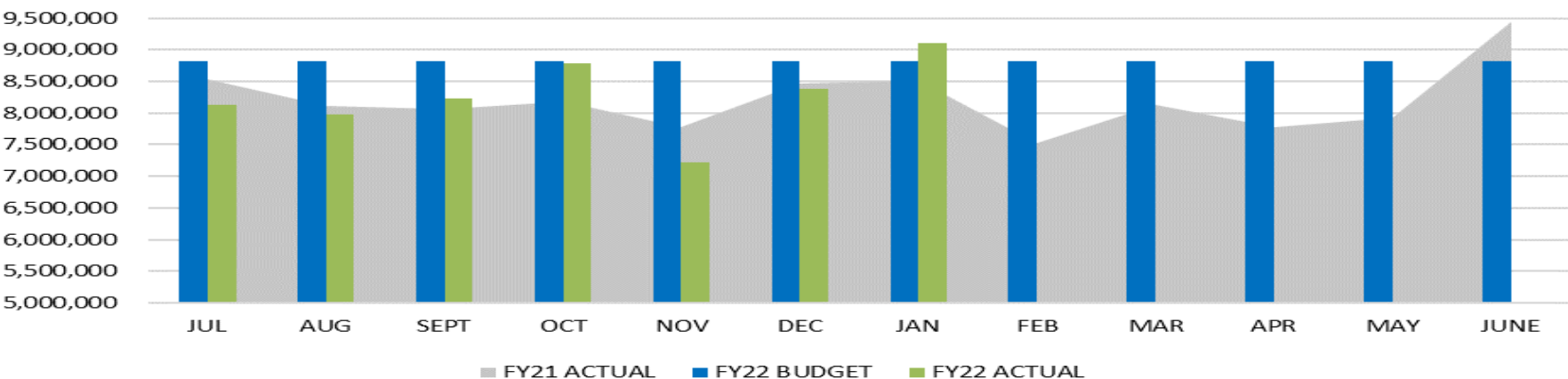
	Month to Date	Year to Date
Federal Funding (5307/5337)	\$ 366.5	\$ 1,404.1
Total Non-Operating Revenue	\$ 366.5	\$ 1,404.1

Personnel Services	\$ 84.2	\$ 422.7
Contract Services	137.1	773.4
Materials & Supplies	0.1	21.7
Other Miscellaneous Expenses	145.1	186.2
Total Non-Operating Expense	\$ 366.5	\$ 1,404.1
SURPLUS (DEFICIT)	\$ -	\$ -

Farebox Revenue



Total Expenses



OPERATING CROSSWALK

January 2022

FISCAL YEAR 2022 (Dollars in Thousands)	YEAR-TO-DATE			ACTUAL CONSOLIDATED	VARIANCE + / (-)
	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY		
REVENUE					
Passenger Revenue	\$ 4,924.5	\$ 4,513.1	\$ 311.8	\$ 4,824.9	\$ (99.6)
Advertising Revenue	\$ 627.1	\$ 894.1	\$ 57.6	\$ 951.7	\$ 324.6
Other Transportation Revenue	\$ 1,362.1	\$ -	\$ 1,414.3	\$ 1,414.3	\$ 52.2
Non-Transportation Revenue	\$ 35.0	\$ 20.8	\$ 18.0	\$ 38.8	\$ 3.8
Federal Funding (PM 5307/5337)	\$ 12,864.6	\$ 12,925.7	\$ -	\$ 12,925.7	\$ 61.1
HRRTF ¹	\$ 3,342.6	\$ -	\$ 2,041.7	\$ 2,041.7	\$ (1,300.9)
State Funding	\$ 12,505.7	\$ 12,447.4	\$ -	\$ 12,447.4	\$ (58.3)
Local Funding	\$ 26,072.7	\$ 26,072.7	\$ -	\$ 26,072.7	\$ -
TOTAL REVENUE:	\$ 61,734.3	\$ 56,873.8	\$ 3,843.4	\$ 60,717.2	\$ (1,017.1)
EXPENSE					
Personnel Services	\$ 39,689.6	\$ 36,125.1	\$ 2,520.3	\$ 38,645.4	\$ 1,044.2
Services	\$ 7,463.4	\$ 5,956.8	\$ 415.6	\$ 6,372.4	\$ 1,091.0
Materials & Supplies	\$ 5,843.6	\$ 5,125.9	\$ 357.6	\$ 5,483.5	\$ 360.1
Utilities	\$ 738.5	\$ 607.6	\$ 42.4	\$ 650.0	\$ 88.5
Casualties & Liabilities	\$ 2,215.8	\$ 2,289.6	\$ 159.7	\$ 2,449.3	\$ (233.5)
Purchased Transportation	\$ 4,870.0	\$ 3,401.0	\$ 237.3	\$ 3,638.3	\$ 1,231.7
Other Miscellaneous Expenses	\$ 913.4	\$ 813.5	\$ 56.7	\$ 870.2	\$ 43.2
TOTAL EXPENSE:	\$ 61,734.3	\$ 54,319.5	\$ 3,789.6	\$ 58,109.1	\$ 3,625.2
BUDGET STATUS TO DATE²:	\$ -	\$ 2,554.3	\$ 53.8	\$ 2,608.1	\$ 2,608.1

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

Draft Financial Statement

LOCALITY RECONCILIATION

January 2022

FISCAL YEAR 2022 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 44,696.3	\$ 26,072.7	\$ 26,072.7	\$ -
Plus: Local Farebox	\$ 7,676.7	\$ 4,478.1	\$ 4,513.1	\$ 35.0
Locality Share - Sub-Total:	\$ 52,373.0	\$ 30,550.8	\$ 30,585.8	\$ 35.0
Plus: Federal Aid	\$ 22,053.7	\$ 12,864.7	\$ 12,925.7	\$ 61.0
State Aid	\$ 21,438.3	\$ 12,505.8	\$ 12,447.4	\$ (58.4)
Total Revenue Contribution:	\$ 95,865.0	\$ 55,921.3	\$ 55,958.9	\$ 37.6
Operating Expenses:	\$ 95,865.0	\$ 55,921.3	\$ 53,404.6	\$ (2,516.7)
Locality Budget Status to Date ¹ :	\$ 2,554.3			

KPI		
Farebox Recovery:	8.0%	8.5%
Farebox % of Budgeted Expense:		8.1%

Strategic Allocation

Traditional Allocation

FISCAL YEAR 2022 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 44,696.3	\$ 26,072.7	\$ 26,072.7	\$ -
Plus: Local Farebox	\$ 7,676.7	\$ 4,478.1	\$ 4,513.1	\$ 35.0
Locality Share - Sub-Total:	\$ 52,373.0	\$ 30,550.8	\$ 30,585.8	\$ 35.0
Plus: Federal Aid	\$ 22,053.7	\$ 12,864.7	\$ 10,406.4	\$ (2,458.3)
State Aid	\$ 21,438.3	\$ 12,505.8	\$ 12,447.4	\$ (58.4)
Total Revenue Contribution:	\$ 95,865.0	\$ 55,921.3	\$ 53,439.6	\$ (2,481.7)
Operating Expenses:	\$ 95,865.0	\$ 55,921.3	\$ 53,404.6	\$ (2,516.7)
Locality Budget Status to Date:	\$ 35.0			
Strategic Allocation-Farebox:				\$ -
Strategic Allocation-Service Credit:				\$ 2,519.3
Net Locality Budget Status to Date:	\$ 2,554.3			

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

Draft Financial Statement

LOCALITY RECONCILIATION

January 2022

FISCAL YEAR 2022 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,684.4	\$ 1,565.9	\$ 1,565.9	\$ -
Plus: Local Farebox	\$ 415.9	\$ 242.6	\$ 224.7	\$ (17.9)
Locality Share - Sub-Total:	\$ 3,100.3	\$ 1,808.5	\$ 1,790.6	\$ (17.9)
Plus: Federal Aid	\$ 1,552.6	\$ 905.7	\$ 1,121.5	\$ 215.8
State Aid	\$ 1,304.2	\$ 760.8	\$ 789.3	\$ 28.5
Total Revenue Contribution:	\$ 5,957.1	\$ 3,475.0	\$ 3,701.4	\$ 226.4
Operating Expenses:	\$ 5,957.1	\$ 3,475.0	\$ 3,446.8	\$ (28.2)
Locality Budget Status to Date ¹ :	\$ 254.6			

KPI		
Farebox Recovery:	7.0%	6.5%
Farebox % of Budgeted Expense:		6.5%

Traditional Allocation

Strategic Allocation

FISCAL YEAR 2022 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,684.4	\$ 1,565.9	\$ 1,565.9	\$ -
Plus: Local Farebox	\$ 415.9	\$ 242.6	\$ 224.7	\$ (17.9)
Locality Share - Sub-Total:	\$ 3,100.3	\$ 1,808.5	\$ 1,790.6	\$ (17.9)
Plus: Federal Aid	\$ 1,552.6	\$ 905.7	\$ 849.0	\$ (56.7)
State Aid	\$ 1,304.2	\$ 760.8	\$ 789.3	\$ 28.5
Total Revenue Contribution:	\$ 5,957.1	\$ 3,475.0	\$ 3,428.9	\$ (46.1)
Operating Expenses:	\$ 5,957.1	\$ 3,475.0	\$ 3,446.8	\$ (28.2)
Locality Budget Status to Date:	\$ (17.9)			
Strategic Allocation-Farebox:				\$ 17.9
Strategic Allocation-Service Credit:				\$ 254.6
Net Locality Budget Status to Date:	\$ 254.6			

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

LOCALITY RECONCILIATION

January 2022

FISCAL YEAR 2022 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,648.3	\$ 2,711.5	\$ 2,711.5	\$ -
Plus: Local Farebox	\$ 814.9	\$ 475.4	\$ 406.5	\$ (68.9)
Locality Share - Sub-Total:	\$ 5,463.2	\$ 3,186.9	\$ 3,118.0	\$ (68.9)
Plus: Federal Aid	\$ 2,512.4	\$ 1,465.5	\$ 1,323.3	\$ (142.2)
State Aid	\$ 2,276.7	\$ 1,328.1	\$ 1,243.6	\$ (84.5)
Total Revenue Contribution:	\$ 10,252.3	\$ 5,980.5	\$ 5,684.9	\$ (295.6)
Operating Expenses:	\$ 10,252.3	\$ 5,980.5	\$ 5,374.6	\$ (605.9)
Locality Budget Status to Date ¹ :	\$ 310.3			

KPI		
Farebox Recovery:	7.9%	7.6%
Farebox % of Budgeted Expense:		6.8%

Strategic Allocation

Traditional Allocation

FISCAL YEAR 2022 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,648.3	\$ 2,711.5	\$ 2,711.5	\$ -
Plus: Local Farebox	\$ 814.9	\$ 475.4	\$ 406.5	\$ (68.9)
Locality Share - Sub-Total:	\$ 5,463.2	\$ 3,186.9	\$ 3,118.0	\$ (68.9)
Plus: Federal Aid	\$ 2,512.4	\$ 1,465.5	\$ 944.1	\$ (521.4)
State Aid	\$ 2,276.7	\$ 1,328.1	\$ 1,243.6	\$ (84.5)
Total Revenue Contribution:	\$ 10,252.3	\$ 5,980.5	\$ 5,305.7	\$ (674.8)
Operating Expenses:	\$ 10,252.3	\$ 5,980.5	\$ 5,374.6	\$ (605.9)
Locality Budget Status to Date:	\$ (68.9)			
Strategic Allocation-Farebox:				\$ 68.9
Strategic Allocation-Service Credit:				\$ 310.3
Net Locality Budget Status to Date:	\$ 310.3			

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

Draft Financial Statement

LOCALITY RECONCILIATION

January 2022

FISCAL YEAR 2022 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,374.4	\$ 4,301.7	\$ 4,301.7	\$ -
Plus: Local Farebox	\$ 1,468.5	\$ 856.6	\$ 690.0	\$ (166.6)
Locality Share - Sub-Total:	\$ 8,842.9	\$ 5,158.3	\$ 4,991.7	\$ (166.6)
Plus: Federal Aid	\$ 3,790.0	\$ 2,210.9	\$ 1,873.3	\$ (337.6)
State Aid	\$ 3,639.9	\$ 2,123.3	\$ 1,955.5	\$ (167.8)
Total Revenue Contribution:	\$ 16,272.8	\$ 9,492.5	\$ 8,820.5	\$ (672.0)
Operating Expenses:	\$ 16,272.8	\$ 9,492.5	\$ 8,395.5	\$ (1,097.0)
Locality Budget Status to Date ¹ :	\$ 425.0			

Strategic Allocation

KPI		
Farebox Recovery:	9.0%	8.2%
Farebox % of Budgeted Expense:		7.3%

Traditional Allocation

FISCAL YEAR 2022 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,374.4	\$ 4,301.7	\$ 4,301.7	\$ -
Plus: Local Farebox	\$ 1,468.5	\$ 856.6	\$ 690.0	\$ (166.6)
Locality Share - Sub-Total:	\$ 8,842.9	\$ 5,158.3	\$ 4,991.7	\$ (166.6)
Plus: Federal Aid	\$ 3,790.0	\$ 2,210.9	\$ 1,281.7	\$ (929.2)
State Aid	\$ 3,639.9	\$ 2,123.3	\$ 1,955.5	\$ (167.8)
Total Revenue Contribution:	\$ 16,272.8	\$ 9,492.5	\$ 8,228.9	\$ (1,263.6)
Operating Expenses:	\$ 16,272.8	\$ 9,492.5	\$ 8,395.5	\$ (1,097.0)
Locality Budget Status to Date:	\$ (166.6)			
Strategic Allocation-Farebox:				\$ 166.6
Strategic Allocation-Service Credit:				\$ 425.0
Net Locality Budget Status to Date:	\$ 425.0			

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

LOCALITY RECONCILIATION

January 2022

FISCAL YEAR 2022 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 19,408.5	\$ 11,321.6	\$ 11,321.6	\$ -
Plus: Local Farebox	\$ 3,320.4	\$ 1,936.9	\$ 2,090.3	\$ 153.4
Locality Share - Sub-Total:	\$ 22,728.9	\$ 13,258.5	\$ 13,411.9	\$ 153.4
Plus: Federal Aid	\$ 8,592.8	\$ 5,012.5	\$ 4,483.6	\$ (528.9)
State Aid	\$ 9,110.2	\$ 5,314.3	\$ 5,226.5	\$ (87.8)
Total Revenue Contribution:	\$ 40,431.9	\$ 23,585.3	\$ 23,122.0	\$ (463.3)
Operating Expenses:	\$ 40,431.9	\$ 23,585.3	\$ 22,276.3	\$ (1,309.0)
Locality Budget Status to Date ¹ :	\$ 845.7			

KPI		
Farebox Recovery:	8.2%	9.4%
Farebox % of Budgeted Expense:		8.9%

Strategic Allocation

Traditional Allocation

FISCAL YEAR 2022 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 19,408.5	\$ 11,321.6	\$ 11,321.6	\$ -
Plus: Local Farebox	\$ 3,320.4	\$ 1,936.9	\$ 2,090.3	\$ 153.4
Locality Share - Sub-Total:	\$ 22,728.9	\$ 13,258.5	\$ 13,411.9	\$ 153.4
Plus: Federal Aid	\$ 8,592.8	\$ 5,012.5	\$ 3,791.3	\$ (1,221.2)
State Aid	\$ 9,110.2	\$ 5,314.3	\$ 5,226.5	\$ (87.8)
Total Revenue Contribution:	\$ 40,431.9	\$ 23,585.3	\$ 22,429.7	\$ (1,155.6)
Operating Expenses:	\$ 40,431.9	\$ 23,585.3	\$ 22,276.3	\$ (1,309.0)
Locality Budget Status to Date:	\$ 153.4			
Strategic Allocation-Farebox:	\$ -			
Strategic Allocation-Service Credit:	\$ 692.3			
Net Locality Budget Status to Date:	\$ 845.7			

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

LOCALITY RECONCILIATION

January 2022

FISCAL YEAR 2022 (Dollars in Thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,834.9	\$ 1,653.7	\$ 1,653.7	\$ -
Plus: Local Farebox	\$ 514.3	\$ 300.0	\$ 296.7	\$ (3.3)
Locality Share - Sub-Total:	\$ 3,349.2	\$ 1,953.7	\$ 1,950.4	\$ (3.3)
Plus: Federal Aid	\$ 1,684.1	\$ 982.4	\$ 1,129.2	\$ 146.8
State Aid	\$ 1,415.5	\$ 825.7	\$ 850.4	\$ 24.7
Total Revenue Contribution:	\$ 6,448.8	\$ 3,761.8	\$ 3,930.0	\$ 168.2
Operating Expenses:	\$ 6,448.8	\$ 3,761.8	\$ 3,705.7	\$ (56.1)
Locality Budget Status to Date ¹ :	\$ 224.3			

KPI		
Farebox Recovery:	8.0%	8.0%
Farebox % of Budgeted Expense:		7.9%

FISCAL YEAR 2022 (Dollars in Thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,834.9	\$ 1,653.7	\$ 1,653.7	\$ -
Plus: Local Farebox	\$ 514.3	\$ 300.0	\$ 296.7	\$ (3.3)
Locality Share - Sub-Total:	\$ 3,349.2	\$ 1,953.7	\$ 1,950.4	\$ (3.3)
Plus: Federal Aid	\$ 1,684.1	\$ 982.4	\$ 901.6	\$ (80.8)
State Aid	\$ 1,415.5	\$ 825.7	\$ 850.4	\$ 24.7
Total Revenue Contribution:	\$ 6,448.8	\$ 3,761.8	\$ 3,702.4	\$ (59.4)
Operating Expenses:	\$ 6,448.8	\$ 3,761.8	\$ 3,705.7	\$ (56.1)
Locality Budget Status to Date:	\$ (3.3)			
Strategic Allocation-Farebox:				\$ -
Strategic Allocation-Service Credit:				\$ 227.6
Net Locality Budget Status to Date:	\$ 224.3			

Traditional Allocation

Strategic Allocation

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

Draft Financial Statement

LOCALITY RECONCILIATION

January 2022

FISCAL YEAR 2022 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,745.8	\$ 4,518.3	\$ 4,518.3	\$ -
Plus: Local Farebox	\$ 1,142.7	\$ 666.6	\$ 804.9	\$ 138.3
Locality Share - Sub-Total:	\$ 8,888.5	\$ 5,184.9	\$ 5,323.2	\$ 138.3
Plus: Federal Aid	\$ 3,921.8	\$ 2,287.7	\$ 2,994.8	\$ 707.1
State Aid	\$ 3,691.8	\$ 2,153.6	\$ 2,382.1	\$ 228.5
Total Revenue Contribution:	\$ 16,502.1	\$ 9,626.2	\$ 10,700.1	\$ 1,073.9
Operating Expenses:	\$ 16,502.1	\$ 9,626.2	\$ 10,205.7	\$ 579.5
Locality Budget Status to Date ¹ :	\$ 494.4			

KPI		
Farebox Recovery:	6.9%	7.9%
Farebox % of Budgeted Expense:		8.4%

Strategic Allocation

Traditional Allocation

FISCAL YEAR 2022 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,745.8	\$ 4,518.3	\$ 4,518.3	\$ -
Plus: Local Farebox	\$ 1,142.7	\$ 666.6	\$ 804.9	\$ 138.3
Locality Share - Sub-Total:	\$ 8,888.5	\$ 5,184.9	\$ 5,323.2	\$ 138.3
Plus: Federal Aid	\$ 3,921.8	\$ 2,287.7	\$ 2,638.7	\$ 351.0
State Aid	\$ 3,691.8	\$ 2,153.6	\$ 2,382.1	\$ 228.5
Total Revenue Contribution:	\$ 16,502.1	\$ 9,626.2	\$ 10,344.0	\$ 717.8
Operating Expenses:	\$ 16,502.1	\$ 9,626.2	\$ 10,205.7	\$ 579.5
Locality Budget Status to Date:	\$ 138.3			
Strategic Allocation-Farebox:	\$ -			
Strategic Allocation-Service Credit:	\$ 356.1			
Net Locality Budget Status to Date:	\$ 494.4			

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

Draft Financial Statement

Contract No:	21-00155	Title:	Federal Legislative Services (Renewal)	Base Years Price: Two Option Years' Price:	\$72,000 \$162,000
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Acquisition Description: Enter into a renewal contract with a qualified Consulting firm to provide federal legislative services.

Background: Hampton Roads Transit (HRT) requires a qualified firm to perform federal level government relations and legislative services activities in support of HRT's core mission. The services include helping HRT to identify opportunities and effectively engaging policy makers and staff of federally elected and administration officials to ensure HRT obtains positive federal policy and funding outcomes. Under the terms of this agreement, the Contractor shall work with the key members and staff of the United States Congress and the President's Administration in support of legislative and public policy priorities of HRT. The Contractor shall attend pertinent committee meetings, mark-up sessions, House-Senate conferences, trade associations and work group meetings, and comment as needed and provide written reports to HRT; engage in dialogue, as needed, with Department of Transportation and Federal Transit Administration officials in regard to HRT's legislative agenda as it is formulated and implemented; schedule meetings with HRT and the federal level policy makers, staff and influencers as needed; and provide consultation and representation for HRT on a day-to-day basis, as needed.

Contract Approach: A Request for Proposals (RFP) was issued on October 15, 2021. Five (5) proposals were received on November 17, 2021 from the following firms:

- Alcalde & Fay
- Blank Rome Government Relations, LLC (Blank Rome)
- Holland & Knight
- Shared Knowledge, LLC
- Squire Patton Boggs LLP (Squire Patton Boggs)

Upon review and evaluation of the technical proposals, Alcalde & Fay, Blank Rome, Holland & Knight, and Squire Patton Boggs were rated best to meet the Scope of Work requirements. The four (4) firms were therefore invited to discuss their proposals and provide technical clarifications on their approach to the Scope of Work.

At the conclusion of discussions, HRT staff determined that negotiations would be held with Holland & Knight and Squire Patton Boggs for the purpose of a possible award. Negotiations focused on clarifying assumptions made in establishing pricing and reducing the proposed monthly rates. Following the conclusion of negotiations, Best and Final Offers (BAFO) were requested.

While neither firm offered any price concessions in the BAFOs received, HRT staff determined that Squire Patton Boggs provided the best value to HRT based on a combination of technical capability and price. Additionally, Squire Patton Boggs' pricing is deemed fair and reasonable due

Contract No:	21-00155	Title:	Federal Legislative Services (Renewal)	Base Years Price: Two Option Years' Price:	\$72,000 \$162,000
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to the fact that it was obtained in a competitive environment. A contractor responsibility review performed confirmed that Squire Patton Boggs is technically and financially capable to perform the services.

Squire Patton Boggs is located in Washington, DC, and has provided similar services for the Central Ohio Transit Authority in Columbus, OH; City of Mesa in Mesa, AZ; and CRRC Sifang America, in Chicago, IL.

The period of performance for this contract is one (1) base year, with two (2) additional one-year options.

No DBE goal was established for this solicitation.

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

Project Manager: Noelle Pinkard, Organizational Advancement Officer

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Squire Patton Boggs, LLP to provide federal legislative services in the not-to-exceed amount of \$234,000 over three (3) years.

SOLICITATION RESULTS

OFFEROR	ORIGINAL OFFER	BEST AND FINAL OFFER
Shared Knowledge, LLC	\$152,880	NA
Squire Patton Boggs LLP	\$234,000	\$234,000
Holland & Knight	\$288,000	\$288,000
Alcalde & Fay	\$306,000	NA
Blank Rome Government Relations, LLC	\$540,000	NA

SQUIRE PATTON BOGGS' PRICING SUMMARY

Base Year	Option Year 1	Option Year 2	Total
\$72,000	\$78,000	\$84,000	\$234,000

Contract No:	21-00153	Title:	Fuel Products (Ultra Low Sulfur Diesel and Gasoline) (Renewal)	Price:	Approximately \$10.1M Annually
				Term:	1 Yr. w/4 1-Yr. Options

Acquisition Description: Enter into a renewal contract with a qualified Contractor to supply and deliver diesel and gasoline fuel products to specified Hampton Roads Transit (HRT) locations.

Background: HRT requires diesel and gasoline fuel for the operation of its fixed route buses, non-revenue vehicles, trolleys, paratransit vehicles, ferry boats, and generators. Under the terms of this agreement, the Contractor shall furnish and deliver fuel products as specified by HRT within twenty-four (24) hours or the next business day from the time an order is placed. Fuel products provided must meet Environmental Protection Agency (EPA) requirements; fuel specifications; and, all State and Federal Regulations governing Ultra Low Sulfur diesel, Regular Unleaded RFG (87 Octane) gasoline, and blended products. HRT utilizes approximately 2,405,500 gallons of diesel and 608,500 gallons of gasoline annually. These estimated quantities were provided for the convenience of the proposers and represent the most accurate data available.

Contract Approach: A Request for Proposals (RFP) was issued on September 14, 2021. Four (4) proposals were received on November 4, 2021 from the following firms:

- Colonial Oil Industries, Inc.
- James River Solutions (James River)
- Mansfield Oil Company of Gainesville, Inc. (Mansfield)
- World Fuel Services, Inc. (World Fuel)

In response to the RFP, Proposers were required to provide a fixed market differential adjustment for each fuel product, which includes freight and all applicable fees. The total price of the fuel to be provided is equivalent to the Oil Price Information Service (OPIS) 9:00 a.m. gross price for each fuel product, the unbranded rack average (Spot Mean) at Norfolk, Virginia, plus the fixed differential per gallon. HRT also has the ability to fix or “lock-in” prices for future fuel deliveries in any amount of gallons over any time period (i.e., monthly, quarterly, annually). The price of the gallons delivered under these fixed price agreements is equivalent to the New York Mercantile Exchange (NYMEX) price for the delivery month at the time of the price fix, plus a fixed differential per gallon, to be mutually agreed upon by HRT and the Contractor.

Upon review and evaluation of the technical proposals, James River, Mansfield, and World Fuel were rated best to meet the Scope of Work requirements. The three (3) firms were therefore invited to discuss their proposals and provide technical clarifications on their approach to the Scope of Work.

At the conclusion of discussions, HRT staff determined that James River and World Fuel would be invited for further discussions and negotiations. Negotiations focused on reducing the proposed

Contract No:	21-00153	Title:	Fuel Products (Ultra Low Sulfur Diesel and Gasoline) (Renewal)	Price: Term:	Approximately \$10.1M Annually 1 Yr. w/4 1-Yr. Options
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differential and clarifying any additional fees required. At the conclusion of negotiations, Best and Final Offers (BAFO) were requested from both firms.

While neither firm offered any price concessions in the BAFOs received, HRT Staff determined that James River's proposal provided the best value to HRT based on a combination of technical capability and price. James River's BAFO is deemed fair and reasonable based on a price analysis conducted and the fact that pricing was obtained in a competitive environment. A contractor responsibility review confirmed that James River is both technically and financially capable to perform the work.

James River is located in Ashland, VA and has provided similar work for the City of Suffolk, the Greater Richmond Transit Company, and the Greater Roanoke Transit Company.

The Contract period of performance 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 funds.

Project Manager: Donald Shea, Warranty Administrator

Contracting Officer: Sonya Luther, Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to James River Solutions to provide fuel products in the estimated amount of \$10.1M annually, to be billed at market rate plus the differentials indicated below.

Product	Fixed OPIS Floating Market Differential	Fixed NYMEX RBOB Floating Market Differential	Fixed NYMEX Ultra Low Sulfur Diesel (ULSD) Market Differential
Fungible Ultra Low Sulfur Diesel Fuel, Grade 62	\$0.0082	N/A	\$0.0550
Reformulated Regular Gasoline Blendstock (RBOB)	-\$0.0125	\$0.0025	N/A

Contract No:	21-00153	Title:	Fuel Products (Ultra Low Sulfur Diesel and Gasoline) (Renewal)	Price: Term:	Approximately \$10.1M Annually 1 Yr. w/4 1-Yr. Options
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SOLICITATION RESULTS

Offeror	Fixed OPIS Floating Market Differential		Fixed NYMEX ULSD Market Differential (Diesel)	Fixed NYMEX RBOB Floating Market Differential (Gasoline)
	Diesel	Gasoline		
Colonial Oil Industries, Inc.	-\$0.0142	-\$0.0165	\$0.0918	\$0.1018
James River Solutions	\$0.0082	-\$0.0125	\$0.0550	\$0.0025
Mansfield Oil Company of Gainesville, Inc.	\$0.0435	\$0.0055	\$0.1618	\$0.2544
World Fuel Services, Inc.	\$0.0083	-\$0.0034	\$0.0478	\$0.0051

Contract No:	21-00154	Title:	Structured Cabling (Renewal)	Price: Term:	\$250,000 1yr. w/3 1-yr. Options
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Acquisition Description: Enter into a renewal contract with a qualified Contractor to provide structured cabling services on a Task Order basis.

Background: Hampton Roads Transit (HRT) requires the services of a qualified Contractor in order to maintain, modernize, and expand its existing structured cabling infrastructure, which currently supports HRT's computer networks, telephony systems, security systems, Supervisory Control and Data Acquisition (SCADA) systems, radio systems, and other Transit Industry specific network systems. Under the terms of this agreement, the Contractor shall provide all labor, materials, and equipment and shall perform all work in accordance with Telecommunications Industry Association/Electronic Industries Alliance-568 (TIA/EIA-568) standards; materials and equipment manufacturer guidelines; and applicable building, construction, and electrical codes. Additionally, the Contractor shall test all new cabling plant installations for connectivity and throughput utilizing standard measuring techniques and tools.

Contract Approach: A Request for Proposals was issued on October 25, 2021. Three (3) proposals were received on December 3, 2021 from the following firms:

- Baron Communications, Inc.
- Bazon-Cox and Associates, Inc. (BACO)
- Blackwater Electrical Company, Inc. (Blackwater)

Upon review and evaluation of the proposals received, BACO and Blackwater were rated best to meet the Scope of Work requirements; therefore, HRT staff determined that no presentations or clarifications were necessary. However, in an effort to obtain more favorable pricing, negotiations were conducted with both firms for the purpose of a possible award. Negotiations focused on reducing the hourly rates in which Proposers were required to provide in order to establish pricing for each proposed Task Order. Upon completion of negotiations, Best and Final Offers (BAFOs) were requested.

After review and analysis of the BAFOs received, HRT staff determined that BACO provided the best value to HRT based on a combination of technical capability and price. As a result of the negotiations, BACO slightly decreased their hourly rates by an overall average of 0.36%.

BACO's proposed rates were deemed fair and reasonable based on the results of the negotiations, a price analysis performed, and the fact that the pricing was obtained in a competitive environment. A contractor responsibility review confirmed that BACO is technically and financially capable to provide the services.

Contract No:	21-00154	Title:	Structured Cabling (Renewal)	Price: Term:	\$250,000 1yr. w/3 1-yr. Options
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BACO is located in Chesapeake, VA and provides similar services to the City of Virginia Beach; Suffolk Public Schools; and the City of Hampton. BACO also currently provides these services to HRT satisfactorily.

The contract will be awarded for a period of one (1) base year with three (3) additional one-year options.

No DBE goal was established for this solicitation.

Cost/Funding: Task Orders will be funded with Operating and/or Grant funds, dependent upon on the work being requested.

Project Manager: Alex Touzov, Director of Technology Services

Contracting Officer: Theresa Petrowicz, Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract Bazon-Cox and Associates, Inc. to provide structured cabling services. The cumulative amount of all Task Orders issued under this contract will not exceed \$250,000 over the four-year period.