



Meeting of the Transportation District Commission of Hampton Roads

Thursday, November 10, 2022, at 1:00 p.m.
3400 Victoria Boulevard, Hampton, VA – In Person

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, November 10, 2022, at 1:00 p.m., at 3400 Victoria Boulevard, Hampton, VA - In Person.

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

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



Meeting of the Transportation District Commission of Hampton Roads

Thursday, November 10, 2022, at 3400 Victoria Boulevard,
Hampton, VA at 1:00 p.m.

AGENDA

1. Call to Order & Roll Call
 2. Public Comments
 3. Approval of October 27, 2022, 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 Officer
 - October 2022 Financial Report will be presented at the December 2022 Meeting
 - B. Management/Financial Advisory Committee – Commissioner Gribble/
Conner Burns, Chief Financial Officer
 - C. Operations & Oversight Committee - Commissioner Glover/
Sonya Luther, Director of Procurement
 - **Contract No. 22-00171 Peoplesoft Human Capital Management Managed Services (Renewal)**

Recommending Commission Approval: Award of a renewal contract to Cherry Road Technologies, Inc. to provide PeopleSoft Human Capital Management managed services in the not-to-exceed amount of \$842,500.00.
- **Contract No: 22-00181 Information Technology Risk Assessment**

Recommending Commission Approval: Award of a contract to Janus Software, Inc. to provide information technology risk assessment services in the not-to-exceed amount of \$189,982.50.

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

6. Old and New Business

7. Comments by Commission Members

8. Closed Session (as necessary)

9. Adjournment

**The next meeting will be held on Thursday, December 8, 2022, at 1:00 p.m.
Norfolk, VA – In Person**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday, October 27, 2022, • 1:00 p.m. 509 E. 18th Street,
Norfolk, VA, and Hybrid (Zoom) Meeting

Call to Order.

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

Commissioners in attendance:

Chairman Rouse, Virginia Beach
Vice Chair Woodbury, Newport News
Past Chair McClellan, Norfolk,
Commissioner Gray, Hampton
Commissioner Johnson, Chesapeake
Alt. Commissioner, Stevenson, Norfolk
Alt. Commissioner Sherman, VDRPT
Commissioner White, Hampton
Commissioner Bullock, Newport News
Alt. Commissioner Jackson, Portsmouth
Commissioner Ross-Hammond, Virginia Beach

****Prior to the commencement of the TDCHR meeting, Mr. Roland White, Commissioner from Hampton, and Mr. Stephens Johnson, Commissioner from Chesapeake, and Alternate Commissioner Stevenson were sworn in by Mr. David Burton, General Counsel.**

Hampton Roads Transit Staff in attendance:

Ray Amoruso, Chief Planning and Development
Keisha Branch, Director of the Office of Program & Project Excellence (Zoom)
Amy Braziel, Director of Contracted Services and Operational Analytics
Conner Burns, Chief Financial Officer (Zoom)
David Burton, General Counsel, Williams Mullen
Gene Cavazos, Director of Marketing & Communication
Meredith Cox, Sr. Project Manager
Rodney Davis, Director of Customer Relations
Sheri Dixon, Director of Revenue Services (Zoom)
Angela Glass, Director of Budget & Financial Analysis (Zoom)
Michele Bacon-Goode, Associate Project Manager
Wayne Groover, Interim Director Rail Maintenance
Shelia Gullede, Manager Technology PMO
William Harrell, President and CEO
Tom Holden, Media Relations Specialist
Keith Johnson, Paratransit Services Contract Administrator
Ashley Johnson, Capital Improvement Plan Analyst III
Shane Kelly, Manager of Emergency Preparedness

Robert Lee, RTS Program Manager
Sonya Luther, Director of Procurement
Alexis Majied, Chief Communications & External Affairs Officer
Sophia Owen-Allen, Staff Auditor (Zoom)
Sibyl Pappas, Chief Engineering & Facilities Officer
Noelle Pinkard, Organizational Advancement Officer (Zoom)
John Powell, Telecommunications Specialist
Michael Price, Chief Information Officer/CTO
John Nason, Director of Bus Maintenance
Luis Ramos, Sr. Executive Administrator/Commission Secretary
Shleaker Rodgers, Quality Assurance Auditor (Zoom)
Dawn Sciortino, Chief Safety Officer
Ben Simms, Chief Transit Operations Officer
Brian Smith, Deputy CEO
George Somaru, IT Business System Analyst
Adrian Tate, Finance Manager (Zoom)
Alex Touzov, Director of Technology Services (Zoom)
Robert Travers, Corporate Counsel
Fevrier Valmond, Deputy Director of Procurement (Zoom)
James Wall, Director of Light Rail Maintenance (Zoom)
Kim Wolcott, Chief of Human Resources

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

Judith Brown, Co-Chair, League of Women Voters (Zoom)
Alt. Commissioner Brian DeProfio, City of Hampton,
Alt. Commissioner Tonya Chapman, City of Portsmouth
Troy Eisenberger, City of Chesapeake (Zoom)
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT (Zoom)
Alt. Commission Gribble, Virginia Beach
Angela Hopkins, City of Newport News (Zoom)
Denise Johnson, Chair, Transit Rider Advisory Committee
Jessica Klion, Consultant, Foursquare ITP
Magno Milo, Consultant, WSP
Simon Mosbah, Consultant, WSP
Shelia McAllister, City of Newport News (Zoom)
Alt. Commissioner Mike Mucha, VDRPT
Alt. Commissioner Sharon Scott, City of Newport News
Alt. Commissioner Earl Sorey, City of Chesapeake (Zoom)
Alt. Commissioner Grant Sparks, VDRPT
Rebecca Spurrier, Management Analyst, City of Hampton (Zoom)
Janice Taylor, League of Women Voters
Alt. Commissioner Constantinos Velissarios, City of Newport News (Zoom)
Jerri Wilson, City of Newport News
Andrew Zalewski, Foursquare (Zoom)
Christian Zimmer, Consultant, WSP

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 September 22, 2022, Meeting Minutes

A motion to approve the September 22, 2022, minutes was made by Commissioner Bullock and properly seconded by Commissioner Woodbury. A roll call vote resulted as follows:

Ayes: Woodbury, Gray, Stevenson, Johnson, Sherman, Bullock, Jackson, and Ross-Hammond

Nays: None

Abstain: Rouse, White

President's Monthly Report

Mr. William Harrell welcomed everyone to the meeting. Mr. Harrell recognized outgoing Commissioners, Ms. Gaylene Kanoyton representing the City of Hampton and Mr. Doug Fuller, representing the City of Chesapeake. Both Ms. Kanoyton and Mr. Fuller have demonstrated superb leadership and dedication to the Commission, community, and public service.

Ms. Kanoyton thanked the Commission, Mr. Harrell, and staff. Ms. Kanoyton stated that it has been an honor to serve on the board, and that she will continue to advocate for funding and equity in transportation.

Mr. Fuller commended Mr. Harrell and the HRT team and stated that it was a pleasure serving as Commissioner which included time representing three different governors during his tenure. He noted that he learned a lot and expressed gratitude for being able to help the people around the region who truly need public transportation.

Mr. Harrell reviewed the following items: the 757 Express to be initiated on October 30th for the Route 112 in Hampton, free rides on Election Day, and the deployment of real time bus information. It was noted that this is impactful technology that's going to make a positive difference for service throughout all our cities. Commercials on the 757 Express program and real time bus information were shown to the Commission. Mr. Harrell also welcomed Mr. John Stevenson, in his new role as Director of Transit for the City of Norfolk.

Mr. Harrell called on Ms. Alexis Majied, Chief Communications & External Affairs Officer for a brief update on real-time bus info and upon introduction of Mr. Gene Cavazos, Director of Marketing & Communication, he shared that the two commercials shown were created by HRT staff for targeted marketing through a range of media outlets. It was noted that the real-time bus info will allow any customer to quickly find the next bus time at their bus stop. Mr. Cavazos also mentioned that commercials will be streaming on Cox cable and FIOS, and there are also several digital billboards advertising for Route 980 that services the new Amazon facilities as well as two additional boards in Hampton, along with radio commercials. We will have HRT outreach staff promoting the 757 Express along the Route 112 corridor. Commissioner McClellan commended the team for progress on real time and encouraged that future improvements be made for potential customers to identify bus stop numbers to access real time information.

Note: Commissioner McClellan arrived at 1:20 p.m.

Audit & Budget Review Committee

Commissioner Jimmy Gray stated that the Audit and Budget Committee met on October 24, 2022.

Commissioner Gray called on Mr. Conner Burns to present the preliminary year to date ending September 2022 financial report as enclosed in the meeting package.

Mr. Burns presented his report and also noted that he presented these financials in detail at the Management and Financial Advisory Committee meeting. Commissioner Gray also noted the committee received a presentation on the ongoing external audit.

Management and Financial Advisory Committee (MFAC)

Alt. Commissioner Gribble stated that the committee was updated on the September financials, diesel fuel and gas fuel prices were also shared with the committee, along with a discussion on communications advertisements efforts for the November 8, 2022 fair free day.

Ms. Gribble mentioned that Ms. Keisha Branch provided a grants update, and the committee also reviewed the draft Capital Improvement Plan.

Operations and Oversight Committee

Alt. Commissioner Jackson stated that the Operations and Oversight Committee met on October 13, 2022. Alt. Commissioner Jackson called on Ms. Sonya Luther to present the contracts for approval. Mr. Burton briefly acknowledged new commissioners and explained how contracts coming with recommendation for approval from Operations and Oversight is a motion and only need to be seconded before discussion and a vote. Commissioners were reminded that if any person has a conflict of interest to advise counsel beforehand so that it can be made clear in the minutes that the Commissioner has recused themselves from the relevant vote.

Ms. Luther presented **Contract No. 22 – 00196 – General Painting** to QC General Construction, LLC to provide general painting services. The cumulative amount of all Task Orders issued under this Contract will not exceed \$200,000 over the three-year period.

Ms. Luther presented **Contract No: 22- 00195 – HASTUS Maintenance and Support Services (Renewal)** to GIRO, Inc. to provide HASTUS maintenance and support services in the not-to-exceed amount of \$444,268.00.

Ms. Luther presented **Contract No: 22 – 00170 – Pre-Employment Background Screening Services (Renewal)** to First Choice Research and Investigations, LLC to provide pre-employment background screening services in the not to exceed amount of \$137,497.50.

Ms. Luther presented **Contract No: 22 – 00191-Safety Support Services (Renewal)** to ADS System Safety Consulting, LLC to provide safety support services. The cumulative amount of all Task Orders issued under this contract will not exceed \$495,000.00 over the three-year.

A recommendation was made by the Operations and Oversight Committee to approve **Contract No: 22- 00195 – HASTUS Maintenance and Support Services (Renewal)**; **Contract No: 22 – 00170 Pre-Employment Background Screening Services (Renewal)**; **Contract No: 22 – 00170 Pre-Employment Background Screening Services (Renewal)**; **Contract No: 22 – 00191-Safety Support Services (Renewal)** which was properly seconded by Commissioner McClellan. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Johnson, Bullock, Jackson, White and Ross-Hammond

Nays: None

Abstain: Sherman

Alt. Commissioner Jackson stated that the committee received update from Mr. Simms, Chief Transit Operations Officer, regarding the weather events from the remnants of the Hurricane Ian. Commissioner Kanoyton was recognized for her service on the committee, and discussed the Microtransit Program, to ensure that the funds were fully identified for future service.

The next Operations and Oversight Committee will be held on Thursday, November 3, 2022, in Hampton.

Planning and New Starts Committee

Committee did not meet in the month of October.

External/Legislative Affairs Committee

Commissioner Bullock reported that the committee met on October 18, 2022.

Commissioner Bullock stated that Ms. Noelle Pinkard provided a legislative update, reporting that Congress has passed a Continuing Resolution to fund the programs and departments of the federal government through December 16, 2022. President Biden signed the Continuing Resolution on

September 30, 2022, thereby avoiding a government shutdown as the new federal fiscal year started on October 1, 2022.

Ms. Pinkard reported that the Senate Finance and Appropriations Committee will hold its annual meeting Thursday, November 17th and Friday, November 18th at Longwood University.

Ms. Pinkard reviewed the Draft 2023 Federal and State Legislative Priorities that were handed out to the Commission last month, which ELAC was bringing forward as a recommendation to approve with the addition of a sentence to advocate for microtransit funding.

Smart Cities and Innovation Committee

Commissioner McClellan mentioned the committee did not meet in the month of October. The committee's next meeting will be held on December 8, 2022, at noon, in Norfolk.

Paratransit Advisory Sub-Committee (PAC)

Mr. Keith Johnson stated that there was no report from the committee. Mr. Johnson mentioned to the board that Paratransit set a new post COVID demand ridership record on October 21, 2022, of 1588 trips requested, and 1218 trips completed.

Transit Ridership Advisory Sub-Committee

Committee did not meet in October. The next Transit Ridership Advisory sub-committee meeting will be held December 2, 2022, in the Norfolk Boardroom at 6:00 p.m.

Old and New Business:

Mr. Harrell called on Ms. Pinkard to present the 2023 Legislative Priorities.

Mr. Pinkard stated that there were no changes made one to the Federal legislative priorities. Under the innovation bullet, there was an added sentence for microtransit.

Commissioner McClellan asked if there is a transit lobby day again this year in the General Assembly. Ms. Pinkard stated that on January 23, 2023, has been designated as Transit lobby day/Transit Advocacy Day. There will be lunch and a legislative reception that evening.

Ms. McClellan motioned for approval of the Legislative priorities, which was properly seconded by Commissioner Bullock. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Sherman, Bullock, Jackson, White and Ross-Hammond

Nays: None

Abstain: None

Closed Session

Commissioner Woodbury made a motion to convene into a closed session for consultation with legal counsel regarding the discussion of the performance of certain HRT employees as provided by paragraph 1 of Virginia Code Section 2.2-3711(A) and properly seconded by Commissioner Bullock. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Sherman, Johnson, Bullock, Jackson, White and Ross-Hammond

Nays: None

Abstain: None

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

- (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act law were discussed in the closed meeting to which this certification resolution applies, and
- (ii) only such public business matters as were identified in the motion convening the closed session meeting were heard, discussed, or considered in the closed meeting just concluded.

The motion was made by Commissioner Woodbury and properly seconded by Commissioner Bullock. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Sherman, Johnson, Bullock, Jackson, White and Ross-Hammond

Nays: None

Abstain: None

David Burton, General Counsel, stated that there is a motion that came from the Executive Committee, as part of William E. Harrell, President & CEO, job evaluation, that his salary be increased by 3.75 percent retroactive to July 1, 2022, which was properly seconded by Commissioner Woodbury. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Sherman, Johnson, Bullock, Jackson, White and Ross-Hammond

Nays: None

Abstain: None

Commissioner Comments:

Commissioner Woodbury stated that a citizen presented a complaint regarding a Newport News bus stop. Mr. Harrell indicated that staff would follow-up on this matter.

Adjournment

With no further business to conduct, the meeting adjourned at 2:15 p.m.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

**Aaron Rouse
Chair**

ATTEST:

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



HAMPTON ROADS
TRANSIT

TDCHR Board Meeting October 27, 2022

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President's Report

- 757 Express – Route 112 in Newport News and Hampton



President's Report

<https://youtu.be/YldXekXyTAA>

757 Express

A SERVICE OF HAMPTON ROADS TRANSIT



Route
112

The New Route 112 Begins October 30th

- Every 15 minutes
- New bus stop amenities
- Real-Time bus info

For route and schedule times, visit gohrt.com

Serving
Downtown Newport News
Patrick Henry Mall
Jefferson Avenue
Lee Hall

gohrt.com

President's Report

- HRT Offers Free Rides on Election Day

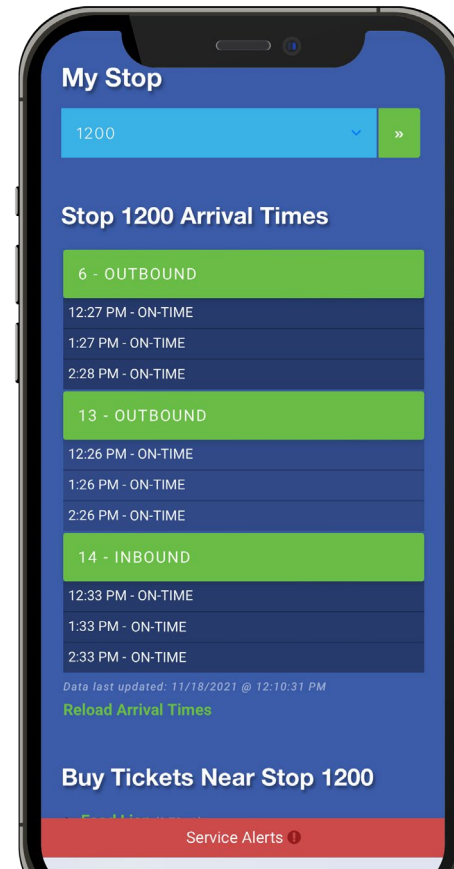


President's Report



President's Report

- Hampton Roads Transit introduces Real-Time Bus Information

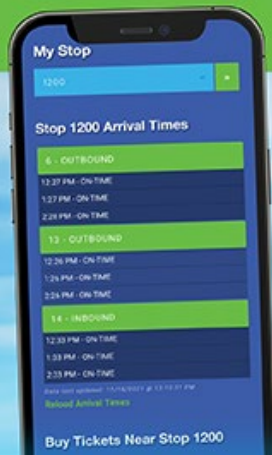


President's Report : <https://gohrt.com/modes/real-time-bus-info/>

INTRODUCING

REAL-TIME BUS INFO

at gohrt.com



- Go to gohrt.com
- Enter your stop #
- See when your next bus arrives





A PEEK INTO THE FUTURE WITH MICROTRANSIT

When we think about the future of transit services, we know that the traditional 40-foot bus or a fixed-guideway network is not always the solution that meets the needs of our customers. Smaller, more nimble transit options come to mind, and today we are seeing data from a demonstration project that may one day transform transit as we know it.

Microtransit services in Virginia Beach and Newport News are yielding some persuasive data that will help guide us in our exploration of what transit may look like in the coming years. This successful experiment is still unfolding but we are learning one key lesson; there is a market for this on-demand service that has encouraged us.

Started in July, the Microtransit Pilot project operates Monday-Friday, 5 a.m. to 9 p.m. and on Saturday-Sunday 7 a.m. to 8 p.m. We use a fleet size of just six transit vans in Virginia Beach and five in Newport News with three spares. Zone A in Virginia Beach covers 15 square miles and connects to three local routes. Zone B in Newport News covers 20 square miles and connects to five local routes.

This on-demand service offers point-to-point virtual bus stops for efficiency and sets a targeted estimated time of arrival from booking at 10 minutes. We try to limit walking distances to .15 miles with the maximum of a quarter of a mile.

The idea of this service is to focus on first mile/last mile trips as we transport customers within a defined zone to existing HRT fixed-route locations. It is also a way for HRT to explore how transit services can be economically delivered in areas of Hampton Roads that do not currently have much public transportation.

In addition, we are looking at how effective "community service trips" can be where we transport customer to a destination anywhere within the zones based on the service parameters. This includes trips to grocery stores, work, and doctor appointments.

As with regular local service, base fare is \$2 per person per trip with an additional \$2 to connect to other HRT services. Student Freedom Pass holders and certified paratransit riders ride free. Payment methods are debit or credit cards via the Hampton Roads Transit On-Demand rider app.

The project thus far has yielded over 12,000 completed trips with more than 14,000 passengers transported. Approximately 70 percent of the rides were selected in Newport News and 30 percent in Virginia Beach. On some days we provide trips to over 180 customers.

Total daily ridership shows interest in the service appears strongest during the weekdays when people are going to work or school. Average daily riders in July were 77 and that number has risen to 136 in October. Wait times for rides are about 10 minutes on average.

The project is funded under a Commonwealth grant to determine the effectiveness of microtransit. Data collected will help us plan, evaluate, and share lessons learned for potential future cases. The objective was to use an app-based booking system for rides to move people in the zones.

The project ends Jan. 9, 2023. We will then evaluate it and make recommendations on how to proceed. For HRT to remain competitive, it must understand the changing attitudes of customers in the market and evolve to meet them.

Sincerely,

William E. Harrell
President and CEO
Hampton Roads Transit

President's Report

2022 Virginia Governor's Transportation Conference



Contract No.: 22-00171	Title: PeopleSoft Human Capital Management Managed Services (Renewal)	Contract Amount: Base Year: \$210,625.00 Three Option Years: <u>\$631,875.00</u> Total: \$842,500.00
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Acquisition Description: Enter into a sole source renewal contract with CherryRoad Technologies, Inc. (CherryRoad) to provide managed services for Hampton Roads Transit's (HRT's) PeopleSoft Human Capital Management (HCM) 9.1 application.

Background: HRT utilizes PeopleSoft HCM to manage the Agency's workforce management and paying of its employees, which support HRT's ability to ensure employees are available to support overall daily operations. HRT requires HCM managed services to assist HRT in managing ongoing operations; ensure consistent high levels of availability and service to all users; and proactively and efficiently respond to regulatory and security updates. Under the terms of this agreement, the Contractor shall provide qualified, experienced senior staff to resolve issues and provide timely support for all installed versions of PeopleSoft HCM and HCM PeopleTools, modules.

Contract Approach: FTA and Virginia Public Procurement Act guidelines allow non-competitive procurements when only one source is available, and the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals. In June 2018, HRT issued a contract to CherryRoad to provide managed services for the PeopleSoft HCM 9.1 application through the competitive Request for Proposal (RFP) process. In order to maintain continuity of operations, and to avoid substantial duplication of costs, the FTA permits sole source procurements in instances when it is likely that award to another Contractor would result in substantial duplication of costs that are not expected to be recovered through competition. Due to the specific requirements of this solicitation, full and open competition was not a feasible method of Procurement. Sole Source procurements are accomplished through solicitation and acceptance of a proposal from only one source.

A solicitation was issued on April 4, 2022, and CherryRoad provided a responsive proposal on April 20, 2022. In order to obtain more favorable pricing, a decision was made to conduct negotiations with CherryRoad. Negotiations focused on reducing support and maintenance costs and to provide clarifications to the Scope of Work and terms and conditions of the RFP.

Although CherryRoad did not offer any concessions as a result of the negotiations, CherryRoad's pricing is deemed fair and reasonable based on the results of a price analysis performed utilizing historical data. CherryRoad's hourly rates are the same as those being utilized in the previous Contract. Additionally, CherryRoad certified that the pricing offered to HRT are the same rates offered to other customers with similar requirements. A contractor responsibility review confirmed that CherryRoad is technically and financially capable to perform the work.

Contract No.: 22-00171	Title: PeopleSoft Human Capital Management Managed Services (Renewal)	Contract Amount: Base Year: \$210,625.00 Three Option Years: <u>\$631,875.00</u> Total: \$842,500.00
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CherryRoad is located in Parsippany, NJ and has been providing support and maintenance services to HRT satisfactorily.

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

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

Project Manager: Glenda Dixon, Director of ERP Services

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a renewal contract to CherryRoad Technologies, Inc. to provide PeopleSoft Human Capital Management managed services in the not-to-exceed amount of \$842,500.00 over the four (4) year period.



HAMPTON ROADS
TRANSIT

PeopleSoft Human Capital Management Managed Services (Renewal)

Transportation District of Commission of Hampton on Roads Meeting
11/10/2022

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Overview

Agency's PeopleSoft HCM software is crucial to support ongoing operations for workforce management, benefit management, time collection, and payroll.

During any given time, HRT's requirements may change, and resource needs may vary. HRT may seek assistance in the following areas:

- Incident Resolution and Management (Day to Day Operational Support)
- Applying Regulatory Updates
- Technical Infrastructure Support
- Tracking and applying security updates
- Consulting and advisory services regarding system business processes
- Proactively monitor system to identify potential areas of risk
- Staff Augmentation

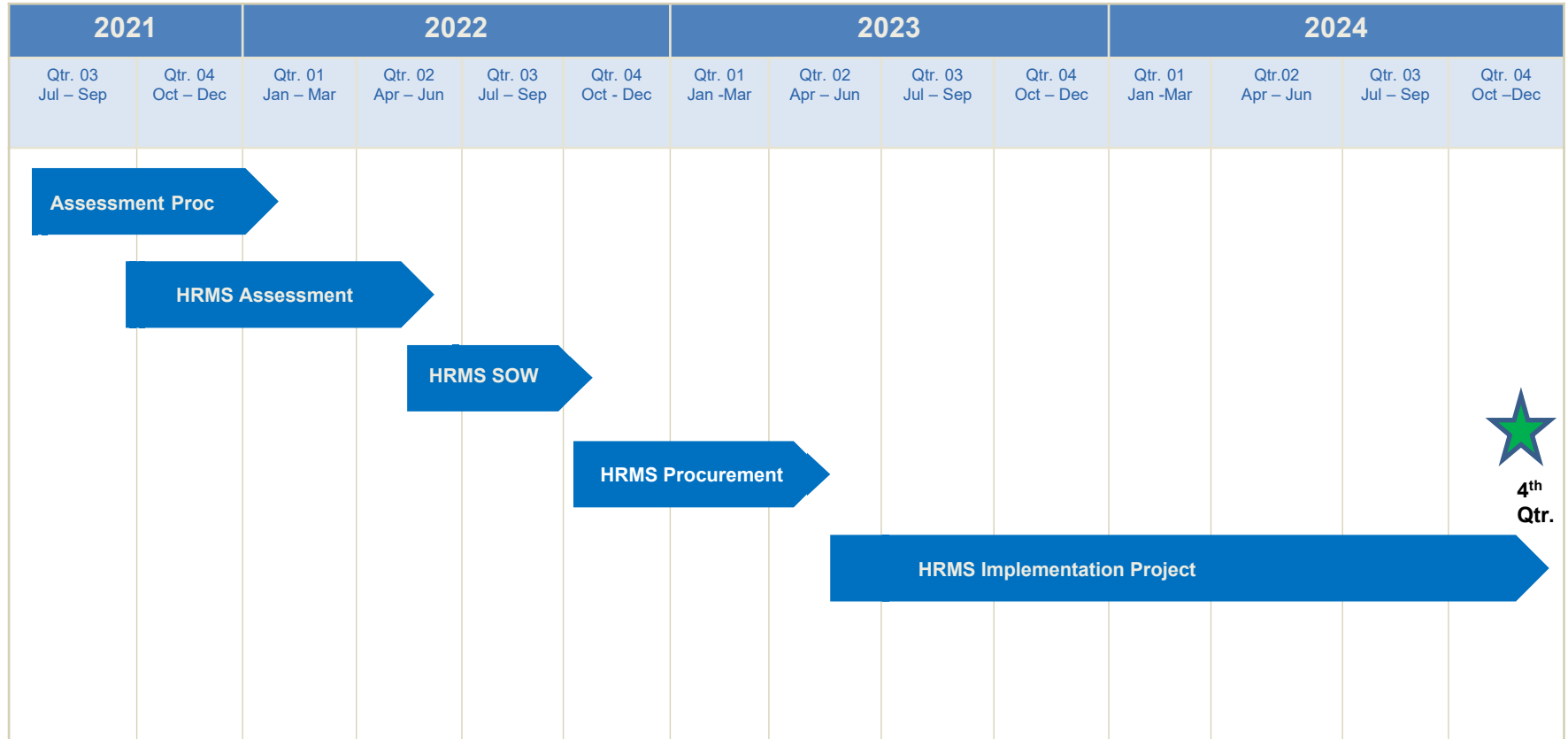
Overview (cont.)

- Due to challenges to fill and retain staff positions to support HRT's Human Capital Management (HCM) system and the need to be able to continually support HRT's HCM system effectively and efficiently, HRT utilizes Managed Services to support HRT staff for ongoing system and business operations, ensuring consistent high-level of availability and proactively responding to regulatory and security updates.
- Under contract 17-75518 for PeopleSoft HCM Manage Services, CherryRoad Technologies, Inc (CherryRoad) has provided needed services for HRT's PeopleSoft HCM application since 2018.
- CherryRoad has built inherent knowledge to be able to support HRT on-call for all noted services.
- CherryRoad's ***hourly rates for services has and will not change.***

HRMS Project

- Support for PeopleSoft HCM 9.1 ended Jan 2018.
- HRT expects to release solicitation for our new HRMS solution by end of 2022.
- Current services would extend to support transition to any HRMS software solution.
- With upcoming implementation CherryRoad's experience and knowledge of HRT's business will be critical in supporting a smooth successful implementation of any HRMS system.

HRMS Project Timeline





HAMPTON ROADS
TRANSIT

Thank you

gohrt.com

Contract No.: 22-00181	Title: Information Technology Risk Assessment	Contract Amount: \$189,982.50
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Acquisition Description: Enter into a contract with a qualified Contractor to perform an Information Technology (IT) Risk Assessment.

Background: Hampton Roads Transit (HRT) has a requirement to perform a risk assessment in support of HRT's existing compliance environment, such as the Federal Transit Administration's (FTA's) Financial Management and Oversight (FMO) compliance recommendations. HRT intends to perform a risk assessment to identify and quantify prioritized risks associated with HRT's operation of its technology assets. The risk assessment process includes the development of a prioritized list of risk mitigation strategies and recommendations aimed at further limiting risk exposure while preserving confidentiality, system availability, and integrity of HRT's data and systems. Under the terms of this agreement, the Contractor shall perform a detailed organizational review; an IT policy and procedures review; a technical review of HRT's infrastructure monitoring systems and private and public systems mapping; and a technical security systems review. The Contractor shall follow the National Institute of Standards and Technology (NIST) recommended risk assessment structure and processes, as applicable to the Scope of Work; and assess compliance with control targets, regulations, and guidelines.

Contract Approach: A Request for Proposals was issued on April 22, 2022. Sixteen (16) proposals were received on June 10, 2022, from the following firms:

- Accenture LLP
- AIS Network
- Ampcus, Inc. (Ampcus)
- Carahsoft Technology Corp.
- CESO Technology
- Cyber Guardian Threat Solution (Cyber Guardian)
- Illumant LLC (Illumant)
- Janus Software, Inc., dba Janus Associates (Janus)
- MGT of America Consulting, LLC (MGT)
- Plant & Moran, PLLC (Plant Moran)
- RSM US LLP
- Securance Consulting
- SoftSages Technology
- SysAudits.com, LLC
- Tevora Business Solutions, Inc.
- vTech Solution, Inc.

Contract No.: 22-00181	Title: Information Technology Risk Assessment	Contract Amount: \$189,982.50
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Upon an initial review and evaluation of the technical proposals, six (6) firms (Ampcus, Cyber Guardian, Illumant, Janus, MGT, and Plant Moran) were rated best to meet the Scope of Work requirements. The six (6) firms were invited to discuss their proposal and provide technical clarification on their approach to the Scope of Work.

Following the technical presentations and interviews, HRT Staff determined that Janus was the most technically qualified to provide the services described in the Scope of Work based on clarifications provided during their presentation. Therefore, Janus was further invited for discussion and negotiations for the purpose of a possible award. Negotiations focused on clarifying assumptions made in establishing pricing and reducing their proposed pricing. At the conclusion of negotiations, a Best and Final Offer (BAFO) was requested. The BAFO included a \$15,000.00 reimbursement allowance for travel and other direct costs associated with completing the assessment onsite, which was not included in the original price schedule.

As a result of the negotiations, Janus reduced its total price by \$3,299.50, or approximately 2%; however, due to the inclusion of the reimbursement allowance, the total price proposed increased by \$11,700.50. Based on the results of the negotiations, a price analysis performed, and the fact that the pricing was obtained in a competitive environment, Janus' pricing is deemed fair and reasonable. A contractor responsibility review performed confirmed that Janus is both technically and financially capable to perform the services.

Janus is located in Stamford, CT and has provided similar services for the Capital District Transportation Authority in Albany, NY; Dormitory Authority of the State of New York in Albany, NY; and Pennsylvania Treasury in Harrisburg, PA.

The contract period of performance is four (4) months.

No DBE goal was assigned for this solicitation.

Cost/Funding: This contract will be funded with state and ACC funds.

Project Manager: Jack Sherman, IT Security Administrator

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Janus Software, Inc. to provide information technology risk assessment services in the not-to-exceed amount of \$189,982.50.

Contract No.: 22-00181	Title: Information Technology Risk Assessment	Contract Amount: \$189,982.50
----------------------------------	---	---

Solicitation Results

OFFEROR	OFFER	BEST AND FINAL OFFER
Cyber Guardian Threat Solutions	\$49,500.00	N/A
Carahsoft Technology Corp.	\$51,948.75	N/A
SysAudits.com, LLC	\$52,470.00	N/A
CESO Technology	\$76,285.00	N/A
Illumant, LLC	\$99,000.00	N/A
Securance Consulting	\$124,000.00	N/A
RSM US LLP	\$147,880.00	N/A
Janus Software, Inc., dba Janus Associates	\$178,282.00	\$189,982.50
AIS Network	\$201,583.00	N/A
SoftSages Technology	\$203,500.00	N/A
vTech Solution, Inc.	\$268,373.64	N/A
Ampcus, Inc.	\$284,922.00	N/A
MGT of America Consulting, LLC	\$304,200.00	N/A
Plante & Moran, PLLC	\$385,000.00	N/A
Tevora Business Solutions, Inc.	\$390,174.00	N/A
Accenture LLP	\$422,000.00	N/A



RFP 22-00181

IT Risk Assessment

Michael A. Price, CTO/CIO

Overview

- Background (Intrusions, Hacks & Penetrations)
- Drivers
- Key Objectives & Outcomes
- Timeline

Intrusions/Hacks/Penetrations (The New Normal)



- Colonial Pipeline Hack
 - Transportation & Critical Infrastructure caused fueling shortage
- Ukraine War
 - Critical Infrastructure & improving attacker skills
- Cities Held Hostage
 - Atlanta & Baltimore

Key Driving Factors



- HRT Overall Cyber Health
- Triennial Cyber Assessment
- New Reporting Standards
 - HB1290: New VA Legislation for Incident Reporting
- Eligibility for Cyber Insurance

Key Objectives

1. Identify major vulnerabilities that may permit intrusion or breach of agency connectivity and authentication services
2. Evaluate processes and protections against industry best practices and requirements
3. Produce analysis of HRT's risks vs HRT's capabilities compared with overall Transportation Industry Standards
4. Deliver a prioritized risk analysis to inform future activity

Key Outcomes

- Provide guidance and analysis to tailor future security program improvements
- Create a threat profile map of HRT's current operating environment and operational support needs
- Evaluate Program Maturity – Evaluation of security systems, policies and practices for sustainability



Timeline

- Dec 2022 Onboarding
- Jan-Feb 2022 Assessment & Technical Review
- Feb-Q2 2023 Analysis & Report Development
- Q2/Q3 2023 Report Finalization & Closure

