



Meeting of the Transportation District Commission of Hampton Roads

Thursday, October 27, 2022, at 1:00 p.m.
504 E. 18th Street, Norfolk, VA – In Person

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, October 27, 2022, at 1:00 p.m., at 504 E. 18th Street, Norfolk, 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, October 27, 2022, at 504 E. 18th Street, Norfolk, VA at
1:00 p.m.

AGENDA

1. Call to Order & Roll Call
2. Public Comments
3. Approval of September 22, 2022, Meeting Minutes
4. President's Monthly Report - William Harrell
 - A. Board Updates

NOTE: Special Presentation to Commissioners Kanoyton & Fuller.

5. Committee Reports
 - A. Audit & Budget Review Committee - Commissioner Gray/
Conner Burns, Chief Financial Officer
 - September 2022 Financial Reports
 - 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 – 00196 – General Painting Service (Renewal)**

Recommending Commission Approval: Award of a contract 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.

- **Contract No: 22- 00195 – HASTUS Maintenance and Support Services (Renewal)**

Recommending Commission Approval: Award of a contract to GIRO, Inc. to provide HASTUS maintenance and support services in the not-to-exceed amount of \$444,268.00.

- **Contract No: 22 – 00170 – Pre-Employment Background Screening Services (Renewal)**

Recommending Commission Approval: Award of a contract to First Choice Research and Investigations, LLC to provide pre-employment background screening services in the not to exceed amount of \$137,497.50.

- **Contract No: 22 – 00191-Safety Support Services (Renewal)**

Recommending Commission Approval: Award of a contract 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 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

6. Old and New Business

- 2023 Legislative Priorities – Motion to Approve

- Executive Committee Report – Call on Designated Commission to enter into Closed Session.

7. Comments by Commission Members
8. Closed Session (as necessary)
9. Adjournment

**The next meeting will be held on Thursday, November 10, 2022, at 1:00 p.m.
3400 Victoria Boulevard, Hampton, VA – In Person**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday, September 22, 2022, • 1:00 p.m. 3400 Victoria Boulevard, Hampton VA, and Hybrid (Zoom) Meeting

Call to Order.

A quorum was attained, and Vice Chair Woodbury called the meeting to order at 1:03 p.m.

Commissioners in attendance:

Vice Chair Woodbury, Newport News
Commissioner Gray, Hampton
Commissioner Carey Chesapeake
Alt. Commissioner Mucha, VDRPT
Commissioner Kanoyton, Hampton
Commissioner Bullock, Newport News
Commissioner Houston, Norfolk
Alt. Commissioner Jackson, Portsmouth
Commissioner Ross-Hammond, Virginia Beach
*Alt. Commission Gribble, Virginia Beach
**Alt. Commissioner Allen, Norfolk
Commissioner Spruill, Senate Representative
Commissioner Simonds, House Representative

*Alt. Commissioner Gribble was inadvertently omitted from roll call votes during the course of the meeting.

**Prior to the commencement of the TDCHR meeting, Mr. Dorian Allen, Alt. Commissioner from Norfolk, was sworn in by David Burton, General Counsel

Hampton Roads Transit Staff in attendance:

Tammara Askew, Administrative Support Tech (Zoom)
Ray Amoruso, Chief Planning and Development
Debbie Ball, Director of Finance (Zoom)
Sory Bamba, Manager of Rail Systems (Zoom)
Malika Blume, Direct of Internal Audit
Keisha Branch, Director of the Office of Program & Project Excellence (Zoom)
Amy Braziel, Director of Contracted Services and Operational Analytics
Alexander Brink, Sr. Manager of Bus Transportation
Donna Brumbaugh, Direct of Finance (Zoom)
Conner Burns, Chief Financial Officer (Zoom)
David Burton, General Counsel, Williams Mullen
Anthony Clemons, Desktop Services Technician
Kamlesh Chowdhary, Director of ITS Services
Rodney Davis, Director of Customer Relations

Sheri Dixon, Director of Revenue Services (Zoom)
Jennifer Dove, Civil Rights and Grants Coordinator (Zoom)
Angela Glass, Director of Budget & Financial Analysis (Zoom)
William Harrell, President and CEO
Tom Holden, Media Relations Specialist (Zoom)
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
James Lyons, Staff Accountant
Sibyl Pappas, Chief Engineering & Facilities Officer
Noelle Pinkard, Organizational Advancement Officer (Zoom)
John Powell, Telecommunications Specialist
Michael Price, Chief Information Officer/CTO
Tracy Moore, Director of Transportation (Zoom)
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
Monique Strickland, Talent Acquisition Manager
Adrian Tate, Finance Manager (Zoom)
Alex Touzov, Director of Technology Services
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:

Troy Bowser, Chair, Paratransit Advisory Committee
Judith Brown, Co-Chair, League of Women Voters (Zoom)
Alt. Commissioner Brian DeProfio, City of Hampton, (Zoom)
Troy Eisenberger, City of Chesapeake (Zoom)
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT
Ben Grace, Citizen of Newport News
Alicia Griffin, Vice-Chair, Paratransit Advisory Committee (Zoom)
Angela Hopkins, City of Newport News (Zoom)
Denise Johnson, Chair, Transit Rider Advisory Committee
Shelia McAllister, City of Newport News
Alt. Earl Sorey, City of Chesapeake (Zoom)
Alt. Grant Sparts, VDRPT
Rebecca Spurrier, Management Analyst, City of Hampton (Zoom)
Janice Taylor, League of Women Voters
Alt. Commissioner Constantinos Velissarios, City of Newport News
Jerri Wilson, City of Newport News
Andrew Zalewski, Foursquare (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

There were no public Comments.

Approval of August 27, 2022, Meeting Minutes

A motion to approve the August 27, 2022, minutes was made by Commissioner Houston and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioner Woodbury, Gray, Carey, Kanoyton, Bullock, Houston, Jackson, Ross-Hammond, Allen, Gribble, Spruill, and Simonds

Nays: None

Abstain: Mucha

NOTE: Alt. Commissioner Gribble attended the regular September TDCHR meeting. Ms. Gribble was inadvertently left out of the rollcalls. Ms. Gribble was contacted of discrepancy and asked if called upon during meeting for her vote, Ms. Gribble responded that all her votes her would have been favorable.

President's Monthly Report

Mr. William Harrell welcomed everyone to the meeting.

Mr. Harrell stated that the Grand re-opening ribbon cutting ceremony at the Newport News Transfer Center was well attended, including Mayor Price, Vice Chair Woodbury, and Commissioners Bullock, Kanoyton and Delegate Simonds, and various other state, city and regional officials and business leaders.

Mr. Harrell mentioned that after the commission meeting, there will be another ribbon cutting ceremony for delivery of twenty-four 757 Express buses that have been delivered.

Mr. Harrell stated that the Governor's Transportation Conference is coming in October and those commissioners interested in attending are asked to contact Mr. Ramos, Commission Secretary, after the meeting.

Audit & Budget Review Committee

Commissioner Jimmy Gray stated that the Audit and Budget Committee did not meet in September.

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

Mr. Burns presented his report and also noted that he presented these financials in detail on Monday at the Management and Financial Advisory Committee meeting.

Management and Financial Advisory Committee (MFAC)

Alt. Commissioner Gribble stated that the committee was updated on the August financials and had a discussion on a proposed reserve refund. It was noted that more information will be forthcoming, to include some additional budget information from HRT staff.

Ms. Gribble mentioned that Ms. Amy Braziel, Director of Contracted Services and Operational Analytics, gave an update on the microtransit pilot project currently underway in Virginia Beach and Newport News.

Ms. Gribble mentioned that committee also discussed fare free days for FY2023, the first three are traditionally and historically covered by HRT, with those days being Election Day (November 8, 2022), Transit Equity Day, (observed on February 3rd), and Earth Day (April 21, 2023). Commissioner Jackson suggested adding Juneteenth (observed following Monday).

Operations and Oversight Committee

Alt. Commissioner Jackson stated that the Operations and Oversight Committee met on September 8, 2022. Alt. Commissioner Jackson called on Ms. Sonya Luther to present the contracts for approval.

Ms. Luther presented **Contract No. 22-00190 Bus Stop and Facilities Maintenance, Site Improvements, and Repairs (Renewal)** to award of a contract Pembroke Construction Company, Inc. to perform a variety of bus stop and facilities maintenance, site improvements, and repair work in the not-to-exceed amount of \$5,472,787.00 for the three-year period.

Ms. Luther presented **Contract No: 22-00197 – Portable Toilet Rental** to award of a contract to Crown Cleaning Solutions, LLC to provide portable toilet rentals in the not-to-exceed amount of \$138,120.00.

Ms. Luther presented **Contract No: 22-00189 – TransitMaster Software and Hardware Support and Maintenance Services (Renewal)** to award of a contract to Vontas, to provide software and hardware support and maintenance services for HRT's TransitMaster CAD/AVL System in the not-to-exceed amount of \$2,383,024.00 over a five (5) year period.

A recommendation was made by the Operations and Oversight Committee to approve **Contract No. 22-00190** Bus Stop and Facilities Maintenance, Site Improvements, and Repairs (Renewal), **Contract No: 22-00197** – Portable Toilet Rental, **Contract No: 22-00189** – TransitMaster Software and Hardware Support and Maintenance Services (Renewal), which was properly seconded by Commissioner Bullock. A roll call vote resulted as follows:

Ayes: Commissioner Woodbury, Gray, Carey, Mucha, Kanoyton, Bullock, Houston, Jackson, Ross-Hammond, Allen, Gribble, Spruill, and Simonds

Nays: None

Abstain: None

Alt. Commissioner Jackson stated that Ms. Malika Blume, Director of Internal Audit, has completed the Storeroom Operations Control Audit, along with the DRPT Security and Emergency Preparedness Plan Audit. Commissioner Jackson mentioned that the committee received an update from Mr. Ben Simms, Director of Transportation, Mr. Simms mentioned that HRT will be hosting the American Bus Benchmarking Group from September 25-27, 2022.

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

Planning and New Starts Committee

Commissioner Amelia Ross-Hammond stated the Committee met earlier in the day, and called on Mr. Ray Amoruso, Chief Development and Planning Officer, for an update. Mr. Amoruso stated that there were two agenda items, the progress of the Norfolk Naval Station Corridor Extension Study and an update on the ferry dock improvements. Regarding the Extension Study, since the last time committee met was in January, significant progress has been made regarding the phase one recommendation of extending the Tide light Rail to the Military Circle redevelopment area. The FTA has made a Class of Action determination regarding the Environmental document (an Environmental Assessment (EA) rather than an EIS) and granted permission to move forward with the preparation of the EA. Mr. Amoruso also reported the HRT submitted to the State on August 1, 2022, a SMART Scale application on behalf of the city of Norfolk for state funding to support the capital construction cost for the two mile extension. The request to the State was for \$40 million. It was also mentioned; what happens with phase two with the extension of bus rapid transit up to Norfolk Naval Station Norfolk, and we talked briefly about the preliminary High-Capacity Transit study that will begin next year in the city of Chesapeake, also looking at high-capacity transit options that could serve the Summit-Point development of Greenbrier.

Ms. Sibyl Pappas, Chief of Engineering & Facilities provided an update on the ferry dock improvements for the ferry landings at High Street, North Landing and Waterside docks. She shared some images for each of the new ferry docks and review the construction schedule with members of the committee.

External/Legislative Advisory Committee

Commissioner Kanoyton reported that the committee met on September 26, 2022. Ms. Kanoyton called on Ms. Noelle Pinkard for a Legislative update.

Ms. Pinkard provided an overview of the Federal and State legislative update. She stated that although the federal fiscal year is ending and none of the annual appropriations bills have been passed by both houses, a continuing resolution is expected to be voted on by the end of next week. On the state level, Ms. Pinkard reported that pre-filing for legislation has already begun, and the Virginia General Session is three months away.

Ms. Pinkard reviewed the Draft 2023 Federal and State Legislative Priorities that were handed out to the Commission and stated that these priorities would be considered for adoption at the regular October TDCHR meeting.

Ms. Kanoyton mentioned that free fare day for Election Day was coming soon and suggested various ideas as to how to raise awareness. In addition, Mr. Harrell called on Ms. Alexis Majied, Chief Communications Officer, to answer questions about the Student Freedom Pass program. She stated that public outreach staff visit area high schools to distribute passes on site. Ms. Majied also mentioned that the public outreach team did many events in late spring of last year, so most students should already have those passes, but that the team continues to schedule additional events to get them distributed.

Smart City and Innovation Committee

Mr. Michael Price gave a brief update on Mobile Fare System and Priority Routing.

Paratransit Advisory Sub-Committee (PAC)

Mr. Troy Bowser presented his report to the board.

Transit Ridership Advisory Sub-Committee

Ms. Denise Johnson stated that the committee met on September 22nd and presented her report to the board.

The next Transit Ridership Advisory sub-committee meeting will be held November 2, 2022, in the Norfolk Boardroom at 6:00 p.m.

Old and New Business:

None

Closes Session

None

Commissioner Comments:

Commissioner Woodbury introduced a guest from Newport News who is a transportation advocate who uses public transportation and attends Newport News City Council meetings to speak on public transportation.

Commissioner Jackson mentioned that the City of Portsmouth is a recipient of a Federal RAISE grant of over \$19 million, which will allow the city to redesign a portion of High Street along with upgrades at various bus stops along the corridor. Commissioner Jackson thanked Mr. Harrell and HRT staff who provided a lot of technical support.

Adjournment

With no further business to conduct, the meeting adjourned at 1:41 p.m.

TRANSPORTATION DISTRICT COMMISSION OF HAMPTON ROADS

**Patricia Woodbury
Acting Chair**

ATTEST:

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



HAMPTON ROADS
TRANSIT

TDCHR Board Meeting September 22, 2022

gohrt.com

President's Report

- Newport News Transfer Center Re-Opening Ribbon Cutting Ceremony – September 13, 2022
- Smart Scale Funding – (Primary Source)
- Driveways were rebuilt
- Lighting was upgraded
- Additional capacity was constructed to expand park and ride opportunities
- Enhancement of landscaping and grounds

President's Report



President's Report



President's Report



President's Report



President's Report



Use this link to click to in commission tomorrow;
<https://youtu.be/qV9R0mw4H7s>

President's Report

- Governor's Transportation Conference
 - ❖ October 26-28, 2022 (Virginia Beach Conference Center)
 - ❖ Early Bird Registration ends September 27, 2022

President's Report

- Women's Transportation Seminar (WTS)
 - ❖ Hosted Briefing & Tour – Sept 20, 2022
Conference Center)

President's Report



President's Report

- Celebration & Ribbon Cutting for the New 757 Express Bus Fleet
 - ❖ Directly following the Commission meeting.

*You're
Invited*



*Celebration and Ribbon Cutting
for the
New 757 Express Bus Fleet*

on

THURSDAY, SEPTEMBER 22, 2022

at

3400 VICTORIA BLVD • HAMPTON, VA 23661

Directly following the Commission meeting.



HAMPTON ROADS TRANSIT

gohrt.com

IMPROVING HRT THROUGH STUDY AND DATA

Our staff is committed to continuous process improvements as it strives to provide quality service for our customers. Part of this effort involves learning from our peers. In this regard, on September 25-28, 2022, Hampton Roads Transit hosted the 12th Annual meeting of the American Bus Benchmarking Group (ABBG) in Norfolk. In attendance were 54 traveling attendees from 23 other transit agencies.

The ABBG was established in April 2011 to provide a confidential forum for mid-sized bus agencies in America to learn from each other by comparing performance, sharing experiences, and identifying best practices for fixed route and paratransit services. It is comprised of 24 bus agencies and their respective cities. (ABBG, 2022).

The ABBG has proven to be a valuable asset to HRT by:

- Providing apples-to-apples comparisons across participating agencies to see how we compare to our peers
- Providing a forum for us to ask questions that produce valuable feedback from other agencies
- Providing insightful case studies for areas of interest such as security, driver absenteeism, and paratransit vehicles
- Providing a separate ABBG forum for our paratransit service
- Spearheading Customer Service Surveys that not only collect data from our ridership but compares us to our peers across those same survey areas

HRT joined the ABBG in 2015 and sees the Transport Strategy Center at Imperial College London and the ABBG as a valued partner. Through this partnership, we have been able to compare ourselves in a well-defined manner to other like-sized agencies. Prior to the ABBG, the only data that was readily available was obtained from the National Transit Database (NTD) which is more limited in scope, not as clearly defined, and lacked explanations, often left comparisons open to interpretation.

ABBG members provide annual data updates and HRT has used the data and statistics to adjust its service and to further its mission of connecting Hampton Roads through high quality, safe, efficient, and sustainable transportation services. HRT is also a member of ABBG's sister group, GOAL, the Benchmarking Group of North American Light Rail Systems, and has been since it was founded in 2016. In short, this agency is committed to cultivating an atmosphere of continuous process improvements as we enhance transit services throughout the region.

Sincerely,

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

William E. Harrell

President and CEO

Hampton Roads Transit



HAMPTON ROADS
TRANSIT

TDCHR Board Meeting October 27, 2022

gohrt.com

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

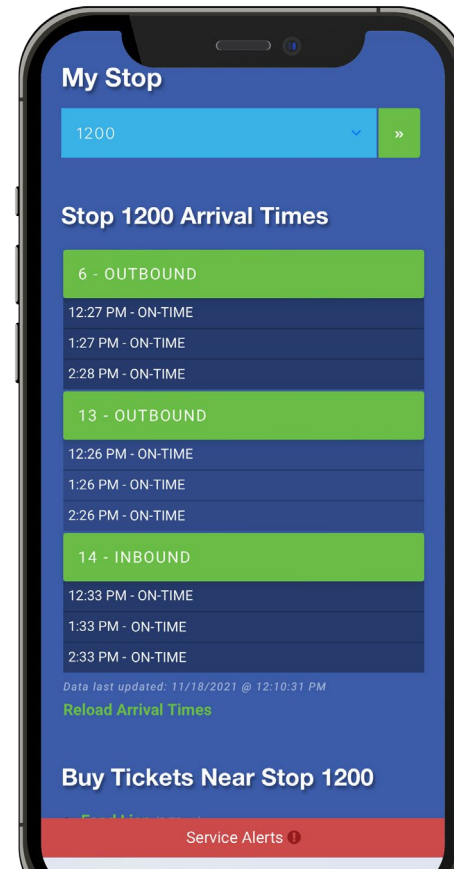


President's Report



President's Report

- Hampton Roads Transit introduces Real-Time Bus Information

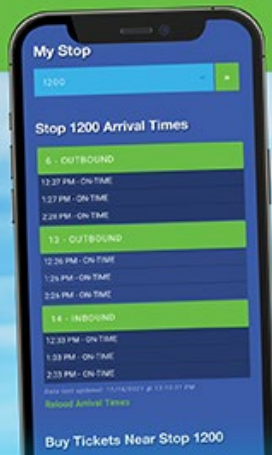


President's Report : <https://gohrt.com/modes/real-time-bus-info/>

INTRODUCING

REAL-TIME BUS INFO

at gohrt.com



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



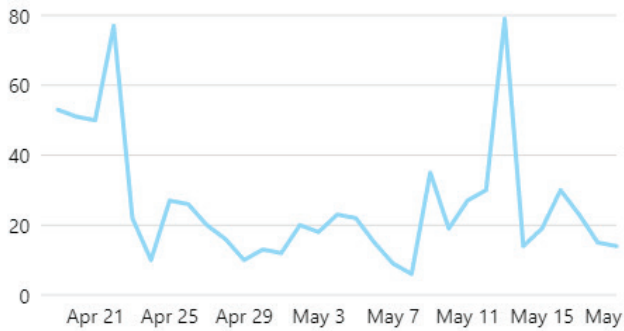
FACEBOOK STATS

facebook.com/hrtfan

Page and profile visits

Facebook Page visits ⓘ

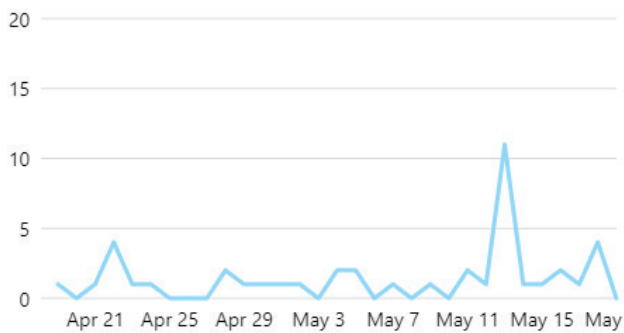
805 ↑ 78.1%



New likes and follows

Facebook Page new likes ⓘ

43 ↑ 72%



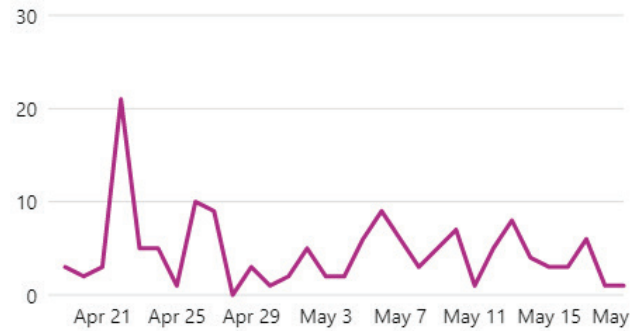
INSTAGRAM STATS

instagram.com/hamptonroadstransit

Export ▼

Instagram profile visits ⓘ

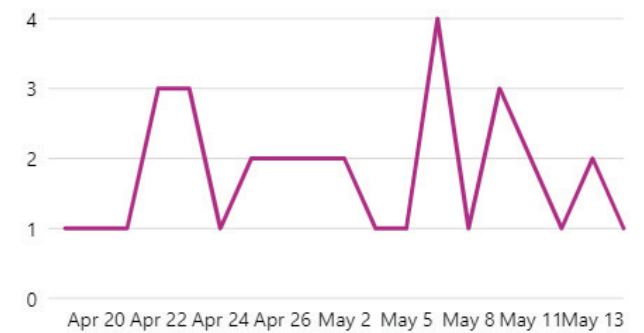
142 ↑ 35.2%



Export ▼

Instagram new followers ⓘ

34 ↓ 2.9%



TWITTER STATS

twitter.com/gohrt_com

Top Tweet earned 1,426 impressions

Happy Bike Month!
When possible, walk your bike across the tracks at a 90 degree angle. Narrow wheels can get caught between the rails.
To learn more visit gohrt.com or oli.org
[#bikemonth](#) [#bikesafety](#) [#trainsafety](#)
[#seetracksthinktrain](#)
pic.twitter.com/brek4lrk2K



1 2

[View Tweet activity](#)

[View all Tweet activity](#)

Top Follower followed by 1,417 people



Pari Cruz

@paricruz [FOLLOWS YOU](#)

@WTKR3 evening anchor and reporter | Polyglot | Chicagoan | @DePauJOUR grad | RT's are not endorsements

[View profile](#)

Top mention earned 69 engagements



Virginia Beach

@CityofVaBeach · May 13

HRT will start its new VB Wave service, the Route 34, Sunday, May 15. This new service will operate on Saturday and Sunday only every 15-minutes from 8 AM – midnight.
[@gohrt_com pic.twitter.com/1i1d3TGKSc](https://pic.twitter.com/1i1d3TGKSc)



1 1 5

[View Tweet](#)

Top media Tweet earned 1,283 impressions

Thank you @shelly_simonds
Representative for the 94th House District & HRT Commissioner from Newport News for spending #EarthDay22 with us. We rode the bus, talked to customers & cleaned up litter. She's also adopting a Newport News bus stop. #HRTCleanUp
pic.twitter.com/10z1C7ikFI



LINKEDIN STATS

linkedin.com/company/hampton-roads-transit

Analytics

Last 30 day activity

1K

▲ 8.8%

Search appearances ?

Last 7 days

193

▼ 23.1%

Unique visitors

[Share trending articles](#)

36

▲ 12.5%

New followers

8K

▼ 29%

Post impressions

[Start a post](#)

46

▲ 31.4%

Custom button clicks



Collect leads by adding a lead gen form to your page

[Add lead gen form](#)



Performance Summary

Quarterly Reporting Schedule: January, April, July, October

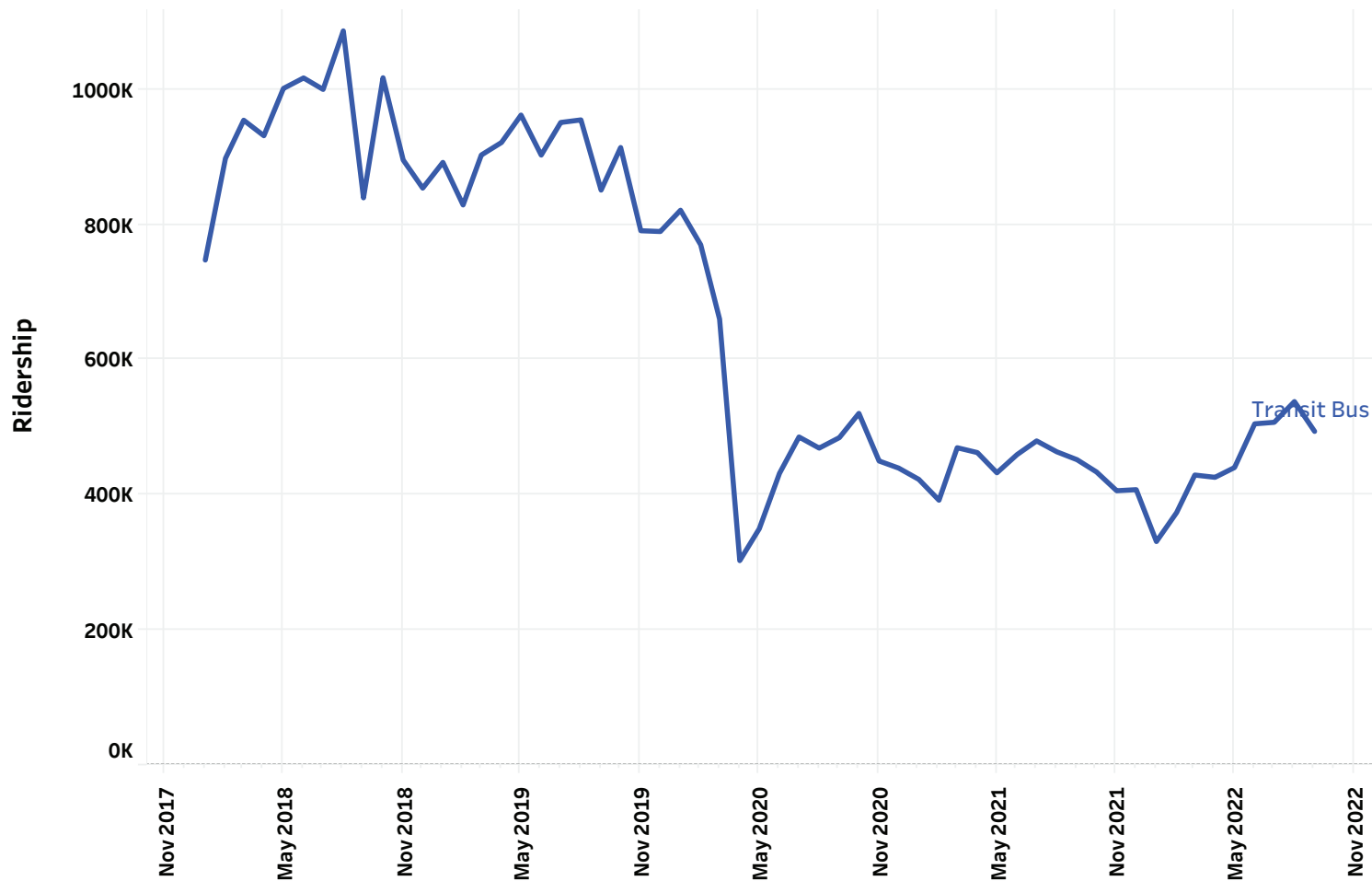
RIDERSHIP – ALL MODES

*Data reflects the impacts of the COVID-19 pandemic on Hampton Roads Transit.

		Total	Ferry	Light Rail	Paratransit	Transit Bus
2022	September	617,056	21,691	71,462	29,868	494,035
	August	669,326	28,502	72,292	30,352	538,180
	July	629,374	30,954	63,764	27,168	507,488
	June	642,146	37,592	70,467	28,850	505,237
	May	558,535	24,278	64,282	29,381	440,594
	April	540,611	18,607	67,101	28,787	426,116
	March	530,665	11,866	58,886	30,429	429,484
	February	456,624	7,568	49,977	25,159	373,920
	January	400,282	4,989	42,384	21,784	331,125
2021	December	497,141	9,479	54,016	25,774	407,872
	November	496,161	9,587	54,580	25,734	406,260
	October	539,642	16,273	62,887	26,436	434,046
	September	560,991	21,019	61,788	25,965	452,219
	August	568,045	22,023	56,728	25,442	463,852
	July	593,689	30,928	58,375	24,430	479,956
	June	558,424	22,480	51,570	24,616	459,758
	May	524,800	20,650	47,226	24,095	432,829
	April	549,003	15,519	46,888	23,905	462,691
	March	551,402	11,441	46,767	23,319	469,875
	February	456,245	4,840	39,991	19,164	392,250
	January	487,997	5,470	39,857	19,590	423,080
2020	December	505,421	6,111	38,431	21,081	439,798
	November	524,625	9,127	44,684	20,538	450,276
	October	605,009	11,916	49,220	23,179	520,694
	September	570,255	14,342	49,735	21,327	484,851
	August	549,047	14,838	44,384	20,483	469,342
	July	569,121	15,084	46,506	21,750	485,781
	June	510,384	14,055	42,159	22,206	431,964
	May	405,716	8,331	29,464	17,778	350,143
	April	346,757	3,579	25,617	14,667	302,894
	March	772,868	8,688	79,342	24,747	660,091
	February	906,490	9,672	96,596	30,190	770,032
	January	970,867	12,320	104,168	33,184	821,195

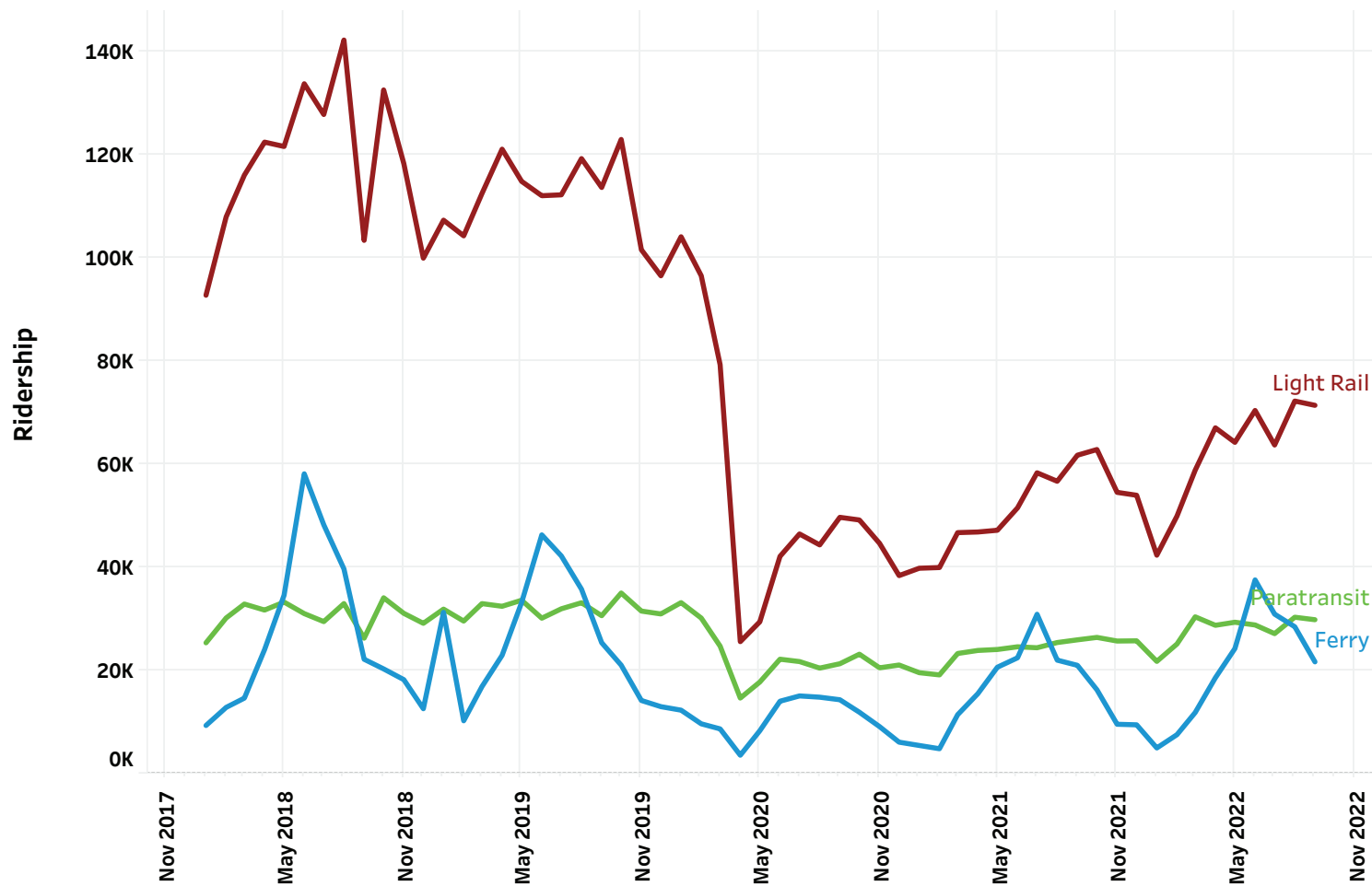
RIDERSHIP – BUS

*Data reflects the impacts of the COVID-19 pandemic on Hampton Roads Transit.



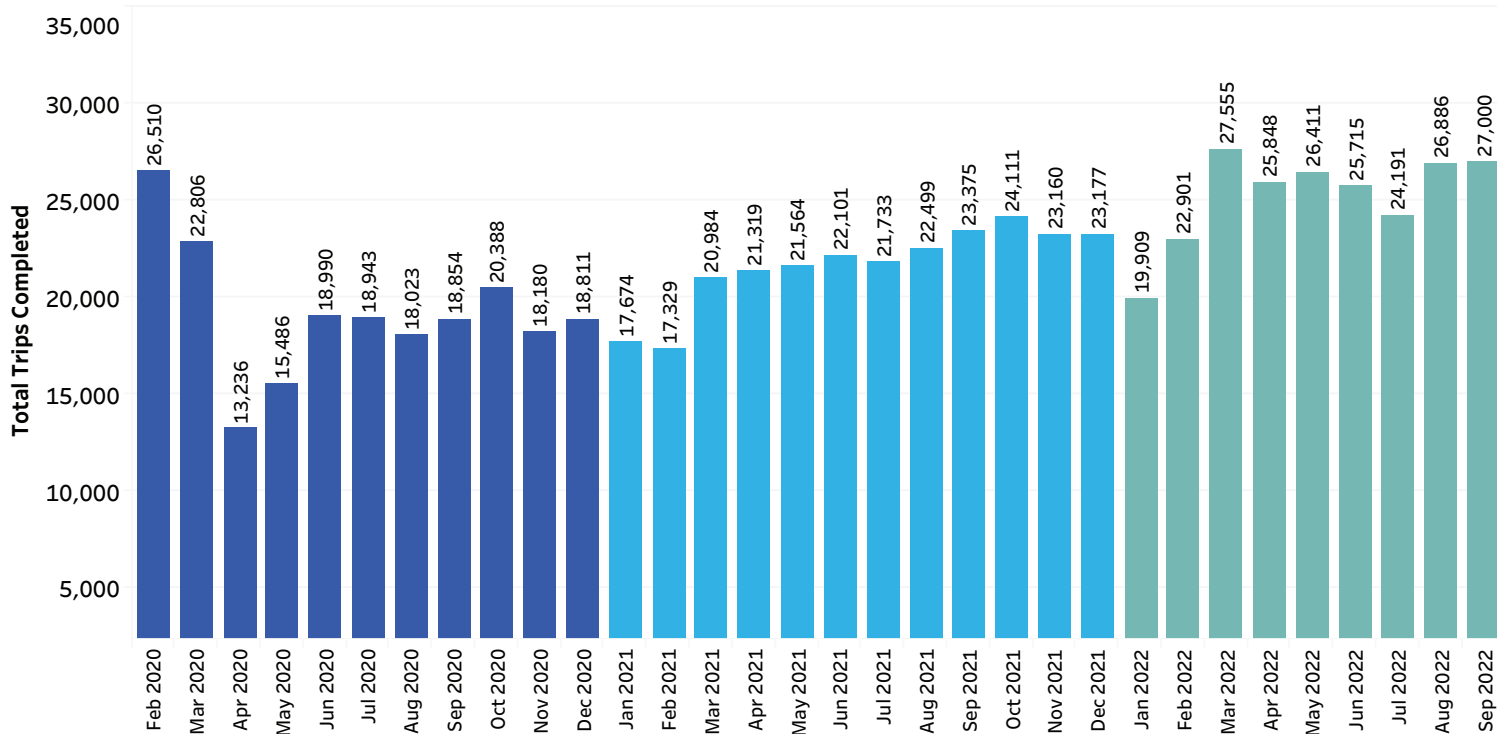
RIDERSHIP – LIGHT RAIL, FERRY, PARATRANSIT

*Data reflects the impacts of the COVID-19 pandemic on Hampton Roads Transit.



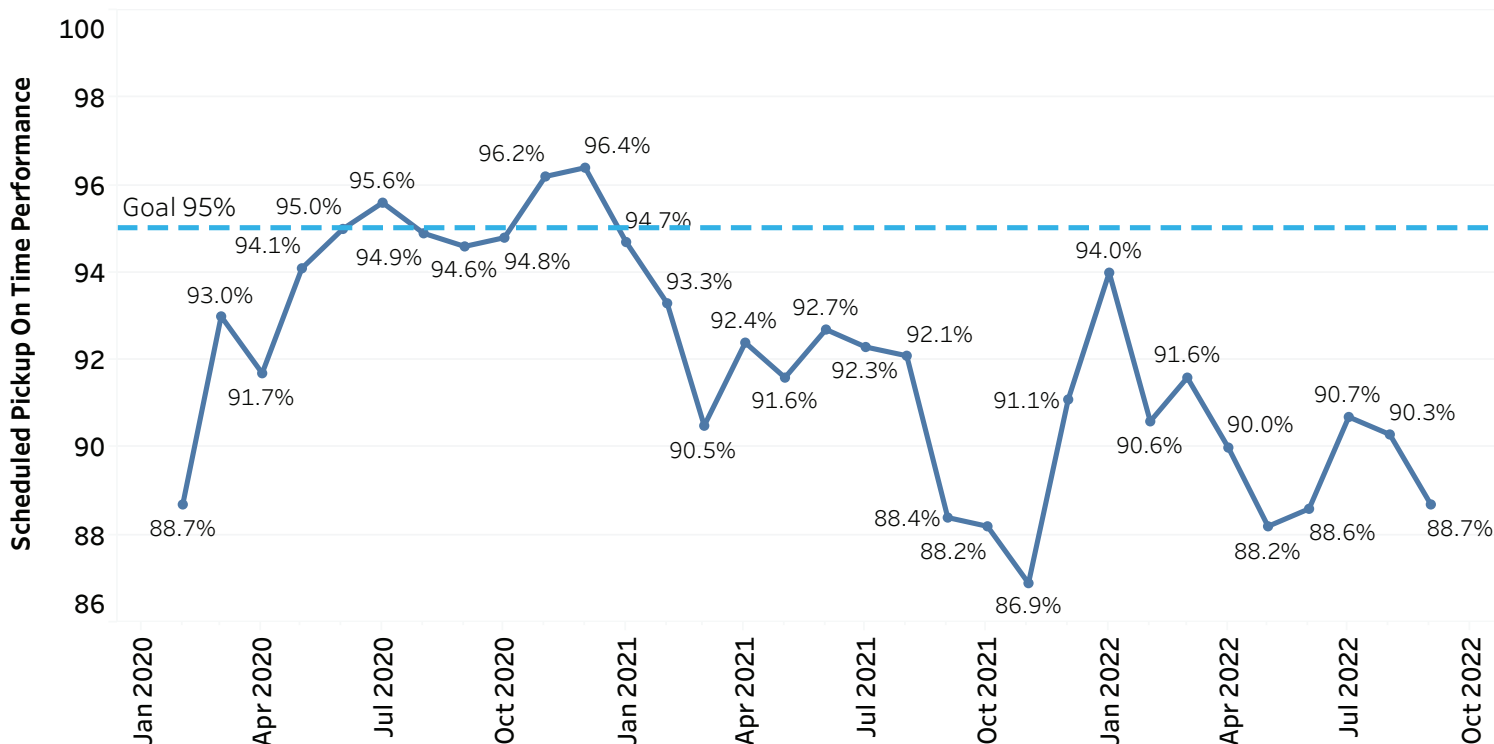
PARATRANSIT TOTAL TRIPS

*Data reflects the impacts of the COVID-19 pandemic on Hampton Roads Transit.



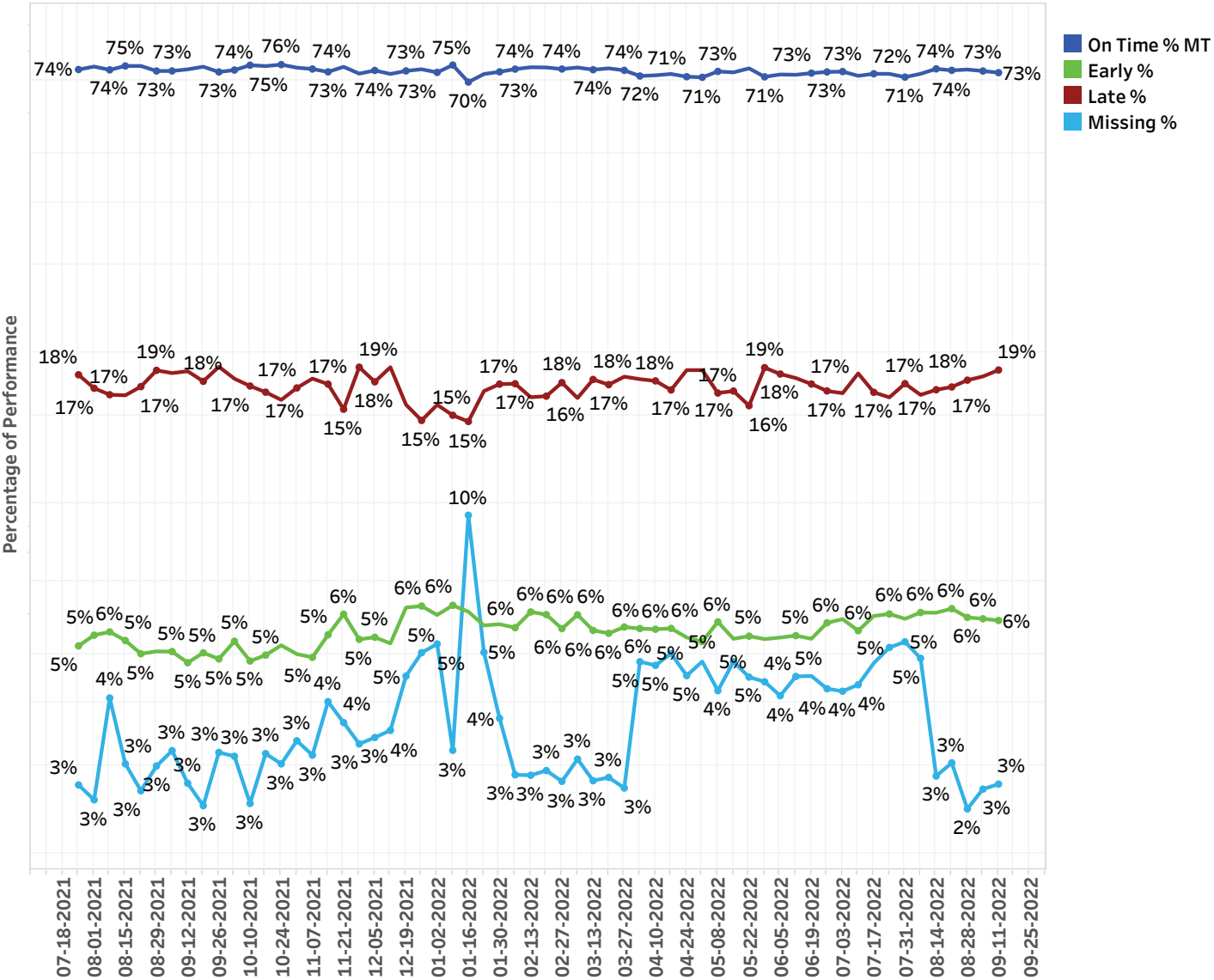
PARATRANSIT PICK-UP ON TIME PERFORMANCE

*Data reflects the impacts of the COVID-19 pandemic on Hampton Roads Transit.



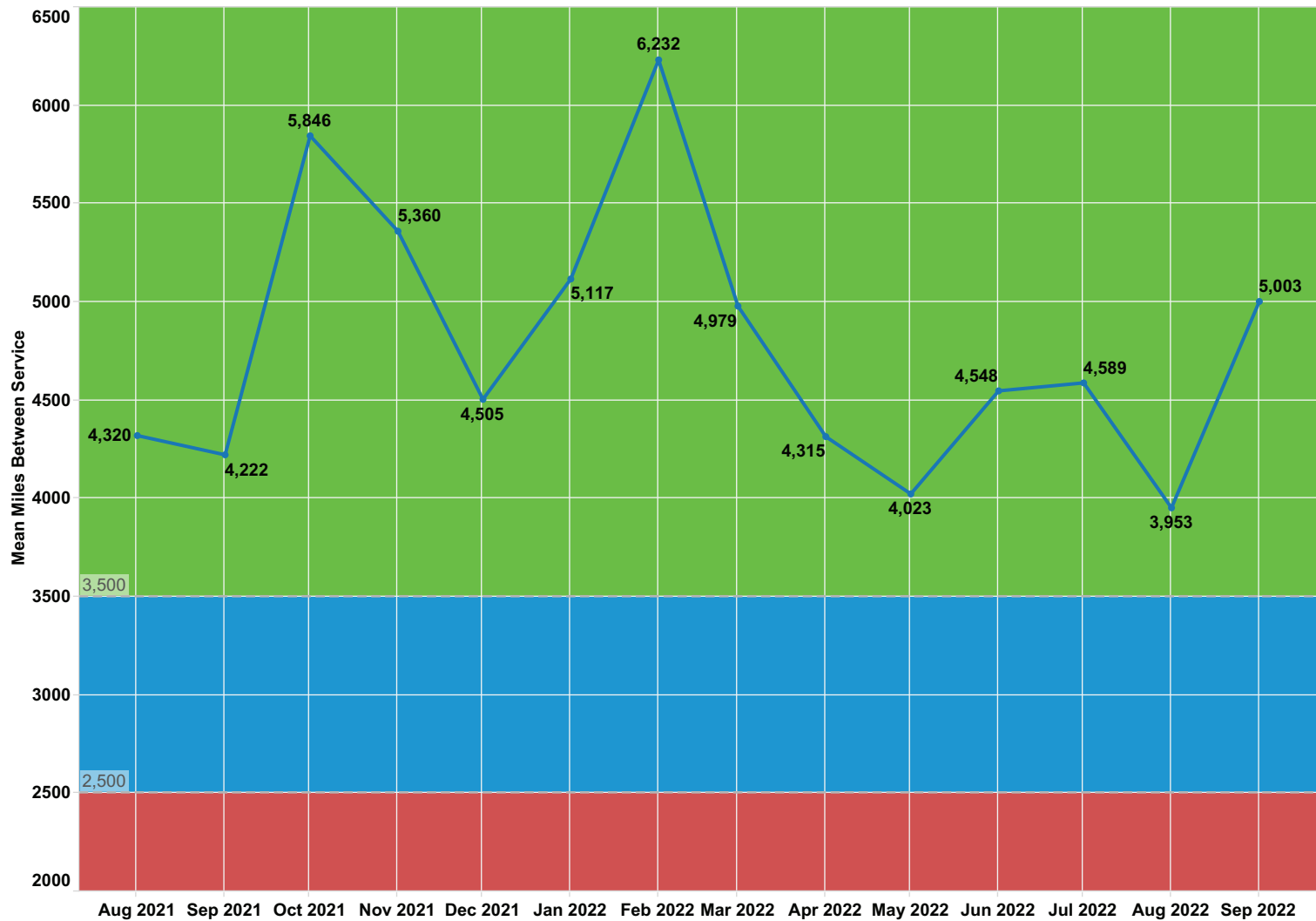
BUS ON-TIME PERFORMANCE

*Data reflects the impacts of the COVID-19 pandemic on Hampton Roads Transit.



MEAN DISTANCE BETWEEN SERVICE INTERRUPTIONS

*Data reflects the impacts of the COVID-19 pandemic on Hampton Roads Transit.



< 2,500 Miles Between Service Interruptions: Not Optimal

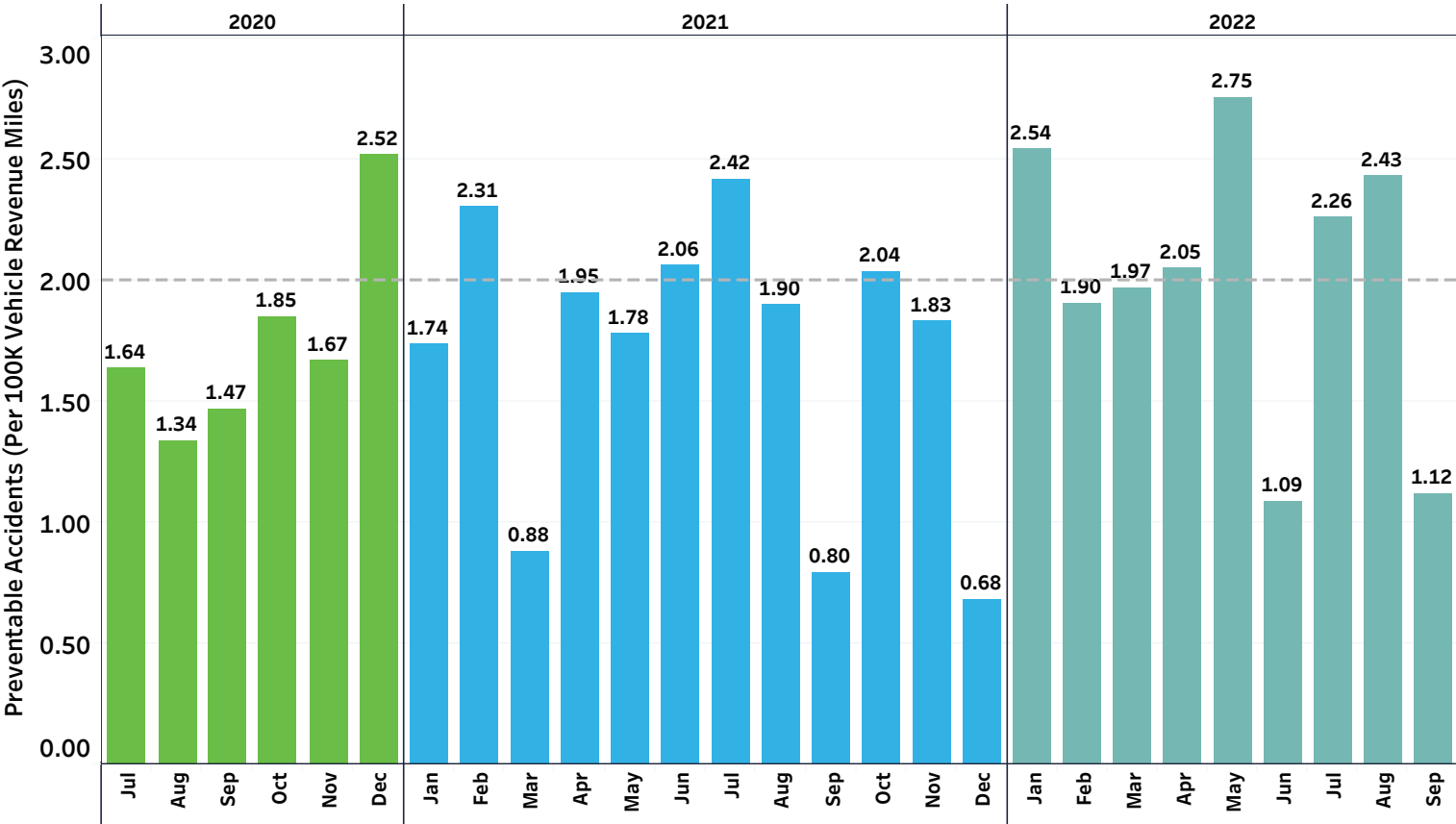
> 2,500 and < 3,500 Miles Between Service Interruptions: Less Than Optimal

> 3,500 Miles Between Service Interruptions: Optimal

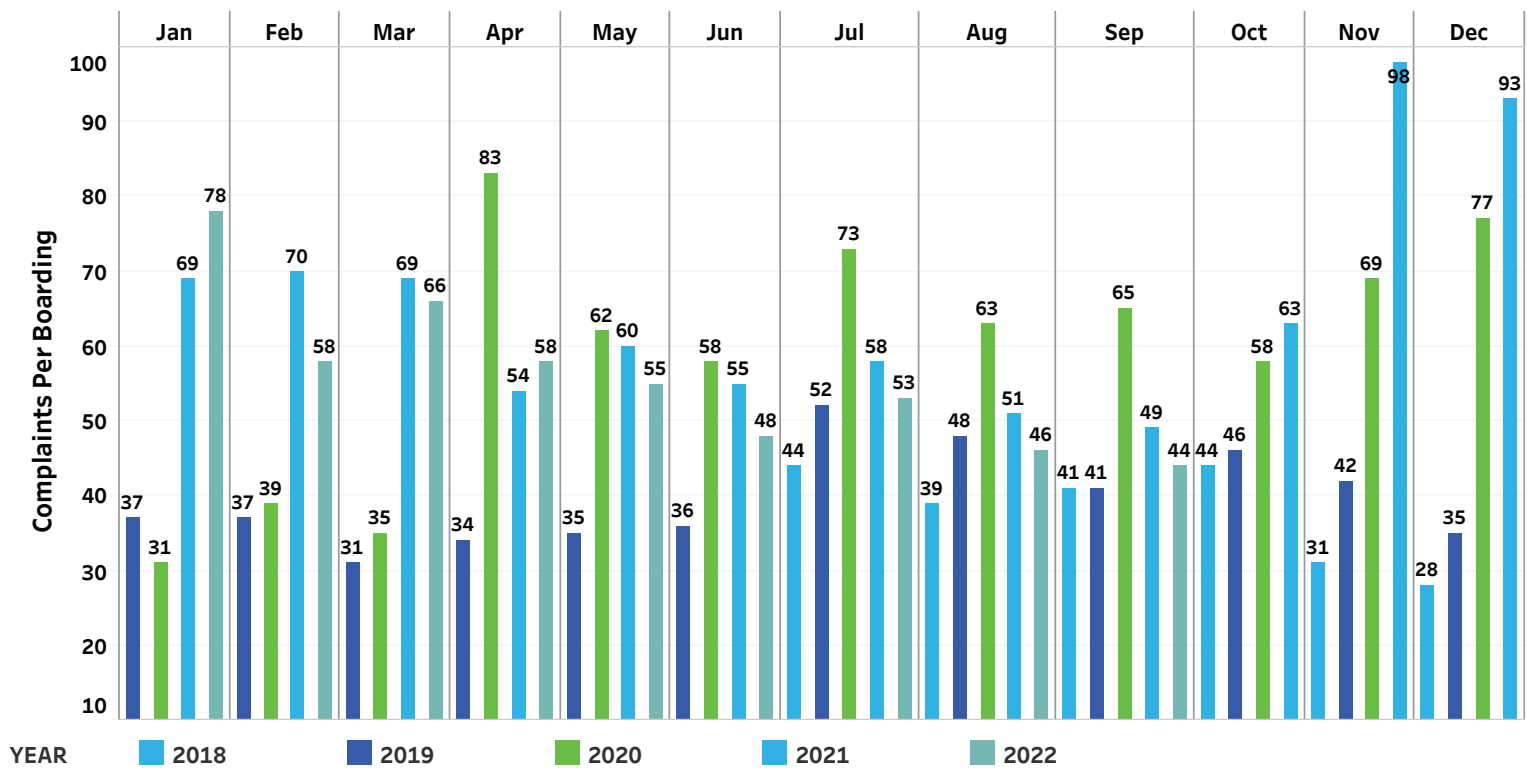


BUS PREVENTABLE ACCIDENTS – LAST 2 FULL YEARS

*Note: target line represents 2 preventable accidents per 100k vehicle revenue miles.



COMPLAINTS PER 100K BOARDINGS





HAMPTON ROADS
TRANSIT

Draft Financial Statement

SEPTEMBER 2022 FISCAL YEAR 2023 FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

September 2022

FISCAL YEAR 2023	Annual		Month to Date				Year to Date										
	Budget		Budget	Actual	Variance		Budget	Actual	Variance								
	Dollars in Thousands																
Operating Revenue																	
Passenger Revenue	\$	8,694.8	\$	724.6	\$	733.5	\$	8.9	1.2 %	\$	2,173.7	\$	2,299.4	\$	125.7	5.8 %	
Advertising Revenue		800.0		66.7		61.8		(4.9)	(7.4) %		200.0		216.2		16.2	8.1 %	
Other Transportation Revenue		2,158.9		179.9		222.1		42.2	23.4 %		539.7		647.7		107.9	20.0 %	
Non-Transportation Revenue		60.0		5.0		25.9		20.9	418.2 %		15.0		47.9		32.9	219.2 %	
Total Operating Revenue		11,713.7		976.1		1,043.2		67.1	6.9 %		2,928.4		3,211.1		282.6	9.7 %	
Non-Operating Revenue																	
Federal Funding (5307/5337)		26,694.0		2,224.5		2,403.1		178.6	8.0 %		6,673.5		6,278.7		(394.8)	(5.9) %	
HRRTF Funding		10,319.0		859.9		320.8		(539.1)	(62.7) %		2,579.7		918.6		(1,661.1)	(64.4) %	
State Funding		31,464.9		2,622.1		2,622.1		0.0	0.0 %		7,866.2		7,866.2		0.0	0.0 %	
Local Funding		45,396.5		3,783.0		3,783.0		(0.0)	(0.0) %		11,349.1		11,349.1		0.0	0.0 %	
Total Non-Operating Revenue		113,874.4		9,489.5		9,129.0		(360.5)	(3.8) %		28,468.6		26,412.7		(2,055.9)	(7.2) %	
TOTAL REVENUE	\$	125,588.1	\$	10,465.7	\$	10,172.3	\$	(293.4)			\$	31,397.0	\$	29,623.8	\$	(1,773.2)	
Personnel Services	\$	75,083.3	\$	6,239.2	\$	6,171.4	\$	67.8	1.1 %		\$	18,732.4	\$	18,430.5	\$	301.9	1.6 %
Contract Services		12,093.8		1,069.6		1,083.2		(13.7)	(1.3) %			3,088.8		2,234.2		854.6	27.7 %
Materials & Supplies		6,156.3		503.9		405.8		98.1	19.5 %			1,531.6		1,412.4		119.2	7.8 %
Gas & Diesel		10,265.8		855.5		365.5		490.0	57.3 %			2,566.4		1,525.0		1,041.5	40.6 %
Contractor's Fuel Usage		1,881.0		156.8		82.0		74.7	47.7 %			470.3		213.5		256.8	54.6 %
Utilities		1,308.9		109.1		131.5		(22.4)	(20.5) %			327.2		338.4		(11.1)	(3.4) %
Casualties & Liabilities		4,045.1		300.4		359.2		(58.8)	(19.6) %			981.3		1,091.6		(110.3)	(11.2) %
Purchased Transportation		13,385.3		1,115.4		1,025.1		90.3	8.1 %			3,346.3		3,003.8		342.6	10.2 %
Other Miscellaneous Expenses		1,368.5		115.9		117.0		(1.1)	(1.0) %			352.8		270.3		82.5	23.4 %
TOTAL EXPENSE	\$	125,588.1	\$	10,465.7	\$	9,740.8	\$	724.9			\$	31,397.0	\$	28,519.5	\$	2,877.5	
SURPLUS (DEFICIT)					\$	431.5							\$	1,104.3			

1.

Line of Credit balance as of September 30, 2022, is \$5,176,734.47

2.

Non-Operating COVID Revenue and Expenses YTD - \$49,843

OPERATING FINANCIAL STATEMENTS

September 2022

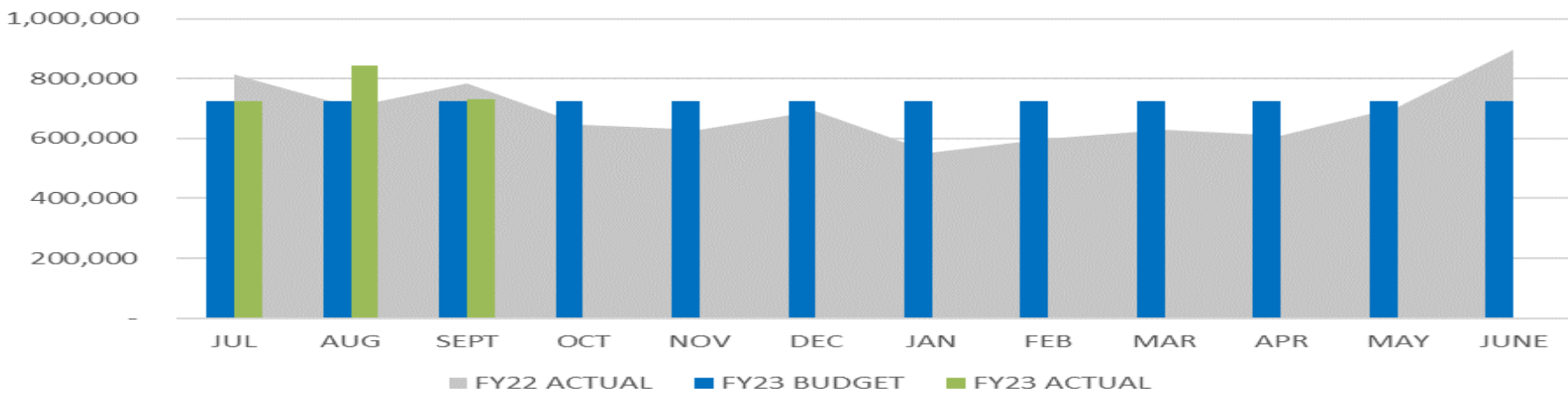
MAX, PCS, 15-MINUTE INCREMENT

FISCAL YEAR 2022

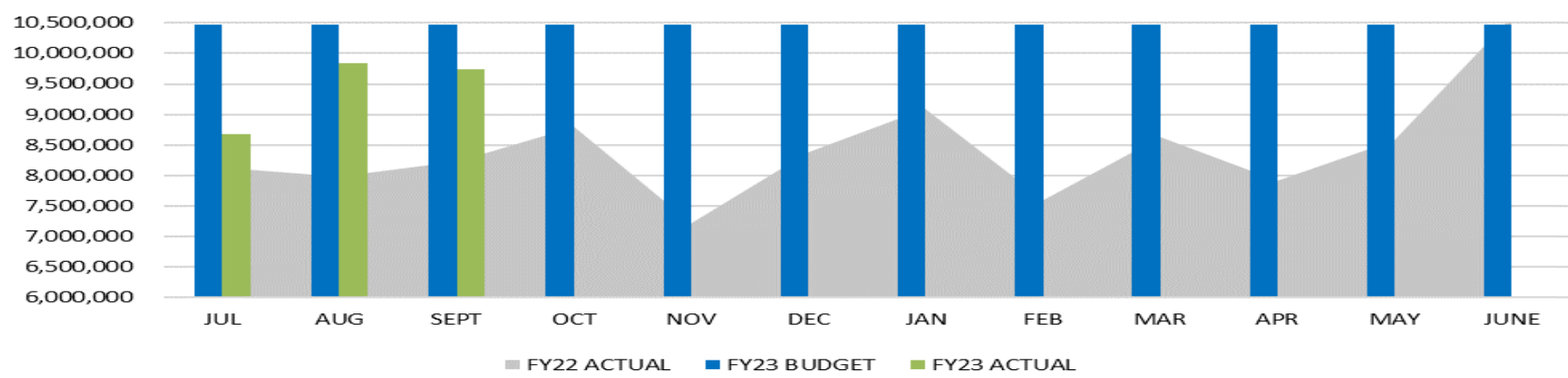
Dollars in Thousands

	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 879.4	\$ 73.3	\$ 43.4	\$ (29.9)	(40.8) %	\$ 219.8	\$ 130.6	\$ (89.2)	(40.6) %
RTS Program	10,319.0	859.9	320.8	(539.1)	(62.7) %	2,579.7	918.6	(1,661.1)	(64.4) %
TOTAL REVENUE	\$ 11,198.3	\$ 933.2	\$ 364.2	\$ (569.0)		\$ 2,799.6	\$ 1,049.2	\$ (1,750.3)	
Personnel Services	\$ 7,997.5	\$ 666.5	\$ 272.6	\$ 393.9	59.1 %	\$ 1,999.4	\$ 797.6	\$ 1,201.7	60.1 %
Contract Services	966.9	80.6	39.8	40.8	50.6 %	241.7	79.0	162.8	67.3 %
Materials & Supplies	1,934.3	161.2	39.3	121.9	75.6 %	483.6	137.4	346.1	71.6 %
Utilities	74.3	6.2	3.1	3.1	49.8 %	18.6	7.0	11.6	62.5 %
Casualties & Liabilities	225.4	18.8	9.4	9.4	50.1 %	56.4	28.2	28.1	49.9 %
TOTAL EXPENSE	\$ 11,198.3	\$ 933.2	\$ 364.2	\$ 569.0		\$ 2,799.6	\$ 1,049.2	\$ 1,750.3	
SURPLUS (DEFICIT)			\$ -				\$ -		

Farebox Revenue



Total Expenses



OPERATING CROSSWALK

September 2022

YEAR-TO-DATE					
FISCAL YEAR 2023 (Dollars in Thousands)	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 2,173.7	\$ 2,128.4	\$ 171.0	\$ 2,299.4	\$ 125.7
Advertising Revenue	\$ 200.0	\$ 204.0	\$ 12.2	\$ 216.2	\$ 16.2
Other Transportation Revenue	\$ 539.8	\$ -	\$ 647.7	\$ 647.7	\$ 107.9
Non-Transportation Revenue	\$ 15.0	\$ 32.1	\$ 15.8	\$ 47.9	\$ 32.9
Federal Funding (PM 5307/5337)	\$ 6,673.5	\$ 6,278.7	\$ -	\$ 6,278.7	\$ (394.8)
HRRTF Funding ¹	\$ 2,579.7	\$ -	\$ 918.6	\$ 918.6	\$ (1,661.1)
State Funding	\$ 7,866.2	\$ 7,866.2	\$ -	\$ 7,866.2	\$ -
Local Funding	\$ 11,349.1	\$ 11,349.1	\$ -	\$ 11,349.1	\$ -
TOTAL REVENUE:	\$ 31,397.0	\$ 27,858.5	\$ 1,765.3	\$ 29,623.8	\$ (1,773.2)
EXPENSE					
Personnel Services	\$ 18,732.4	\$ 17,424.9	\$ 1,005.6	\$ 18,430.5	\$ 301.9
Services	\$ 3,088.8	\$ 2,112.3	\$ 121.9	\$ 2,234.2	\$ 854.6
Materials & Supplies	\$ 4,568.2	\$ 2,978.9	\$ 171.9	\$ 3,150.8	\$ 1,417.4
Utilities	\$ 327.2	\$ 319.9	\$ 18.5	\$ 338.4	\$ (11.2)
Casualties & Liabilities	\$ 981.3	\$ 1,032.0	\$ 59.6	\$ 1,091.6	\$ (110.3)
Purchased Transportation	\$ 3,346.3	\$ 2,839.9	\$ 163.8	\$ 3,003.7	\$ 342.6
Other Miscellaneous Expenses	\$ 352.8	\$ 255.6	\$ 14.7	\$ 270.3	\$ 82.5
TOTAL EXPENSE:	\$ 31,397.0	\$ 26,963.5	\$ 1,556.0	\$ 28,519.5	\$ 2,877.5
BUDGET STATUS TO DATE²:	\$ -	\$ 895.0	\$ 209.3	\$ 1,104.3	\$ 1,104.3

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

September 2022

FISCAL YEAR 2023 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 45,396.5	\$ 11,349.1	\$ 11,349.1	\$ -
Plus: Local Farebox	\$ 7,647.8	\$ 1,912.0	\$ 2,128.4	\$ 216.4
Locality Share - Sub-Total:	\$ 53,044.3	\$ 13,261.1	\$ 13,477.5	\$ 216.4
Plus: Federal Aid	\$ 26,694.1	\$ 6,673.4	\$ 6,278.7	\$ (394.7)
State Aid	\$ 31,464.9	\$ 7,866.2	\$ 7,866.2	\$ -
Total Revenue Contribution:	\$ 111,203.3	\$ 27,800.7	\$ 27,622.4	\$ (178.3)
Operating Expenses:	\$ 111,203.3	\$ 27,800.7	\$ 26,727.4	\$ (1,073.3)
Locality Budget Status to Date ¹ :				\$ 895.0

KPI

Farebox Recovery:	6.9%	8.0%
Farebox % of Budgeted Expense:		7.7%

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

Draft Financial Statement

LOCALITY RECONCILIATION

September 2022

FISCAL YEAR 2023 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,723.7	\$ 680.8	\$ 680.8	\$ -
Plus: Local Farebox	\$ 455.0	\$ 113.8	\$ 104.2	\$ (9.6)
Locality Share - Sub-Total:	\$ 3,178.7	\$ 794.6	\$ 785.0	\$ (9.6)
Plus: Federal Aid	\$ 2,007.6	\$ 501.9	\$ 488.7	\$ (13.2)
State Aid	\$ 1,993.8	\$ 498.5	\$ 482.8	\$ (15.7)
Total Revenue Contribution:	\$ 7,180.1	\$ 1,795.0	\$ 1,756.5	\$ (38.5)
Operating Expenses:	\$ 7,180.1	\$ 1,795.0	\$ 1,667.9	\$ (127.1)
Locality Budget Status to Date ¹ :				\$ 88.6

KPI

Farebox Recovery:	6.3%	6.2%
Farebox % of Budgeted Expense:		5.8%

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

LOCALITY RECONCILIATION

September 2022

FISCAL YEAR 2023 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,722.4	\$ 1,180.6	\$ 1,180.6	\$ -
Plus: Local Farebox	\$ 672.7	\$ 168.2	\$ 188.9	\$ 20.7
Locality Share - Sub-Total:	\$ 5,395.1	\$ 1,348.8	\$ 1,369.5	\$ 20.7
Plus: Federal Aid	\$ 3,265.3	\$ 816.3	\$ 838.8	\$ 22.5
State Aid	\$ 3,387.3	\$ 846.8	\$ 860.9	\$ 14.1
Total Revenue Contribution:	\$ 12,047.7	\$ 3,011.9	\$ 3,069.2	\$ 57.3
Operating Expenses:	\$ 12,047.7	\$ 3,011.9	\$ 2,940.2	\$ (71.7)
Locality Budget Status to Date ¹ :	\$ 129.0			

KPI

Farebox Recovery:	5.6%	6.4%
Farebox % of Budgeted Expense:		6.3%

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

LOCALITY RECONCILIATION

September 2022

FISCAL YEAR 2023 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,492.8	\$ 1,873.2	\$ 1,873.2	\$ -
Plus: Local Farebox	\$ 1,111.7	\$ 277.9	\$ 333.3	\$ 55.4
Locality Share - Sub-Total:	\$ 8,604.5	\$ 2,151.1	\$ 2,206.5	\$ 55.4
Plus: Federal Aid	\$ 4,917.0	\$ 1,229.2	\$ 1,173.1	\$ (56.1)
State Aid	\$ 5,337.1	\$ 1,334.3	\$ 1,337.0	\$ 2.7
Total Revenue Contribution:	\$ 18,858.6	\$ 4,714.6	\$ 4,716.6	\$ 2.0
Operating Expenses:	\$ 18,858.6	\$ 4,714.6	\$ 4,542.0	\$ (172.6)
Locality Budget Status to Date ¹ :	\$ 174.6			

KPI

Farebox Recovery:	5.9%	7.3%
Farebox % of Budgeted Expense:		7.1%

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

LOCALITY RECONCILIATION

September 2022

FISCAL YEAR 2023 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 19,709.4	\$ 4,927.4	\$ 4,927.4	\$ -
Plus: Local Farebox	\$ 3,560.9	\$ 890.2	\$ 937.3	\$ 47.1
Locality Share - Sub-Total:	\$ 23,270.3	\$ 5,817.6	\$ 5,864.7	\$ 47.1
Plus: Federal Aid	\$ 9,763.3	\$ 2,440.8	\$ 1,511.5	\$ (929.3)
State Aid	\$ 13,163.5	\$ 3,290.9	\$ 2,987.9	\$ (303.0)
Total Revenue Contribution:	\$ 46,197.1	\$ 11,549.3	\$ 10,364.1	\$ (1,185.2)
Operating Expenses:	\$ 46,197.1	\$ 11,549.3	\$ 10,096.4	\$ (1,452.9)
Locality Budget Status to Date ¹ :				\$ 267.7

KPI

Farebox Recovery:	7.7%	9.3%
Farebox % of Budgeted Expense:		8.1%

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

FISCAL YEAR 2023 (Dollars in Thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,880.2	\$ 720.1	\$ 720.1	\$ -
Plus: Local Farebox	\$ 559.6	\$ 139.9	\$ 146.6	\$ 6.7
Locality Share - Sub-Total:	\$ 3,439.8	\$ 860.0	\$ 866.7	\$ 6.7
Plus: Federal Aid	\$ 1,942.8	\$ 485.7	\$ 447.1	\$ (38.6)
State Aid	\$ 2,072.7	\$ 518.2	\$ 505.1	\$ (13.1)
Total Revenue Contribution:	\$ 7,455.3	\$ 1,863.9	\$ 1,818.9	\$ (45.0)
Operating Expenses:	\$ 7,455.3	\$ 1,863.9	\$ 1,742.9	\$ (121.0)
Locality Budget Status to Date ¹ :				\$ 76.0

KPI

Farebox Recovery:	7.5%	8.4%
Farebox % of Budgeted Expense:		7.9%

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

LOCALITY RECONCILIATION

September 2022

FISCAL YEAR 2023 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,868.0	\$ 1,967.0	\$ 1,967.0	\$ -
Plus: Local Farebox	\$ 1,287.9	\$ 322.0	\$ 418.1	\$ 96.1
Locality Share - Sub-Total:	\$ 9,155.9	\$ 2,289.0	\$ 2,385.1	\$ 96.1
Plus: Federal Aid	\$ 4,798.1	\$ 1,199.5	\$ 1,819.5	\$ 620.0
State Aid	\$ 5,510.5	\$ 1,377.5	\$ 1,692.5	\$ 315.0
Total Revenue Contribution:	\$ 19,464.5	\$ 4,866.0	\$ 5,897.1	\$ 1,031.1
Operating Expenses:	\$ 19,464.5	\$ 4,866.0	\$ 5,738.0	\$ 872.0
Locality Budget Status to Date ¹ :				\$ 159.1

KPI

Farebox Recovery:	6.6%	7.3%
Farebox % of Budgeted Expense:		8.6%

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

Contract No.: 22-00196	Title: General Painting Services (Renewal)	Contract Amount: \$200,000.00 1 yr. w/2-1 yr. options
----------------------------------	--	--

Acquisition Description: Enter into a renewal contract with a qualified Contractor to provide general painting services on a Task Order basis.

Background: Hampton Roads Transit (HRT) requires the services of a qualified Contractor to provide general painting services at its various facilities located throughout the Hampton Roads region. Under the terms of this agreement, the Contractor shall furnish all labor, materials (including paint), and equipment necessary to complete painting services for HRT offices and hallways, building interior and exterior, Light Rail transit stations, bus shelters, light poles, crosswalks, and parking lot line stripes, as needed.

Contract Approach: An Invitation for Bids was issued on September 2, 2022. Three (3) bids were received on September 28, 2022, from the following firms:

- Brush it on Paint Co., LLC
- Dream N Gator Contractors, LLC
- QC General Construction, LLC (QC)

In response to the IFB, bidders were required to provide labor rates for the services described in the Scope of Work to be utilized when establishing pricing for proposed Task Orders. Following an evaluation of the bids received, HRT staff determined that QC was the lowest responsive (in compliance with submittal requirements) and responsible (capable to perform) bidder; and therefore, eligible for award.

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

QC is located in Chesapeake, VA and provides similar services for Joint Base Langley/Fort Eustis; Chesapeake Virtual Office Center; and the Mid-Atlantic Regional Maintenance Center at Naval Sea Systems Command in Norfolk, VA.

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

A DBE Goal was not assigned for the overall solicitation; however, HRT's DBE Manager will review the scope of each proposed Task Order to identify opportunities for DBE participation and establish a task-based goal accordingly.

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

Project Manager: William Collins; Facilities Maintenance Manager

Contract No.: 22-00196	Title: General Painting Services (Renewal)	Contract Amount: \$200,000.00 1 yr. w/2-1 yr. options
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Contracting Officer: Jason Petruska, Senior Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract 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.

Contract No.: 22-00195	Title: HASTUS Maintenance and Support Services (Renewal)	Contract Amount: Base Year: \$146,458.00 Two Option Years: <u>\$297,810.00</u> Total: \$444,268.00
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Acquisition Description: Enter into a sole source renewal contract with GIRO, Inc. (GIRO) to provide maintenance and support services for Hamton Roads Transit's (HRT's) HASTUS Enterprise Software (HASTUS).

Background: The HASTUS Scheduling System was implemented in 2004 to manage bus, light rail, and ferry services and is currently utilized by HRT's Operations, Scheduling, and Planning Departments. The system was upgraded in 2013. The HASTUS software aids in planning, scheduling, analysis, and daily operations, including vehicle and operator assignments and changes, and operator timekeeping. HASTUS was developed, and is distributed, exclusively by GIRO. Under the terms of this agreement, GIRO will provide maintenance and support services for all modules and interfaces for the customized HASTUS system installed at HRT.

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. Due to the specific requirements of this solicitation and the proprietary nature of the system software, 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 July 28, 2022, and GIRO provided a responsive proposal on August 3, 2022, in the amount of \$444,268.00. Upon review of the proposal submitted, and based on the results of a price analysis performed utilizing historical data, GIRO's pricing is deemed fair and reasonable. A contractor responsibility review confirmed that GIRO is both technically and financially capable to perform the work.

GIRO is located in Montreal, Canada, and currently provides these services to HRT satisfactorily.

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

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

Project Manager: Kamlesh Chowdhary, Director of ITS Services

Contracting Officer: Jason Petruska, Senior Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to GIRO, Inc. to provide HASTUS maintenance and support services in the not-to-exceed amount of \$444,268.00.

Contract No.: 22-00195	Title: HASTUS Maintenance and Support Services (Renewal)	Contract Amount: Base Year: \$146,458.00 Two Option Years: <u>\$297,810.00</u> Total: \$444,268.00
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GIRO, Inc.'s Proposal Summary

Base Year	Option Year 1	Option Year 2	Total Price
\$146,458.00	\$146,365.00	\$151,445.00	\$444,268.00

Contract No.: 22-00170	Title: Pre-Employment Background Screening Services (Renewal)	Contract Amount: Base Year: \$ 45,832.50 Two Option Years: <u>\$ 91,665.00</u> Total: \$137,497.50
----------------------------------	--	--

Acquisition Description: Enter into a renewal contract with a qualified Contractor to provide pre-employment background screening services for all hires.

Background: Hampton Roads Transit (HRT) currently employs over 950 individuals in various positions throughout the agency. HRT's Human Resources Department, through the recruitment process, is required to ensure that all selected candidates successfully pass HRT's background screening process while remaining compliant with federal, state, and local regulations. Background screenings are conducted on all prospective employees for full-time, part-time, temporary, intern, and seasonal positions, as well as on all employees who are promoted or hired in another position within the agency. Under the terms of this agreement, the Contractor shall provide reliable, thorough, timely, and quality background screening services in support of HRT's recruiting and staffing efforts.

Contract Approach: A Request for Proposals was issued on March 16, 2022. Nine (9) proposals were received on May 19, 2022, from the following firms:

- Castle Branch, Inc.
- Employers Choice Screening (Employers Choice)
- First Choice Research and Investigations, LLC dba First Choice Background Screening (First Choice)
- Firsts Point Background Screening Resources, Inc.
- Hire Right
- Inquiries Screening
- Pre-Employ.com, Inc.
- Shared Knowledge
- TruView Background Screening and Investigations (TruView)

After an initial review and evaluation of the technical proposals received, three (3) firms (First Choice, Employers Choice, and TruView) were rated best to meet the requirements of the Scope of Work. The three (3) firms were invited to participate in presentations and interviews to provide technical clarification on their approach to the Scope of Work.

At the conclusion of discussions, negotiations were held with First Choice and TruView for the purpose of a possible award. Negotiations focused on clarifying assumptions made in establishing pricing and reducing the proposed pricing. At the conclusion of negotiations, Best and Final Offers were requested.

Contract No.: 22-00170	Title: Pre-Employment Background Screening Services (Renewal)	Contract Amount: Base Year: \$ 45,832.50 Two Option Years: <u>\$ 91,665.00</u> Total: \$137,497.50
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Following a review and analysis of the Best and Final Offers received, HRT Staff determined that First Choice provided the best value to HRT based on a combination of technical capability and price. As a result of negotiations, First Choice reduced its total price by \$4,387.50, or approximately 3%. First Choice's Best and Final Offer is 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 performed confirmed that First Choice is both technically and financially capable to perform the work.

First Choice is located in Davie, FL and has provided similar services for Hillsborough County in Tampa, FL; Southern California Regional Rail Authority in Los Angeles, CA; and the Greater Orlando Aviation Authority in Orlando, FL.

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

No DBE goal was assigned for this solicitation.

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

Project Manager: Monique Strickland, Talent Acquisition Manager

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to First Choice Research and Investigations, LLC to provide pre-employment background screening services in the not to exceed amount of \$137,497.50.

Contract No.: 22-00170	Title: Pre-Employment Background Screening Services (Renewal)	Contract Amount: Base Year: \$ 45,832.50 Two Option Years: <u>\$ 91,665.00</u> Total: \$137,497.50
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Solicitation Results

Offer	Offer	Best and Final Offer
Castle Branch, Inc.	\$56,784.00	N/A
First Point Background Screening Resources, Inc.	\$125,100.00	N/A
First Choice Research and Investigations, LLC	\$141,885.00	\$137,497.50
TruView Background Screening and Investigations	\$145,620.00	\$145,620.00
Pre-Employ.com, Inc.	\$176,700.00	N/A
Employers Choice Screening	\$178,873.50	N/A
Inquiries Screening	\$199,269.00	N/A
Shared Knowledge	\$212,410.00	N/A
HireRight*	N/A	N/A

*HireRight was deemed non-responsive due to the failure to submit required documents, including a Price Schedule.

First Choice Research and Investigation's Proposal Summary

Base Year	Option Year 1	Option Year 2	Total Price
\$45,832.50	\$45,832.50	\$45,832.50	\$137,497.50

Contract No.: 22-00191	Title: Safety Support Services (Renewal)	Contract Amount: \$495,000.00 1 yr. w/2-1 yr. options
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Acquisition Description: Enter into a renewal contract with a qualified Contractor to provide Safety Management System (SMS) support, technical expertise, and safety support services on a Task Order basis.

Background: Under the MAP-21/FAST Act Safety Related Rulemaking, operators of public transportation systems that receive Federal financial assistance are required to develop and implement Public Transportation Agency Safety Plans based on the Safety Management System approach. Under the rule for State Safety Oversight Agencies 49 CFR Part 674, the Federal Transit Administration (FTA) has also strengthened the oversight of Rail Transit Agencies (RTA) which will require Hampton Roads Transit (HRT) to meet additional oversight directives from the Virginia Department of Rail and Public Transportation (DRPT).

As a result, HRT requires the services of a consulting firm to provide SMS support, technical expertise, and safety support services. Under the terms of this Agreement, the Contractor will provide support for SMS implementation; safety and technical support on projects; safety and security certifications; safety and regulatory compliance; failure and root cause analysis for events on rail and bus systems, structures, and system equipment; risk assessments and reduction strategies to reduce identified risks to levels acceptable to HRT; and industrial hygiene and other specialized services to meet the latest regulatory requirements in a timely manner.

Contract Approach: A Request for Proposals (RFP) was issued on August 15, 2022, and one (1) proposal was received on September 20, 2022, from ADS System Safety Consulting, LLC (ADS). A post-solicitation survey of vendors solicited concluded that most were not interested in submitting a proposal due to the lack of resources available and inability to meet the requirements of the Scope of Work. There was no indication that a re-solicitation to pursue more competition would have resulted in greater participation.

In response to the RFP, Proposers were required to provide a technical proposal and a Price Proposal that included loaded hourly rates for the labor categories required to perform the services as described in the Scope of Work. The proposed labor rates will be utilized when establishing pricing for Task Orders.

Upon review and evaluation of the proposal received, HRT staff determined that ADS was technically qualified to meet the requirements of the Scope of Work based on information provided in regard to the firm's overall approach and experience, and as such, was invited for discussions and negotiations. Discussions and negotiations focused on reducing proposed labor rates and clarifying any assumptions to the Scope of Work. At the conclusion of negotiations, a Best and Final Offer was requested.

Contract No.: 22-00191	Title: Safety Support Services (Renewal)	Contract Amount: \$495,000.00 1 yr. w/2-1 yr. options
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As a result of the negotiation, ADS's average proposed hourly rates decreased by approximately 4%. Based on the results of the negotiations, and a price analysis performed utilizing historical data, ADS's Best and Final Offer is deemed fair and reasonable. A contractor responsibility review confirmed that ADS is technically and financially capable to perform the work.

ADS is located in Baltimore, MD and has provided similar services to the Maryland Transit Administration in Baltimore, MD; Virginia Railway Express in Alexandria, VA; and Capital Metro Transit Authority in Austin, TX. ADS also current provides these services to HRT satisfactorily.

The Contract period of performance is one (1) base year with two (2) additional one-year options.

ADS is a certified Disadvantaged Business Enterprise (DBE) firm.

Cost/Funding: This contract will be funded with primarily operating funds; however, federal or state grant funds may be utilized depending upon the nature of the work required.

Project Manager: Dawn Sciortino, Chief Safety Officer

Contracting Officer: Sonya Luther, Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract 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 period.

DRAFT TDCHR 2023 Federal Legislative and Public Policy Priorities

Public transportation contributes significantly to the economic and societal well-being of Hampton Roads. With unprecedented levels of funding for public transportation available under the Infrastructure Investment and Jobs Act (IIJA) through 2026, the Transportation District Commission of Hampton Roads (TDCHR) has outlined the following legislative priorities. These goals are consistent with HRT's 10-year strategic plan and seek to maximize federal funding opportunities to advance agency objectives.

FUNDING

TDCHR supports the IIJA funding levels for public transportation formula and discretionary funds and will pursue all appropriate federal discretionary grant opportunities.

- The TDCHR also supports the continuation of congressionally directed spending programs through annual appropriations as an effective way for our Congressional delegation to directly support our regional multi-modal infrastructure and services.
- The TDCHR will advocate for full funding of the Capital Investment Grants (CIG) Program – an important source of funding for major fixed guideway capital projects – as HRT pursues expanded service to provide broader regional benefits, including extension of The Tide light rail system.

INNOVATION

- To improve regional air quality and pollution reduction goals through fleet and infrastructure electrification, the TDCHR supports robust funding for the federal Low or No Emission Vehicle Program, Bus and Bus Facilities Program, RAISE grants, and other supportive federal programs.
- The TDCHR will advocate for policies and funding to support continued upgrades to mobile fare system, real-time travel information systems, **micro-transit**, and other transformational technologies.
- The TDCHR is committed to building a transportation system that works for all people, centering on addressing shortfalls in service within communities that have been underserved, overburdened, or disadvantaged by past transportation decisions.
- In support of industry needs across the nation, the TDCHR supports the creation of a taskforce, coordinated through the Federal Transit Administration and the American Public Transportation Association, to help examine and address the operator and mechanic shortages common to transit agencies as a matter of national concern and to provide comprehensive guidance to the transit industry on ways federal resources may be used to attract and retain operators.

REGIONALISM

- The TDCHR will continue to build productive and collaborative relationships with the US Department of Transportation and our Congressional delegation and will actively engage with other regional transportation entities whose initiatives align with HRT's vision and mission.
- The TDCHR recognizes the benefits of collaboration between regional leaders throughout Hampton Roads to support public transportation programming and is committed to building a robust coalition to capitalize on new funding opportunities.

DRAFT TDCHR 2023 State Legislative Priorities

Hampton Roads Transit connects workers, residents, and businesses throughout six independent cities and serves as Virginia's premier multimodal transit system. Connecting riders in a coastal region demands solutions that are reliable, safe, sufficient, and sustainable. Accessible, affordable transportation is critical to helping people reach jobs, education, and health care. The dedicated resources that have been provided to ensure mobility for residents and support a robust commercial network that links Virginia's goods and services to national and global markets continues to be appreciated. We continue to be encouraged by the Commonwealth's support of our mission and vision.

- **Protect Existing Transit Programs and Funding.** The TDCHR encourages the Commonwealth to appropriate essential, consistent funding to meet HRT's capital and operating needs, **including innovative transit options such as micro-transit**. The advancements made possible in the 2020 Transportation Omnibus bill remain historic and transformational. Dedicated regional funding for HRT continues to be essential.
- **Oppose Any Effort to Reduce Transit's share of the Transportation Trust Fund (TTF).** The Commonwealth Mass Transit Fund receives 23 percent of the TTF. These funds are vital to the continued operation and expansion of HRT's public multi-modal transportation networks.
- **Restore Lost Transportation Revenue Resulting from the Elimination of the State Sales and Use Tax on Groceries.** The 2022 General Assembly action resulted in a \$1.2 million loss in dedicated transportation revenue for HRT during the 2022-2024 biennial budget and \$4.9 million loss over the Six-Year Improvement Plan (SYIP). This loss was not offset with state general fund revenue or any alternative funding source. Restoration is needed going forward to meet the needs of increased inflationary costs of transit capital and operational costs. If not addressed, this funding loss will have a long-term negative impact on public transportation in Hampton Roads.
- **Support the Southside Bus Operating Division Facility.** In alignment with statewide zero-emission goals and HRT's efforts toward electrification of its fleet and facilities, the TDCHR encourages the General Assembly and Administration to support continued development of the transformational Southside Bus Operating Division Facility. This facility, located in Virginia Beach, is planned to initially accommodate 20 Battery Electric Buses by 2027, expanding to 40 by 2033. State matching funds are essential to leverage federal and local contributions. This project is included in HRT's Ten-year Capital Improvement Plan and the Transportation Planning Organization's Transportation Improvement Plan.
- **Support the Implementation of the DRPT Transit Equity and Modernization Study**
The TDCHR supports programs and initiatives that reduce barriers to transit. In addition to transit's well-documented environmental and economic benefits, transit can be a powerful tool to advance equity and inclusion. The TDCHR supports the continued focus on equity and modernization in transit service across the Commonwealth as well as the recommendations of the DRPT study.



Transportation District Commission of Hampton Roads
Work Session
Norfolk – 2nd floor Boardroom
(509 E. 18th Street)

October 27, 2022
Noon – 1:00pm

Agenda

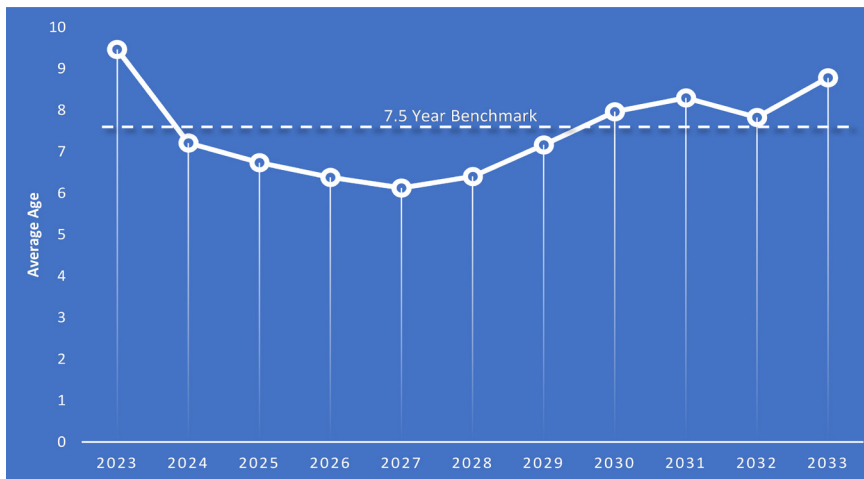
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|---|--|
| 1. Call to Order | The Honorable Aaron Rouse, <i>Chair</i> |
| 2. Agenda | William Harrell, <i>President & CEO</i> |
| 3. FY24-33 Capital Improvement Plan (CIP) | Brian Smith, <i>Deputy CEO</i> |
| • Wrap-up on Focus Topics:
Fleet Investments | Ben Simms
<i>Chief Transit Operations Officer</i>
Mike Perez
<i>Operations Project and Contract Administrator</i> |
| • 10-Year CIP | Brian Smith |
| 4. Transit Strategic Plan (TSP) Annual Update | Ray Amoruso
<i>Chief Planning and Development Officer</i> |

Fleet

Reliable public transportation requires a reliable fleet of vehicles. Between buses (currently covering more than 180,000 miles in scheduled weekly service), paratransit vehicles, ferries, and non-revenue support vehicles, HRT is responsible for a significant number of fleet assets.

Most vehicles are deployed directly to serve customers. Behind the scenes, the support fleet (non-revenue vehicles) allows the agency to perform needed maintenance and to supervise operations on all parts of the system. Regular vehicle maintenance and replacement help minimize breakdowns, allowing HRT to provide quality service while also responding quickly to any issues that arise.

Fleet projects account for \$225.3 million, about 40 percent, of the ten-year CIP. These investments represent a sustained commitment to achieving and maintaining equipment in a state of good repair and providing reliable service across the region. HRT forecasts a decline in its average fleet age (a standard industry metric) between now and 2027. A projected increase in the second half of the CIP is due to fewer eligible replacement buses in later years of the plan. This year's CIP also includes \$72 million in funds programmed for the purchase of 60 battery electric buses (BEBs), in addition to funding an electrification pilot for non-revenue support vehicles.



HRT Transit Bus Fleet Projected Average Age

Fleet Capital Projects by the Numbers

10

fleet projects

\$225.3 million

in capital needs (year of expenditure dollars) from FY2024 to FY2033

Role of ACC in Supporting Fleet Investments

Local funding in the form of Advanced Capital Contributions (ACC) play an important role in supporting HRT's CIP, including fleet investments.

HRT plans to leverage \$5.6 million in ACC funds to match \$171.3 million in state and federal funding for buses over the next ten years.



Project List

Fleet Projects (FY2024 to FY2033)

UID	Project Name	Cost (\$ thousands)
OP01	Transit Bus Replacement	\$152,112
OP02	Transit Bus Mid-Life Repower Project	\$26,858
OP03	RTS Bus Mid-Life Repower	\$7,053
OP11	Paratransit Fleet Replacement	\$19,852
OP12	RTS Paratransit	\$1,737
OP13	Paratransit Vehicle Mid-Life Overhaul/Repowers	\$596
OP30	Ferry Boat State of Good Repair	\$259
OP31	Paratransit Fleet Expansion	\$8,308
NR01	Non-Revenue Fleet Replacement	\$7,016
NR02	RTS Non-Revenue Fleet	\$1,472
	Total	\$225,263

Transit Bus Replacement, FY24-FY33

Project to replace transit buses at the end of the vehicles' useful life. Project includes plans to replace at least 60 diesel buses with battery- electric buses.

Transit Bus Mid-Life Repower Project, FY24-FY33

Project to conduct a repower of HRT's transit passenger buses at roughly half of their useful life to maintain the vehicles' reliability.

RTS Bus Mid-Life Repower, FY30-FY32

Conduct mid-life overhauls of transit buses that are part of HRT's dedicated RTS fleet.

Paratransit Fleet Replacement, FY24-FY33

Project to replace HRT-owned paratransit vehicles at the end of their useful life.

RTS Paratransit, FY28, FY32

Project to expand and replace paratransit vehicles dedicated to HRT's RTS fleet.

Paratransit Vehicle Mid-Life Overhaul/Repowers, FY24-FY25

Project to conduct mid-life repowers of paratransit vehicles. Repowers will help extend the useful life of HRT's paratransit fleet, enabling the agency to better space out vehicle replacements.

Ferry Boat State of Good Repair, FY24

Project to conduct routine state-of-good-repair investments on HRT's ferry fleet. Projects include modification to windows, installing AC in the pilot house, electrical system upgrade, and new pressure release valves.

Paratransit Fleet Expansion, FY24-FY25, FY28-FY29, FY33

The HRT paratransit fleet is accruing excessive miles due to current service demand and more vehicles are needed to maintain acceptable service levels for our certified customers.

Non-Revenue Fleet Replacement, FY24-FY33

Project to replace non-revenue support vehicles at the end of their useful life. Project includes replacement of ten support vehicles with battery electric vehicles.

RTS Non-Revenue Fleet, FY24, FY33

Project to fund the expansion of the non-revenue vehicle fleet dedicated to HRT's RTS service.

TDCHR Work Session

October 27, 2022

Agenda

- **FY24-33 Capital Improvement Plan (CIP)**
 - Wrap-up on Focus Topics: Fleet Investments
 - 10-Year CIP:
 - Overview and Funding
 - Process, Needs, and Priorities
 - Draft 10-Year Program
 - Next Steps
- **Transit Strategic Plan (TSP) Annual Update**

Fleet Investments

Fleet Summary

- Transit Buses
- Paratransit Vehicles
- Support Vehicles
- Ferries
- Focus on State of Good Repair, spreading out replacement cycle, and strategic transitioning to Battery Electric Buses (BEBs)

Fleet Projects

10

\$225.3 million

in capital needs (year of expenditure dollars)

FY2024 to FY2033

Project List

Project ID Project Name

OP01	Transit Bus Replacement
OP02	Transit Bus Mid-Life Repower Project
OP03	RTS Transit Buses
OP11	Paratransit Fleet Replacement
Op12	RTS Paratransit
OP13	Paratransit Vehicle Mid-Life Overhaul/Repower
OP30	Ferry Boat State of Good Repair
OP31	Paratransit Fleet Expansion
NR01	Non-Revenue Fleet Replacement
NR02	RTS Non-Revenue Fleet

Fleet Projects

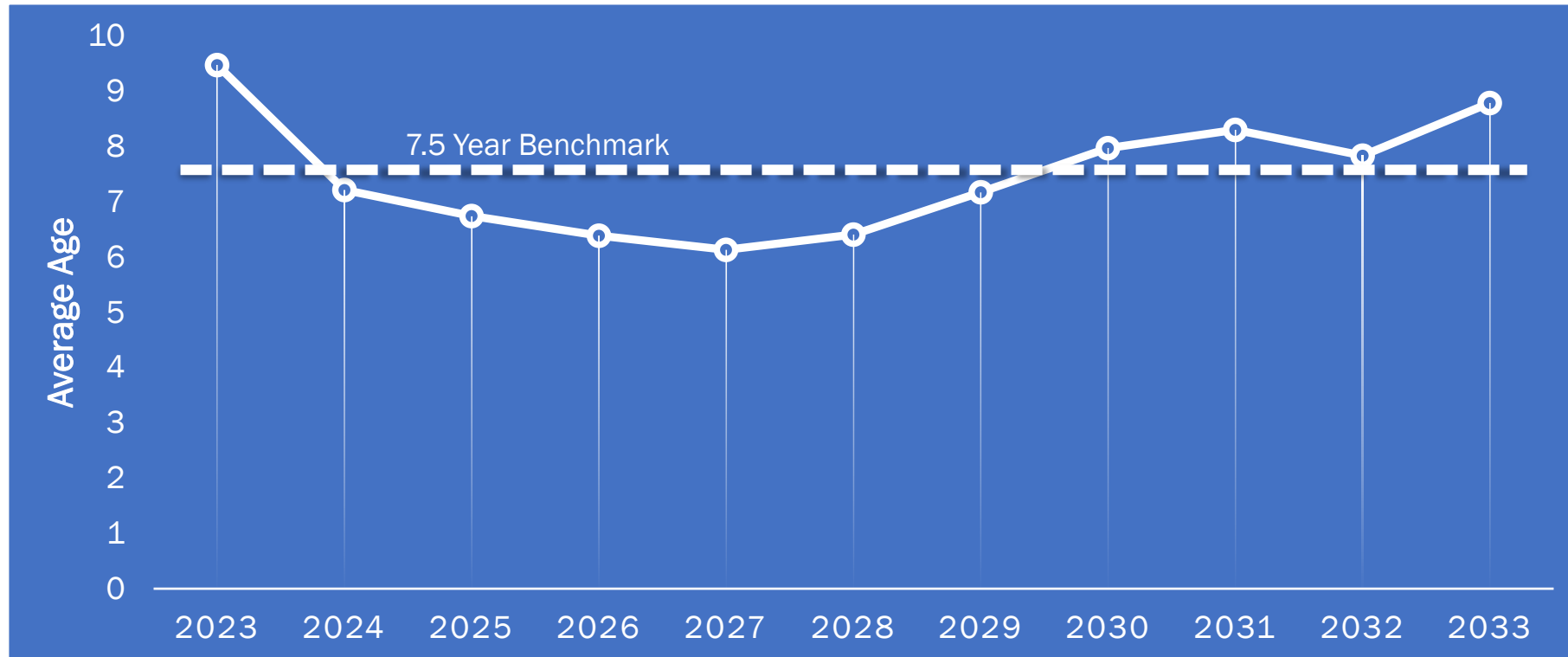
**40% of CIP
Programmed
Funds**

Bus Replacements and Repowers

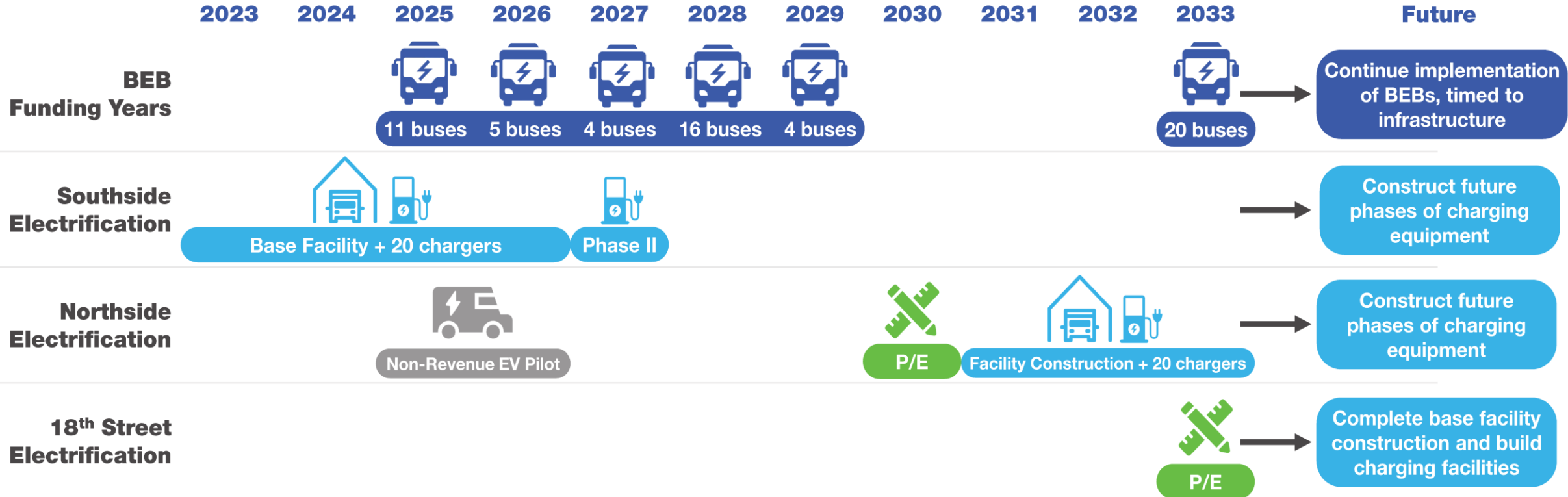
- CIP plans for replacement of 158 buses at estimated end of useful life.
 - 60 Battery Electric Buses (BEBs) to replace diesel buses, as part of phased transition to electric fleet.
- Planned repowers of over 200 buses that will enable each repowered bus propulsion system to reliably reach its useful life.



Average Bus Fleet Age



Electrification



Overview and Funding

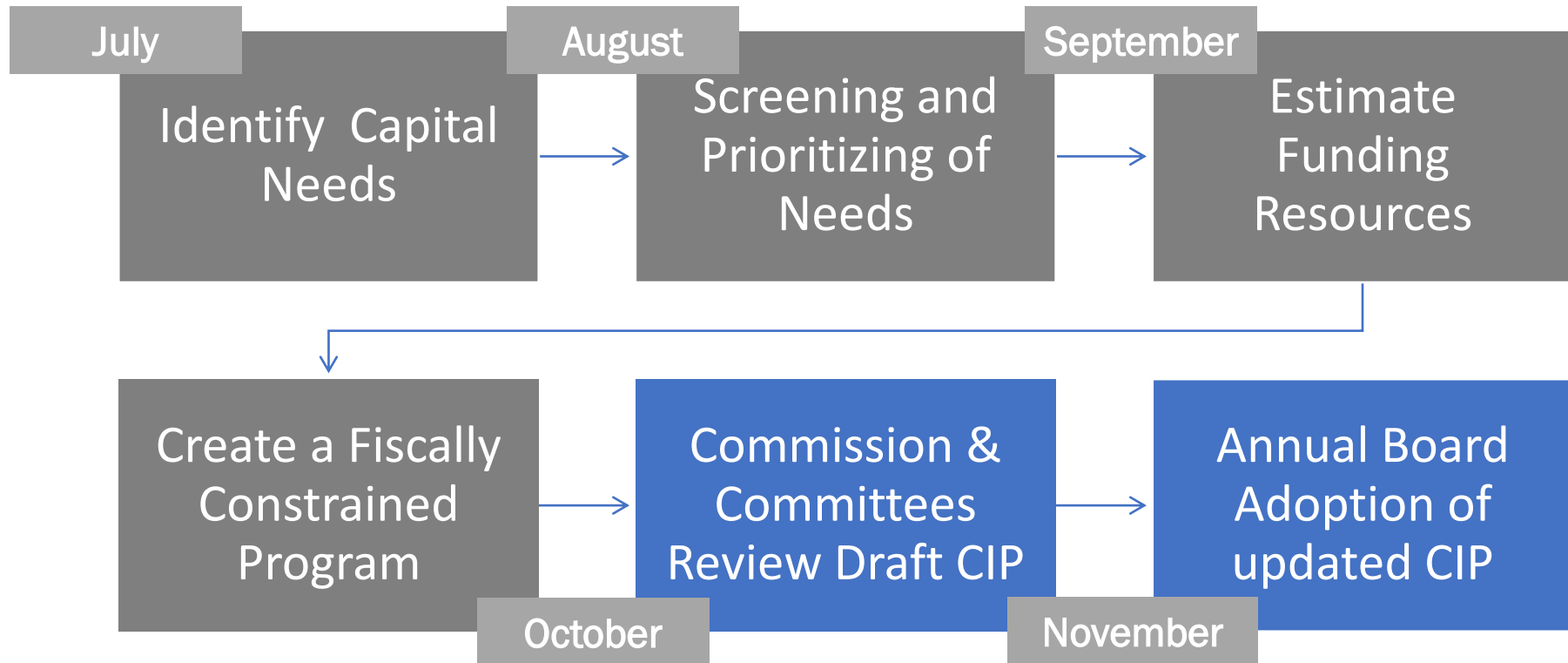
The Capital Improvement Plan (CIP)

- 10-year plan for capital improvements
- Updated annually
- Needs scored and prioritized
- Financially constrained program based on capital revenue projections

Capital Project:

**Investment in
expansion,
rehabilitation, or
replacement of
agency assets**

Timeline



Funding



Federal

- Formula Funds (5307, 5337, 5339)
- RSTP/CMAQ
- Other Discretionary



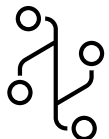
State

- State of Good Repair
- Minor Enhancement
- Major Expansion
- Other Discretionary



Local

- Advanced Capital Contributions (ACC)



HRRTF

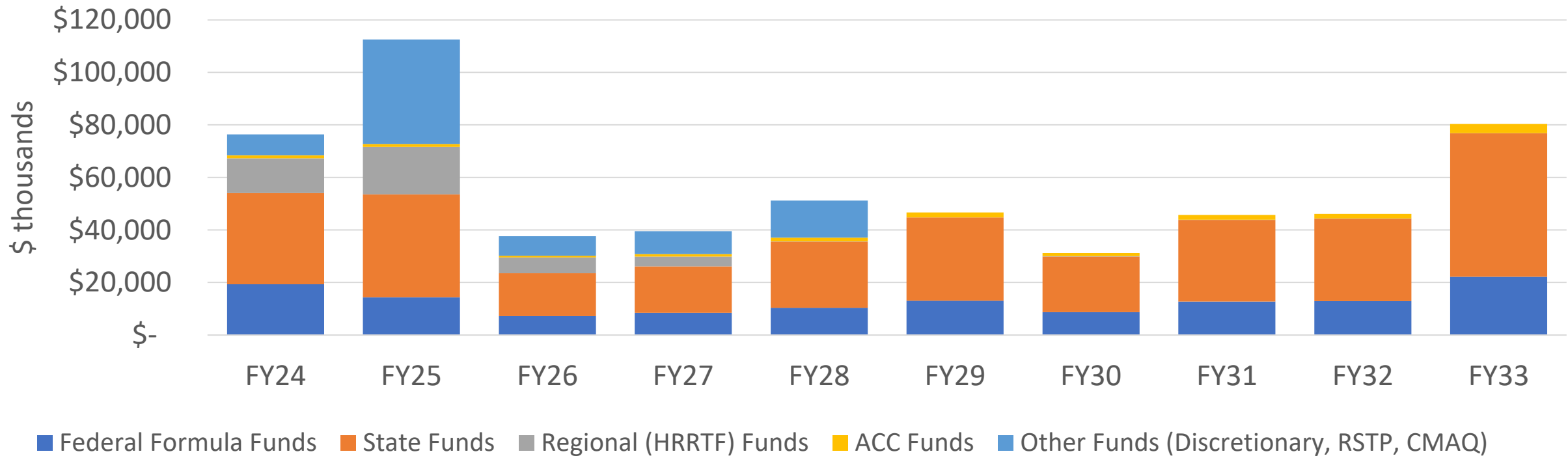
- Hampton Roads Regional Transit Fund (HRRTF)

Local (ACC) for Bus Investments:

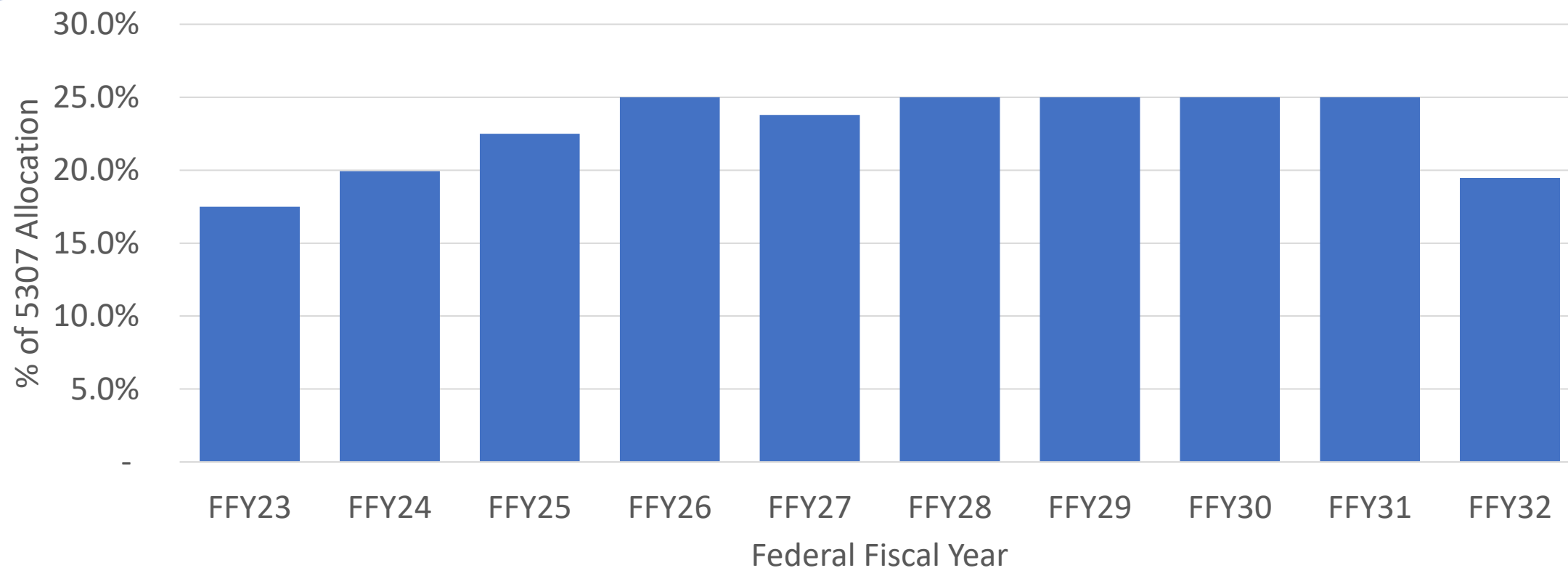
\$5.9 million
leverages **\$171.3 million** in federal
and state funds

Funding by Source and Year

(\$1000s, YOE)

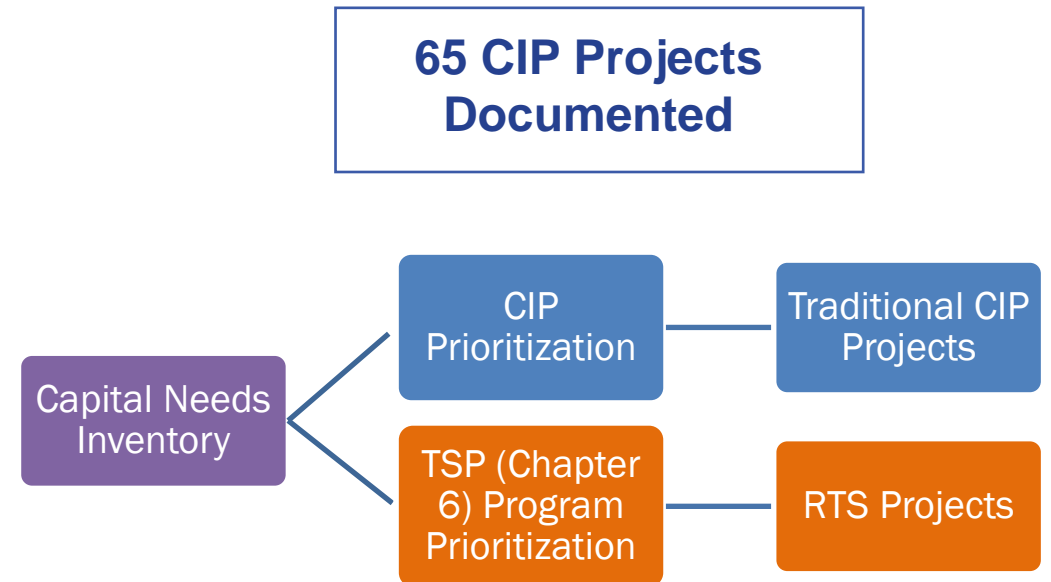
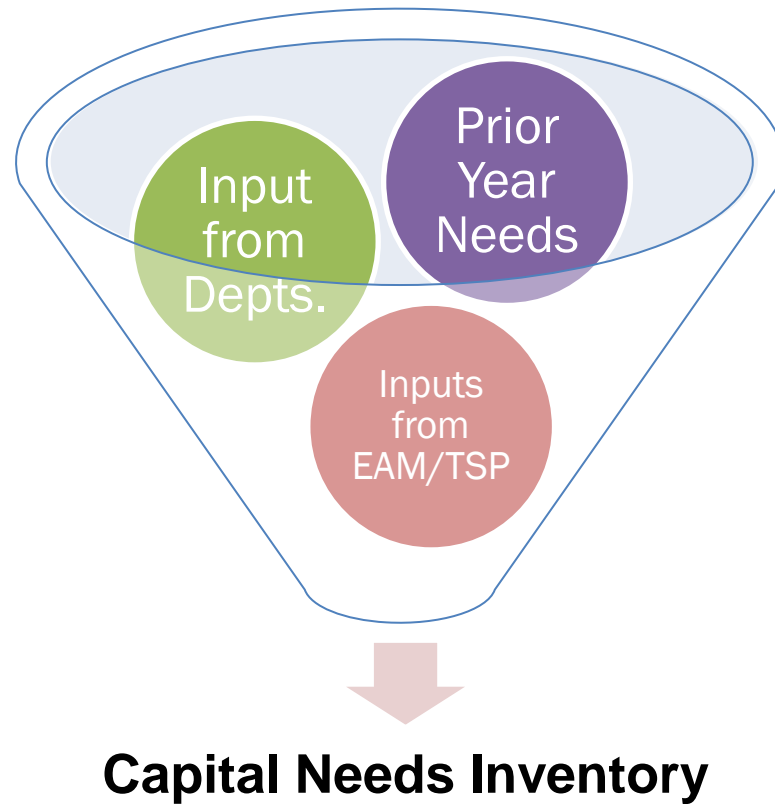


Federal 5307 Funding Used for Capital Projects

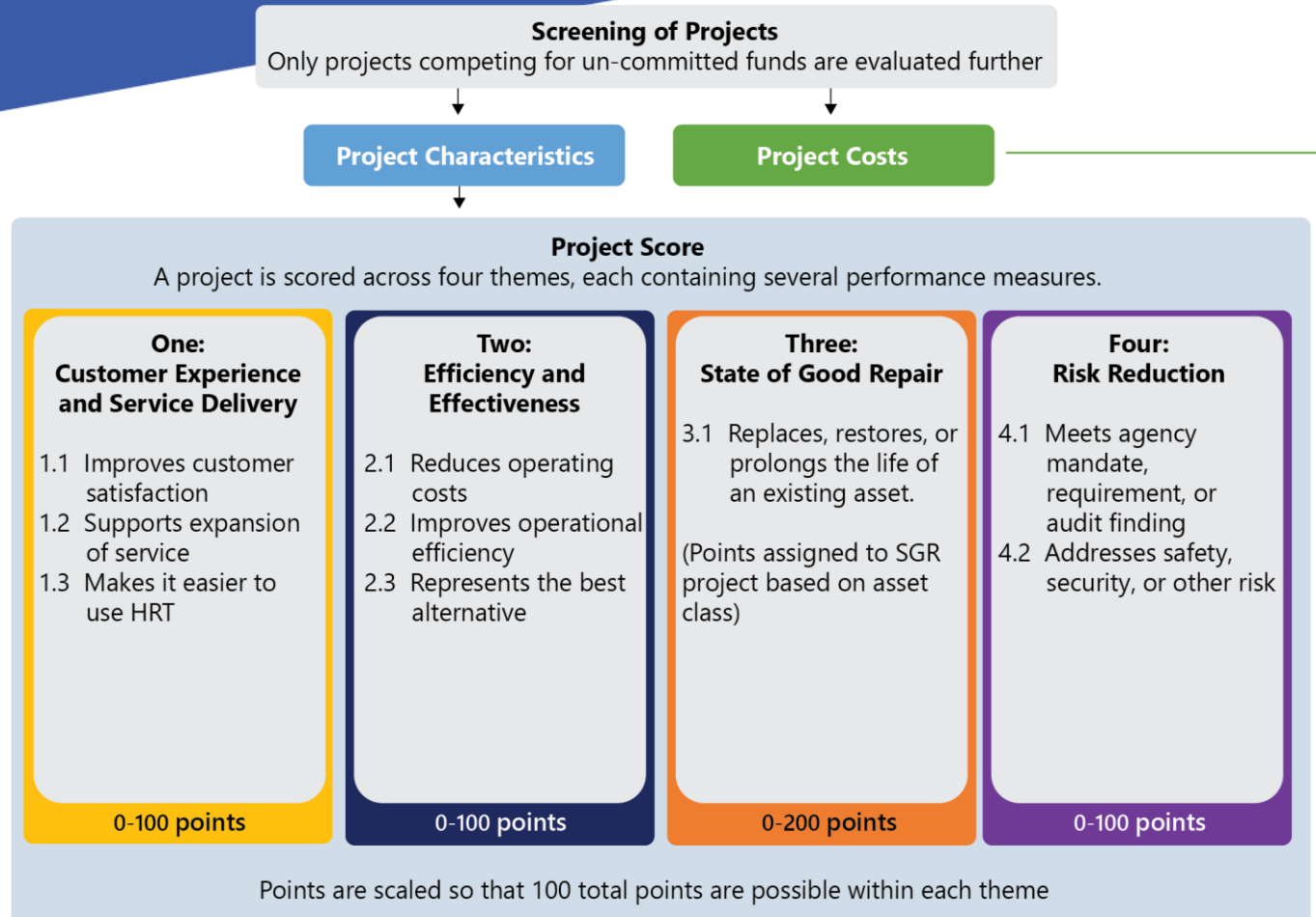


Process, Needs, and Priorities

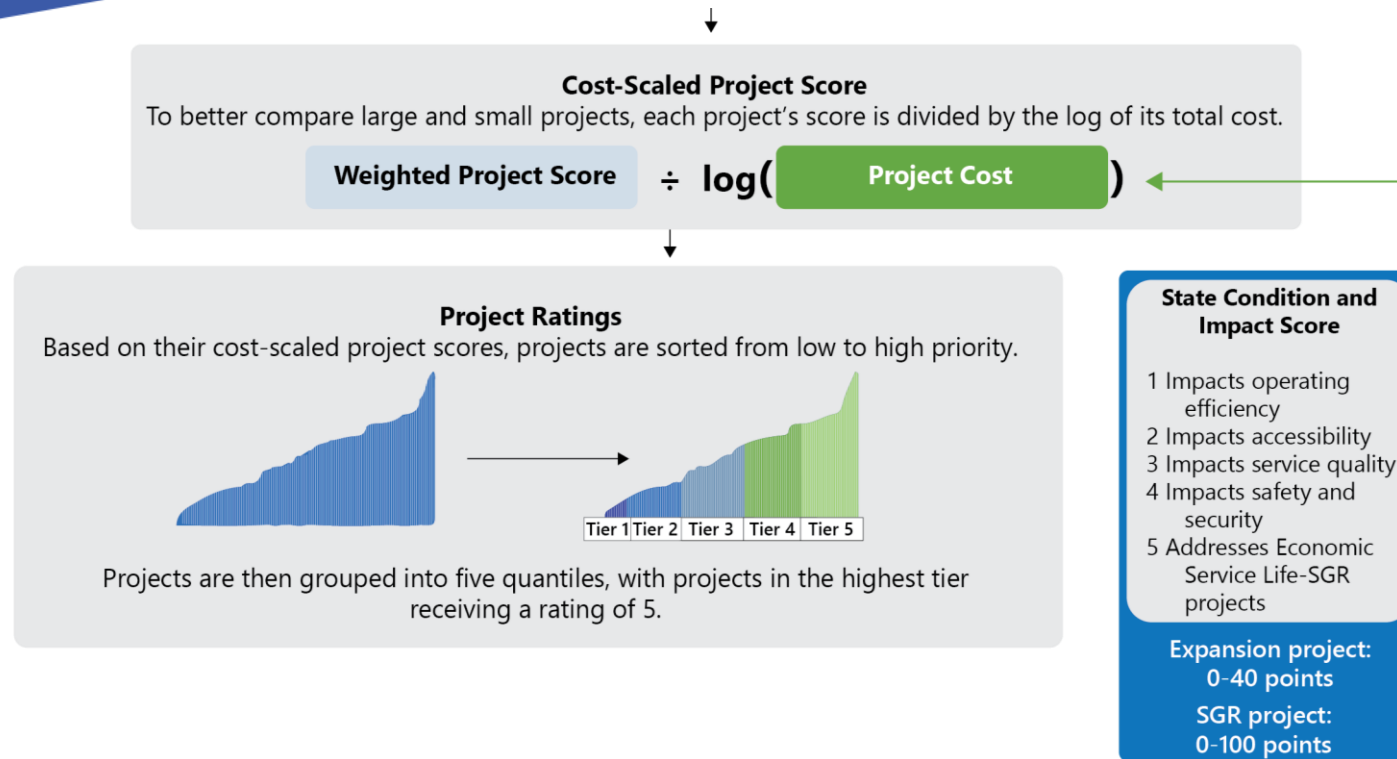
Documenting Needs



Prioritization Process (1 of 2)



Prioritization Process (2 of 2)



Constrained Programming – Principles and Process

- Fund the highest rated projects
 - Maximize federal and state funding
 - Meet regulatory and eligibility requirements
-
- Begin by allocating federal money from formula programs restricted to certain types of projects
 - Fund Tier 5, Tier 4, and Tier 3 projects
 - Fund lower ranking projects with remaining funding balances where feasible

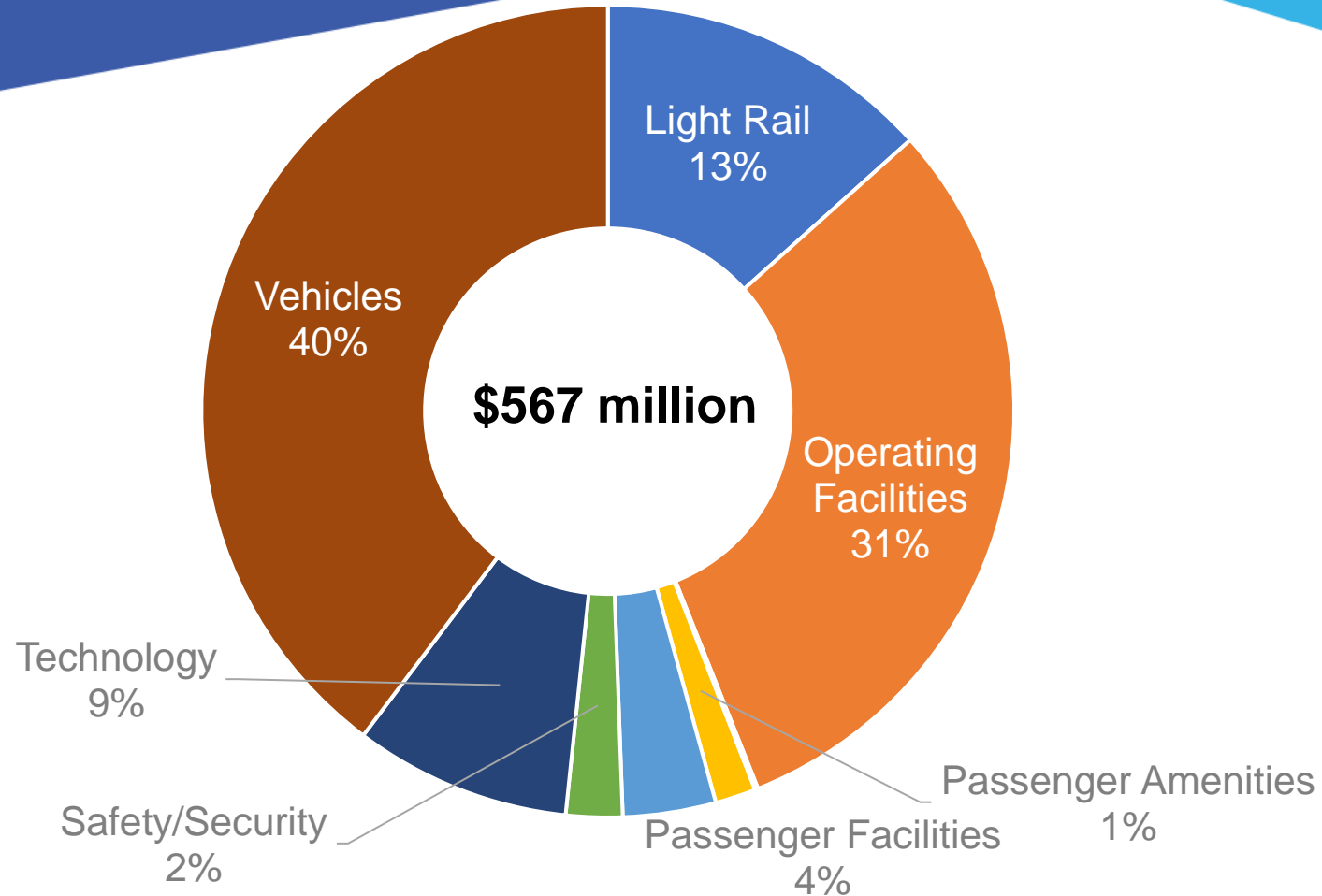
Draft 10-Year CIP

Observations

- \$567 million program over 10 years.
- Tailored to match State's MERIT Program criteria to enhance competitiveness for available state funds.
 - Multi-year State match funding already in place for Southside Operating Facility; Updated request in FY24 cycle will reflect revised costs due to Electrification.
- HRT will strategically pursue competitive federal funding needed to support phased transition from diesel to electric operations.



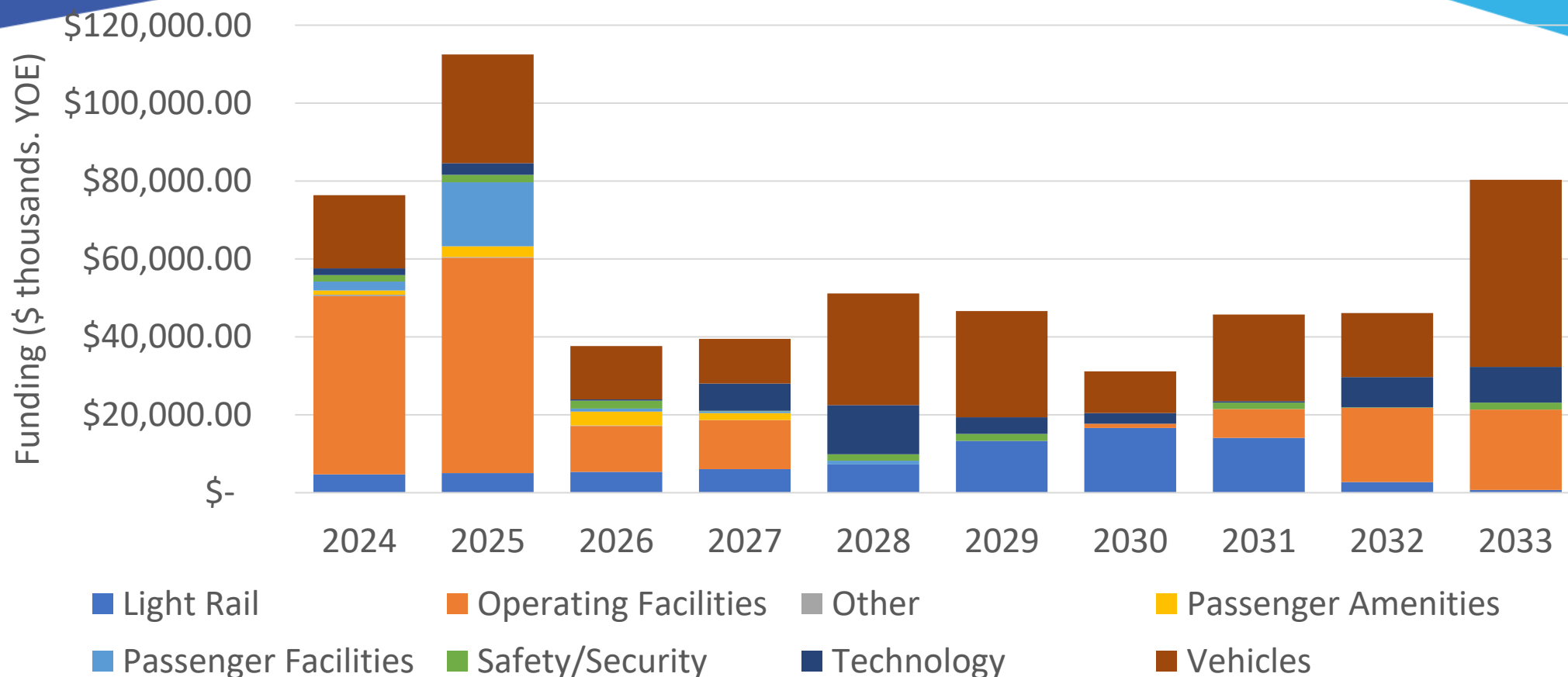
Ten-Year Program by Category



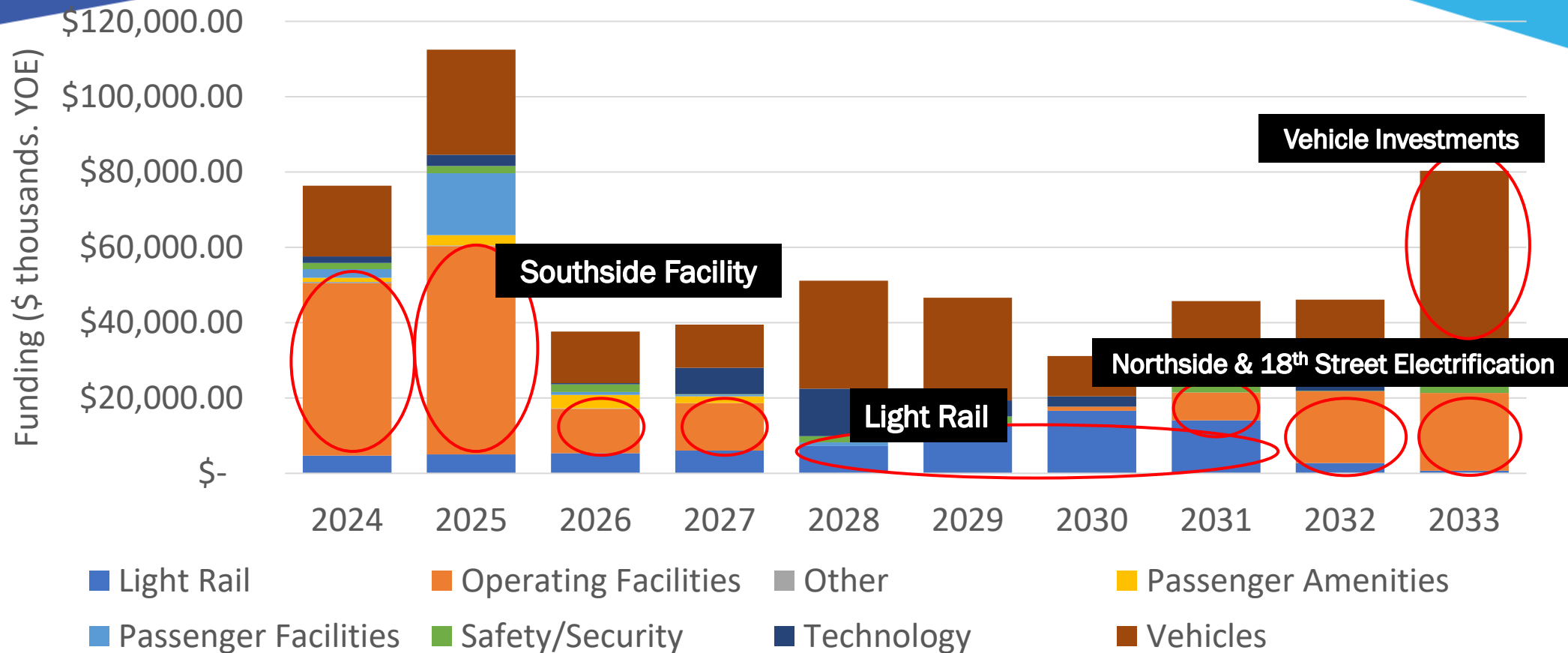
Top Priorities

- Fleet replacement and rehabilitation
- New Southside operating and maintenance facility, including Electrification
- Transition to electric vehicles
- Electrification of Hampton and 18th Street facilities
- Light Rail state-of-good-repair
 - SCADA
 - Right of Way
 - Aerial Structures
 - Stations
 - Vehicles
- Safety and security investments in cameras and metal detectors
- Fall protection system for vehicle maintenance staff
- Upgrade and maintain core IT infrastructure and software

Allocation of Funds by Project Type

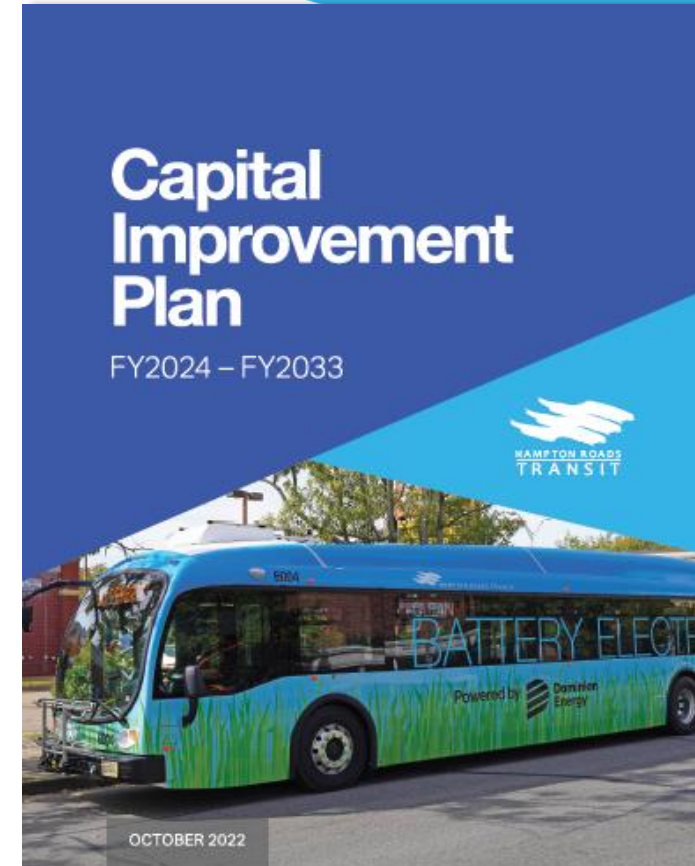


Allocation of Funds by Project Type



Handouts

- Draft CIP
- Project Sheets: appendix of information describing each project, applicable scoring, and funding



Constrained Plan in FY2024: Facilities



Color Coding:



RTS



Non-RTS

EF02: New Southside Operating Division

EF03: Bus Stop Amenity Program

EF05: Newport news Transit Center Interior Renovations

EF06: Hampton Transit Center Interior Renovations

EF07: Wards Corner Restroom and Paving Renovation

EF10: Evelyn T. Butts Transfer Center Replacement

EF13: Robert Hall Transfer Center Replacement



HAMPTON ROADS TRANSIT

Constrained Plan in FY2024: Facilities



EF15: Gate Replacement

EF24: DNTC Restroom and Operator Lounge Spaces

EF25: Workspace Renovation and Reconfiguration

EF27: HRT Concrete Repair Work

EF28: Hampton Oil Water Separator Replacement

EF29: Hampton Fire Suppression System

Constrained Plan in FY2024: Fleet / Operations



NR01: Non-Revenue Fleet Replacement

NR02: RTS Non-Revenue Fleet

OP01: Transit Bus Replacement

OP02: Transit Bus Mid-Life Repower

OP11: Paratransit Fleet Replacement

OP13: Paratransit Vehicle Mid-Life Overhaul

OP30: Ferry Boat State-of-Good-Repair

OP31: Paratransit Fleet Expansion



Constrained Plan in FY2024: Light Rail



LR01: Right Rail Right-of-Way State of Good Repair

LR02: Light Rail Vehicle State of Good Repair

LR04: Light Rail Station Upgrades

LR05: Light Rail Cab Signaling Study

LR48: NTF Foundation Repair

LR50: Light Rail Aerial Structures

Constrained Plan in FY2024: Safety / Security



SS19: Mobile Telescoping and Surveillance Tower

SS23: NTF Fall Protection Project

Constrained Plan in FY2024: Technology



IT05: Client Technology Systems State of Good Repair

IT16: Financial Software System (FSS) Implementation

IT32: Innovations Initiative

IT36: Internal Digital Signage System

IT43: Contract and Vendor Management Software Replacement



Next Steps

- Staff available for individual Commissioner briefings
- Additional CIP Summary document available November 10
- Vote on Resolution to adopt FY24-33 CIP scheduled for December 8, 2022*
- Adopted CIP is basis for State MERIT Program applications due February 1, 2023

*in tandem with adoption of Transit Strategic Plan annual update

Transit Strategic Plan (TSP) Annual Update

- Staff will provide a briefing on annual updates to the Transit Strategic Plan (TSP) covering FY24-33.
- Resolution to adopt will be on Commission Agenda for December 8, 2022.

