



Meeting of the Transportation District Commission of Hampton Roads

Thursday, January 26, 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, January 26, 2023, at 1:00 p.m., at 3400 Victoria Boulevard, Hampton, VA.

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

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



Meeting of the Transportation District Commission of Hampton Roads

Thursday, January 26, 2023, at 3400 Victoria Boulevard, Hampton,
VA at 1:00 p.m. in Person – Zoom

AGENDA

1. Call to Order & Roll Call
2. Public Comments
3. Approval of December 8, 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
 - November/December 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. 21-00160 -Credit Card Merchant Processing Services**
Recommending Commission Approval: Award of a contract to Towne Bank to provide credit card merchant processing services in the not-to-exceed amount of \$152,461.80 for five (5) years.
 - **Contract No. 22- 00210 - Facilities General Contractor Services**
Recommending Commission Approval: Award of a contract contracts to Contracting Solutions, Inc. and QC General Construction, LLC to provide

facilities general contractor services. The cumulative amount of all Task Orders issued under the two (2) Contracts will not exceed \$1,500,000.00 over the three-year period.

- **Purchase Order No. PO0009917 – Forklift Replacement**

Recommending Commission Approval: Award of a contract Purchase Order to Alliance Material Handling to provide three (3) replacement forklifts in the total amount of \$144,356.00.

- **Contract No. 22-00208 – Provision of Sixty-Two (62) Non-Revenue Vehicles**

Recommending Commission Approval: Award of a contract a contract to Petersburg Motor Company, Inc., dba CMA's Williamsburg Ford to provide and deliver sixty-two (62) non-revenue vehicles in the not-to-exceed amount of \$3,925,729.00.

- **Contract No. 21-00200R Provision of Three (3) Regional Transit System (RTS) facility trucks.**

Recommending Commission Approval: Award of a contract a contract to Petersburg Motor Company, dba CMA's Williamsburg Ford to provide and deliver three (3) RTS facility trucks in the not-to-exceed amount of \$134,463.00 for the sixteen (16) week period.

- **Contract No. 22-00221 – Provision of Twenty (20) Paratransit Vans**

Recommending Commission Approval: Award of a contract a contract to Sonny Merryman, Inc. to provide twenty (20) paratransit vans, for use on Hampton Roads Transit's Paratransit Services contract, in the total amount of \$1,426,032.00.

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, February 23, 2023, at 1:00 p.m.
in Norfolk.**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday, December 8, 2022 • 1:00 p.m. 509E 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 Carey, Chesapeake
Commissioner Johnson, Chesapeake
Alt. Commissioner Sherman, VDRPT (Zoom)
Commissioner White, Hampton
Commissioner Bullock, Newport News
Commissioner Houston, Norfolk
Commissioner Glover, Portsmouth
Alt. Commissioner Carl Jackson, Portsmouth
Commissioner Ross-Hammond, Virginia Beach
Commissioner Spruill, Senate Representative
Commissioner Simonds, House Representative (Zoom)

Hampton Roads Transit Staff in attendance:

Tammara Askew, Administrative Support Technician (Zoom)
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
Alexander Brink, Sr. Manager of Bus Transportation
Donna Brumbaugh, Director of Finance (Zoom)
Conner Burns, Chief Financial Officer
Danielle Burton, Assistance Manager of Bus Transportation
David Burton, General Counsel, Williams Mullen
Gene Cavasos, Director of Marketing & Communication
Meredith Cox, Sr. Project Manager
Rodney Davis, Director of Customer Relations
Sheri Dixon, Director of Revenue Services (Zoom)
Jennifer Dove, Civil Rights/Grants Program Manager (Zoom)
April Edwards, Senior Executive Assistant (Zoom)
Angela Glass, Director of Budget & Financial Analysis (Zoom)
Wayne Groover, Interim Director Rail Maintenance
Shelia Gullledge, Manager Technology PMO

William Harrell, President and CEO
Van Lawson, Security Specialist
Robert Lee, RTS Program Manager
Sonya Luther, Director of Procurement
Ashley Johnson, Assistant Director of Budget and Financial Analysis (Zoom)
Tracey Johnson, Security Specialist, (Zoom)
Shane Kelly, Manager Security & Emergency Preparedness, (Zoom)
Alexis Majied, Chief Communications & External Affairs Officer
Tracy Moore, Director of Transportation
Sophia Owen-Allen, Staff Auditor (Zoom)
Sibyl Pappas, Chief Engineering & Facilities Officer
Michael Perez, Operations Project & Contract Administrator
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
Adrian Tate, Finance Manager (Zoom)
Alex Touzov, Director of Technology Services (Zoom)
Robert Travers, Corporate Counsel
Fevrier Valmond, Deputy Director of Procurement (Zoom)
Kim Wolcott, Chief of Human Resources

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

Alt. Commissioner Brian DeProfio, City of Hampton (Zoom)
Alt. Lisa Cipriano, City of Newport News (Zoom)
Linda Carroll, Citizen (Zoom)
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT (Zoom)
Angela Hopkins, City of Newport News (Zoom)
Denise Johnson, Chair, Transit Rider Advisory Committee
Shelia McAllister, City of Newport News (Zoom)
Alt. Commissioner Earl Sorey, City of Chesapeake (Zoom)
Alt. Commissioner, Stevenson, Norfolk
Rebecca Spurrier, Management Analyst, City of Hampton
Janice Taylor, League of Women Voters (Zoom)
Zach Trogdon, DRPT (Zoom)
Alt. Commissioner Constantinos Velissarios, City of Newport News

The TDCHR meeting package was distributed electronically to all Commissioners in advance of the meeting. The meeting package consisted of:

- Agenda
- Meeting Minutes

- President's Report Presentation
- Social Media Analytics
- Financial Reports
- Committee Reports

Public Comments

Ms. Judy Swystun, with Hampton Roads Transportation, Inc.(HRTI), indicated that she had received a letter President Harrell regarding her company receiving funding from the Federal Transit Administration for wheelchair accessible taxicabs. Ms. Swystun noted that HRT is not currently contemplating a paratransit service expansion that HRTI could bid on and potentially qualify as a subrecipient of eligible federal funds. Mr. Harrell stated in his letter that HRT will continue to work with HRTI related to funding options if new opportunities become available.

A motion to close Public Comments was made by Commissioner Woodbury and properly seconded by Commissioner McClellan. A roll call vote resulted as follows:

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

Nays: None

Abstain: None

Approval of November 10, 2022, Meeting Minutes

A motion to approve the amended November 10, 2022, minutes was made by Commissioner McClellan and properly seconded by Commissioner Woodbury. A roll call vote resulted as follows:

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

Nays: None

Abstain: None

President's Monthly Report

Mr. William Harrell welcomed everyone to the meeting.

Mr. Harrell stated that he and staff are looking forward to meeting with HRTI and will report back to the Commission in the event of new developments.

Mr. Harrell thanked Chairman Rouse for his dedication to the Commission and the Hampton Roads Community.

Chairman Rouse thanked Mr. Harrell, and HRT staff for their continuous support throughout his tenure with the Commission. Chairman Rouse also thanked his colleagues on the Commission.

Audit & Budget Review Committee

Commissioner Gray stated that the Audit and Budget Committee did not meet in the month of December.

Mr. Conner Burns presented preliminary financial report for November 2022 as enclosed in the meeting package.

Management and Financial Advisory Committee (MFAC)

Commissioner Gribble stated that the committee met on Monday December 6, 2022. Ms. Gribble stated that during the meeting Mr. Burns did present the full preliminary financial report.

Ms. Gribble mentioned that there was discussion on an additional free fare day, Juneteenth. The committee agreed to accept Juneteenth as an additional fair-free day. Ms. Gribble thanked Commissioner Carl Jackson for that suggestion.

Ms. Gribble stated that a special MFAC meeting has been schedule for January 9, 2023, to review the Transportation Service Plan, along with the draft HRT FY2024 Budget.

Operations and Oversight Committee

Commissioner Glover stated that the Operations and Oversight Committee did not meet in the month of December. Commissioner Glover stated that there is one procurement item that was received after the O&O meeting was canceled. Ms. Luther presented this procurement item to the Commission for approval.

Ms. Luther presented Purchase Order 0009653 - PeopleSoft Human Capital Management Severity 1 Fixes (Renewal) to Oracle America, Inc. to provide PeopleSoft Human Capital Management Severity 1 fixes.

Ms. Glenda Dixon provided a brief presentation of PeopleSoft Human Capital Management Severity 1 Fixes to the Commission.

Commissioner Bullock moved to approve an award of Purchase Order 0009653 - PeopleSoft Human Capital Management Severity 1 Fixes (Renewal) to Oracle America. Commissioner Ross-Hammond properly seconded the motion. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Johnson, Carey, Sherman, White, Bullock, Houston, Glover, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

Planning and New Starts Committee

Commissioner Ross-Hammond stated the Planning and New Starts Committee did not meet in the month of December. No report was given.

External Legislative Affairs Committee

Commissioner Bullock reported that the External Legislative Affairs Committee met on December 7, 2022. Mr. Bullock stated that they had two guests present, Ms. Patricia Dorsche and Ms. Pamela Welch who provided an overview of what HRT should expect legislatively at the federal level with the Republican House and Democrat controlled Senate.

Commissioner Bullock noted that Transit Advocacy Day will be held in Richmond on Monday, January 23, 2023. Mr. Bullock encouraged to Commissioners to attend as it is important to have a strong presence on behalf of HRT in Richmond.

Ms. Alexis Majied, Chief Communications & External Affairs Officer, shared with the committee that the Naval Station Shuttle ribbon cutting ceremony went well. Ms. Majied noted that upcoming ribbon cutting ceremonies will include the renovation of the Hampton Transfer Center and the launch of a new ferry boat.

The next ELAC meeting will be on Wednesday, January 18, 2023, in Hampton.

Smart Cities and Innovation Committee

Commissioner McClellan stated that the committee did not meet in the month of December and that the Committee's next meeting will be held in January in Hampton.

Paratransit Advisory Sub-Committee (PAC)

Ms. Alicia Griffin read the PAC Report to the board.

Chairman Rouse requested a follow-report related to Driver Sensitivity Training. Mr. Harrell stated that HRT staff will come back with a report to the Board.

Transit Ridership Advisory Sub-Committee (TRAC)

Ms. Denise Johnson stated that the TRAC did not meet in the month of December.

Old and New Business:

Chairman Rouse indicated that the TDCHR Goals for the President & CEO (2022 – 2023) is on the agenda for board consideration. A motion to approve the TDCHR Goals for the President & CEO (2022-2023) was made by Commissioner Woodbury and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Johnson, Carey, Sherman, White, Bullock, Houston, Glover, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

Mr. David Burton, Legal Counsel, read Resolution 02- 2022, A Resolution of the Transportation District Commission of Hampton Roads adopting the updated Hampton Roads Transit (HRT) Capital Improvement Plan (CIP) for fiscal years 2024 through 2033.

A motion to adopt Resolution 02-2022 was made by Commissioner McClellan and properly seconded by Commissioner Spruill. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Johnson, Carey, Sherman, White, Bullock, Houston, Glover, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

Mr. Burton read Resolution 03-2022, a Resolution of the Transit Strategic Plan Annual Update (FY2024-2033).

A motion to adopt Resolution 03-2022 was made by Commissioner Woodbury and properly seconded by Commissioner Gray. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Johnson, Carey, Sherman, White, Bullock, Houston, Glover, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

Ms. Dawn Sciortino, Chief Safety Officer, gave a brief overview of the Public Transportation Agency Safety Plan (PTASP) for the benefit of the newly appointed Commissioners.

A motion to approve the Public Transportation Agency Safety Plan (PTASP) was made by Commissioner Woodbury and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Rouse, Woodbury, McClellan, Gray, Johnson, Carey, Sherman, White, Bullock, Houston, Glover, Ross-Hammond, Spruill, and Simonds.

Nays: None

Abstain: None

Closed Session

There was no closed Session.

Commissioner Comments:

There were no Commissioner comments.

Adjournment

With no further business to conduct, the meeting adjourned at 2:21 p.m.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

**Aaron Rouse
Chair**

ATTEST:

**Luis Ramos
Commission Secretary
November 10, 2022**



President's Report

January 2023



The New 112

Monthly ridership on the newly expanded Rt. 112 in Newport News and Hampton has grown significantly with more than 17,200 customers boarding in November and December than during the same time last year. Farebox data shows that 65,879 customers boarded the 112 in those two months compared with 48,625 during the same period the year before – a difference of 17,254 boardings, or 73 percent.

That's great news. The change is being driven in part by returning service hours in May, the retaining of operators as COVID subsides, and the introduction of 15-minute frequency during the morning and evening rush hours, a first for the Peninsula. The route serves downtown Newport News, Patrick Henry Mall, and Lee Hall.



Hampton Transfer Center work nears finish line

The placing of concrete at the Hampton Transfer Center on Pembroke Avenue is about 85% complete and, depending on weather, should be completed soon. Look to the middle of February before we start running traffic into the center off King Street - at the earliest. After that: install bus shelters, benches and trash cans, finish lighting, install signs, complete the new storm water management system, and install fencing.



Public Information Session

The Southside Operations Division continues to take shape. We hosted two public information sessions on the plans at the Meyera Oberndorf Central Library Auditorium this month in an effort to solicit citizen feedback throughout the community. Ms. Sibyl Pappas, Chief of Engineering and Facilities, led the outreach meetings.



Scouting

Cub Scouts from Pack 180 are working toward becoming Boy Scouts. Before that happens, they paid a quick visit with me at 18th Street. One of the requirements of their AOL adventures is to meet with a community leader and discuss leadership and issues within our community and I was happy to oblige. The AOL den is led by our own Jay Cominoli, manager of Digital Services and Web Development. We had a fantastic discussion on key leadership principles, and I am excited about our nation's future with these young leaders in action!

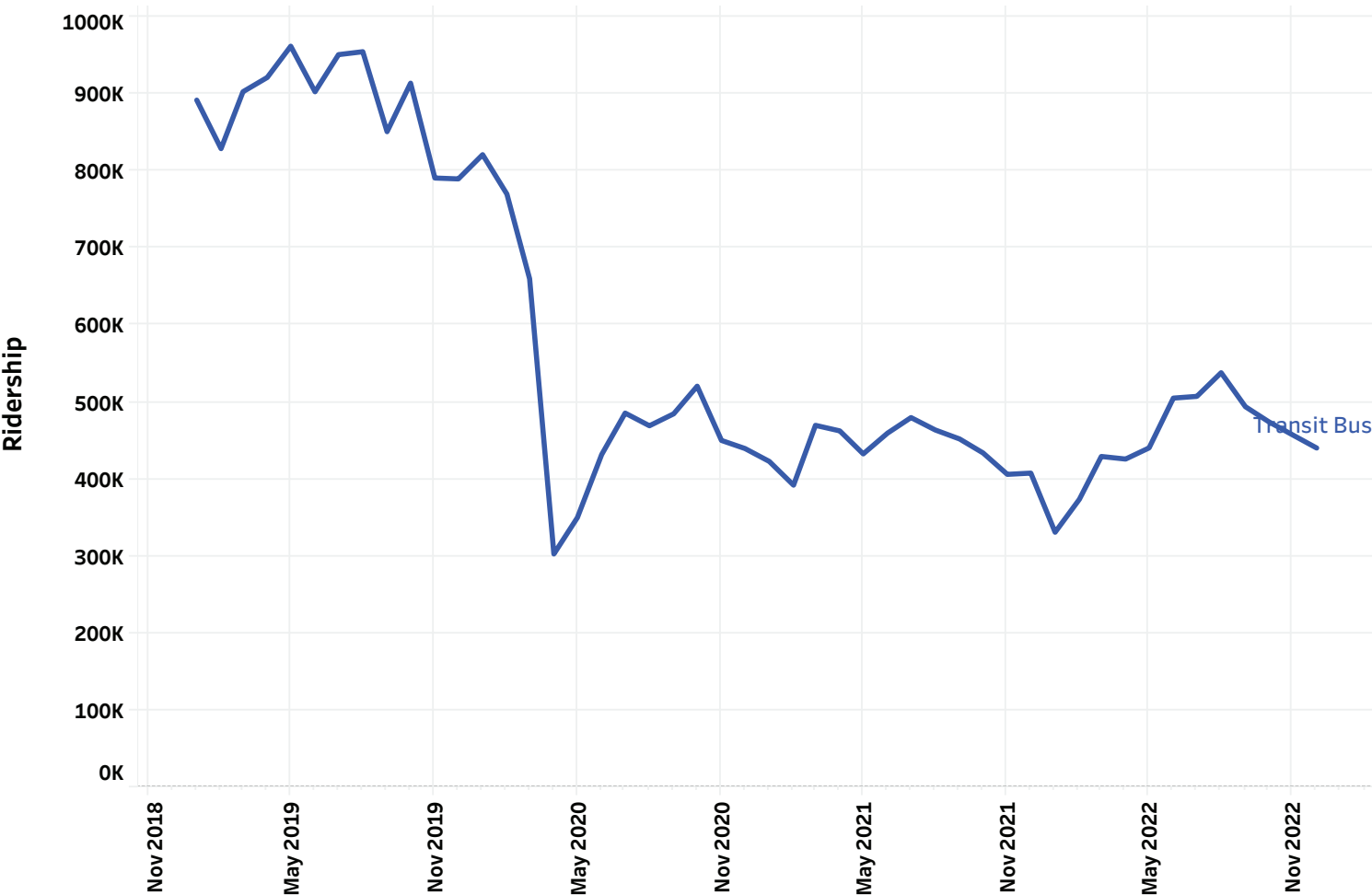
RIDERSHIP – ALL MODES

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

		Total	Ferry	Light Rail	Paratransit	Transit Bus
2022	December	518,093	8,741	40,725	28,178	440,449
	November	564,831	14,557	64,273	28,920	457,081
	October	583,349	15,122	64,537	29,287	474,403
	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

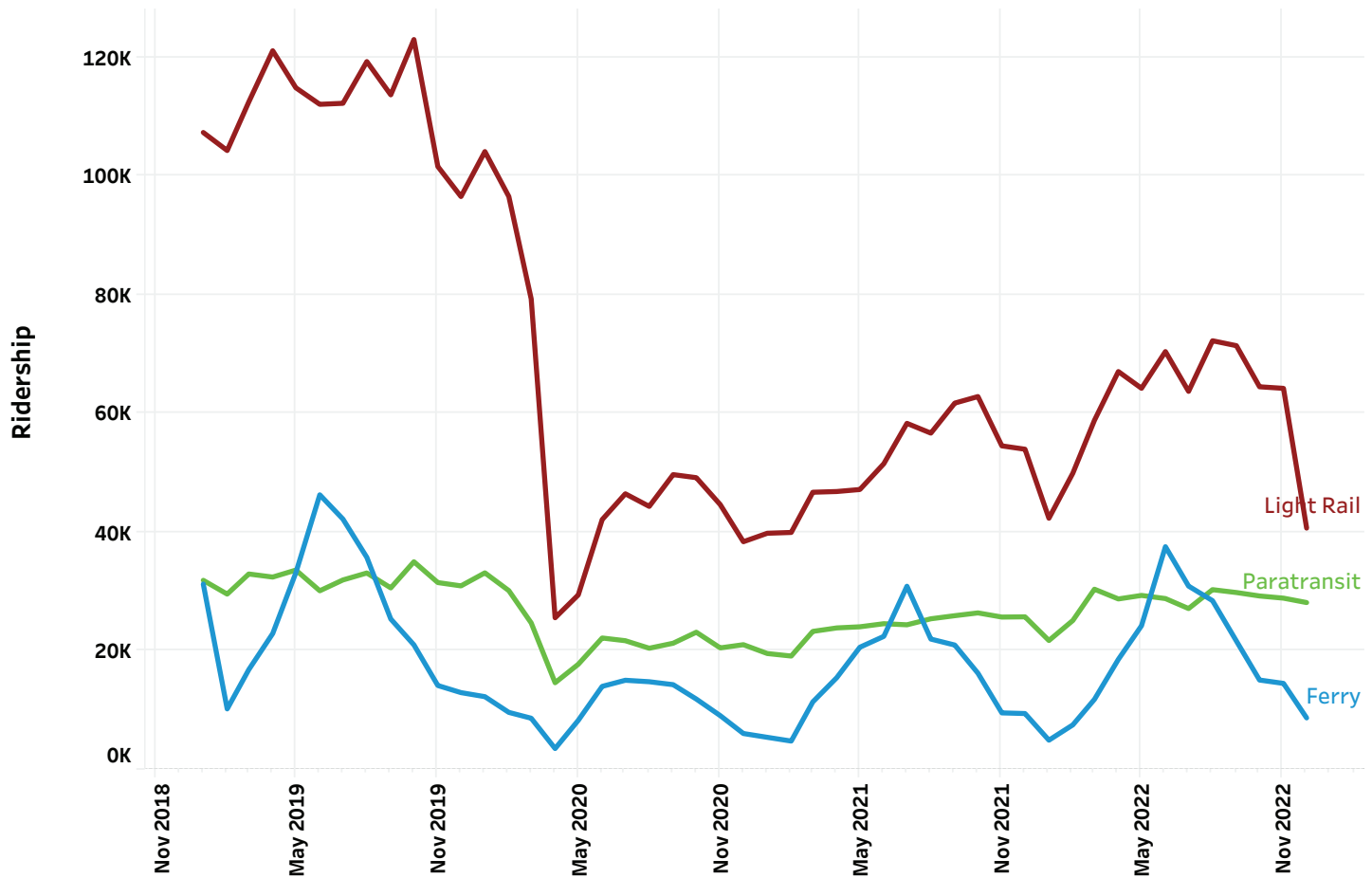
RIDERSHIP – BUS

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



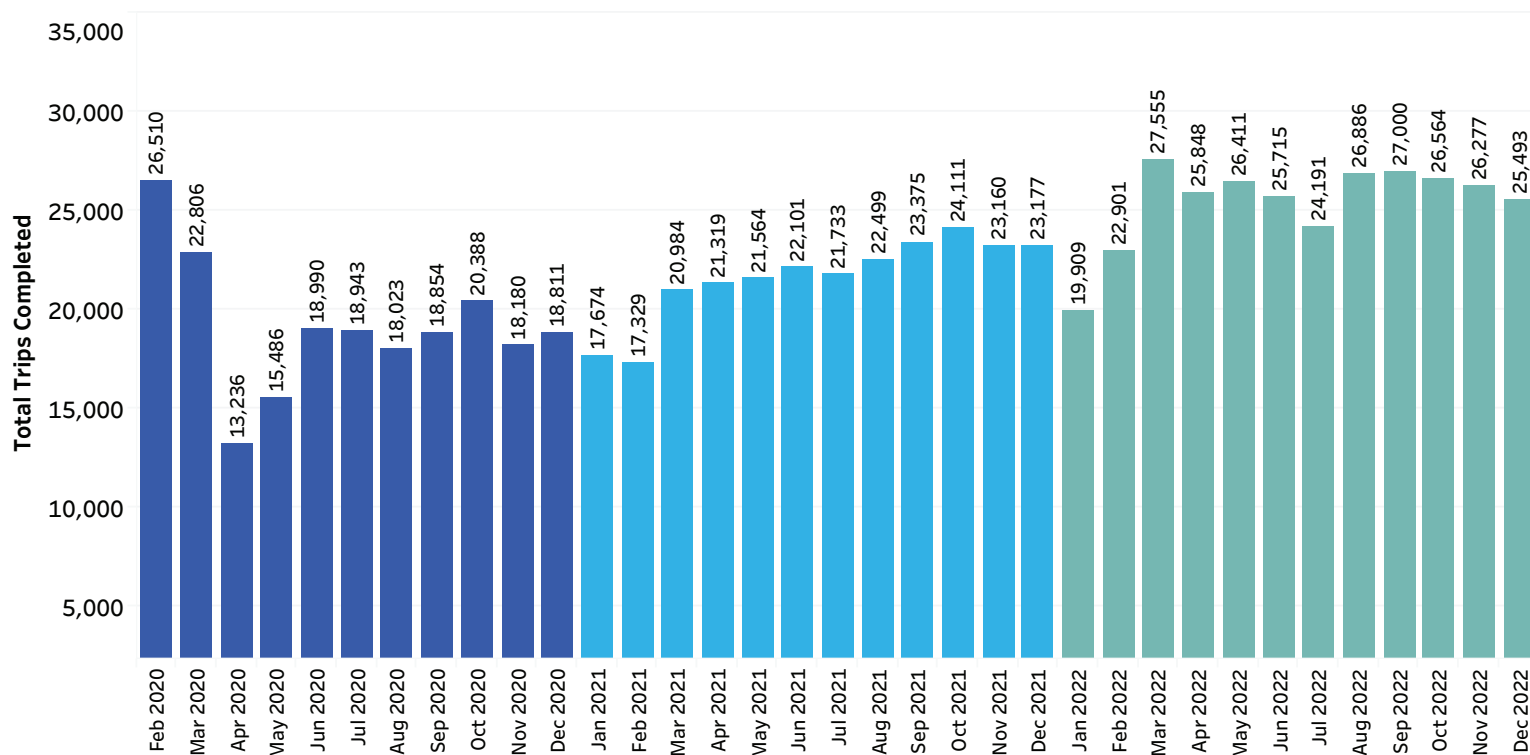
RIDERSHIP – LIGHT RAIL, FERRY, PARATRANSIT

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



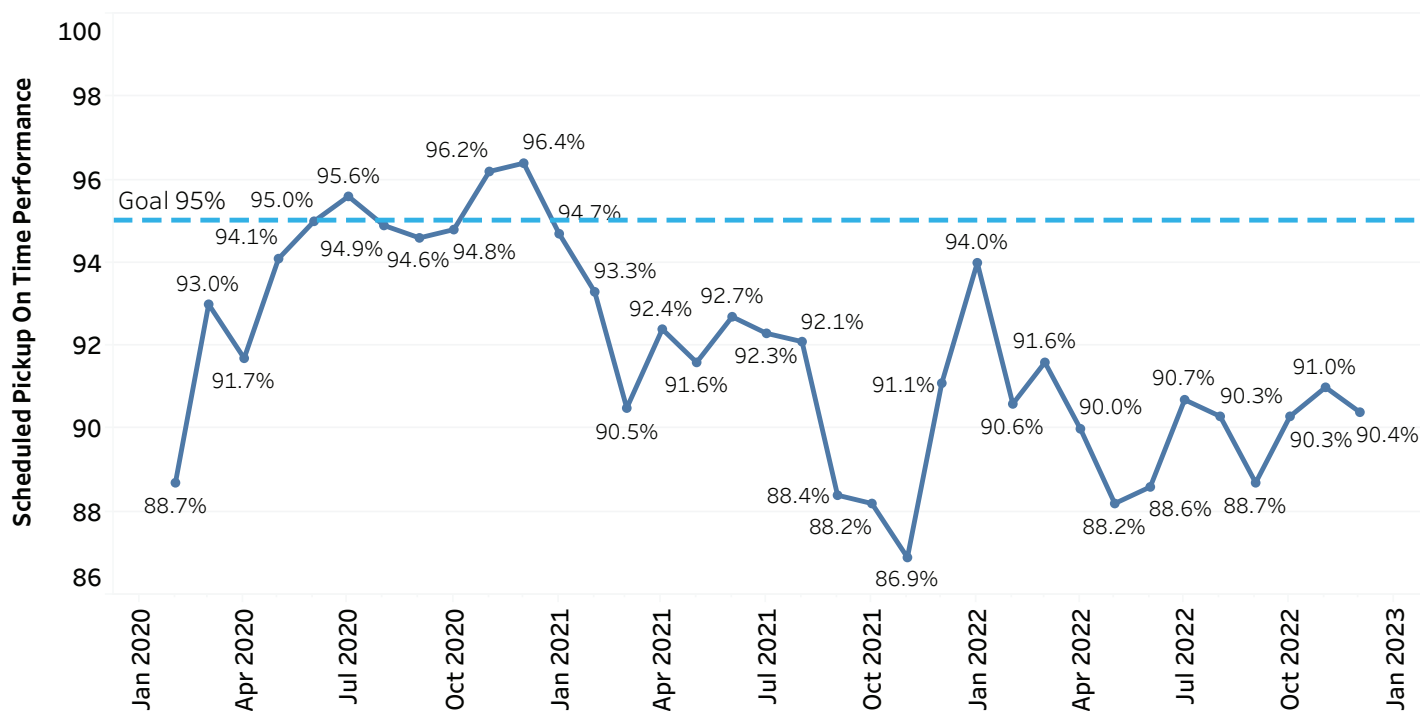
PARATRANSIT TOTAL TRIPS

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



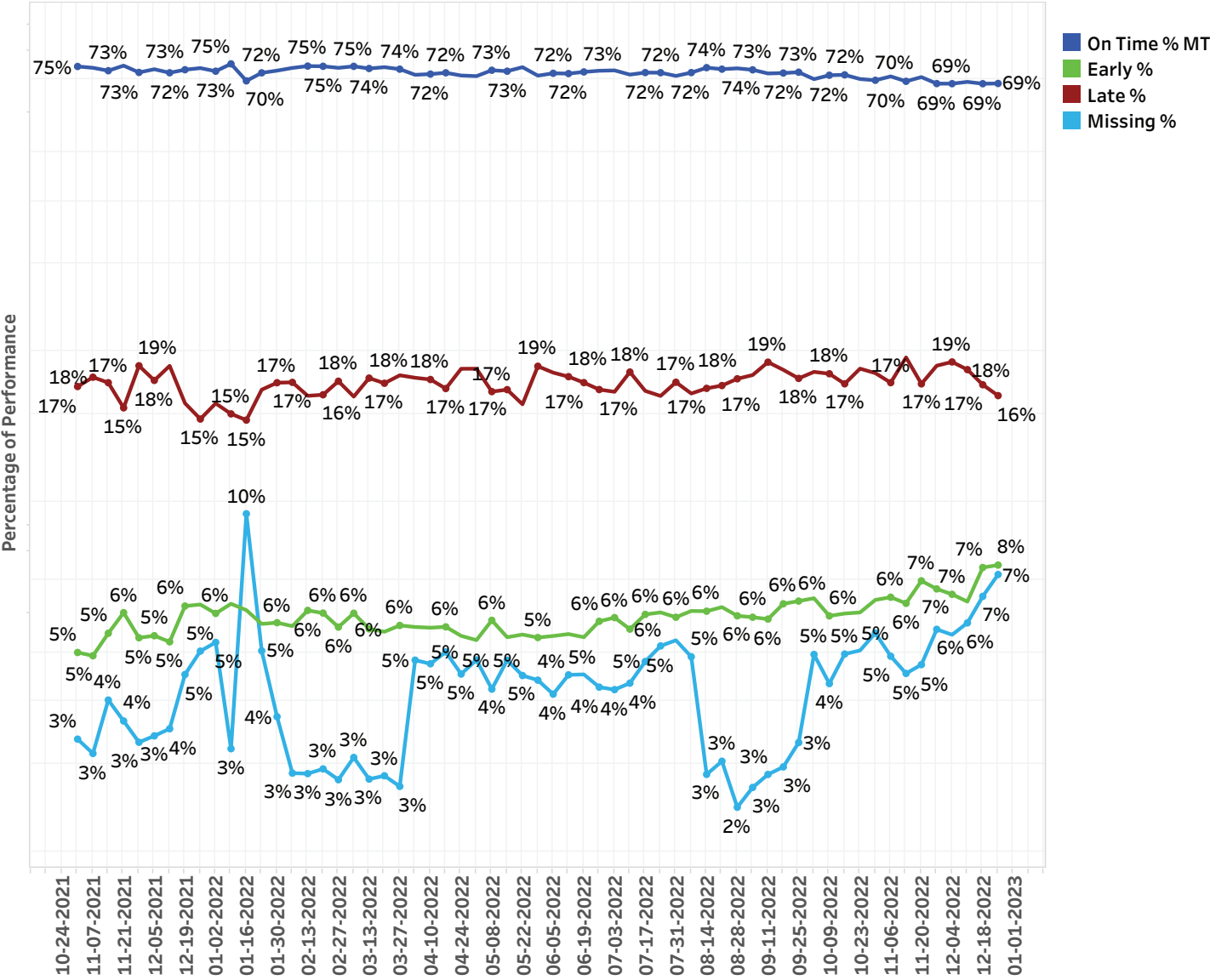
PARATRANSIT PICK-UP ON TIME PERFORMANCE

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



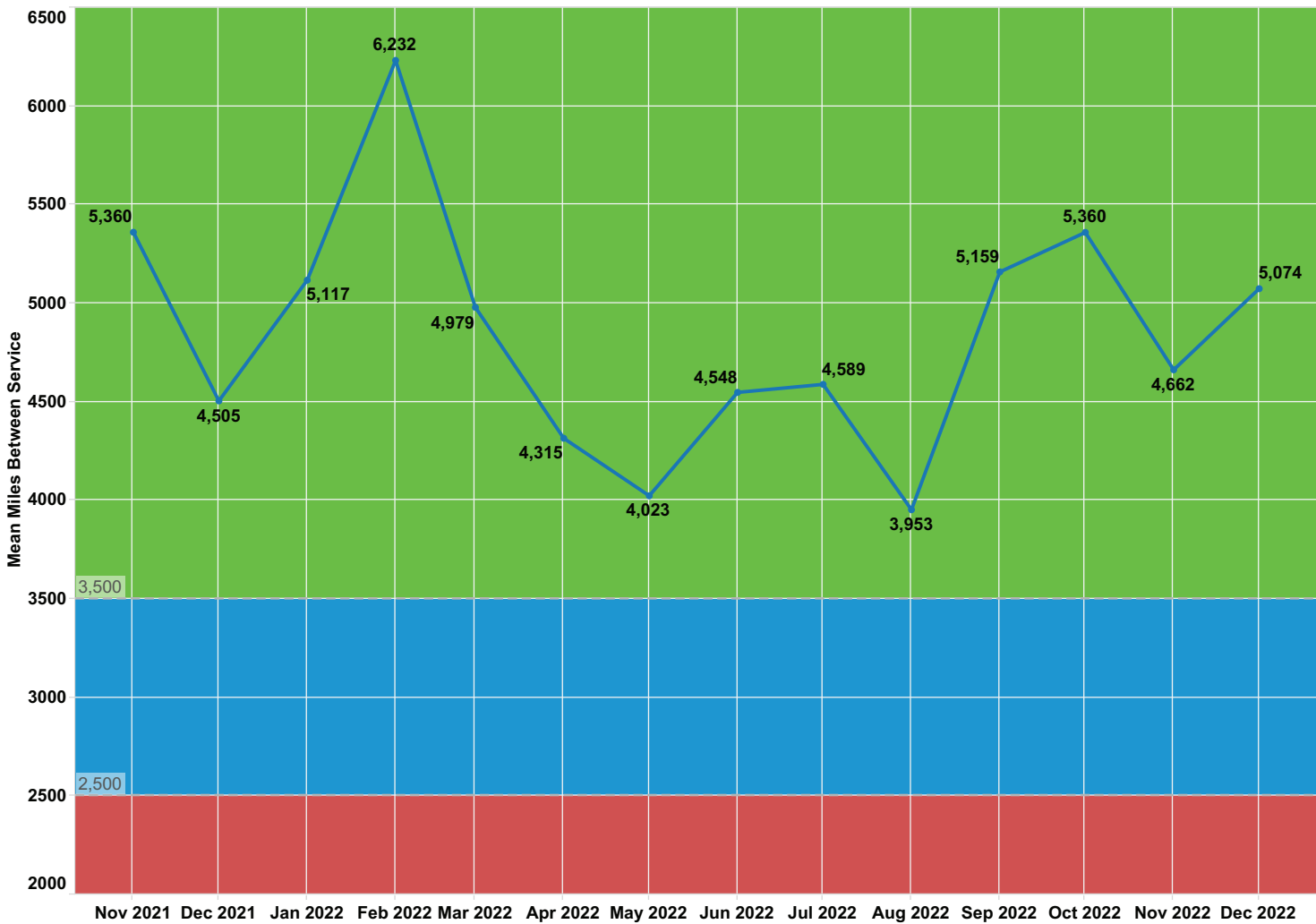
BUS ON-TIME PERFORMANCE

*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

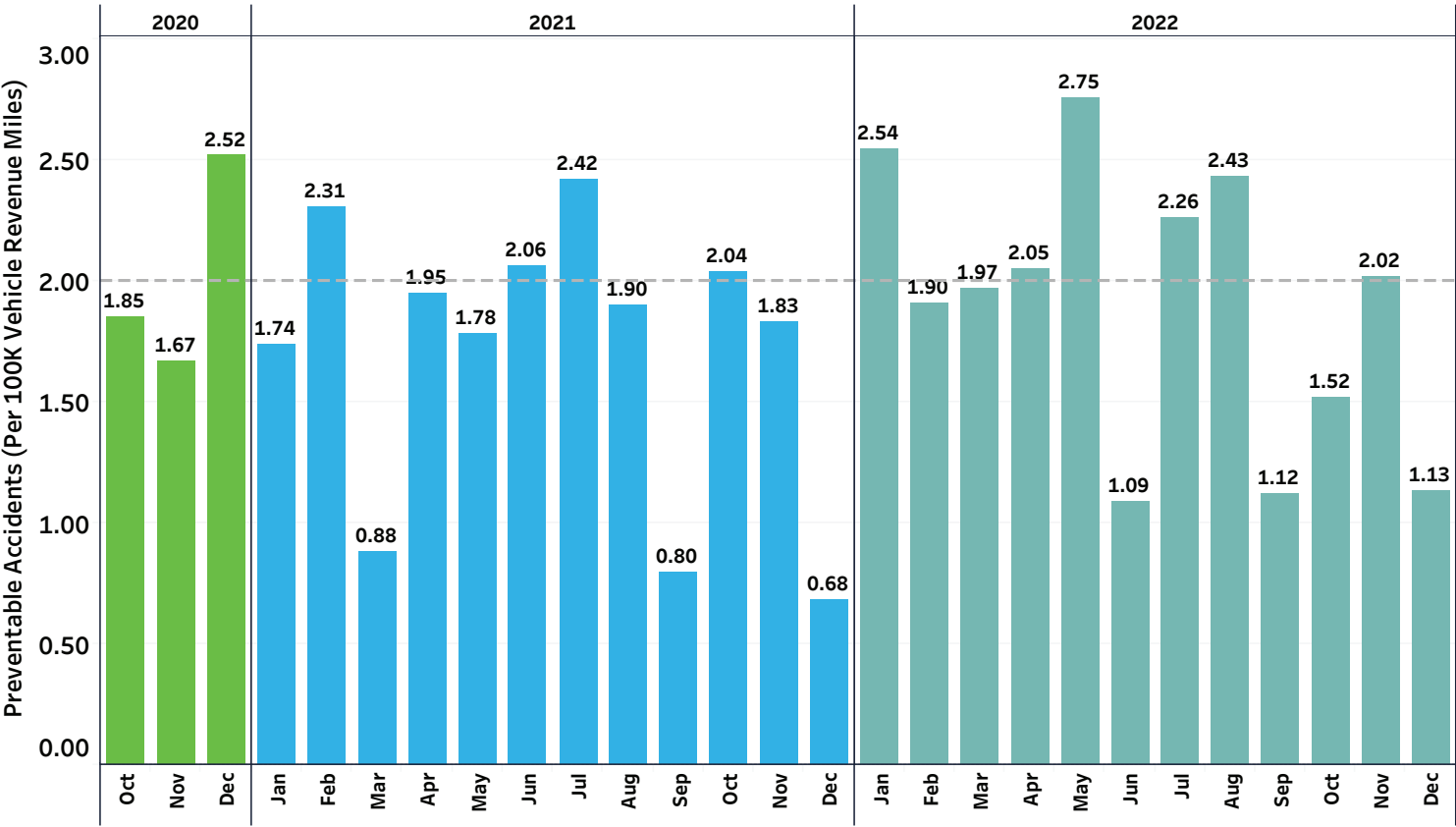
> 2,500 and < 3,500 Miles Between Service Interruptions: Less Than Optimal

> 3,500 Miles Between Service Interruptions: Optimal

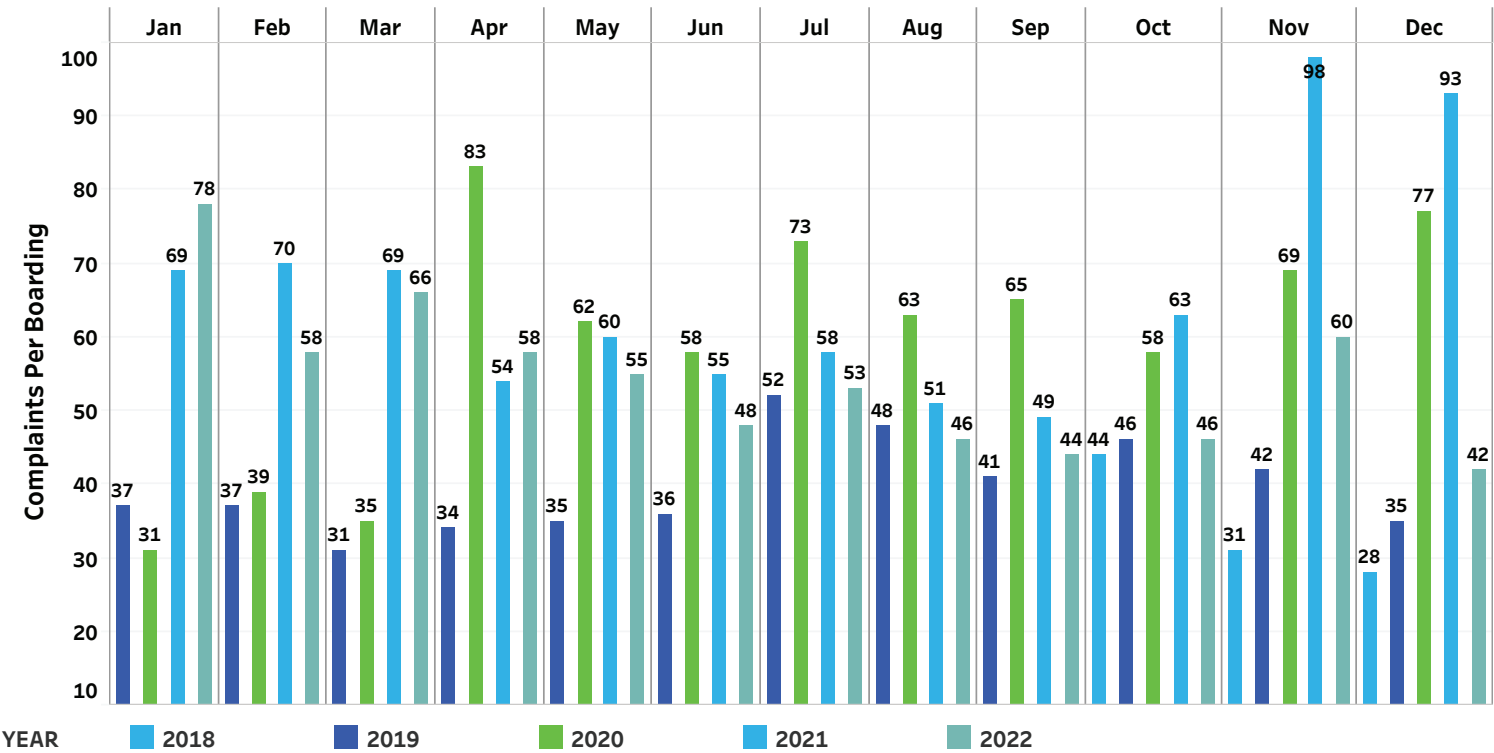


BUS PREVENTABLE ACCIDENTS – LAST 2 FULL YEARS

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



COMPLAINTS PER 100K BOARDINGS



GOHRT.COM - December 2021

OVERVIEW

Sessions	85,027
Users	118,212
Pageviews	195,080

DEVICE USAGE:

mobile	84.78%
desktop	14.19%
tablet	1.03%

TRAFFIC SOURCE PER SESSION

Organic Search	73.91%
Direct	22.46%
Referral	2.28%
Email	0.00%
(Other)	1.27%
Social	0.08%

PAGEVIEWS BY PAGE (TOP 10)

/index.html	10.862%
/routes/norfolk/index.html	6.516%
/route/20/index.html	5.762%
/routes/virginia-beach/index.html	3.480%
/routes/newport-news/index.html	3.368%
/route/1/index.html	3.280%
/route/15/index.html	2.836%
/route/3/index.html	2.711%
/routes/light-rail/index.html	2.564%
/route/112/index.html	2.251%

GOHRT.COM - December 2022

OVERVIEW

Sessions	100,162
Users	141,930
Pageviews	231,850

DEVICE USAGE:

mobile	87.43%
desktop	11.66%
tablet	0.91%

TRAFFIC SOURCE PER SESSION

Organic Search	74.40%
Direct	23.08%
Referral	1.95%
Email	0.04%
(Other)	0.39%
Social	0.14%

PAGEVIEWS BY PAGE (TOP 10)

/index.html	12.50%
/route/20/index.html	5.68%
/routes/norfolk/index.html	5.25%
/route/15/index.html	2.92%
/routes/newport-news/index.html	2.89%
/routes/virginia-beach/index.html	2.83%
/route/1/index.html	2.60%
/route/112/index.html	2.49%
/route/3/index.html	2.46%
/routes/light-rail/index.html	2.44%



HAMPTON ROADS
TRANSIT

Draft Financial Statement

NOVEMBER 2022 FISCAL YEAR 2023 FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

November 2022

FISCAL YEAR 2023	Annual		Month to Date			Year to Date			
Dollars in Thousands	Budget		Budget	Actual	Variance	Budget		Actual	Variance
Operating Revenue									
Passenger Revenue	\$	8,694.8	\$	724.6	\$ 675.9	\$	3,622.8	\$ 3,688.6	\$ 65.8
Advertising Revenue		800.0		66.7	41.9		333.3	269.5	(63.8)
Other Transportation Revenue		2,158.9		179.9	222.1		899.5	1,091.8	192.2
Non-Transportation Revenue		60.0		5.0	50.7		25.0	150.9	125.9
Total Operating Revenue		11,713.7		976.1	990.6		4,880.7	5,200.8	320.1
Non-Operating Revenue									
Federal Funding (5307/5337)		26,694.0		2,224.5	1,597.6		11,122.5	9,717.1	(1,405.4)
HRRTF Funding		10,319.0		859.9	454.4		4,299.6	1,685.0	(2,614.6)
State Funding		31,464.9		2,622.1	2,622.1		13,110.4	13,110.4	0.0
Local Funding		45,396.5		3,783.0	3,783.0		18,915.2	18,915.2	0.0
Total Non-Operating Revenue		113,874.4		9,489.5	8,457.2		47,447.7	43,427.7	(4,020.0)
TOTAL REVENUE	\$	125,588.1	\$	10,465.7	\$ 9,447.7	\$	52,328.4	\$ 48,628.5	\$ (3,699.8)
Personnel Services	\$	74,962.2	\$	6,144.2	\$ 5,755.2	\$	31,136.7	\$ 30,233.7	\$ 902.9
Contract Services		12,246.1		1,106.4	726.9		5,235.7	4,016.3	1,219.4
Materials & Supplies		6,110.0		514.1	483.2		2,519.5	2,371.3	148.2
Gas & Diesel		10,265.8		855.5	256.1		4,277.4	1,623.4	2,654.0
Contractor's Fuel Usage		1,881.0		156.8	16.4		783.8	307.6	476.2
Utilities		1,308.9		109.1	163.3		545.4	558.7	(13.4)
Casualties & Liabilities		4,045.1		340.4	359.2		1,662.1	1,809.0	(146.9)
Purchased Transportation		13,385.3		1,115.4	1,011.7		5,577.2	5,059.4	517.9
Other Miscellaneous Expenses		1,383.6		123.9	86.5		590.6	470.9	119.7
TOTAL EXPENSE	\$	125,588.1	\$	10,465.7	\$ 8,858.5	\$	52,328.4	\$ 46,450.3	\$ 5,878.0
SURPLUS (DEFICIT)					\$ 589.3			\$ 2,178.2	

- Line of Credit balance as of November 30, 2022, is \$8,135,878.53
- Non-Operating COVID Revenue and Expenses YTD - \$66,375

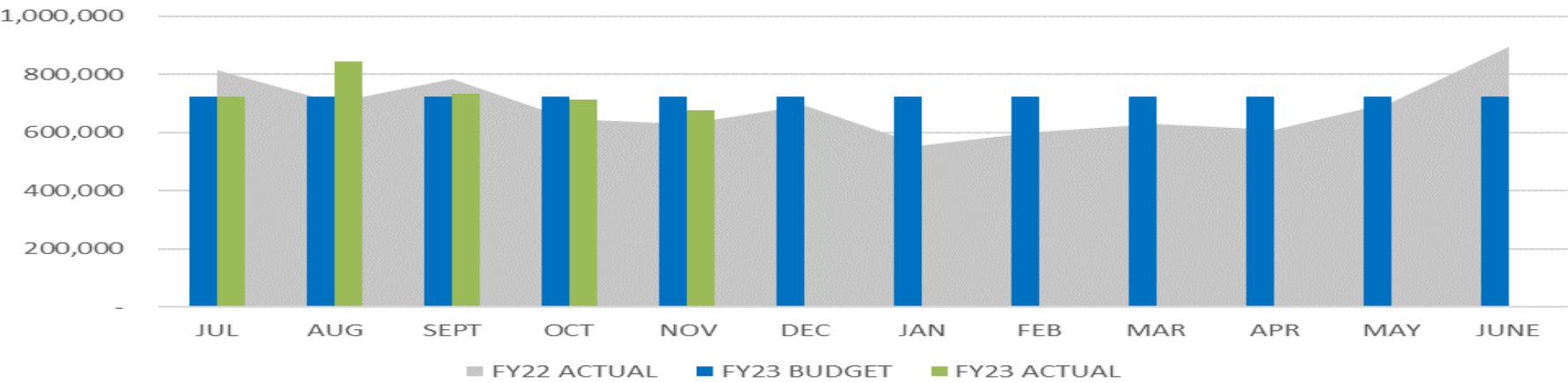
OPERATING FINANCIAL STATEMENTS

November 2022

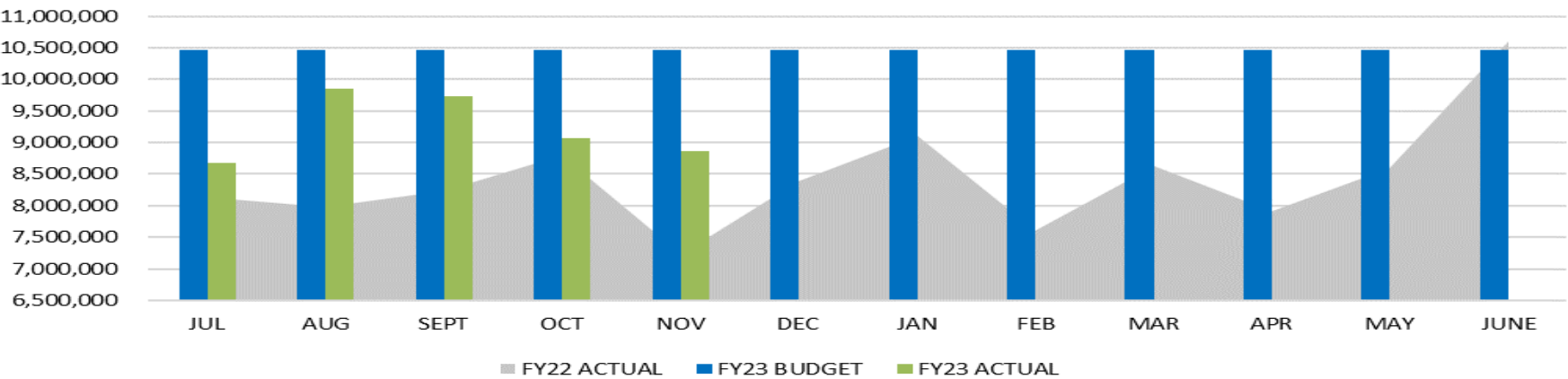
757 EXPRESS, 15-MINUTE INCREMENT

FISCAL YEAR 2023 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	\$ 56.6	\$ (16.7)	(22.7) %	\$ 366.4	\$ 232.7	\$ (133.7)	(36.5) %
RTS Program	10,319.0	859.9	454.4	(405.5)	(47.2) %	4,299.6	1,685.0	(2,614.6)	(60.8) %
TOTAL REVENUE	\$ 11,198.3	\$ 933.2	\$ 511.0	\$ (422.2)		\$ 4,666.0	\$ 1,917.6	\$ (2,748.3)	
Operating Expenses									
Personnel Services	\$ 7,997.5	\$ 666.5	\$ 396.1	\$ 270.4	40.6 %	\$ 3,332.3	\$ 1,482.1	\$ 1,850.1	55.5 %
Contract Services	966.9	80.6	39.6	41.0	50.9 %	402.9	158.7	244.1	60.6 %
Materials & Supplies	1,934.3	161.2	55.2	106.0	65.8 %	805.9	209.9	596.1	74.0 %
Utilities	74.3	6.2	5.8	0.4	6.6 %	30.9	14.1	16.8	54.3 %
Casualties & Liabilities	225.4	18.8	14.4	4.4	23.4 %	93.9	52.7	41.2	43.8 %
TOTAL EXPENSE	\$ 11,198.3	\$ 933.2	\$ 511.0	\$ 422.2		\$ 4,666.0	\$ 1,917.6	\$ 2,748.3	
SURPLUS (DEFICIT)			\$ -				\$ -		

Farebox Revenue



Total Expenses



OPERATING CROSSWALK

November 2022

YEAR-TO-DATE					
FISCAL YEAR 2023 (Dollars in Thousands)	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 3,622.8	\$ 3,391.3	\$ 297.3	\$ 3,688.6	\$ 65.8
Advertising Revenue	\$ 333.4	\$ 252.9	\$ 16.7	\$ 269.6	\$ (63.8)
Other Transportation Revenue	\$ 899.5	\$ -	\$ 1,091.8	\$ 1,091.8	\$ 192.3
Non-Transportation Revenue	\$ 25.0	\$ 65.0	\$ 85.9	\$ 150.9	\$ 125.9
Federal Funding (PM 5307/5337)	\$ 11,122.5	\$ 9,717.1	\$ -	\$ 9,717.1	\$ (1,405.4)
HRRTF Funding ¹	\$ 4,299.6	\$ -	\$ 1,685.0	\$ 1,685.0	\$ (2,614.6)
State Funding	\$ 13,110.4	\$ 13,110.4	\$ -	\$ 13,110.4	\$ -
Local Funding	\$ 18,915.2	\$ 18,915.2	\$ -	\$ 18,915.2	\$ -
TOTAL REVENUE:	\$ 52,328.4	\$ 45,451.9	\$ 3,176.7	\$ 48,628.6	\$ (3,699.8)
EXPENSE					
Personnel Services	\$ 31,136.7	\$ 28,442.2	\$ 1,791.6	\$ 30,233.8	\$ 902.9
Services	\$ 5,235.7	\$ 3,778.3	\$ 238.0	\$ 4,016.3	\$ 1,219.4
Materials & Supplies	\$ 7,580.7	\$ 4,047.4	\$ 254.9	\$ 4,302.3	\$ 3,278.4
Utilities	\$ 545.4	\$ 525.6	\$ 33.1	\$ 558.7	\$ (13.3)
Casualties & Liabilities	\$ 1,662.1	\$ 1,701.8	\$ 107.2	\$ 1,809.0	\$ (146.9)
Purchased Transportation	\$ 5,577.2	\$ 4,759.6	\$ 299.8	\$ 5,059.4	\$ 517.8
Other Miscellaneous Expenses	\$ 590.6	\$ 443.0	\$ 27.9	\$ 470.9	\$ 119.7
TOTAL EXPENSE:	\$ 52,328.4	\$ 43,697.9	\$ 2,752.5	\$ 46,450.4	\$ 5,878.0
BUDGET STATUS TO DATE²:	\$ -	\$ 1,754.0	\$ 424.2	\$ 2,178.2	\$ 2,178.2

1. Hampton Roads Regional Transit Funding for 757 Express and 15-minute increment.

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

FISCAL YEAR 2023 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 45,396.5	\$ 18,915.2	\$ 18,915.2	\$ -
Plus: Local Farebox	\$ 7,647.8	\$ 3,186.6	\$ 3,391.3	\$ 204.7
Locality Share - Sub-Total:	\$ 53,044.3	\$ 22,101.8	\$ 22,306.5	\$ 204.7
Plus: Federal Aid	\$ 26,694.1	\$ 11,122.5	\$ 9,717.1	\$ (1,405.4)
State Aid	\$ 31,464.9	\$ 13,110.4	\$ 13,110.4	\$ -
Total Revenue Contribution:	\$ 111,203.3	\$ 46,334.7	\$ 45,134.0	\$ (1,200.7)
Operating Expenses:	\$ 111,203.3	\$ 46,334.7	\$ 43,380.0	\$ (2,954.7)
Locality Budget Status to Date ¹ :	\$ 1,754.0			

KPI

Farebox Recovery:	6.9%	7.8%
Farebox % of Budgeted Expense:		7.3%

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

LOCALITY RECONCILIATION

November 2022

FISCAL YEAR 2023 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,723.7	\$ 1,134.8	\$ 1,134.8	\$ -
Plus: Local Farebox	\$ 455.0	\$ 189.6	\$ 173.4	\$ (16.2)
Locality Share - Sub-Total:	\$ 3,178.7	\$ 1,324.4	\$ 1,308.2	\$ (16.2)
Plus: Federal Aid	\$ 2,007.6	\$ 836.5	\$ 821.0	\$ (15.5)
State Aid	\$ 1,993.8	\$ 830.8	\$ 828.1	\$ (2.7)
Total Revenue Contribution:	\$ 7,180.1	\$ 2,991.7	\$ 2,957.3	\$ (34.4)
Operating Expenses:	\$ 7,180.1	\$ 2,991.7	\$ 2,790.9	\$ (200.8)
Locality Budget Status to Date ¹ :				\$ 166.4

KPI

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

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

FISCAL YEAR 2023 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,722.4	\$ 1,967.7	\$ 1,967.7	\$ -
Plus: Local Farebox	\$ 672.7	\$ 280.3	\$ 317.9	\$ 37.6
Locality Share - Sub-Total:	\$ 5,395.1	\$ 2,248.0	\$ 2,285.6	\$ 37.6
Plus: Federal Aid	\$ 3,265.3	\$ 1,360.6	\$ 1,389.8	\$ 29.2
State Aid	\$ 3,387.3	\$ 1,411.3	\$ 1,473.9	\$ 62.6
Total Revenue Contribution:	\$ 12,047.7	\$ 5,019.9	\$ 5,149.3	\$ 129.4
Operating Expenses:	\$ 12,047.7	\$ 5,019.9	\$ 4,903.7	\$ (116.2)
Locality Budget Status to Date ¹ :				\$ 245.6

KPI

Farebox Recovery:	5.6%	6.5%
Farebox % of Budgeted Expense:		6.3%

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

LOCALITY RECONCILIATION

November 2022

FISCAL YEAR 2023 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,492.8	\$ 3,122.0	\$ 3,122.0	\$ -
Plus: Local Farebox	\$ 1,111.7	\$ 463.2	\$ 546.7	\$ 83.5
Locality Share - Sub-Total:	\$ 8,604.5	\$ 3,585.2	\$ 3,668.7	\$ 83.5
Plus: Federal Aid	\$ 4,917.0	\$ 2,048.7	\$ 1,939.4	\$ (109.3)
State Aid	\$ 5,337.1	\$ 2,223.8	\$ 2,279.6	\$ 55.8
Total Revenue Contribution:	\$ 18,858.6	\$ 7,857.7	\$ 7,887.7	\$ 30.0
Operating Expenses:	\$ 18,858.6	\$ 7,857.7	\$ 7,539.3	\$ (318.4)
Locality Budget Status to Date ¹ :	\$ 348.4			

KPI

Farebox Recovery:	5.9%	7.3%
Farebox % of Budgeted Expense:		7.0%

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

FISCAL YEAR 2023 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 19,709.4	\$ 8,212.3	\$ 8,212.3	\$ -
Plus: Local Farebox	\$ 3,560.9	\$ 1,483.7	\$ 1,518.4	\$ 34.7
Locality Share - Sub-Total:	\$ 23,270.3	\$ 9,696.0	\$ 9,730.7	\$ 34.7
Plus: Federal Aid	\$ 9,763.3	\$ 4,068.0	\$ 2,545.5	\$ (1,522.5)
State Aid	\$ 13,163.5	\$ 5,484.8	\$ 5,130.9	\$ (353.9)
Total Revenue Contribution:	\$ 46,197.1	\$ 19,248.8	\$ 17,407.1	\$ (1,841.7)
Operating Expenses:	\$ 46,197.1	\$ 19,248.8	\$ 16,866.7	\$ (2,382.1)
Locality Budget Status to Date ¹ :				\$ 540.4

KPI

Farebox Recovery:	7.7%	9.0%
Farebox % of Budgeted Expense:		7.9%

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	\$ 1,200.1	\$ 1,200.1	\$ -
Plus: Local Farebox	\$ 559.6	\$ 233.2	\$ 228.4	\$ (4.8)
Locality Share - Sub-Total:	\$ 3,439.8	\$ 1,433.3	\$ 1,428.5	\$ (4.8)
Plus: Federal Aid	\$ 1,942.8	\$ 809.5	\$ 759.5	\$ (50.0)
State Aid	\$ 2,072.7	\$ 863.6	\$ 863.4	\$ (0.2)
Total Revenue Contribution:	\$ 7,455.3	\$ 3,106.4	\$ 3,051.4	\$ (55.0)
Operating Expenses:	\$ 7,455.3	\$ 3,106.4	\$ 2,906.4	\$ (200.0)
Locality Budget Status to Date ¹ :	\$ 145.0			

KPI

Farebox Recovery:	7.5%	7.9%
Farebox % of Budgeted Expense:		7.4%

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

LOCALITY RECONCILIATION

November 2022

FISCAL YEAR 2023 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,868.0	\$ 3,278.3	\$ 3,278.3	\$ -
Plus: Local Farebox	\$ 1,287.9	\$ 536.6	\$ 606.5	\$ 69.9
Locality Share - Sub-Total:	\$ 9,155.9	\$ 3,814.9	\$ 3,884.8	\$ 69.9
Plus: Federal Aid	\$ 4,798.1	\$ 1,999.2	\$ 2,261.9	\$ 262.7
State Aid	\$ 5,510.5	\$ 2,296.1	\$ 2,534.5	\$ 238.4
Total Revenue Contribution:	\$ 19,464.5	\$ 8,110.2	\$ 8,681.2	\$ 571.0
Operating Expenses:	\$ 19,464.5	\$ 8,110.2	\$ 8,373.0	\$ 262.8
Locality Budget Status to Date ¹ :				\$ 308.2

KPI

Farebox Recovery:	6.6%	7.2%
Farebox % of Budgeted Expense:		7.5%

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



HAMPTON ROADS
TRANSIT

Draft Financial Statement

DECEMBER 2022 FISCAL YEAR 2023 FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

December 2022

FISCAL YEAR 2023 Dollars in Thousands	Annual		Month to Date			Year to Date			
	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 8,694.8	\$ 724.6	\$ 594.4	\$ (130.1)	(18.0) %	\$ 4,347.4	\$ 4,283.0	\$ (64.3)	(1.5) %
Advertising Revenue	800.0	66.7	29.0	(37.7)	(56.6) %	400.0	298.5	(101.5)	(25.4) %
Other Transportation Revenue	2,158.9	179.9	222.1	42.2	23.4 %	1,079.5	1,313.8	234.4	21.7 %
Non-Transportation Revenue	60.0	5.0	25.0	20.0	399.3 %	30.0	175.9	145.9	486.3 %
Total Operating Revenue	11,713.7	976.1	870.4	(105.7)	(10.8) %	5,856.8	6,071.2	214.4	3.7 %
Non-Operating Revenue									
Federal Funding (5307/5337)	26,694.0	2,224.5	2,525.9	301.4	13.5 %	13,347.0	12,243.0	(1,104.0)	(8.3) %
HRRTF Funding	10,319.0	859.9	538.3	(321.7)	(37.4) %	5,159.5	2,223.2	(2,936.3)	(56.9) %
State Funding	31,464.9	2,622.1	2,622.1	0.0	0.0 %	15,732.5	15,732.5	0.0	0.0 %
Local Funding	45,396.5	3,783.0	3,783.0	(0.0)	(0.0) %	22,698.3	22,698.3	0.0	0.0 %
Total Non-Operating Revenue	113,874.4	9,489.5	9,469.3	(20.3)	(0.2) %	56,937.2	52,897.0	(4,040.2)	(7.1) %
TOTAL REVENUE	\$ 125,588.1	\$ 10,465.7	\$ 10,339.7	\$ (126.0)		\$ 62,794.0	\$ 58,968.2	\$ (3,825.8)	
Personnel Services	\$ 74,962.2	\$ 6,261.2	\$ 5,878.7	\$ 382.6	6.1 %	\$ 37,397.9	\$ 36,112.4	\$ 1,285.5	3.4 %
Contract Services	12,246.1	1,007.1	885.2	121.9	12.1 %	6,242.8	4,901.5	1,341.3	21.5 %
Materials & Supplies	6,110.0	507.4	460.1	47.3	9.3 %	3,026.9	2,831.3	195.5	6.5 %
Gas & Diesel	10,265.8	855.5	1,117.3	(261.8)	(30.6) %	5,132.9	2,740.8	2,392.1	46.6 %
Contractor's Fuel Usage	1,881.0	156.8	41.1	115.6	73.8 %	940.5	348.7	591.8	62.9 %
Utilities	1,308.9	109.1	129.6	(20.5)	(18.8) %	654.4	688.3	(33.9)	(5.2) %
Casualties & Liabilities	4,045.1	340.4	359.2	(18.8)	(5.5) %	2,002.6	2,168.2	(165.7)	(8.3) %
Purchased Transportation	13,385.3	1,115.4	949.9	165.5	14.8 %	6,692.6	6,009.3	683.4	10.2 %
Other Miscellaneous Expenses	1,383.6	112.9	93.1	19.8	17.5 %	703.5	563.9	139.5	19.8 %
TOTAL EXPENSE	\$ 125,588.1	\$ 10,465.7	\$ 9,914.2	\$ 551.5		\$ 62,794.0	\$ 56,364.5	\$ 6,429.5	
SURPLUS (DEFICIT)			\$ 425.5				\$ 2,603.7		

- Line of Credit balance as of December 30, 2022, is \$1,365,142.52
- Non-Operating COVID Revenue and Expenses YTD - \$92,677

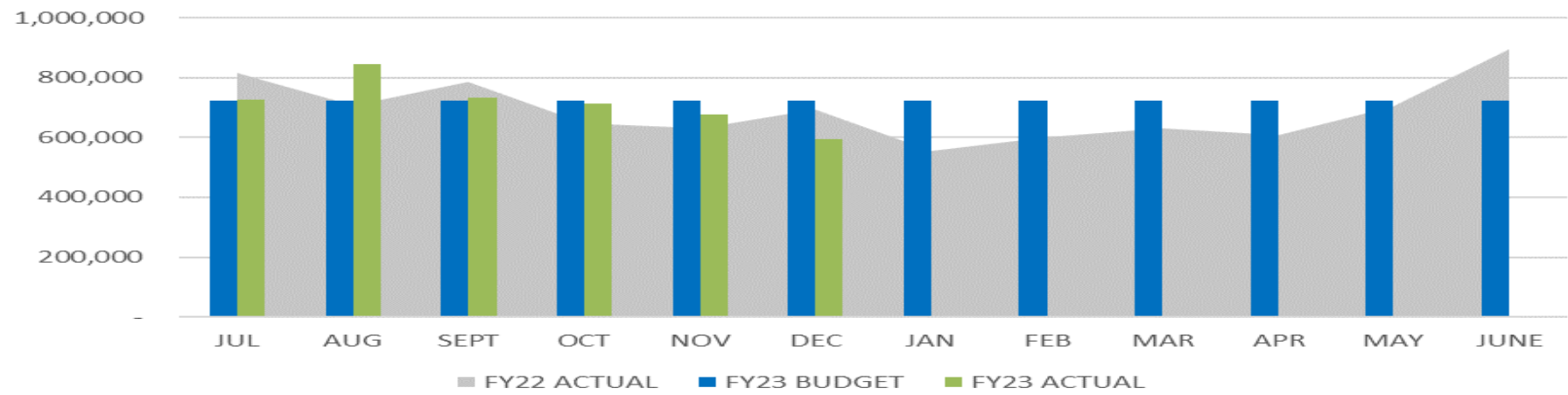
OPERATING FINANCIAL STATEMENTS

December 2022

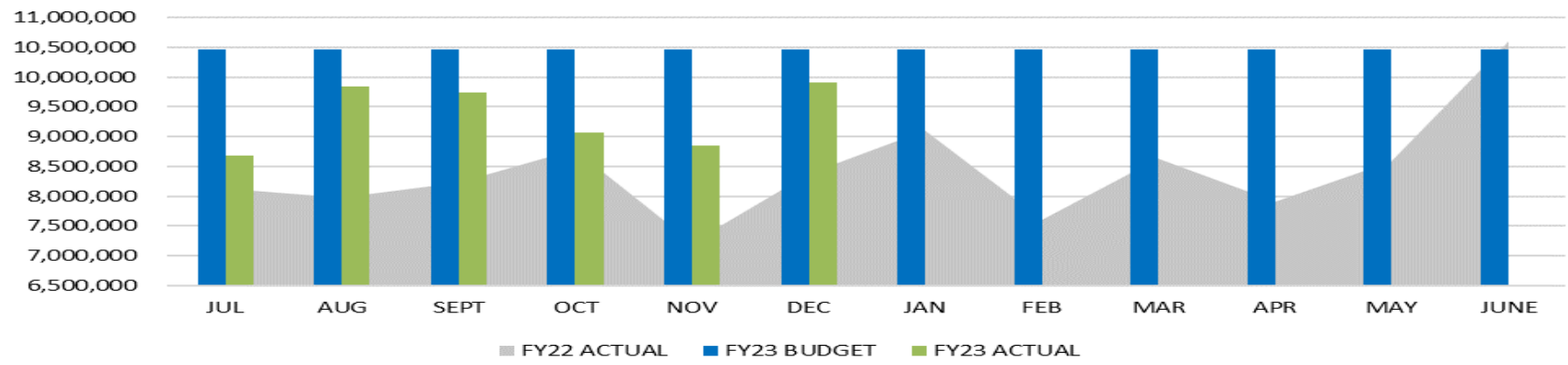
757 EXPRESS, 15-MINUTE INCREMENT

FISCAL YEAR 2023	Annual		Month to Date			Year to Date			
Dollars in Thousands	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 879.4	\$ 73.3	\$ 52.8	\$ (20.5)	(28.0) %	\$ 439.7	\$ 285.4	\$ (154.2)	(35.1) %
RTS Program	10,319.0	859.9	538.3	(321.7)	(37.4) %	5,159.5	2,223.2	(2,936.3)	(56.9) %
TOTAL REVENUE	\$ 11,198.3	\$ 933.2	\$ 591.0	\$ (342.2)		\$ 5,599.2	\$ 2,508.6	\$ (3,090.5)	
Personnel Services	\$ 7,997.5	\$ 666.5	\$ 415.7	\$ 250.7	37.6 %	\$ 3,998.7	\$ 1,897.9	\$ 2,100.9	52.5 %
Contract Services	966.9	80.6	45.5	35.1	43.5 %	483.5	204.3	279.2	57.7 %
Materials & Supplies	1,934.3	161.2	110.2	51.0	31.7 %	967.1	320.0	647.1	66.9 %
Utilities	74.3	6.2	4.7	1.5	24.5 %	37.1	18.8	18.3	49.3 %
Casualties & Liabilities	225.4	18.8	14.9	3.9	20.6 %	112.7	67.7	45.0	40.0 %
TOTAL EXPENSE	\$ 11,198.3	\$ 933.2	\$ 591.0	\$ 342.2		\$ 5,599.2	\$ 2,508.6	\$ 3,090.5	
SURPLUS (DEFICIT)			\$ -				\$ -		

Farebox Revenue



Total Expenses



OPERATING CROSSWALK

December 2022

FISCAL YEAR 2023 (Dollars in Thousands)	YEAR-TO-DATE				
	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 4,347.4	\$ 3,922.5	\$ 360.5	\$ 4,283.0	\$ (64.4)
Advertising Revenue	\$ 400.0	\$ 279.1	\$ 19.4	\$ 298.5	\$ (101.5)
Other Transportation Revenue	\$ 1,079.4	\$ -	\$ 1,313.8	\$ 1,313.8	\$ 234.4
Non-Transportation Revenue	\$ 30.0	\$ 76.9	\$ 99.0	\$ 175.9	\$ 145.9
Federal Funding (PM 5307/5337)	\$ 13,347.0	\$ 12,243.0	\$ -	\$ 12,243.0	\$ (1,104.0)
HRRTF Funding ¹	\$ 5,159.4	\$ -	\$ 2,223.2	\$ 2,223.2	\$ (2,936.2)
State Funding	\$ 15,732.5	\$ 15,732.5	\$ -	\$ 15,732.5	\$ -
Local Funding	\$ 22,698.3	\$ 22,698.3	\$ -	\$ 22,698.3	\$ -
TOTAL REVENUE:	\$ 62,794.0	\$ 54,952.3	\$ 4,015.9	\$ 58,968.2	\$ (3,825.8)
EXPENSE					
Personnel Services	\$ 37,397.9	\$ 33,851.5	\$ 2,260.9	\$ 36,112.4	\$ 1,285.5
Services	\$ 6,242.8	\$ 4,594.7	\$ 306.8	\$ 4,901.5	\$ 1,341.3
Materials & Supplies	\$ 9,100.2	\$ 5,550.1	\$ 370.7	\$ 5,920.8	\$ 3,179.4
Utilities	\$ 654.4	\$ 645.2	\$ 43.1	\$ 688.3	\$ (33.9)
Casualties & Liabilities	\$ 2,002.6	\$ 2,032.5	\$ 135.8	\$ 2,168.3	\$ (165.7)
Purchased Transportation	\$ 6,692.6	\$ 5,633.0	\$ 376.2	\$ 6,009.2	\$ 683.4
Other Miscellaneous Expenses	\$ 703.5	\$ 528.6	\$ 35.4	\$ 564.0	\$ 139.5
TOTAL EXPENSE:	\$ 62,794.0	\$ 52,835.6	\$ 3,528.9	\$ 56,364.5	\$ 6,429.5
BUDGET STATUS TO DATE²:	\$ -	\$ 2,116.7	\$ 487.0	\$ 2,603.7	\$ 2,603.7

1. Hampton Roads Regional Transit Funding for 757 Express and 15-minute increment.

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

LOCALITY RECONCILIATION

December 2022

FISCAL YEAR 2023 (Dollars in Thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 45,396.5	\$ 22,698.3	\$ 22,698.3	\$ -
Plus: Local Farebox	\$ 7,647.8	\$ 3,824.1	\$ 3,922.5	\$ 98.4
Locality Share - Sub-Total:	\$ 53,044.3	\$ 26,522.4	\$ 26,620.8	\$ 98.4
Plus: Federal Aid	\$ 26,694.1	\$ 13,347.0	\$ 12,243.0	\$ (1,104.0)
State Aid	\$ 31,464.9	\$ 15,732.5	\$ 15,732.5	\$ -
Total Revenue Contribution:	\$111,203.3	\$ 55,601.9	\$ 54,596.3	\$ (1,005.6)
Operating Expenses:	\$111,203.3	\$ 55,601.8	\$ 52,479.5	\$ (3,122.3)
Locality Budget Status to Date ¹ :	\$ 2,116.7			
KPI				
Farebox Recovery:	6.9%		7.5%	
Farebox % of Budgeted Expense:			7.1%	

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

FISCAL YEAR 2023 (Dollars in Thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 2,723.7	\$ 1,361.9	\$ 1,361.9	\$ -
Plus: Local Farebox	\$ 455.0	\$ 227.5	\$ 204.1	\$ (23.4)
Locality Share - Sub-Total:	\$ 3,178.7	\$ 1,589.4	\$ 1,566.0	\$ (23.4)
Plus: Federal Aid	\$ 2,007.6	\$ 1,003.8	\$ 1,040.7	\$ 36.9
State Aid	\$ 1,993.8	\$ 996.9	\$ 1,003.7	\$ 6.8
Total Revenue Contribution:	\$ 7,180.1	\$ 3,590.1	\$ 3,610.4	\$ 20.3
Operating Expenses:	\$ 7,180.1	\$ 3,590.1	\$ 3,411.3	\$ (178.8)
Locality Budget Status to Date ¹ :	\$ 199.1			

KPI

Farebox Recovery:	6.3%	6.0%
Farebox % of Budgeted Expense:		5.7%

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

LOCALITY RECONCILIATION

December 2022

FISCAL YEAR 2023 (Dollars in Thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 4,722.4	\$ 2,361.2	\$ 2,361.2	\$ -
Plus: Local Farebox	\$ 672.7	\$ 336.4	\$ 375.7	\$ 39.3
Locality Share - Sub-Total:	\$ 5,395.1	\$ 2,697.6	\$ 2,736.9	\$ 39.3
Plus: Federal Aid	\$ 3,265.3	\$ 1,632.7	\$ 1,754.1	\$ 121.4
State Aid	\$ 3,387.3	\$ 1,693.6	\$ 1,783.9	\$ 90.3
Total Revenue Contribution:	\$ 12,047.7	\$ 6,023.9	\$ 6,274.9	\$ 251.0
Operating Expenses:	\$ 12,047.7	\$ 6,023.9	\$ 5,983.2	\$ (40.7)
Locality Budget Status to Date ¹ :	\$ 291.7			

KPI

Farebox Recovery:	5.6%	6.3%
Farebox % of Budgeted Expense:		6.2%

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

FISCAL YEAR 2023 (Dollars in Thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,492.8	\$ 3,746.4	\$ 3,746.4	\$ -
Plus: Local Farebox	\$ 1,111.7	\$ 555.9	\$ 636.6	\$ 80.7
Locality Share - Sub-Total:	\$ 8,604.5	\$ 4,302.3	\$ 4,383.0	\$ 80.7
Plus: Federal Aid	\$ 4,917.0	\$ 2,458.5	\$ 2,476.7	\$ 18.2
State Aid	\$ 5,337.1	\$ 2,668.6	\$ 2,758.6	\$ 90.0
Total Revenue Contribution:	\$ 18,858.6	\$ 9,429.4	\$ 9,618.3	\$ 188.9
Operating Expenses:	\$ 18,858.6	\$ 9,429.2	\$ 9,196.4	\$ (232.8)
Locality Budget Status to Date ¹ :	\$ 421.7			

KPI

Farebox Recovery:	5.9%	6.9%
Farebox % of Budgeted Expense:		6.8%

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

FISCAL YEAR 2023 (Dollars in Thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 19,709.4	\$ 9,854.7	\$ 9,854.7	\$ -
Plus: Local Farebox	\$ 3,560.9	\$ 1,780.5	\$ 1,754.8	\$ (25.7)
Locality Share - Sub-Total:	\$ 23,270.3	\$ 11,635.2	\$ 11,609.5	\$ (25.7)
Plus: Federal Aid	\$ 9,763.3	\$ 4,881.6	\$ 3,353.4	\$ (1,528.2)
State Aid	\$ 13,163.5	\$ 6,581.8	\$ 6,183.4	\$ (398.4)
Total Revenue Contribution:	\$ 46,197.1	\$ 23,098.6	\$ 21,146.3	\$ (1,952.3)
Operating Expenses:	\$ 46,197.1	\$ 23,098.6	\$ 20,487.7	\$ (2,610.9)
Locality Budget Status to Date ¹ :				\$ 658.6

KPI

Farebox Recovery:	7.7%	8.6%
Farebox % of Budgeted Expense:		7.6%

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	\$ 1,440.1	\$ 1,440.1	\$ -
Plus: Local Farebox	\$ 559.6	\$ 279.8	\$ 263.0	\$ (16.8)
Locality Share - Sub-Total:	\$ 3,439.8	\$ 1,719.9	\$ 1,703.1	\$ (16.8)
Plus: Federal Aid	\$ 1,942.8	\$ 971.4	\$ 966.2	\$ (5.2)
State Aid	\$ 2,072.7	\$ 1,036.3	\$ 1,041.9	\$ 5.6
Total Revenue Contribution:	\$ 7,455.3	\$ 3,727.6	\$ 3,711.2	\$ (16.4)
Operating Expenses:	\$ 7,455.3	\$ 3,727.7	\$ 3,536.9	\$ (190.8)
Locality Budget Status to Date ¹ :				\$ 174.4

KPI

Farebox Recovery:	7.5%	7.4%
Farebox % of Budgeted Expense:		7.1%

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

FISCAL YEAR 2023 (Dollars in Thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 7,868.0	\$ 3,934.0	\$ 3,934.0	\$ -
Plus: Local Farebox	\$ 1,287.9	\$ 644.0	\$ 688.3	\$ 44.3
Locality Share - Sub-Total:	\$ 9,155.9	\$ 4,578.0	\$ 4,622.3	\$ 44.3
Plus: Federal Aid	\$ 4,798.1	\$ 2,399.0	\$ 2,651.9	\$ 252.9
State Aid	\$ 5,510.5	\$ 2,755.3	\$ 2,961.0	\$ 205.7
Total Revenue Contribution:	\$ 19,464.5	\$ 9,732.3	\$ 10,235.2	\$ 502.9
Operating Expenses:	\$ 19,464.5	\$ 9,732.3	\$ 9,864.0	\$ 131.7
Locality Budget Status to Date ¹ :				\$ 371.2

KPI

Farebox Recovery:	6.6%	7.0%
Farebox % of Budgeted Expense:		7.1%

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

Contract No.: 21-00160	Title: Credit Card Merchant Processing Services (Renewal)	Contract Amount: Two Base Years: \$ 60,984.72 Three Option Years: <u>\$ 91,477.08</u> Total: \$152,461.80
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Acquisition Description: Enter into a renewal contract with a qualified Contractor to provide credit card merchant processing services for Hampton Roads Transit's (HRT's) Point of Service (POS) terminals.

Background: HRT requires a firm to provide credit card merchant processing equipment and services, including POS terminals and eCommerce services and support. Under the terms of this agreement, the Contractor shall accept debit and credit card payments from all major vendors (Visa, MasterCard, American Express, and Discover); and provide web access to HRT to view and monitor real-time transactions and account management.

Contract Approach: A Request for Proposals was issued on March 14, 2022. Two (2) proposals were received on May 6, 2022, from the following firms:

- AllPaid, Inc. dba GovPayNet (AllPaid)
- TowneBank

Upon review and evaluation of the technical proposals, both firms were deemed qualified to meet the Scope of Work requirements and were subsequently invited to provide technical clarifications on their approach.

At the conclusion of discussions, negotiations were held with both firms 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, Best and Final Offers (BAFOs) were requested. The BAFOs included a more accurate estimated transaction volume to ensure a like comparison. The estimated transaction volume provided in the initial Request for Proposal was based on outdated information.

After an analysis of the BAFOs received, HRT Staff determined that AllPaid provided the best value to HRT based on a combination of technical capability and price. As a result of the negotiations, a price analysis conducted, and the fact that pricing was obtained in a competitive environment, AllPaid's BAFO was deemed fair and reasonable.

Special Circumstances: Although AllPaid's BAFO pricing was deemed fair and reasonable, following notification of HRT's intention to award the contract to the firm, AllPaid withdrew their offer. AllPaid indicated that it is currently in the process of converting from a legacy platform to an Amazon Web Services (AWS) platform and the firm's new executive leadership determined that the proposed price will not cover the cost of the conversion.

Contract No.: 21-00160	Title: Credit Card Merchant Processing Services (Renewal)	Contract Amount: Two Base Years: \$ 60,984.72 Three Option Years: <u>\$ 91,477.08</u> Total: \$152,461.80
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As a result of AllPaid's withdrawal, a decision was made to award the contract to TowneBank. Based on the price analysis performed, and AllPaid's decision regarding their proposed pricing, TowneBank's pricing is deemed fair and reasonable. A contractor responsibility review confirmed that Townebank is both technically and financially capable to perform the work.

TowneBank is headquartered in Suffolk, VA, and has provided similar services for Williamsburg Area Transit Authority, in Williamsburg, VA; Central Virginia Waste Management Authority, in Richmond, VA; and Tidewater Green Materials and Recycle, LLC, in Chesapeake, VA. TowneBank has also been providing similar services to HRT satisfactorily.

The contract will be awarded for a base period of two (2) years, with three (3) additional one-year options.

No DBE goal was assigned for this solicitation.

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

Project Manager: Sheri Dixon, Director of Revenue

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to TowneBank to provide credit card merchant processing services in the not-to-exceed amount of \$152,461.80 for five (5) years.

Solicitation Results

Offeror	Offer	Best and Final Offer
TowneBank	\$84,983.40	\$152,461.80
AllPaid, Inc. dba GovPayNet*	\$110,000.00	\$91,756.80

*AllPaid, Inc. withdrew their offer following receipt of BAFOs.

TowneBank's Proposal Summary

Base Year	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Total Bid Price
\$30,492.36	\$30,492.36	\$30,492.36	\$30,492.36	\$30,492.36	\$152,461.80



HAMPTON ROADS
TRANSIT

Credit Card Merchant Processing Services
Contract No.: 21-00160

gohrt.com

Preceding Contracts

TowneBank

Customer Service

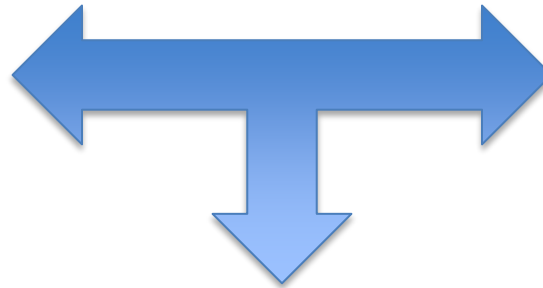
POS Credit Card Processing



Elavon

eCommerce

Credit Card Processing



Credit Card Merchant Processing Services

Fare Media Sales



HAMPTON ROADS TRANSIT

Solicitation Results

Offeror	Offer	Best and Final Offer (BAFO)
TowneBank	\$84,983.40 ¹	\$152,461.80
AllPaid, Inc. dba GovPayNet	\$110,000.00	\$91,756.80 ²

¹TowneBank's original offer did not reflect adding eCommerce processing and was based on a different timeframe.

²AllPaid, Inc. *withdrew* their offer upon being notified of HRT's intention to award the contract to the firm. AllPaid indicated that it is currently in the process of converting from a legacy platform to an Amazon Web Services (AWS) platform and the firm's new executive leadership determined that the proposed price will not cover the cost of the conversion.

TowneBank BAFO Proposal

Base Year 1	Base Year 2	Option Year 1	Option Year 2	Option Year 3	Total Bid Price
\$30,492.36	\$30,492.36	\$30,492.36	\$30,492.36	\$30,492.36	\$152,461.80

BAFO Pricing			
Year of Services	Months of Service	Monthly Processing Fee	Total Price
Base Year 1	12	\$ 2,541.03	\$ 30,492.36
Base Year 2	12	\$ 2,541.03	\$ 30,492.36
Option Year 1	12	\$ 2,541.03	\$ 30,492.36
Option Year 2	12	\$ 2,541.03	\$ 30,492.36
Option Year 3	12	\$ 2,541.03	\$ 30,492.36
TOTAL PRICE			\$ 152,461.80

TowneBank BAFO Analysis

BAFO Period of Estimation	Sales	Transactions	Processing Fees	Effective Processing Rate	TowneBank Processing Fees	TowneBank Effective Processing Rate
FY20	\$646,952.85	3,383	\$36,664.46	5.67%	\$30,492.36	4.71%
Estimated Reduction						-0.96%



Contract No.: 22-00210	Title: Facilities General Contractor Services	Contract Amount: \$1,500,000.00 1 yr. w/2-1 yr. options
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Acquisition Description: Enter into a contract with two (2) qualified Contractors to provide general contractor services for Hampton Roads Transit's (HRT's) Facilities Department on a Task Order basis.

Background: HRT requires the services of a qualified Contractor to perform a variety of general commercial renovation, site work, and repair work (not otherwise contracted by HRT) on a Task Order basis. Work may involve repairs and/or new installations at any of HRT's facilities located throughout Hampton Roads. Under the terms of this agreement, all work performed, and materials provided, shall be in accordance with the current Virginia Uniform Statewide Building Code, and applicable State and Local Construction, Building, and Highway Standards. Additionally, the Contractor is responsible for acquiring any necessary permits and all fees that may be required for this Contract.

Contract Approach: An Invitation for Bids was issued on November 2, 2022. Two (2) bids were received on December 7, 2022, from the following firms:

- Contracting Solutions, Inc. (Contracting Solutions)
- QC General Construction, LLC (QC General Construction)

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, while both firms were responsive (in compliance with submittal requirements) and responsible (capable to perform), QC General Construction was deemed the lowest bidder.

In order for HRT to have the ability to retain the most skilled Contractors at the most favorable prices when general contracting services are required, a decision was made to award a Contract to both bidders.

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

Contracting Solutions is located in Chesapeake, VA and provides similar services for Virginia Beach City Public Schools, the City of Virginia Beach, and the City of Norfolk.

QC General Construction is located in Chesapeake, VA and provides similar services for the Jamestown-Yorktown Foundation; Chesapeake Virtual Office Center; and the Mid-Atlantic Regional Maintenance Center at Naval Sea Systems Command in Norfolk, VA.

Contract No.: 22-00210	Title: Facilities General Contractor Services	Contract Amount: \$1,500,000.00 1 yr. w/2-1 yr. options
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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 funds.

Project Manager: William Collins; Facilities Maintenance Manager

Contracting Officer: Jason Petruska, Senior Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of contracts to Contracting Solutions, Inc. and QC General Construction, LLC to provide facilities general contractor services. The cumulative amount of all Task Orders issued under the two (2) Contracts will not exceed \$1,500,000.00 over the three-year period.

Purchase Order No.: PO0009917	Title: Forklift Replacement	Contract Amount: \$144,356.00
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Acquisition Description: Award a Purchase Order for a vendor to provide three (3) forklifts for Hampton Roads Transit's (HRT's) warehouse facilities.

Background: HRT currently owns and utilizes forklifts to facilitate operations at its three (3) warehouses (Hampton, Norfolk 18th Street, and Norfolk Light Rail). The forklifts have reached the end of their respective useful life and require replacement. This purchase order will provide three (3) new forklifts in order to maintain a state of good repair.

Contract Approach: A Request for Quote (RFQ) was issued on December 14, 2022. Three (3) quotes were received on December 19, 2022, from the following firms:

- EA Heart Industrial Service
- CFE Equipment Corporation
- Alliance Material Handling (Alliance)

After review and evaluation of the quotes received, Alliance was deemed the lowest priced offeror and is therefore eligible for an award.

Based on a price analysis performed utilizing the independent cost estimate, and the fact that the pricing was obtained in a competitive environment, Alliance's quote is deemed fair and reasonable. A contractor responsibility review performed confirmed that Alliance is technically and financially capable of providing the requested items.

Cost/Funding: This Purchase Order will be funded with Federal 5307, State, and ACC funds.

Project Manager: Tony Mungo, Manager of Rail Materials

Contracting Officer: La'Toya Elliott, Buyer II

Recommendation: It is respectfully recommended that the Commission approve the award of a Purchase Order to Alliance Material Handling to provide three (3) replacement forklifts in the total amount of \$144,356.00.

Purchase Order No.: PO0009917	Title: Forklift Replacement	Contract Amount: \$144,356.00
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Solicitation Results

Offeror	Quote
Alliance Material Handling	\$144,356.00
EA Heart Industrial Service	\$151,964.00
CFE Equipment Corporation	\$171,420.83

Contract No.: 22-00208	Title: Provision of Sixty-Two (62) Non-Revenue Vehicles	Contract Amount: \$3,925,729.00
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Acquisition Description: Enter into a contract with a qualified Contractor to procure sixty-two (62) non-revenue fleet vehicles.

Background: Hampton Roads Transit (HRT) has a requirement to replace its older, less reliable mission critical support vehicles, to include SUVs, cargo vans, pick-up trucks, and heavy-duty trucks. Under the terms of this agreement, the Contractor will provide an assortment of fleet vehicles, including optional dealer upfitting, service preparation, transportation, and delivery.

Contract Approach: An Invitation for Bids was issued on October 3, 2022. One (1) bid was received on November 14, 2022, from Petersburg Motor Company, Inc., dba CMA's Williamsburg Ford (Williamsburg Ford). A post-bid survey of vendors solicited concluded that most were under limited supply constraints, were unable to guarantee pricing for future vehicles, and were unable to provide the large number of vehicles required. There was no indication that a re-solicitation to pursue more competition would have resulted in greater participation.

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

Based on a price analysis performed utilizing the independent cost estimate and the Virginia State Contract, Williamsburg Ford's bid is deemed fair and reasonable. A contractor responsibility review performed confirmed that Williamsburg Ford is technically and financially capable to perform the work.

Williamsburg Ford is located in Williamsburg, VA and similar vehicles to Allan Myers in Williamsburg, VA; the University of Virginia in Charlottesville, VA; and the Department of General Services – Office of Fleet Management in Richmond, VA.

The Contractor has provided an estimated delivery schedule, with the final vehicle being delivered in September 2023.

No DBE goal was established for this solicitation.

Cost/Funding: This contract will be funded by HRRTF, ACC, and Federal 5307 grant funds.

Project Manager: Michael Perez, Operations Project and Contract Administrator

Contracting Officer: Sonya Luther, Director of Procurement

Contract No.: 22-00208	Title: Provision of Sixty-Two (62) Non-Revenue Vehicles	Contract Amount: \$3,925,729.00
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Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Petersburg Motor Company, Inc., dba CMA's Williamsburg Ford to provide and deliver sixty-two (62) non-revenue vehicles in the not-to-exceed amount of \$3,925,729.00.

Contract No.: 22-00200R	Title: Provision of Three (3) Regional Transit System (RTS) Facility Trucks	Contract Amount: \$134,463.00
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Acquisition Description: Enter into a contract with a qualified Contractor to procure three (3) Regional Transit System (RTS) facility trucks.

Background: Hampton Roads Transit (HRT) requires three (3) new pick-up trucks for use on RTS. Under the terms of this agreement, the Contractor will provide three (3) new model year Ford F-150 half-ton, regular cab, 4x4 pick-up trucks, including service preparation, transportation, and delivery.

Contract Approach: An Invitation for Bids was issued on November 17, 2022. One (1) bid was received on December 13, 2022, from Petersburg Motor Company, dba CMA's Williamsburg Ford (Williamsburg Ford). A post-bid survey of vendors solicited concluded that most did not possess the required vehicles in stock or the ability to order the required vehicles due to their order banks being closed. There was no indication that a re-solicitation to pursue more competition would have resulted in greater participation.

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

Based on a price analysis performed utilizing the manufacturer's suggested retail price, Williamsburg Ford's bid is deemed fair and reasonable. A contractor responsibility review confirmed that Williamsburg Ford is technically and financially capable to perform the work.

Williamsburg Ford is located in Williamsburg, VA and provides similar vehicles for Allan Myers in Williamsburg, VA; the Peninsula Agency on Aging, in Newport News, VA; the University of Virginia; and the Virginia Department of General Services - Office of Fleet Management in Richmond, VA.

The Contract period of performance is sixteen (16) weeks from Contract award.

No DBE goal was established for this solicitation

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

Project Manager: Michael Perez; Operations Project and Contract Administrator

Contracting Officer: Jason Petruska, Senior Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Petersburg Motor Company, dba CMA's Williamsburg Ford to provide and deliver

Contract No.: 22-00200R	Title: Provision of Three (3) Regional Transit System (RTS) Facility Trucks	Contract Amount: \$134,463.00
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three (3) RTS facility trucks in the not-to-exceed amount of \$134,463.00 for the sixteen (16) week period.

Contract No.: 22-00221	Title: Provision of Twenty (20) Paratransit Vans	Contract Amount: \$1,426,032.00
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Acquisition Description: Join on an existing Commonwealth of Virginia, Division of Purchases and Supply (DPS) Contract No. E194-87443 to procure twenty (20) paratransit vans (State Contract) for use on Hampton Roads Transit's (HRT's) Paratransit Services contract.

Background: Using the competitive procurement process, in December 2020, the Commonwealth of Virginia awarded Contract No. E194-87443 to Sonny Merryman, Inc. (Sonny Merryman) to purchase various ADA passenger vans during a base term of two (2) years with three (3) additional one-year options. Under the terms of the Contract, as a Virginia state agency, the Transportation District Commission of Hampton Roads dba Hampton Roads Transit (HRT) is considered an additional user. This procurement is to utilize the Sonny Merryman contract to purchase twenty (20) paratransit vans for use in HRT's Paratransit Services contract. It should be noted that HRT is often precluded from "piggybacking" on existing state contracts as those agreements often do not include all of the contractual terms mandated by the Federal Transit Administration (FTA). DPS, however, included the mandated federal terms in the State Contract thus allowing HRT to order vehicles pursuant to this agreement.

Contract Approach: The original State Contract was competitively procured with a base unit price of \$66,448.00 for a 2022 Chrysler Voyager. Unit prices for additional features/options were also established at the time of award of the State Contract. Sonny Merryman's unit price to HRT, including HRT selected options, is \$71,301.60. HRT's options include an Angel Trax surveillance system and HRT's transit system paint scheme.

Based on a price analysis conducted by DPS at the time of award of the State Contract, and the fact that the pricing was obtained in a competitive environment, Sonny Merryman's unit price of \$71,301.60 is deemed fair and reasonable.

All FTA required pre-award audits and certifications confirming Buy America, final assembly and motor vehicle safety standards have been received and verified.

Cost/Funding: This contract will be funded by HRRTF, ACC, and Federal 5307 grant funds.

Project Manager: Michael Perez, Operations Project and Contract Administrator

Contracting Officer: Sonya Luther, Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Sonny Merryman, Inc. to provide twenty (20) paratransit vans, for use on Hampton Roads Transit's Paratransit Services contract, in the total amount of \$1,426,032.00.