



Meeting of the Transportation District Commission of Hampton Roads

Thursday, April 24, 2025, at 1:00 p.m.

509 E. 18th Street, Norfolk, VA – In Person - Zoom

A meeting of the Transportation District Commission of Hampton Roads will be held on Thursday, April 24, 2025, at 1:00 p.m. at 509 E. 18th Street, Norfolk, VA.

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

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



Meeting of the Transportation District Commission of Hampton Roads

Thursday, April 24, 2025, 509 E. 18th Street, Norfolk, VA at
1:00 p.m. in Person – Zoom

AGENDA

Call to Order & Roll Call

1. Public Comments
2. Approval of March 27, 2025, Meeting Minutes
3. President's Monthly Report - William Harrell

A. Board Updates

4. Committee Reports

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

- FY 23 Financial Audit –Brown Edwards – Recommend motion to approve the Financial Audit
- March 2025 Financial Report

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

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

- **Contract No. 25 – 00337 Information Technology Research and Advisory Services (Renewal)**

Commission Consideration: Award of a sole source contract to Gartner, Inc. to provide information technology research and advisory services in the not-to-exceed amount of \$343,100.00 for a one (1) year period.

- **Contract No. 24 – 00331 Pest Control Management Services (Renewal)**

Commission Consideration: Award of a contract to Ives Contracting to provide pest control management services in the not-to-exceed amount of \$196,734.04 over a five-year period.

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

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

F. Paratransit Advisory Subcommittee – Ms. Alicia Griffin, Chair/Barry Bland,
Paratransit Services Contract Administrator

G. Transit Ridership Advisory Sub-Committee – Rodney Davis, Director of Customer
Relations

5. Old and New Business
6. Comments by Commission Members
7. Closed Session
8. Adjournment

**The next meeting will be held on Thursday, May 22, 2025, at 1:00 p.m.
at 3400 Victoria Boulevard, Hampton, VA**



Meeting Minutes of the Transportation District Commission of Hampton Roads

Thursday, March 27, 2025 • 1:00 p.m.

3400 Victoria Boulevard, Hampton, VA in Person – Zoom

Call to Order

A quorum was attained. Chairman Johnson called the meeting to order at 1:05 p.m.

Commissioners in attendance:

Chairman Johnson, Chesapeake
Vice-Chair Glover, Portsmouth
Past Chair Woodbury, Newport News
Commissioner Smith, Chesapeake
Alt Commissioner DeProfio
Commissioner White, Hampton
Commissioner Harris, Newport News
Commissioner M. Johnson, Norfolk
Commissioner King, Norfolk (Zoom)
Commissioner Goodwin, Portsmouth
Commissioner Ross-Hammond, Virginia Beach
Commissioner Trogon, VDRPT

Hampton Roads Transit Staff in attendance:

Ray Amoroso, Chief Planning and Development Officer
Monique Battle, Ops Project and Contract Administrator (Zoom)
Thomas Becher, Communications Manager
Barry Bland, Paratransit Services Contract Administrator
Keisha Branch, Director of Capitol Programs
Malika Blume, Director of Internal Audit
Amy Braziel, Director of Contracted Services and Operational Analytics
David Burton, Williams Mullen, General Counsel (Zoom)
Donna Brumbaugh, Director of Finance
Conner Burns, Chief Financial Officer
Dudley Clarke, Contract Budget Analyst (Zoom)
Linda Carroll, Bus Transportation Supervisor
William Collins, Facilities Maintenance Manager
Sherri Dawson, Director of Transit Development (Zoom)
Rodney Davis, Director of Customer Relations
Sheri Dixon, Director of Revenue Services (Zoom)
Jennifer Dove, Civil Rights/Grants Program Manager (Zoom)
Clarke Dudley, Contract Budget Analyst
Chera Edwards, Associate Project Manager
Vanity Faulkner, Budget Analyst

April Garrett, Senior Executive Assistant
Angela Glass, Director of Budget & Financial Analysis
Wayne Groover, Director of Rail Maintenance
William Harrell, President and CEO
Keianna Harris, Special Projects Assistant (Zoom)
Danielle Hill, Director of Human Resources
Toni Hunter, Staff Auditor (Zoom)
Ashley Johnson, Assistant Director of Budget and Financial Analysis (Zoom)
Shane Kelly, Sr. Manager Security & Emergency Preparedness
Justin Kahler, Grants Program Analyst (Zoom)
Sonya Luther, Director of Procurement
Alexis Majied, Chief Communications & External Affairs Officer
Lawrence Mason, Emergency Manager
Tracy Moore, Director of Transportation
John Nason, Director of Bus Maintenance
Sibyl Pappas, Chief Engineering & Facilities Officer
Noelle Pinkard, Organizational Advancement Officer (Zoom)
Luis R. Ramos, Senior Executive Administrator/Commission Secretary
Shleaker Rodgers, Staff Auditor (Zoom)
Dawn Sciortino, Chief Safety Officer
Liliana Scott, HR Training Development Specialist (Zoom)
Sherry Scott, Manager of Transportation Transit Operations (Zoom)
Benjamin Simms, IV, Chief Transit Operations Officer
Caleb Smith, Military Outreach Liaison
Brian Smith, Deputy CEO
Monique Strickland, Talent Acquisition Manager Human Resources
Paula Studebaker, HR Executive Assistant
Matthew Stumpf, Budget Analyst
Adrian Tate, Assistant Director of Finance (Zoom)
Robert Travers, HRT Corporate Counsel
Alex Touzov, Senior Director of Tech Services
Uma Uma, Helpdesk
Fevrier Valmond, Deputy Director of Procurement
Jessica White, Contract Administrator
Keishia Williams, Operations Support Technician (Zoom)
Kim Wolcott, Chief Human Resources Officer

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

Alt. Commissioner Cipriano, City of Newport News
Jordan Chapman, DRPT
Alt. Commissioner Daugherty, DRPT
Andrew Ennis, Transit Rail Safety & Emergency Management Administrator, DRPT
Grant Sparks, DRPT
Jordyn Gross, WSP
Angela Hopkins, City of Newport News
Ina Kreps, Portsmouth, Citizen
Sheila McAllister, City of Newport News (Zoom)
Nicholas McGowan, WSP

Timothy Murly, WSP
Jeff Sanchez, Citizen (Zoom)
Angelique Shenk, City of Newport News (Zoom)
Janice Taylor, League of Women Voters (Zoom)
Virgil Thornton, Citizen
Constantinos Velissarios, City of Newport News (Zoom)

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

- Agenda
- Meeting Minutes
- President's Report Presentation
- Financial Reports
- Committee Reports

Public Comments

Mr. Raja, a former contractor, expressed concerns with Hampton Roads Transit procurement process.

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

Ayes: Commissioners Johnson, Glover, Woodbury, Smith, White, DeProfio, Harris, Mamie Johnson, King, Goodwin, and Trogdon.

Nays: None

Abstain: None

Approval of February 27, 2025 Meeting Minutes

A motion to approve February 27, 2025, minutes was made by Commissioner White and properly seconded by Past Chair Woodbury. A roll call vote resulted as follows:

Ayes: Commissioners Johnson, Glover, Woodbury, Smith, White, DeProfio, Harris, Mamie Johnson, King, Goodwin, Ross-Hammond, and Trogdon

Nays: None

Abstain: None

NOTE: Commissioner Ross-Hammond arrived at 1:10 p.m.

President's Monthly Report

Mr. Harrell welcomed everyone to the meeting. Mr. Harrell in the interest of time deferred providing a longer verbal report and encouraged the Commission to review the complete report provided in the package.

Mr. Harrell mentioned that a recent report from DRPT features a chart that refers to HRT leading in ridership increases. The data indicated that HRT added 2.2 million riders from 2023 to 2024. Another chart showed Hampton Roads Transit's nearly 30% increase in ridership which is not only the largest in Virginia, but the 3rd largest increase among similar size transit agencies in the entire country, as was recently reported by the American Public Transportation Association.

HRT led the way in Virginia for proportional ridership increases, leading the pack among the majority of Virginia transit providers that saw annual increases in ridership as well.

Audit & Budget Review Committee

Chairman Johnson called upon Commissioner White for a report from the Audit & Budget Review Committee.

Mr. White reported that the 2023 audit is on schedule and called on Mr. Conner Burns, who provided the Commission with February's Financial Report. This was followed by an audit report update.

Mr. Burns called on Ms. Danielle Nikolaisen of Brown Edwards to present an overview of the completed financial statement audit for FY 2023. Ms. Nikolaisen highlighted the focused and diligent work to complete the audit and thanked the HRT team, management, and finance for their cooperation. Ms. Nikolaisen reported a clean, unmodified audit opinion and two findings related to internal controls over financial reporting. Ms. Nikolaisen noted for the Commission that both findings are being addressed by management.

The completed FY2023 audit will be brought to the Commission at the regular April TDCHR meeting with a recommended vote of approval.

Management and Financial Advisory Committee (MFAC)

Chairman Johnson called on Alt. Commissioner DeProfio to provide an update for the MFAC Committee.

Alt Commissioner DeProfio stated that an update on the system optimization plan was brought to the committee, along with an update on the transit sustainability study. A discussion on the service reliability credit including lump sum payments and its impact on Federal funding were reviewed.

Operations and Oversight Committee

Chairman Johnson called on Commissioner Glover to provide an update on the Operations and Oversight Committee.

Mayor Glover stated that the Committee met on Thursday, March 13, 2025, and there are five contracts presented at the meeting that were being brought forth as a motion for Board approval. Commissioner Glover called on Ms. Sonya Luther to present the following contracts:

Contract No. 25-00333 – Hydraulic Equipment Maintenance, Inspection, and Repair Services (Renewal)

Commission Consideration: Award of a contract to Hydraulic Service Company, Inc. to perform scheduled and unscheduled maintenance, inspections, and emergency repair services for hydraulic vehicle lifts, brake testing equipment, and related systems in the not-to-exceed amount of \$964,618.00 over a five-year period.

Contract No. 25-00335 – Provision of Facilities Materials and Supplies (Renewal)

Commission Consideration: Award of a contract to Sid Tool Company, Inc. dba MSC Industrial Supply Company to provide facilities materials and supplies in the not-to-exceed amount of \$453,960.00 over a three-year period.

Contract No. 24-00330 – Provision of Safety Shoes, High Visibility Jackets, and High Visibility T-Shirts (Renewal)

Commission Consideration: Award of a contract to Virginia Shoe Clinic, LLC for the provision of safety shoes, high visibility jackets, and high visibility t-shirts to HRT employees in the not-to-exceed amount of \$139,500.00 over a four-year period.

Contract No. 23-00256 – Technology Staffing Services (Renewal)

Commission Consideration: Award of contracts to Ampcus, Inc., Apex Systems, FedTec, LLC, Hays US Corporation, Lancesoft, Inc., and Synkriom, Inc. to provide technology staffing services to HRT. The cumulative amount of all Task Orders issued under these Contracts will not exceed \$4,000,000.00 over the five-year period.

Contract No. 25-00342 – Trolley Bus Replacement

Commission Consideration: Award of a contract to Gillig, LLC to procure fourteen (14) 29' trolley buses, in total amount of \$11,602,948.00.

A motion to approve **Contract No. 25-00333 – Hydraulic Equipment Maintenance, Inspection, and Repair Services (Renewal)**, **Contract No. 25-00335 – Provision of Facilities Materials and Supplies (Renewal)**, **Contract No. 24-00330 – Provision of Safety Shoes, High Visibility Jackets, and High Visibility T-Shirts (Renewal)**, **Contract No. 23-00256 – Technology Staffing Services (Renewal)**, and **Contract No. 25-00342 – Trolley Bus Replacement** was made by the

Operations and Oversight Committee and properly seconded by Past Chair Woodbury. A Roll Call vote resulted as follows:

Ayes: Commissioners Johnson, Glover, Woodbury, Smith, White, DeProfio, Harris, Mamie Johnson, King, Goodwin, Ross-Hammond, and Trogdon

Nays: None

Abstain: None

Commissioner Glover noted that Mr. Ben Simms provided the committee with updates on the continuing bus barrier project, Ms. Amy Braziel briefed the committee on Micro-Transit/Paratransit.

The next Operations and Oversight Committee Meeting will be held in Hampton on April 10, 2025.

Planning and New Starts Committee

Chairman Johnson called on Commissioner Ross-Hammond to provide an update on the Planning and New Starts Committee.

Commissioner Ross-Hammond stated that there was no meeting this month, but a meeting will be scheduled soon.

External Legislative Affairs Committee (ELAC)

Chairman Johnson called on Commissioner Goodwin to provide an update on the ELAC.

Commissioner Goodwin stated that the External and Legislative Affairs Committee met on Wednesday, March 16th in the Hampton Board Room.

Federal Update:

Congress averted a government shutdown by enacting a continuing resolution (CR) funding the federal government through the end of the fiscal year, mainly at FY24 levels. The “clean” CR did not include FY25 earmarks for individual projects. Congress is expected to quickly pivot to FY26 appropriations bills which will likely include earmarks also referred to as community directed spending projects.

Governor Youngkin had until Monday, March 24th, to act on legislation and budget items passed during the 2025 General Assembly session. The reconvened session of the General Assembly is scheduled for Wednesday, April 2.

ELAC’s DC Advocacy trip is scheduled for May 18th – 20th which coincides with the APTA Legislative Conference. The conference and Hill visits will provide an opportunity for ELAC members and staff to discuss HRT’s earmark requests and reauthorization issues.

The Marketing and Communications team has been working on videos for new recruitments. This new campaign will also include billboards and a strong digital and social media component. The new recruitment videos may be viewed on the official HRT YouTube channel.

HRT will celebrate Earth Day on Tuesday April 22nd, 2025, offering its customers free fares. On the same day, Commissioner Ride-alongs will take place. This is a yearly event when HRT invites Commissioners from different communities out to ride a bus and invite the public to ride with them. Commissioner Goodwin encouraged each member of the Commission to participate in the ride along. Staff are also available to interview Commissioners for social media to invite constituents and stakeholders to ride.

The next ELAC meeting will take place in the Norfolk boardroom on April 16, 2025.

Paratransit Advisory Sub-Committee (PAC)

Chairman Johnson called on Mr. Barry Bland to provide an update on the Paratransit Advisory Committee.

Mr. Bland stated that the committee did not meet in March, and the next meeting will be on April 9, 2025, in Hampton.

Transit Riders Advisory Sub-Committee (TRAC)

Chairman Johnson called on Mr. Rodney Davis to provide an update on the Transit Advisory Sub-Committee. Mr. Davis called on Ms. Heather Catone, Interim Chair. Ms. Catone provided her report to the Commission.

Mr. Rodney Davis and Mr. Harrell called on Ms. Denise Johnson to be presented with a plaque and flowers for her unselfish dedication to the committee and community.

The next Transit Riders Advisory Sub-Committee meeting will be held on May 7, 2025, in Norfolk.

NOTE: Vice-Chair Glover left the meeting at 1:57 p.m.

Old and New Business

Chairman Johnson called on Mr. Harrell for remarks on the Amendment to Transit Strategic Plan (TSP) – Annual Update (FY2026-2035). Dr. Brian Smith, Deputy CEO, briefed the Commission on the Amendment to the TSP.

A motion to approve Amendment to Transit Strategic Plan – Annual Update (FY2026-2035) was made by Commissioner Woodbury and properly seconded by Commissioner Goodwin. A Roll Call vote resulted as follows:

Ayes: Commissioners Johnson, Woodbury, Smith, White, DeProfio, Harris, Mamie Johnson, King, Goodwin, Ross-Hammond, and Trogon

Nays: None

Abstain: None

Comments by Commissioners

Commissioner Goodwin shared his experience attending the Military Affairs Committee in Portsmouth, highlighting the potential benefits of the Shuttle service for Norfolk Naval Shipyard and the Naval Medical Center.

Adjournment

With no further business to conduct, the meeting was adjourned at 2:31pm.

**TRANSPORTATION DISTRICT COMMISSION
OF HAMPTON ROADS**

Stephens Johnson
Chair

Luis Ramos
Commission Secretary
March 27, 2025



HRT Weathers Winter Storm

Hampton Roads was hit by a rare winter storm last month. The National Weather Service in Wakefield reported as much as 12 inches of snow in parts of the region, forcing HRT to suspend service for two days. Crews worked round-the-clock removing snow from transportation centers, transfer centers, bus shelters, and sidewalks around bus stops to ensure employees and customers were safe when service resumed.



Transit Employee Appreciation Day

March 18 was Transit Employee Appreciation Day, and we celebrated our workforce by fueling the fleet – with food. Volunteers with the Recognition and Reward Committee delivered sandwiches to staff in Norfolk, Hampton, and the Norfolk Tide Facility. Hampton Roads Transit could not function without the hard work and dedication of its employees. Everyone plays a vital role in keeping this organization – this region – moving forward, from our bus operators to mechanics and technology to human resources. I extend my sincere thanks for a job well done.



Celebrating Earth Day

On Tuesday, April 22, HRT will celebrate Earth Day by offering free fares on all bus, light rail, ferry, OnDemand, and paratransit services. We're asking our Commissioners to join us in celebrating Earth Day by taking transit and hosting a ride along in their communities. This was a popular event last year, and we're looking forward to an even bigger turnout this year.



Free Tide and Ferry Rides for Norfolk Tide Fans

The Norfolk Tides are preparing to host their season home opener on Friday, March 28. It's the first of more than 70 home games this year. Fans will be able to take the Tide to Harbor Park on game nights for free, as well as the ferry at no cost to and from Harbor Park landing. Parking in and around the ballpark will be challenging this year due to casino construction adjacent to the stadium. Our Communications team talked about the upcoming season with Mike Watkins, Tide's Assistant General Manager of Sales, Marketing, and Fan Experience. I encourage you to watch the full interview on our YouTube channel.



Parking Improvements at DNTC

Changes are coming to the Downtown Norfolk Transit Center. The City of Norfolk is investing \$500,000 to improve the bus loop and parking in and around the facility. Five parking spaces and a feeder lane will be added at the end of the loop near St. Paul's Boulevard. This parking is for HRT employees only and includes one ADA parking space. A larger parking lot is being added off Wood Street adjacent to the fire station, adding nearly 40 spaces for HRT staff. Additionally, a portion of concrete along the center of the bus loop is being removed to make it easier for buses to exit Posey Lane onto Transit Drive.



Two New Trolleys Arrive Ahead of Summer Season

The VB Wave Trolley service just got even better! Two new Hometown trolleys have been added to the fleet ahead of the summer season. The new vehicles look like the beloved blue and tan trolleys that have carried passengers along the Oceanfront for decades – with a few upgrades, including a digital dashboard. The addition of the new trolleys will help bolster our summer service, which, you recall, saw an increased ridership of nearly 60% in 2024.



Read Across Hampton Roads

March is National Reading Month and HRT proudly continued its tradition of bringing the joy of reading to classrooms across Hampton Roads. Employees from Marketing and Communications, Technology, and Facilities volunteered their time to read books about public transit to young students. This year we reached classrooms in all six cities we serve. Students also received Gus the Bus activity books.



SET Receives Media Training

The Senior Executive Team recently put their skills to the test during a media training session courtesy of Marketing and Communications. Led by Communications Manager Thomas Becher, the session included an exercise allowing team members to apply what they learned in real time. While we hope such skills are never urgently needed, this training provided a valuable opportunity to sharpen our abilities and awareness.



President's Coin Presented to Emergency Manager

Emergency Manager Lawrence Mason was awarded a President's Coin during the March 4 Senior Executive Team meeting. In his short time as emergency manager, Mr. Mason has laid the groundwork for elevating HRT's emergency preparedness plan, as evidenced by last month's winter storm. He has done an excellent job establishing relationships with his counterparts in the communities we serve, ensuring a more cohesive partnership across agencies.



President's Letter

April 2025

GoMobile Begins this Summer!

Hampton Roads Transit is just weeks away from launching GoMobile – a new and convenient way for our customers to pay for public transit without using cash.

This exciting endeavor has been nearly a decade in the making and will carry HRT well into the future, providing passengers with more choices to pay for fares. As more people rely on smartphones and credit cards for everyday purchases, it is imperative that we provide ways to tap into the convenience of cashless travel.

I applaud Chief Technology Officer Michael Price and his team for working through the various challenges and bringing GoMobile to fruition.

Just as we've been methodical in the development of GoMobile, we'll be systematic in our rollout. VB Wave Trolley passengers will be the first to use the mobile ticketing feature this summer. Electronic fare validators have already been installed on all trolleys and buses, making the boarding process seamless for customers and operators.

Today, customers pay the \$2 fare by showing a paper ticket or using cash when boarding any of our transit modes. When GoMobile is fully implemented, riders will have more options available.

The full launch of GoMobile will include a reloadable card and acceptance of open payments with contactless bankcards and mobile wallets. New ticket vending machines and retail partnerships will give cash-paying customers access to the GoMobile system, providing ways to digitize cash and reload their cards.

Another feature of GoMobile is fare capping. Fare caps set daily and monthly maximums that a customer can be charged. Customers will no longer need to determine whether to purchase a one-day or multi-day pass. The fare-capping "pay-as-you-go" approach ensures that customers are always charged the best fare and provides discounts that previously were only available with large upfront pass purchases.

GoMobile will also help improve fare validation and enforcement, data collection, and efficiency.

The launch of GoMobile marks a significant milestone in HRT's commitment to innovation and customer-focused service. It will help us enhance the overall transit experience and meet the growing demand for cashless convenience while maintaining options for customers who prefer to pay in cash. We hope the flexible fare payment system encourages more people to try transit. As we roll out GoMobile across the system, we look forward to seeing its positive impact on ridership and the communities we serve.

Sincerely,

A stylized, handwritten signature in black ink, appearing to read "W. Harrell".

William E. Harrell
President and CEO
Hampton Roads Transit



GoMobile Set for Summer Launch

Next month, HRT will launch GoMobile – a new and convenient way for customers to pay for public transit. This highly anticipated platform has been years in the making, and we're excited to begin rolling it out to VB Wave trolley passengers this summer with mobile ticketing. The full launch, which will happen later, will bring additional features, including a reloadable card for cash-paying customers. You can learn more about GoMobile in this month's President's Letter.



Legislative Staff "Thank You" Luncheon

Nearly a dozen legislative staff members from the Hampton Roads delegation visited our Norfolk office on Tuesday, April 8. Organizational Advancement Officer Noelle Pinkard hosted a "thank you" luncheon for their support during the General Assembly. Legislative staff enjoyed a tour of Maintenance and Operations and even took a turn at the bus simulator. The luncheon was also a great opportunity to talk about HRT's legislative priorities for the upcoming year.



Public Outreach Hosts Third Annual CORE Fairs

HRT's Public Outreach team hosted its third annual Community Resource Fairs at the Hampton Transit Center on March 25 and Newtown Road Station on April 8. This year, HRT partnered with more than a dozen organizations, providing a one-stop shop for employees, commuters, and residents to learn about valuable resources available in the community.



HRT Represented at State and International Bus Rodeo

Congratulations to Operations for a good showing at this year's Virginia State and International Bus Rodeos. In March, bus operators Reginald Charity Jr., Shawn Washington, and Gary Tate competed in the 2025 Virginia State Rodeo in Fairfax. With a score of 560, Charity placed third and went on to represent HRT at the International Rodeo held this month in Austin, Texas. He was one of only 75 contestants to make it to the international competition, where he placed 21st overall.



Students Enjoy Hands-on Learning at Career Fairs

Norfolk students enjoyed a day of hands-on learning about public transportation during career fairs at Little Creek and Sherwood Forest Elementary schools. While the students learned how to operate and ride the bus, the real star of the show was bus operator Gerald Porter. Students from pre-k to fifth grade asked him dozens of questions. And he patiently answered all of them. Some of the students had never been on public transit before and told our team it was "the best day" of their lives!



MEAC Partnership Promotes Light Rail Safety

Thousands of college basketball fans descended on Downtown Norfolk for this year's MEAC tournament at Scope Arena. HRT partnered with MEAC to promote light rail safety as part of its Operation Lifesaver campaign. The Public Outreach team handed out custom koozies and other cool giveaways. They talked to visitors about using light rail to get to the games and more than 100 people signed the transit safety pledge. Hampton Roads is proud of both the men and women's Norfolk State University basketball teams for their crowning victories in the MEAC tournament.

President's Report

GoMobile Set for Summer Launch



President's Report

Legislative Staff “Thank You” Luncheon



President's Report

Public Outreach Hosts Third Annual CORE Fairs



President's Report

HRT Represented at State and International Bus Rodeo



President's Report

Students Enjoy
Hands-on
Learning at
Career Fairs



President's Report

MEAC Partnership Promotes Light Rail Safety



Success Factors Scorecard

April 2025

CUSTOMER FOCUSED OPERATIONS	Score Frequency (Monthly, Annually)	March 2025	Quarter (Jan, Feb, Mar)	FY24
On-Time Performance (%)	M			
Bus On-Time Performance		70.8	67.2	70.8
Ferry On-Time Performance		99.8	99.4	99.2
Light Rail On-Time Performance		99.2	98.3	98.9
Paratransit On-Time Performance		92.4	94.4	88.8
Missed Trips (% , Bus time points)	M	0.6	0.72	0.8
Adherence to Fleet Preventive Maintenance Schedule (%)	M	93	93	92
Ridership by Mode	M			
Bus Ridership		633,569	1,701,056	7,124,139
Ferry Ridership		17,137	28,502	209,064
Light Rail Ridership		71,541	165,370	865,556
Paratransit Ridership		38,494	100,660	384,296
Customer Complaints per 100,000 Passenger Boardings	M	67	68	43
Customer Satisfaction Score (Bus)	A			3.73
Marketing Impressions (million)	M	15.1	34.4	117

REGIONAL IMPACT	Score Frequency (Monthly, Annually)	March 2025	Quarter (Jan, Feb, Mar)	FY24
Population Within ¼ Mile of Bus Stops	A			610,299
Low-Income Community Population Within ¼ Mile of Bus Stops	A			144,771
Jobs Within ¼ Mile of Bus Stops	A			329,009
Number of Corporate Partnerships	A			130
Number of Access Opportunities to Educational Institutions	A			26

ORGANIZATIONAL PERFORMANCE	Score Frequency (Monthly, Annually)	March 2025	Quarter (Jan, Feb, Mar)	FY24
Preventable Accidents per 100,000 Vehicle Revenue Miles	M	4.22	3.46	2.45
Actual O&M Costs vs. Budgeted, (under) or over (%)	A			(5)
Passenger and Parking Facilities Condition Rating (% rated 3 or above)	A			100
Mean Distance Between Service Interruptions (Miles, Bus)	M	6,072	5,820	5,113
Administrative and Maintenance Facilities Condition Rating (% rated 3 or above)	A			91
Agency Generated Revenue (\$ million)	M	670.3	2,181.9	10.10
Cost per Vehicle Revenue Hour (\$, Bus)	A			117.61

WORKFORCE SUCCESS	Score Frequency (Monthly, Annually)	March 2025	Quarter (Jan, Feb, Mar)	FY24
Retention Rate (%)	M	98.5	95.5	83.7
Percentage of Promotions	A			57
Overall Workforce Diversity (%)	A			
Gender (Male/Female)				56/44
Race (Minority/White)				78/22
Completed Administrative Training	A			3,574
Completed Safety Training	A			3,340

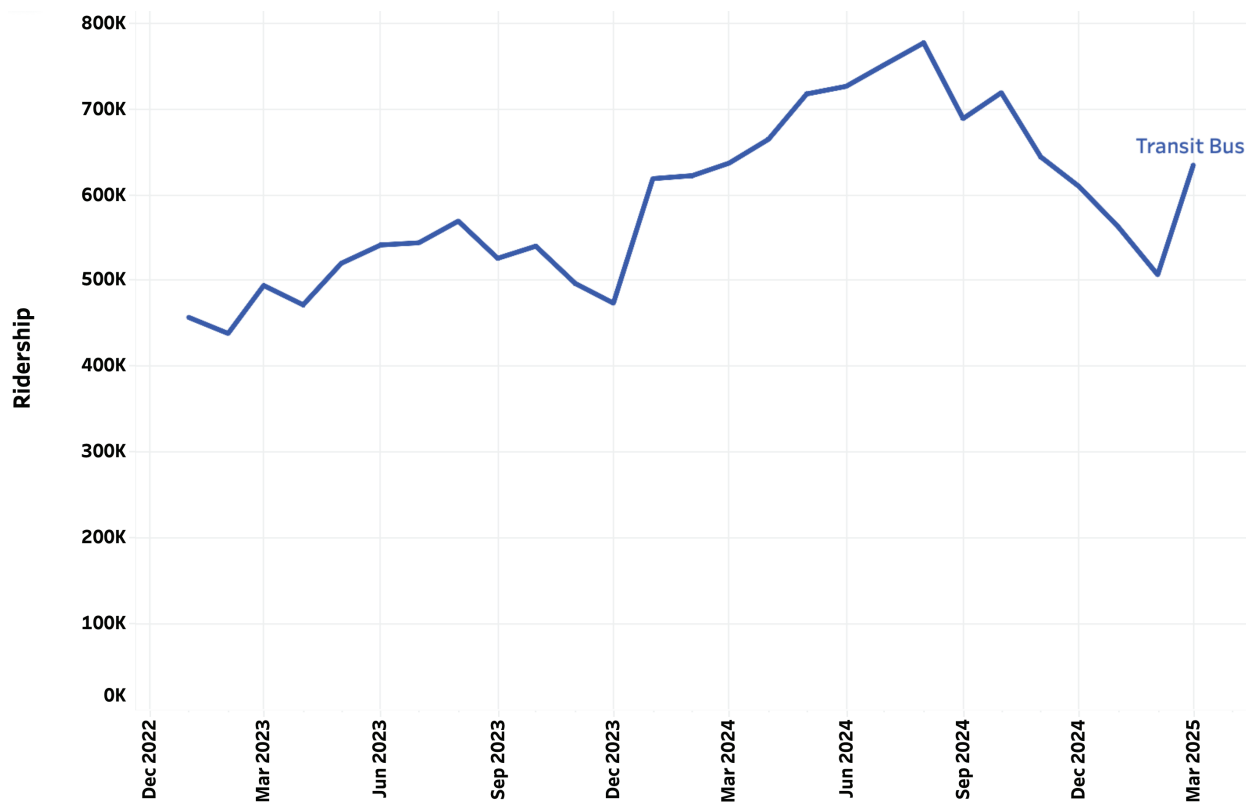
Success Factors Descriptions

Bus On-Time Performance (%)	Vehicle departs 0 minutes early or arrives ≤ 5 minutes of scheduled time; average percentage for all scheduled service.
Ferry On-Time Performance (%)	Vehicle departs 0 minutes early or arrives ≤ 5 minutes of scheduled time; average percentage for all scheduled service.
Light Rail On-Time Performance (%)	Vehicle departs 0 minutes early or arrives ≤ 5 minutes of scheduled time; average percentage for all scheduled service.
Paratransit On-Time Performance (%)	Vehicle arrives within scheduled 30-minute pick up window; average percentage for all scheduled service.
Missed Trips (% , Bus time points)	As a percentage term, the number of trips not completed as a fraction of the total scheduled time points for all bus trips.
Adherence to Fleet Preventive Maintenance Schedule (%)	The percent of total preventive maintenance inspections completed within the scheduled timeframe.
Ridership by Mode	Total number of times passengers board vehicles during revenue service. Also known as Unlinked Passenger Trips.
Customer Complaints per 100,000 Passenger Boardings	Total number of complaints per 100,000 Passenger Boardings (Unlinked Passenger Trips). Service Complaints are divided by Passenger Boardings (all modes), multiplied by 100,000.
Customer Satisfaction Score (Bus)	Average score for all items from annual customer survey, on scale of 1 to 5.
Marketing Impressions (million)	Total reach (contacts with people) of traditional and non-traditional marketing through paid and in-kind promotions.
Population Within ¼ Mile of Bus Stops	Total number of people who live within a 5-minute walk of a bus stop, based on the American Community Survey.
Low-Income Community Population Within ¼ Mile of Bus Stops	Low-income population within a 5-minute walk of a bus stop, based on the American Community Survey.
Jobs Within ¼ Mile of Bus Stops	Total number of jobs within a 5-minute walk of a bus stop, based on the Longitudinal Employer-Household Dynamics Survey, adjusted by underlying block groups to include Naval Station Norfolk and Newport News Shipbuilding.
Number of Corporate Partnerships	Total contracted partners in special programs, including GoPass365, advertising, and Elizabeth River Crossings.
Number of Access Opportunities to Educational Institutions	Total number of higher education and technical trade schools within a 5-minute walk of a bus stop, based on Homeland Infrastructure Foundation-Level Data.
Preventable Accidents per 100,000 Vehicle Revenue Miles	Total number of Preventable Accidents divided by the actual total vehicle mileage of revenue bus service, multiplied by 100,000.
Actual O&M Costs vs. Budgeted, (under) or over (%)	As a percentage term, this number expresses the difference between annual budget and total actual costs for Operating and Maintenance for the fiscal year. A negative number would be in parentheses and indicate being under budget.
Passenger and Parking Facilities Condition Rating (% rated 3 or above)	The percentage of 34 facilities with condition ratings of 3 or better based on FTA's criteria and 5-point scale.
Mean Distance Between Service Interruption (Miles, Bus)	The average distance in miles between a vehicle change, for a service call on buses in revenue service.
Administrative and Maintenance Facilities Condition Rating (% rated 3 or above)	The percentage of 10 facilities with condition ratings of 3 or better based on FTA's criteria and 5-point scale.
Agency Generated Revenue (\$ million)	Income gained from passenger fares, advertising sales, contracts, and other revenue, which reflect not relying on public subsidy.
Cost per Vehicle Revenue Hour (\$, Bus)	System-wide average total cost for an hour of bus service.
Retention Rate (%)	Percent of total administrative employees remaining in position over time.
Percentage of Promotions	Percentage of total administrative job openings filled by promotions.
Overall Workforce Diversity (%)	Percentage of total workforce; Gender and Race.
Completed Administrative Trainings	Total number of trainings completed other than safety training.
Completed Safety Trainings	Total number of safety trainings completed.

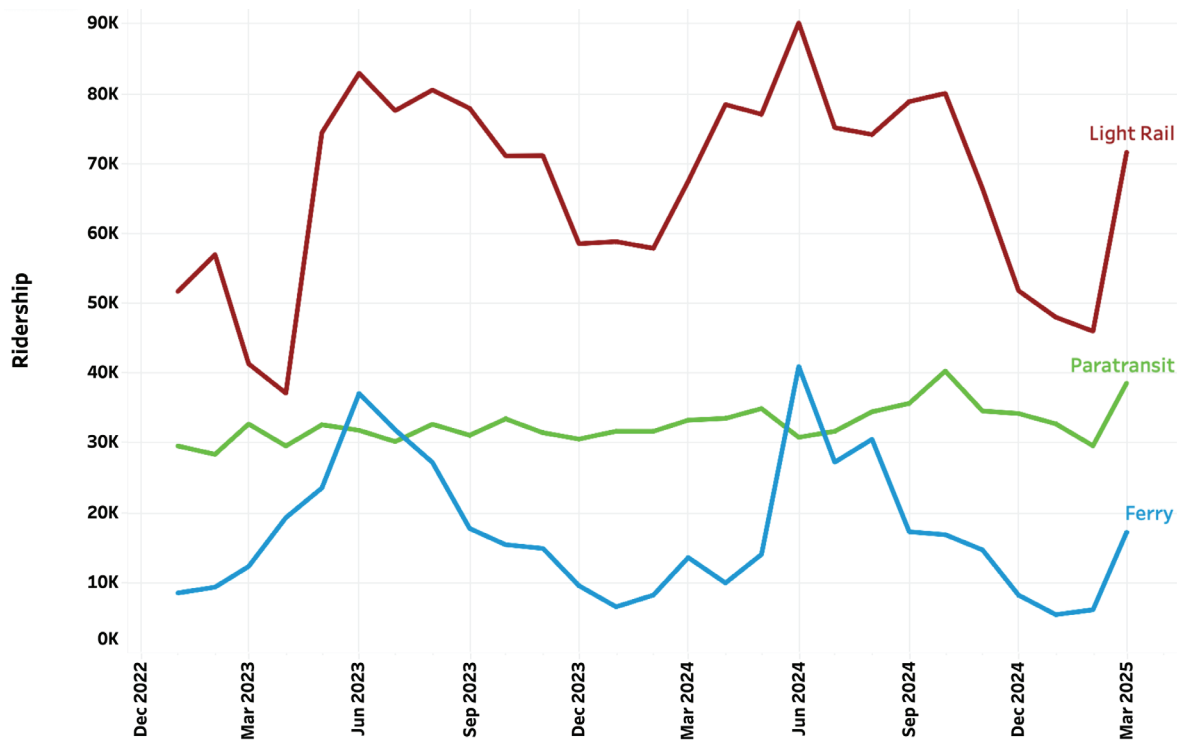
Ridership - All Modes

		Total	Ferry	Light Rail	Paratransit	Transit Bus
2025	March	760,741	17,137	71,541	38,494	633,569
	February	587,326	6,032	45,912	29,512	505,870
	January	647,521	5,333	47,917	32,654	561,617
2024	December	702,776	8,139	51,718	34,128	608,791
	November	758,588	14,608	66,335	34,492	643,153
	October	854,822	16,788	79,966	40,208	717,860
	September	819,269	17,196	78,786	35,584	687,703
	August	914,757	30,434	74,071	34,381	775,871
	July	884,135	27,161	75,047	31,591	750,336
	June	886,890	40,869	90,057	30,724	725,240
	May	842,151	13,959	76,969	34,839	716,384
	April	785,304	9,875	78,362	33,429	663,638
	March	749,924	13,510	67,390	33,181	635,843
	February	718,766	8,145	57,787	31,587	621,247
	January	714,557	6,454	58,736	31,592	617,775
2023	December	571,195	9,483	58,437	30,477	472,798
	November	612,971	14,827	71,051	31,382	495,711
	October	658,857	15,346	71,015	33,363	539,133
	September	651,504	17,672	77,821	31,019	524,992
	August	708,487	27,131	80,441	32,595	568,320
	July	682,449	31,793	77,490	30,108	543,058
	June	692,102	36,996	82,849	31,727	540,530
	May	649,488	23,474	74,335	32,518	519,161
	April	556,561	19,225	37,043	29,481	470,812
	March	579,457	12,236	41,247	32,633	493,341
	February	531,943	9,275	56,891	28,284	437,493
	January	545,754	8,441	51,592	29,478	456,243

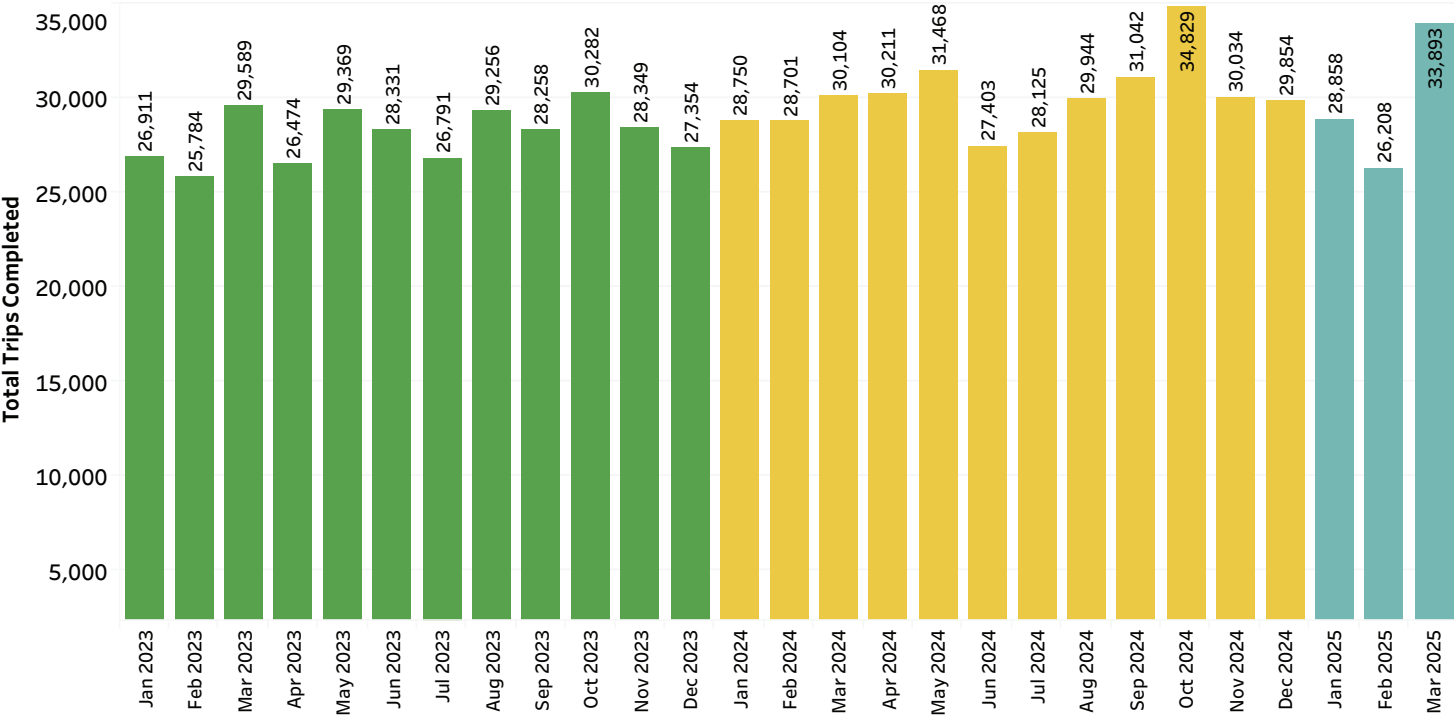
Ridership - Bus



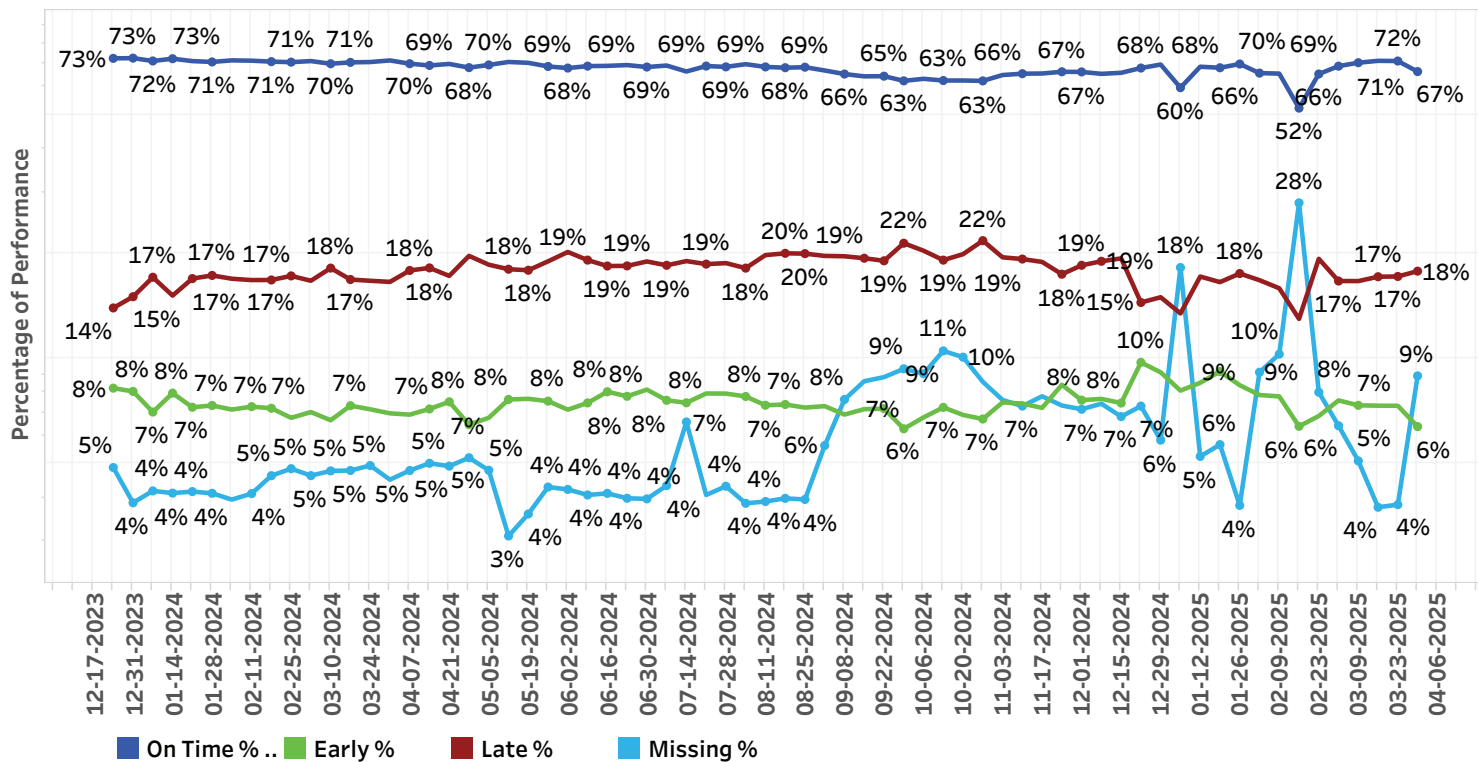
Ridership - Ferry, Light Rail, Paratransit



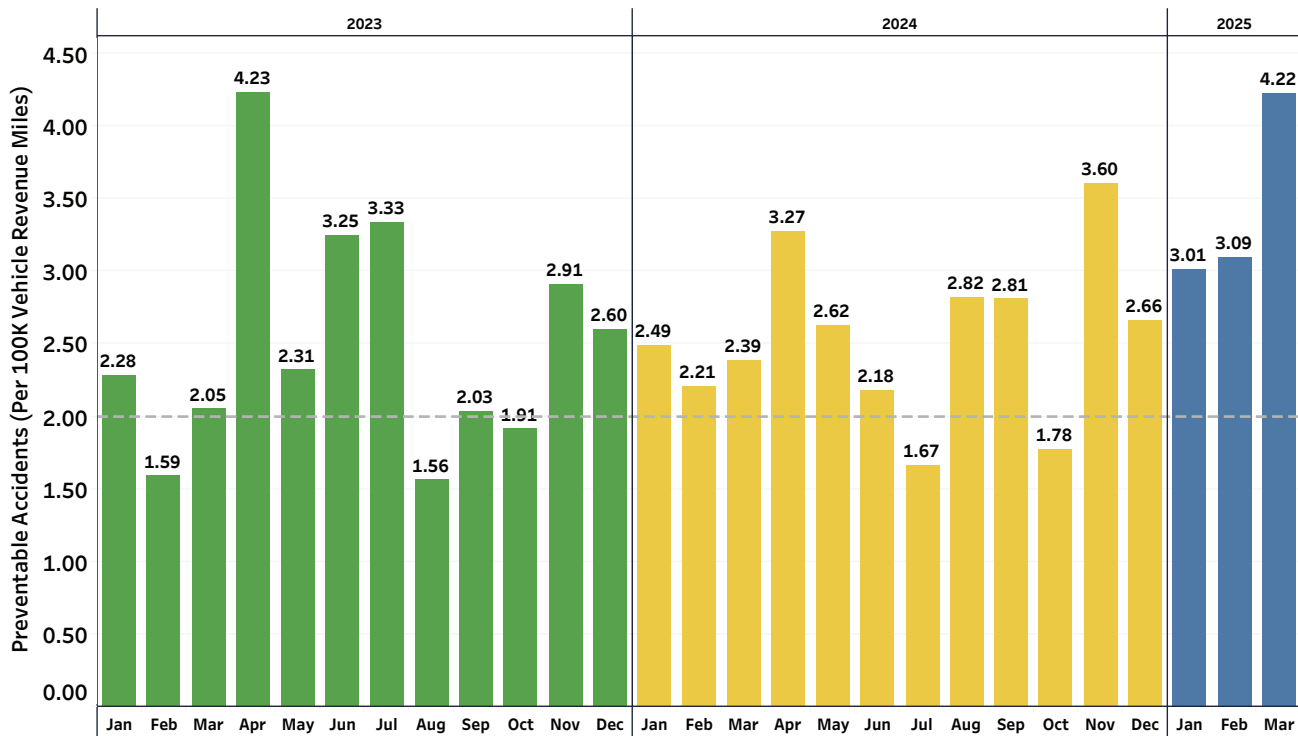
Paratransit Total Trips



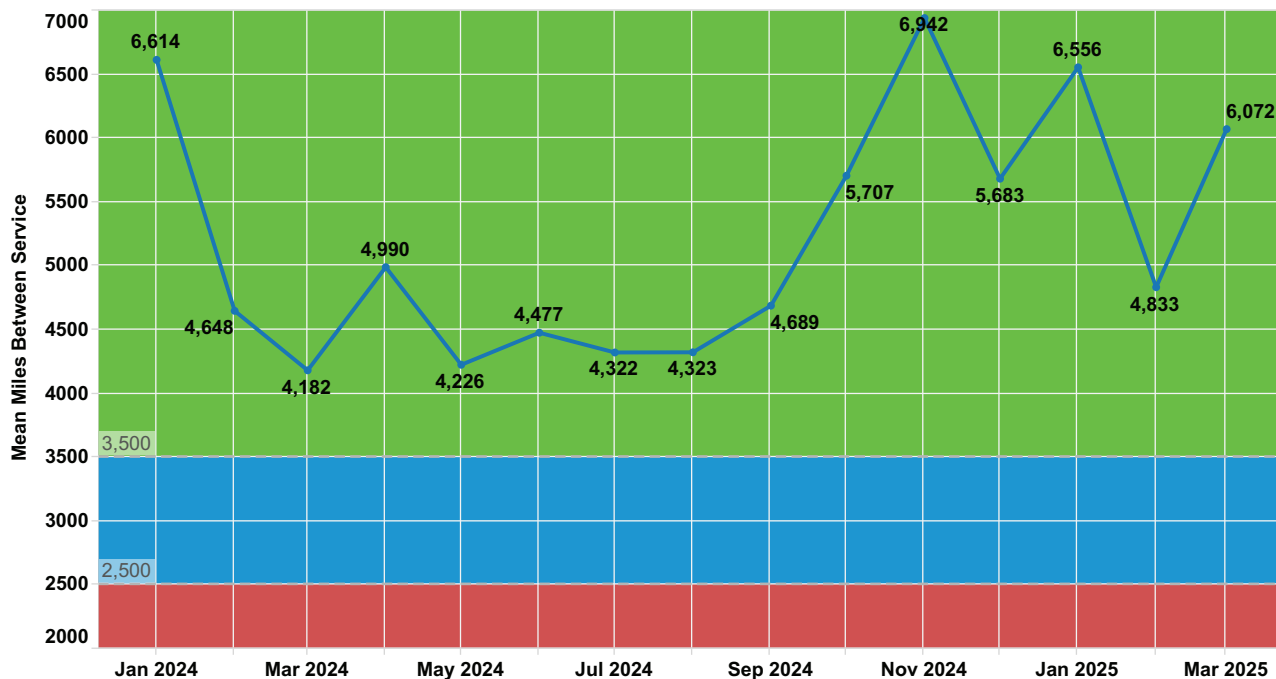
Bus On-Time Performance (%)



Preventable Accidents per 100,000 Vehicle Revenue Miles

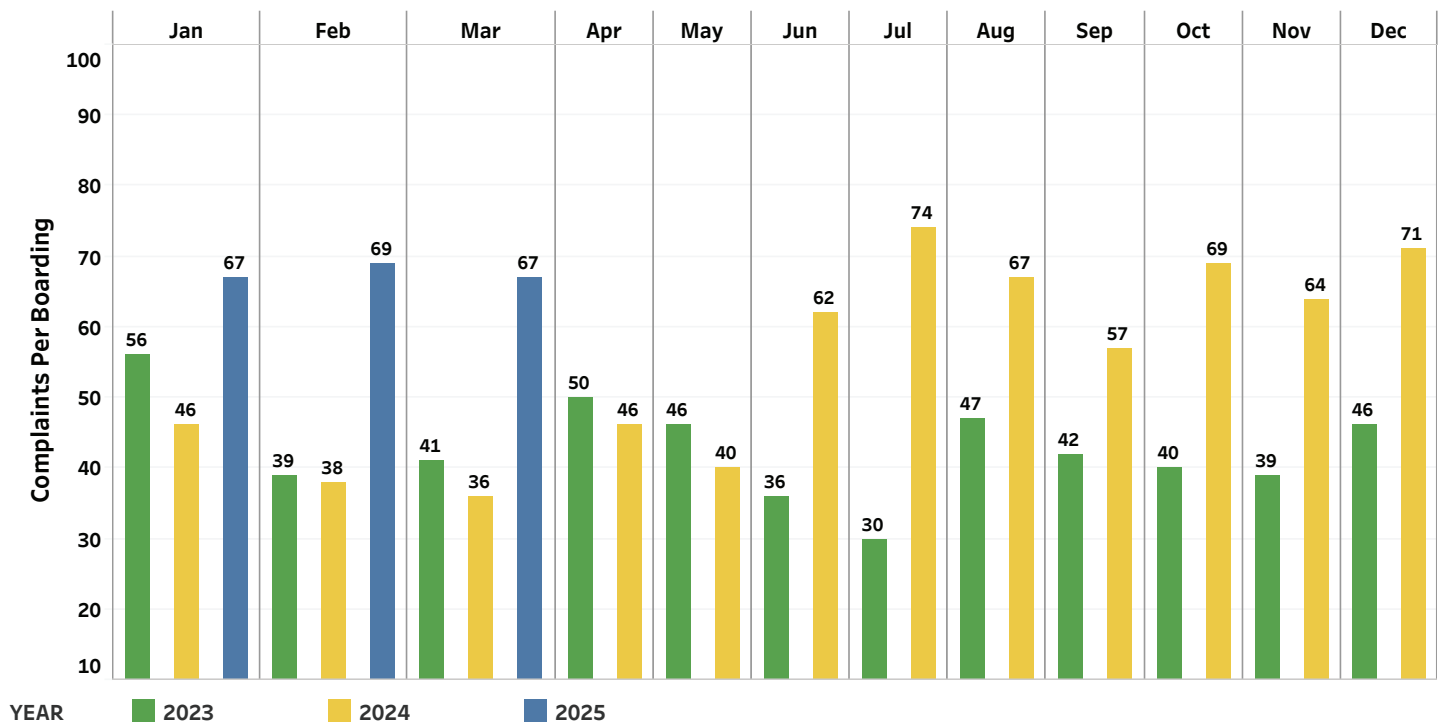


Mean Distance Between Service Interruptions (Miles, Bus)



< 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

Customer Complaints per 100,000 Passenger Boardings





HAMPTON ROADS
TRANSIT

Draft Financial Statement

MARCH 2025 FISCAL YEAR 2025 FINANCIAL REPORT

gohrt.com

OPERATING FINANCIAL STATEMENTS

March 2025

FISCAL YEAR 2025	Annual		Month to Date				Year to Date									
	Budget		Budget	Actual	Variance		Budget	Actual	Variance							
	Dollars in Thousands															
Operating Revenue																
Passenger Revenue	\$	8,823.3	\$	718.5	\$	618.7	\$	(99.7)	(13.9) %	\$	6,573.4	\$	6,215.8	\$	(357.6)	(5.4) %
Passenger Revenue - RTS		881.3		73.4		63.4		(10.0)	(13.6) %		661.0		597.1		(63.9)	(9.7) %
Advertising Revenue		800.0		66.7		(15.3)		(81.9)	(122.9) %		600.0		459.9		(140.1)	(23.4) %
Other Transportation Revenue		2,975.3		247.9		235.6		(12.4)	(5.0) %		2,231.5		2,113.4		(118.1)	(5.3) %
Non-Transportation Revenue		60.0		5.0		70.7		65.7	1,314.1 %		45.0		76.1		31.1	69.1 %
Total Operating Revenue		13,539.8		1,111.5		973.2		(138.3)	(12.4) %		10,110.8		9,462.2		(648.6)	(6.4) %
Non-Operating Revenue																
Federal Funding (5307/5337)		46,120.7		3,663.0		3,984.8		321.8	8.8 %		34,256.8		32,318.9		(1,937.9)	(5.7) %
HRRTF Funding		10,517.6		876.5		819.4		(57.1)	(6.5) %		7,888.2		6,728.1		(1,160.1)	(14.7) %
State Funding		24,937.8		2,078.1		2,078.1		0.0	0.0 %		18,703.3		18,703.3		0.0	0.0 %
Local Funding		50,258.9		4,188.2		4,188.2		0.0	0.0 %		37,694.2		37,694.2		0.0	0.0 %
Total Non-Operating Revenue		131,834.9		10,805.9		11,070.6		264.7	2.4 %		98,542.5		95,444.5		(3,098.0)	(3.1) %
TOTAL REVENUE	\$	145,374.7	\$	11,917.4	\$	12,043.8	\$	126.4		\$	108,653.3	\$	104,906.7	\$	(3,746.6)	
Personnel Services		86,506.5		7,075.8		7,244.3	\$	(168.5)	(2.4) %	\$	64,612.5	\$	63,812.9	\$	799.6	1.2 %
Contract Services		16,496.1		1,363.8		889.2		474.6	34.8 %		12,244.9		9,469.8		2,775.1	22.7 %
Materials & Supplies		6,389.9		569.0		594.4		(25.5)	(4.5) %		4,859.3		4,483.3		376.0	7.7 %
Gas & Diesel		6,139.0		494.8		565.3		(70.4)	(14.2) %		4,582.1		4,503.3		78.8	1.7 %
Contractor's Fuel Usage		1,262.5		106.9		66.6		40.3	37.7 %		941.9		605.6		336.3	35.7 %
Utilities		1,584.6		143.7		151.8		(8.1)	(5.7) %		1,198.4		1,164.4		34.1	2.8 %
Casualties & Liabilities		5,299.2		423.3		382.2		41.1	9.7 %		3,729.4		3,233.6		495.8	13.3 %
Purchased Transportation		19,655.1		1,564.6		1,782.9		(218.3)	(14.0) %		14,961.3		15,116.1		(154.8)	(1.0) %
Other Miscellaneous Expenses		2,041.9		175.6		212.3		(36.7)	(20.9) %		1,523.5		1,504.6		18.9	1.2 %
TOTAL EXPENSE	\$	145,374.7	\$	11,917.4	\$	11,889.0	\$	28.4		\$	108,653.3	\$	103,893.5	\$	4,759.8	
SURPLUS (DEFICIT)					\$	154.7						\$	1,013.1			

1. Line of Credit balance as of April 18, 2025, is \$11,790,589.78.

2. Line of Credit Average Daily balance for March 2025 was \$14,215,101.20.

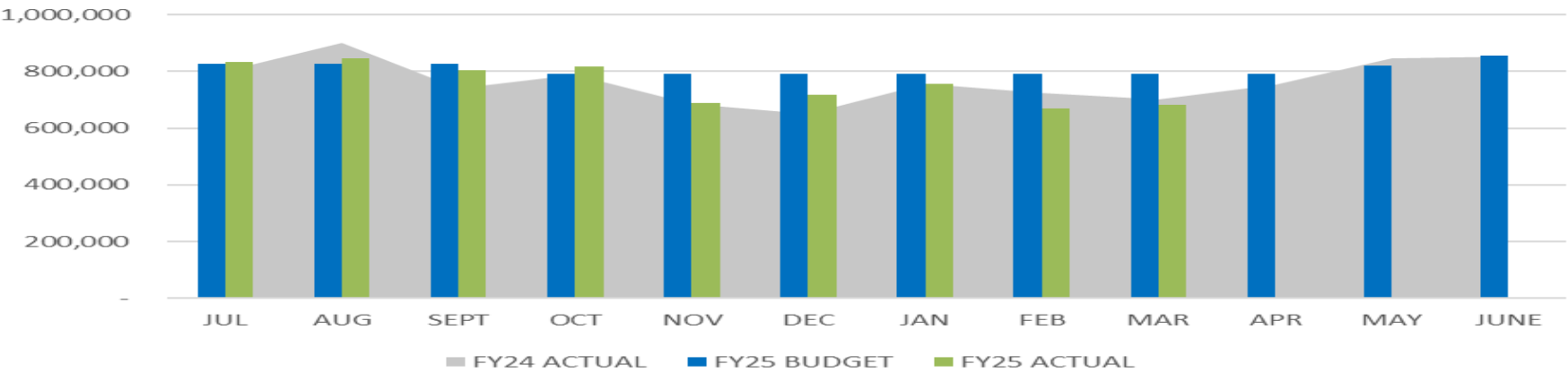
OPERATING FINANCIAL STATEMENTS

March 2025

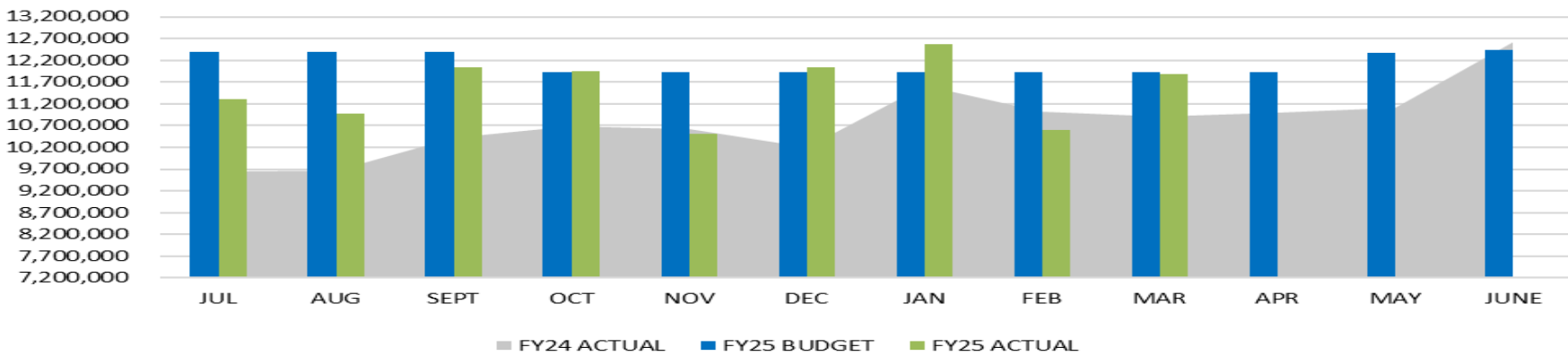
757 EXPRESS, 15-MINUTE INCREMENT

FISCAL YEAR 2025	Annual		Month to Date			Year to Date			
Dollars in Thousands	Budget	Budget	Actual	Variance		Budget	Actual	Variance	
Operating Revenue									
Passenger Revenue	\$ 881.3	\$ 73.4	\$ 63.4	\$ (10.0)	(13.6) %	\$ 661.0	\$ 597.1	\$ (63.9)	(9.7) %
RTS Service	10,517.6	876.5	819.4	(57.1)	(6.5) %	7,888.2	6,728.1	(1,160.1)	(14.7) %
TOTAL REVENUE	\$ 11,398.9	\$ 949.9	\$ 882.8	\$ (67.1)		\$ 8,549.2	\$ 7,325.2	\$ (1,224.0)	
Personnel Services	\$ 8,402.3	\$ 700.2	\$ 645.5	\$ 54.7	7.8 %	\$ 6,301.7	\$ 5,571.3	\$ 730.4	11.6 %
Contract Services	1,187.4	99.0	77.9	21.1	21.3 %	890.5	655.1	235.4	26.4 %
Materials & Supplies	1,352.6	112.7	132.3	(19.5)	(17.3) %	1,014.4	892.3	122.1	12.0 %
Utilities	81.6	6.8	8.5	(1.7)	(24.4) %	61.2	53.7	7.5	12.3 %
Casualties & Liabilities	375.0	31.3	18.7	12.6	40.2 %	281.3	152.7	128.6	45.7 %
TOTAL EXPENSE	\$ 11,398.9	\$ 949.9	\$ 882.8	\$ 67.1		\$ 8,549.2	\$ 7,325.2	\$ 1,224.0	
SURPLUS (DEFICIT)			\$ -				\$ -		

Farebox Revenue



Total Expenses



YEAR-TO-DATE					
FISCAL YEAR 2025 (Dollars in Thousands)	BUDGET	ACTUAL LOCALITY	ACTUAL NON-LOCALITY	ACTUAL CONSOLIDATED	VARIANCE + / (-)
REVENUE					
Passenger Revenue	\$ 7,234.3	\$ 6,095.7	\$ 717.1	\$ 6,812.8	\$ (421.5)
Advertising Revenue	\$ 600.0	\$ 408.1	\$ 51.8	\$ 459.9	\$ (140.1)
Other Transportation Revenue	\$ 2,231.5	\$ -	\$ 2,113.4	\$ 2,113.4	\$ (118.1)
Non-Transportation Revenue	\$ 45.0	\$ 84.1	\$ (8.0)	\$ 76.1	\$ 31.1
Federal Funding (PM 5307/5337)	\$ 34,256.8	\$ 32,318.9	\$ -	\$ 32,318.9	\$ (1,937.9)
HRRTF Funding ¹	\$ 7,888.2	\$ -	\$ 6,728.1	\$ 6,728.1	\$ (1,160.1)
State Funding	\$ 18,703.3	\$ 18,703.3	\$ -	\$ 18,703.3	\$ -
Local Funding	\$ 37,694.2	\$ 37,694.2	\$ -	\$ 37,694.2	\$ -
TOTAL REVENUE:	\$ 108,653.3	\$ 95,304.3	\$ 9,602.4	\$ 104,906.7	\$ (3,746.6)
EXPENSE					
Personnel Services	\$ 64,612.5	\$ 58,213.4	\$ 5,599.5	\$ 63,812.9	\$ 799.6
Services	\$ 12,244.9	\$ 8,638.8	\$ 831.0	\$ 9,469.8	\$ 2,775.1
Materials & Supplies	\$ 10,383.3	\$ 8,750.5	\$ 841.7	\$ 9,592.2	\$ 791.1
Utilities	\$ 1,198.4	\$ 1,062.2	\$ 102.2	\$ 1,164.4	\$ 34.0
Casualties & Liabilities	\$ 3,729.4	\$ 2,949.8	\$ 283.8	\$ 3,233.6	\$ 495.8
Purchased Transportation	\$ 14,961.3	\$ 13,789.7	\$ 1,326.4	\$ 15,116.1	\$ (154.8)
Other Miscellaneous Expenses	\$ 1,523.5	\$ 1,372.5	\$ 132.1	\$ 1,504.6	\$ 18.9
TOTAL EXPENSE:	\$ 108,653.3	\$ 94,776.9	\$ 9,116.7	\$ 103,893.6	\$ 4,759.7
BUDGET STATUS TO DATE²:	\$ -	\$ 527.4	\$ 485.7	\$ 1,013.1	\$ 1,013.1

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

2. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

FISCAL YEAR 2025 (\$ in thousands)	TOTAL LOCALITY			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 50,259.0	\$ 37,694.2	\$ 37,694.2	\$ -
Plus: Local Farebox	\$ 8,650.6	\$ 6,488.1	\$ 6,095.7	\$ (392.4)
Locality Share - Sub-Total:	\$ 58,909.6	\$ 44,182.3	\$ 43,789.9	\$ (392.4)
Plus: Federal Aid	\$ 46,120.7	\$ 34,256.8	\$ 32,318.9	\$ (1,937.9)
State Aid	\$ 24,937.9	\$ 18,703.3	\$ 18,703.3	\$ -
Total Revenue Contribution:	\$ 129,968.2	\$ 97,142.4	\$ 94,812.1	\$ (2,330.3)
Operating Expenses:	\$ 129,968.2	\$ 97,142.4	\$ 94,284.7	\$ (2,857.7)
Locality Budget Status to Date ¹ :				\$ 527.4

KPI

Farebox Recovery:	6.7%	6.5%
Farebox % of Budgeted Expense:		6.3%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

FISCAL YEAR 2025 (\$ in thousands)	CHESAPEAKE			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 3,018.0	\$ 2,263.4	\$ 2,263.4	\$ -
Plus: Local Farebox	\$ 420.9	\$ 315.7	\$ 328.5	\$ 12.8
Locality Share - Sub-Total:	\$ 3,438.9	\$ 2,579.1	\$ 2,591.9	\$ 12.8
Plus: Federal Aid	\$ 3,433.7	\$ 2,575.3	\$ 2,413.4	\$ (161.9)
State Aid	\$ 1,592.5	\$ 1,194.4	\$ 1,178.2	\$ (16.2)
Total Revenue Contribution:	\$ 8,465.1	\$ 6,348.8	\$ 6,183.5	\$ (165.3)
Operating Expenses:	\$ 8,465.1	\$ 6,348.8	\$ 6,093.5	\$ (255.3)
Locality Budget Status to Date ¹ :				\$ 90.0

KPI

Farebox Recovery:	5.0%	5.4%
Farebox % of Budgeted Expense:		5.2%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

FISCAL YEAR 2025 (\$ in thousands)	HAMPTON			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 5,237.4	\$ 3,928.1	\$ 3,928.1	\$ -
Plus: Local Farebox	\$ 743.4	\$ 557.6	\$ 632.3	\$ 74.7
Locality Share - Sub-Total:	\$ 5,980.8	\$ 4,485.7	\$ 4,560.4	\$ 74.7
Plus: Federal Aid	\$ 5,267.5	\$ 3,950.6	\$ 4,614.4	\$ 663.8
State Aid	\$ 2,647.6	\$ 1,985.6	\$ 2,234.5	\$ 248.9
Total Revenue Contribution:	\$ 13,895.9	\$ 10,421.9	\$ 11,409.3	\$ 987.4
Operating Expenses:	\$ 13,895.9	\$ 10,421.9	\$ 11,334.6	\$ 912.7
Locality Budget Status to Date ¹ :				\$ 74.7

KPI

Farebox Recovery:	5.4%	5.6%
Farebox % of Budgeted Expense:		6.1%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

FISCAL YEAR 2025 (\$ in thousands)	NEWPORT NEWS			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 8,300.7	\$ 6,225.5	\$ 6,225.5	\$ -
Plus: Local Farebox	\$ 1,426.3	\$ 1,069.7	\$ 1,141.3	\$ 71.6
Locality Share - Sub-Total:	\$ 9,727.0	\$ 7,295.2	\$ 7,366.8	\$ 71.6
Plus: Federal Aid	\$ 7,959.9	\$ 5,969.9	\$ 6,427.7	\$ 457.8
State Aid	\$ 4,200.2	\$ 3,150.2	\$ 3,401.5	\$ 251.3
Total Revenue Contribution:	\$ 21,887.1	\$ 16,415.3	\$ 17,196.0	\$ 780.7
Operating Expenses:	\$ 21,887.1	\$ 16,415.3	\$ 17,124.4	\$ 709.1
Locality Budget Status to Date ¹ :				\$ 71.6

KPI

Farebox Recovery:	6.5%	6.7%
Farebox % of Budgeted Expense:		7.0%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

FISCAL YEAR 2025 (\$ in thousands)	NORFOLK			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 21,795.0	\$ 16,346.3	\$ 16,346.3	\$ -
Plus: Local Farebox	\$ 4,191.4	\$ 3,143.6	\$ 2,632.0	\$ (511.6)
Locality Share - Sub-Total:	\$ 25,986.4	\$ 19,489.9	\$ 18,978.3	\$ (511.6)
Plus: Federal Aid	\$ 17,677.5	\$ 13,258.1	\$ 10,885.2	\$ (2,372.9)
State Aid	\$ 10,464.1	\$ 7,848.0	\$ 7,413.3	\$ (434.7)
Total Revenue Contribution:	\$ 54,128.0	\$ 40,596.0	\$ 37,276.8	\$ (3,319.2)
Operating Expenses:	\$ 54,128.0	\$ 40,596.0	\$ 37,029.5	\$ (3,566.5)
Locality Budget Status to Date ¹ :				\$ 247.3

KPI

Farebox Recovery:	7.7%	7.1%
Farebox % of Budgeted Expense:		6.5%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

FISCAL YEAR 2025 (\$ in thousands)	PORTSMOUTH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 3,182.0	\$ 2,386.5	\$ 2,386.5	\$ -
Plus: Local Farebox	\$ 514.1	\$ 385.6	\$ 382.0	\$ (3.6)
Locality Share - Sub-Total:	\$ 3,696.1	\$ 2,772.1	\$ 2,768.5	\$ (3.6)
Plus: Federal Aid	\$ 3,747.3	\$ 2,810.5	\$ 2,615.7	\$ (194.8)
State Aid	\$ 1,730.1	\$ 1,297.5	\$ 1,295.1	\$ (2.4)
Total Revenue Contribution:	\$ 9,173.5	\$ 6,880.1	\$ 6,679.3	\$ (200.8)
Operating Expenses:	\$ 9,173.5	\$ 6,880.1	\$ 6,673.5	\$ (206.6)
Locality Budget Status to Date ¹ :				\$ 5.8

KPI

Farebox Recovery:	5.6%	5.7%
Farebox % of Budgeted Expense:		5.6%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

FISCAL YEAR 2025 (\$ in thousands)	VIRGINIA BEACH			
	ANNUAL BUDGET	YEAR-TO-DATE		
		BUDGET	ACTUAL	VARIANCE
Locality Operating Share	\$ 8,725.9	\$ 6,544.4	\$ 6,544.4	\$ -
Plus: Local Farebox	\$ 1,354.5	\$ 1,015.9	\$ 979.6	\$ (36.3)
Locality Share - Sub-Total:	\$ 10,080.4	\$ 7,560.3	\$ 7,524.0	\$ (36.3)
Plus: Federal Aid	\$ 8,034.8	\$ 5,692.4	\$ 5,362.5	\$ (329.9)
State Aid	\$ 4,303.4	\$ 3,227.6	\$ 3,180.7	\$ (46.9)
Total Revenue Contribution:	\$ 22,418.6	\$ 16,480.3	\$ 16,067.2	\$ (413.1)
Operating Expenses:	\$ 22,418.6	\$ 16,480.3	\$ 16,029.2	\$ (451.1)
Locality Budget Status to Date ¹ :				\$ 38.0

KPI

Farebox Recovery:	6.2%	6.1%
Farebox % of Budgeted Expense:		5.9%

1. Includes year-to-date estimated farebox surplus credit and/or service reliability credit, where applicable.

FY 2026 DRAFT Preliminary Operating Budget - Submitted Questions – City of Newport News

GENERAL AND FY 2026 ECONOMIC CONSIDERATIONS FOR BUDGET BUILD:

1. Please provide Actuals for FY 2022, FY 2023, and FY 2024 on the Preliminary Budget Proposal line-item detail. **See separate pdf file “FY2022-FY2024 Actuals Line-Item Detail”**
2. Please provide the comparison sheet for the difference between the Draft and Preliminary Budget proposals. **See separate pdf file “FY2026 Draft vs Preliminary Budget Line-Item Detail”**
3. What is Total Cost Per Service Hour for the FY 2025 Approved and FY 2026 Preliminary Budgets? Please separate by RTS and operating. **RTS and Operating have the same cost per service hour. See table below:**

Mode	FY2025 Cost/Hour	FY2026 Cost/Hour	Variance +/-
Bus	\$ 124.43	\$ 124.77	\$ 0.34
Light Rail	\$ 464.44	\$ 467.42	\$ 2.98
Ferry	\$ 296.70	\$ 312.85	\$ 16.15
Paratransit	\$ 128.18	\$ 136.16	\$ 7.98

4. How many service hours are programmed into the FY 2025 and FY 2026 Budgets? Please separate by RTS and Operating. **See table below:**

Service Area	FY2025 Service	FY2026 Service	Variance +/-
Chesapeake	65,417	66,068	651
Hampton	108,719	108,623	(96)
Newport News	172,638	172,671	33
Norfolk	344,363	341,079	(3,284)
Portsmouth	66,641	67,710	1,069
VA Beach	176,481	175,850	(631)
ERC	24,570	25,546	976
Regional	91,607	104,224	12,617
Totals:	1,050,436	1,061,771	11,335

5. Using the current service board today,
 - (a) what is the current base level of RTS service hours already in service, over a 12-month period? **See table below:**

Regional Routes	FY2025 In Service Hours
20	3,763
36	8,634
45	1,883
112	13,670
114	6,991
403	362
405	875
414	1,438
415	350
430	955
921	957
960	10,522
961	20,397
964	1,558
966	1,638
967	3,470
972	1,168
980	1,398
Totals:	80,029

(b) Are there any proposed RTS route expansions included in FY 2026? **Yes, the RTS Route #15 high frequency service is scheduled to be implemented in the October 2025 service board.**

6. Local and State Funding – “Limited Local contribution increases over the last 5 years (slower than inflation)” || Point of Clarification – HRT opted from FY 2018 to FY 2022 to use low local contributions requests instead of presenting full cost considerations. After the loss of the Localities revenue (Recordation Tax) associated with RTS Program funding, and the establishment of the annual Strategic Allocation option, did the full cost impact begin to be discussed by HRT. By use of the Strategic Allocation option, localities were held to a net zero for FY 2021 and FY 2022, as compared to FY 2020. Localities saw a net 1.5% increase for FY 2023 and a 5.0% increase for FY 2024 and FY 2025. In the prior fiscal year comparisons, the localities fully funded exactly what was requested by HRT over this span of fiscal years; there were no changes in the local funding request and the final budget for the localities funding. As a reminder, the FY 2019 Budget reflected an overall decrease relative to FY 2018, and FY 2020 was a 3.0% increase over FY 2019. **The table below reflects the local cumulative benefit of pandemic aid over the recent years:**

ONGOING LOCAL BENEFIT - PANDEMIC AID						
Locality (\$ in thousands)	FY20 Recordation Tax Credit	FY20-25* Service Reliability Credit	FY20-25* Farebox Shortfall Coverage	FY20-25* Farebox Overage Credit	FY20-25* Pandemic Aid Local Service	Ongoing Benefit**
Chesapeake	\$ 840.1	\$ 1,016.9	\$ 541.4	\$ 29.3	\$ 5,646.0	\$ 8,073.7
Hampton	\$ 189.4	\$ 1,455.0	\$ 867.1	\$ 292.7	\$ 9,127.0	\$ 11,931.2
Newport News	\$ 199.1	\$ 2,236.0	\$ 1,504.8	\$ 562.4	\$ 13,499.3	\$ 18,001.6
Norfolk	\$ 265.7	\$ 5,256.6	\$ 4,524.9	\$ 221.2	\$ 21,700.8	\$ 31,969.2
Portsmouth	\$ 132.9	\$ 890.0	\$ 506.6	\$ 10.2	\$ 6,171.2	\$ 7,710.9
Virginia Beach	\$ 1,536.9	\$ 2,003.6	\$ 1,367.0	\$ 257.0	\$ 13,001.2	\$ 18,165.7
Total:	\$ 3,164.1	\$ 12,858.1	\$ 9,311.8	\$ 1,372.8	\$ 69,145.5	\$ 95,852.3

*FY2025 year-to-date 2/28/2025

**Includes \$3.2M in State Pandemic Relief Aid (FY20). Remaining funds are Federal Pandemic Aid.

7. Provide forecast for FY2025 year-end financial result.

(a) Is there an expectation of an operating surplus? **Yes.**

(b) If so, how much is the projected amount and what is the plan for deployment/allocation of this surplus? **Based on year-to-date 2/28/25, we have a \$900,000 surplus which includes \$500,000 in locality credits. We anticipate between \$.6M and \$.9M in locality credits by fiscal year end.**

(c) Do you anticipate prepayment of FY2026 employer HSA contributions as part of this plan and, if so, will there be an adjustment to the FY 2026 budget for employer HSA contribution? Is there a plan to provide other one-time payments from projected year-end surplus amounts prior to the close of FY 2025? **A decision regarding one-time prepayments will be evaluated based on the budgetary savings at fiscal year-end. There will be no adjustment to the FY2026 budget for employer HSA contribution.**

REVENUE:

8. Farebox Revenue – no details are provided, only a statement of \$10.5 million based on FY 2026 ridership estimated and 16-month trended data. Please provide the breakdown of this revenue by local supported routes and RTS routes – showing the projected revenue and change in each category. **See separate pdf file “FY2025-FY2026 Farebox Estimates”**

9. Federal Aid Revenue - \$46,601.1 ~~million~~ **thousand** (an increase of \$480.4 thousand) –
(a) Please provide a comparison to FY 2024 for each. **See table below:**

Federal Aid (\$ in thousands)	FY2024 Approved Budget	FY2025 Approved Budget	FY2026 Preliminary Budget
Federal Aid - Pandemic	\$15,500.5	\$24,497.3	\$ 26,097.2
Federal Aid - 5307/5310/5337	\$23,358.5	\$21,623.4	\$ 20,503.9
Total Federal Aid:	\$38,859.0	\$46,120.7	\$46,601.1

(b) What are the current balances in ARPA/CARES/CRISSA/COVID funds to include the projected FY 2025 and FY 2026 use of those balances? **The table below contains the actual and planned usage of pandemic aid. Based on available funding and circumstances, the Agency reserves the right to adjust the usage of federal dollars.**

Fiscal Year (\$ in thousands)	Actual						Planned		Total Funding	Remaining Balance
	20	21	22	23	24	25Q1&2	25Q3&4	26		
CARES	\$20,627	\$27,257	\$13,848						\$ 61,732	\$ -
CRRSAA			\$ 1,890	\$ 7,771					\$ 9,661	\$ -
ARPA				\$15,747	\$ 6,008	\$11,210		\$20,953	\$ 53,918	\$ -
ARPA Supplemental							\$ 28,500	\$24,238	\$ 52,738	\$ -
Total	\$20,627	\$27,257	\$15,738	\$23,518	\$ 6,008	\$11,210	\$ 28,500	\$45,191	\$ 178,049	\$ -

10. Draft Preliminary budget includes \$12,007.3 million thousand in HRRTF funding (an increase of \$1,489.7 thousand) and as 8% of the Total Revenue for FY 2026. Please provide detail of the RTS hours, RTS routes and RTS funding as a separate and distinct component of this overall Local TSP Summary. Please show the same for the RTS routes for each Locality. **The Local TSP Summary does not include RTS service. It is a summary of local service only. TSP tables for the Local Summary and Regional Service are included below:**

FY2026 Preliminary TSP – Local Summary

Local Routes	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	Federal & State Aid	Operating Assistance %	Local Funding	Local Funding %
Bus	660,518	\$ 82,416,127	\$ 6,484,022	8%	\$ 45,387,094	55%	\$ 30,545,011	37%
Trolley	25,160	\$ 3,139,338	\$ 206,070	7%	\$ 1,728,854	55%	\$ 1,204,414	38%
Special Service	1,749	\$ 218,232	\$ -	0%	\$ 120,181	55%	\$ 98,051	45%
Total Bus:	687,427	\$ 85,773,697	\$ 6,690,092	8%	\$ 47,236,129	55%	\$ 31,847,476	37%
Total Light Rail:	30,303	\$ 14,164,355	\$ 1,164,421	8%	\$ 4,894,068	35%	\$ 8,105,866	57%
Total Ferry:	6,672	\$ 2,087,329	\$ 240,766	12%	\$ 1,370,173	66%	\$ 476,390	23%
Total Paratransit:	207,601	\$ 28,267,486	\$ 1,245,711	4%	\$ 16,200,728	57%	\$ 10,821,047	38%
Local Modal Total:	932,003	\$ 130,292,867	\$ 9,340,990	7%	\$ 69,701,098	53%	\$ 51,250,779	39%
Commission Expense							\$ 1,621,044	
Advanced Capital Contribution							\$ 2,000,000	
Total Local Contribution:							\$ 54,871,823	
Applied Carry Forward Credits:							\$ (4,248,366)	
Net Local Contribution:							\$ 50,623,457	

FY2026 Preliminary TSP – Regional Routes

Regional Routes	Service Hours	Total Expense	Farebox Revenue	Farebox Recovery	HRRTF Funding
MAX Routes					
921 MAX	1,000	\$ 124,775	\$ 8,595	6.9%	\$ 116,180
960 MAX	13,216	\$ 1,649,026	\$ 101,171	6.1%	\$ 1,547,855
961 MAX	20,733	\$ 2,586,960	\$ 174,169	6.7%	\$ 2,412,791
964 MAX	1,822	\$ 227,340	\$ 13,092	5.8%	\$ 214,248
966 MAX	1,651	\$ 206,004	\$ 12,169	5.9%	\$ 193,835
967 MAX	3,654	\$ 455,928	\$ 40,356	8.9%	\$ 415,572
972 MAX	1,177	\$ 146,860	\$ 10,366	7.1%	\$ 136,494
980 MAX	1,411	\$ 176,058	\$ 31,997	18.2%	\$ 144,061
Total MAX Routes:	44,664	\$ 5,572,951	\$ 391,915	7.0%	\$ 5,181,036
PCS Service					
403 PCS	365	\$ 45,543	\$ 4,994	11.0%	\$ 40,549
405 PCS	1,315	\$ 164,079	\$ 5,647	3.4%	\$ 158,432
414 PCS	1,588	\$ 198,143	\$ 17,094	8.6%	\$ 181,049
415 PCS	547	\$ 68,252	\$ 6,165	9.0%	\$ 62,087
430 PCS	1,016	\$ 126,771	\$ 8,978	7.1%	\$ 117,793
Total PCS Service:	4,831	\$ 602,788	\$ 42,878	7.1%	\$ 559,910
Backbone Service					
15 Backbone	5,645	\$ 704,355	\$ 85,377	12.1%	\$ 618,978
20 Backbone	5,882	\$ 733,926	\$ 97,312	13.3%	\$ 636,614
36 Backbone	7,652	\$ 954,778	\$ 35,953	3.8%	\$ 918,825
45 Backbone	13,508	\$ 1,685,461	\$ 80,287	4.8%	\$ 1,605,174
112 Backbone	14,153	\$ 1,765,940	\$ 167,346	9.5%	\$ 1,598,594
114 Backbone	7,889	\$ 984,350	\$ 96,131	9.8%	\$ 888,219
Total Backbone Service:	54,729	\$ 6,828,810	\$ 562,406	8.2%	\$ 6,266,404
Total Regional Routes:	104,224	\$ 13,004,549	\$ 997,199	7.7%	\$ 12,007,350

11. State Operating Aid Revenue – we understand the use of level funding based on pending General Assembly actions. What is the intended course of action should the State Operating Aid Revenue be higher or lower than initially estimated by the proposed May 2025 adoption date (General Assembly in short session this year, Since Die February 22, 2025) for the HRT FY 2026 Preliminary Budget? **If State Aid comes in higher or lower than estimated, HRT will adjust Federal Funds accordingly.**

EXPENDITURE:

Personnel

- The FY 2026 Preliminary position count has a net increase of 4 FTEs, regardless of funding source.
 - What review was done to eliminate long-term vacant (vacant for 3 years or more) positions for a net zero sum position allotment change for HRT by shifting funding and position allotment to the higher priority position? **During the budget process, the amount budgeted for vacant positions is based on the average attrition rate for those positions. Funding is then allocated to the higher priority positions.**
 - Please provide a list of vacant positions and how long they have been vacant. At the City, this year our budget development process included the focused effort to reallocate long-term, difficult to fill positions to add staff capacity in areas of priority focus. This effort worked well (reallocating more than 50 positions) and maintained our total full-time headcount at the current fiscal year level with no

diminution of the services or programs that are provided to our citizenry. See table below:

HRT Non-Union Vacancies

Department	Position Title	# of Positions	Date of Vacancy
Engineering & Facilities	Project Manager	1	12/22/2024
Engineering & Facilities	Project Manager-SS Facility	1	12/22/2024
Engineering & Facilities -Transit Stop Tech	Transit Stop Field Supervisor	1	8/29/2024
Engineering & Facilities -Transit Stop Tech	Transit Stop Technician	2	8/14/2024
Finance	Buyer I	1	2/2/2025
Finance	Data Analyst I	1	3/16/2025
Finance	Revenue Collections Attendant	1	8/22/2024
Human Resources	Benefits Specialist	1	11/23/2024
Management Services	Executive Project Analyst	1	3/10/2025
Management Services	Grants Program Analyst	1	10/7/2023 - On hold
Management Services	Management Analyst	1	11/2/2024 - Frozen
Operations	Electronic Technician	1	2/27/2025
Operations	Mgr Bus Maint Train & Spe Proj	1	3/4/2025
Operations	Security Systems Specialist	1	3/25/2025
Operations	Training Specialist (LR Maint)	1	3/22/2025
Operations - Bus/Maint Supervisors	Bus Transportation Supervisor	11	various
Operations - Bus/Maint Supervisors	Maintenance Supervisor	1	12/4/2024
Operations - Bus/Maint Supervisors	Maintenance Supervisor	1	12/20/2024
Operations - Facilities Maintenance	Facilities Mainten Mechanic	3	7/1/2024 7/1/2024 8/31/2024
Operations - Facilities Maintenance	Facilities Mainten Technician	2	12/29/2023 3/2/2024
Operations - Light Rail	Controller - Dispatcher	2	11/24/2024 12/8/2024
Operations - Light Rail	LRV Maintenance Supervisor (Electro-Mech)	1	2/5/2023
Operations - Light Rail	LRV Maintenance Supervisor (Electro-Mech)	1	8/6/2024
Operations - Light Rail	Manager of Rail Systems	1	2/8/2025
Planning & Development	Data Analyst II	1	3/16/2025
Planning & Development	Manager of Service Planning	1	3/16/2025
Planning & Development	Scheduler II	1	3/19/2025
Planning & Development - Customer Service	Customer Service Rep II	1	2/14/2025
Planning & Development - Customer Service	Transit Center Lead	1	10/17/2024
Safety	Emer Mmngmnt (Prepardnss)Spclst	1	12/22/2024
Technology	Application Administrator	1	9/1/2024
Technology	Application Administrator - EAM	1	10/26/2023
Technology	ERP Manager of HRMS	1	6/16/2024
Technology	ERP Support Specialist (HRMS)	1	4/28/2024
Technology	ERP Systems Administrator	1	4/28/2024
Technology	ERP Technical Services Manager	1	9/23/2024
Technology	HRMS Functional Support Analys	1	4/17/2024
Technology	IT Business Systems Analyst	1	7/6/2022
Technology	MS Dynamics Finan Func Analyst	1	1/2/2024
Technology	MS Dynamics Sys 365 Administra	1	10/21/2020
Technology	Sr System Administrator	1	11/10/2024
Technology	Systems Administrator	1	1/1/2025

2. New positions – Prior to allotment changes - six for Operating, two for Grants, and four for RTS.

(a) Please provide estimated total salary and fringe benefits by position. **Operating new positions = 4; Grant new positions = 0 (2 existing, not new, FTE positions are now funded by grants/projects); RTS new positions = 5. FY2026 New FTE positions = 9. See table below:**

Position	Funding	Salary + Fringe
Transit Stop Technician	RTS	\$ 67,454
Transit Stop Technician	RTS	\$ 67,454
Transit Security Officer	RTS	\$ 83,242
Transit Security Officer	RTS	\$ 83,242
Network Security Engineer	RTS	\$154,710
Customer Service Rep I	Operating & RTS	\$ 44,850
Customer Service Rep II	Operating & RTS	\$ 51,198
Sr. Staff Accountant	Operating & RTS	\$113,022
Sr. System Administrator	Operating & RTS	\$161,441
Totals		\$826,613

(b) Have any of these positions been hired during FY 2025? **No.**

3. For each position funded through a grant, please provide the plan for onboarding or offboarding the positions once the grant/project is complete? **Staff covered by a grant/project are recruited and onboarded the same as those under operating. Upon completion of the grant/project, the position may transition to another grant/project or be eliminated.**
4. As of the end of January 2025 YTD, the Personnel category is over budget system wide by \$0.517 or 1%. Please provide a breakdown of what is driving that overage. **The January 2025 year-to-date personnel category was under budget, not over, by \$517,500. This was primarily driven by savings in health insurance.**
5. Please provide history of Salary Adjustments for non-union positions, including Merit and Bonus (budgeted and non-budgeted) from FY 2021 to FY 2025, comparing what was presented in the budget vs. HRT provided. **See table below:**

Compensation Type	2021	2022	2023	2024	2025
Budgeted Increase	0%	2% COLA + 1% Merit	3% Merit	3% Merit	4% Merit
Annual Salary Increase	2% COLA + 1% Merit	N/A	1% - 5% Merit	3% - 5% Merit	2% COLA + 2% - 4% Merit
Lump-Sum Bonus	N/A	<ul style="list-style-type: none"> • \$2,000 in lieu of increase • \$500 bonus for COVID vaccination 	Career Service Bonus of \$500 for every 5 years of service	Career Service Bonus of \$500 for every 5 years of service	N/A

6. ~~Workmens [sic]~~ **Workers** Comp-Claims Hourly is showing a significant dollar and percentage increase; what is the cause? **The types and levels of accidents and incidents have increased. The FY2026 budget has been updated to reflect this trend.**
- (a) Please provide detail for the 7.1% increase in health insurance premiums. **Growth is driven by median market premium increase of 7%-8%.**
- (b) When is the open enrollment period? **November**
- (c) When does the new premium rate take affect? **January 1st**
- (d) Is the \$744.1 thousand increase a blended amount, prorated for the new premium effective date? **Yes.**
- (e) What is the employer/employee split/share? **For non-union personnel, HRT pays/contributes 100% of the cost for Employee-Only coverage. For Union, HRT pays/contributes 85% of the cost for Employee Only-coverage. Our current health insurance policy is with Sentara.**
7. Is an Attrition Credit/Hiring Lag included in salaries and fringe benefits – Union and Non-Union? If so, how much? Is the amount salary only or salary and fringe benefits?
- Union Attrition Credit = \$1.9M (excludes premium pay, overtime and fringe)**
- Non-Union Attrition Credit = \$1.7M (excludes fringe)**
8. Provide calculation for vacancy savings for Fiscal Years 2022, 2023, and 2024. Vacancy savings should be calculated as total budgeted amounts for Salaries/Wages and Fringe Benefits less all actual amounts spent in these categories (variance in \$ and %). Please prepare separate tables for Union staff and Non-Union staff reflective of the example below.

	FY 22 Budget	FY 22 Actual	FY 22 Var (\$)	FY 22 Var (%)	FY 23 Budget	FY 23 Actual	FY 23 Var (\$)	FY 23 Var (%)	FY 24 Budget	FY 24 Actual	FY 24 Var (\$)	FY 24 Var (%)
Salaries and Wages												
Fringe Benefits												
Total Wages, Salaries, Fringe Benefits												

Estimated Vacancy Savings:

Vacancies (\$ in thousands)	FY22 Budget	FY22 Actual	FY22 Var (\$)	FY22 Var (%)	FY23 Budget	FY23 Actual	FY23 Var (\$)	FY23 Var (%)	FY24 Budget	FY24 Actual	FY24 Var (\$)	FY24 Var (%)
Union												
Salaries and Wages	\$ 27,130.2	\$ 26,082.5	\$ 1,047.7	3.9%	\$ 29,356.5	\$ 29,017.1	\$ 339.4	1.2%	\$ 31,438.7	\$ 30,833.4	\$ 605.3	1.9%
Fringe Benefits	\$ 10,309.5	\$ 9,911.4	\$ 398.1	3.9%	\$ 11,155.5	\$ 11,026.5	\$ 129.0	1.2%	\$ 11,946.7	\$ 11,716.7	\$ 230.0	1.9%
Total Union:	\$ 37,439.7	\$ 35,993.9	\$ 1,445.8	3.9%	\$ 40,512.0	\$ 40,043.6	\$ 468.4	1.2%	\$ 43,385.4	\$ 42,550.1	\$ 835.3	1.9%
Non-Union												
Salaries and Wages	\$ 19,620.7	\$ 19,233.7	\$ 387.0	2.0%	\$ 22,130.7	\$ 19,895.2	\$ 2,235.5	10.1%	\$ 23,222.3	\$ 23,102.1	\$ 120.2	0.5%
Fringe Benefits	\$ 7,455.9	\$ 7,308.8	\$ 147.1	2.0%	\$ 8,409.7	\$ 7,560.2	\$ 849.5	10.1%	\$ 8,824.5	\$ 8,778.8	\$ 45.7	0.5%
Total Non-Union:	\$ 27,076.6	\$ 26,542.5	\$ 534.1	2.0%	\$ 30,540.4	\$ 27,455.4	\$ 3,085.0	10.1%	\$ 32,046.8	\$ 31,880.9	\$ 165.9	0.5%

9. Please provide additional details, including but not limited to renewal rates and added scope of work, related to the 26.8% increase projected for Legal Fees. **Newly awarded contract for legal services includes hourly fee cost escalations. We continue to recover from the pandemic and are anticipating hiring more employees, transporting more customers, and running more service; statistically speaking, more employees result in more employment issues, workers comp issues, etc. More service means more buses on the road and increased accidents. More ridership potentially means more claims.**
10. Provide actual spending totals for all Contractual Services accounts for Fiscal Years 2022, 2023, and 2024. **See table below:**

CLASSIFICATION (\$ in thousands)	ACCOUNT DESCRIPTION	FY2022 AUDITED ACTUALS	FY2023 DRAFT ACTUALS	FY2024 DRAFT ACTUALS
SERVICES				
	Legal Fees	\$ 741.2	\$ 474.7	\$ 640.5
	Professional Fees	\$ 1,965.7	\$ 2,103.4	\$ 2,105.4
	PM Contract Maintenance	\$ 3,320.4	\$ 3,651.7	\$ 3,632.0
	Contract Services	\$ 4,348.9	\$ 4,645.0	\$ 5,820.7
TOTAL SERVICES:		\$ 10,376.2	\$ 10,874.8	\$ 12,198.6

11. Provide actual spending totals for all Professional Fees accounts for Fiscal Years 2022, 2023, and 2024. **See table #10**
12. Provide actual spending for all Ferry Purchased Service accounts for Fiscal Years 2022, 2023, and 2024. **See table below:**

CLASSIFICATION (\$ in thousands)	ACCOUNT DESCRIPTION	FY2022 AUDITED ACTUALS	FY2023 DRAFT ACTUALS	FY2024 DRAFT ACTUALS
PURCHASED TRANSPORTATION				
	Purchased Transportation-Ferry	\$ 1,270.3	\$ 1,252.2	\$ 1,684.5
	Purchased Transportation-Paratransit	\$ 6,055.8	\$ 11,332.5	\$ 12,744.4
TOTAL PURCHASED TRANSPORTATION:		\$ 7,326.1	\$ 12,584.7	\$ 14,428.9

13. Provide actual spending for all Paratransit Purchased Service accounts for Fiscal Years 2022, 2023, and 2024. For FY 2026, does the Paratransit contract revert to the contract service credits for missed trips or are there any planned exceptions? **See table #12. In FY2026 there are no planned exceptions to the Paratransit contract.**
14. Provide actual spending totals for all Travel and Training accounts for Fiscal Years 2022, 2023, and 2024. **See table below:**

CLASSIFICATION (\$ in thousands)	ACCOUNT DESCRIPTION	FY2022 AUDITED ACTUALS	FY2023 DRAFT ACTUALS	FY2024 DRAFT ACTUALS
TRAVEL, TRAINING & EDUCATION				
	Travel Training	\$ 118.3	\$ 209.2	\$ 287.6
	Education & Training	\$ 36.9	\$ 61.5	\$ 160.1
TOTAL TRAVEL, TRAINING & EDUCATION:		\$ 155.2	\$ 270.7	\$ 447.7

15. Interest Expense remains unchanged for the FY2026 operating budget (and was increased for the FY2025 operating budget). The maintenance of interest expense at the FY 2025 budgeted level for FY 2026 contrasts with the HRT commitment to reduce reliance on the line of credit, which would result in a reduction in interest payment amounts. **The FY2026 interest budget is an estimate. It is the goal of HRT to reduce the dependance on (not eliminate) the line of credit in FY2026.**
16. Is the current intention to prepay FY 2026 HSA with available FY 2025 year-end surplus funds? Accordingly, the FY 2026 budget for HSA should be reduced to reflect the offset of the expenditure burden next fiscal year. **A decision regarding one-time prepayments will be evaluated based on the budgetary savings at fiscal year-end. There will be no adjustment to the FY2026 budget for employer HSA contribution.**
17. Explain in detail the localities FY 2026 service ‘credit’ for \$4.248 million true-up credits from FY 2020 to FY 2022. What is the revenue source to replace the localities contribution of \$4.248 million. **The service credits are associated with amounts due to government as documented in the audited financial statements. HRT is activating a strategy to utilize ARPA funding to cover eligible expenses. Cities will have an option to utilize the credits or request a lump sum payment.**

MFAC QUESTIONS 3/14/2025:

1. Provide line item detail actuals for FY2022, FY2023, and FY2024

CLASSIFICATION (\$ in thousands)	ACCOUNT DESCRIPTION	FY2022 AUDITED ACTUALS	FY2023 DRAFT ACTUALS	FY2024 DRAFT ACTUALS
PERSONNEL SERVICES				
	Salary & Wage Non Operator Reg	\$ 16,180.9	\$ 18,219.0	\$ 19,954.9
	Salary & Wage NonOper Overtime	\$ 214.8	\$ 173.9	\$ 126.0
	Instructor Premium	\$ 350.8	\$ 509.3	\$ 656.2
	Platform Time-Line Service	\$ 14,911.0	\$ 16,230.0	\$ 17,255.1
	Scheduled Overtime	\$ 335.7	\$ 431.3	\$ 428.4
	UnScheduled Overtime	\$ 975.7	\$ 1,402.8	\$ 1,527.5
	Night Differential	\$ 303.8	\$ 291.1	\$ 309.3
	Servicing	\$ 1,546.9	\$ 1,600.5	\$ 1,858.1
	Inspection & Maintenance	\$ 3,871.7	\$ 3,916.8	\$ 4,098.8
	Other Wages	\$ 3,647.5	\$ 3,119.7	\$ 3,224.8
	Other Pay	\$ 2,752.5	\$ 4,112.8	\$ 4,321.7
	Insurance Waiver	\$ 145.6	\$ 164.2	\$ 188.6
	Servicing OT	\$ 413.4	\$ 492.5	\$ 450.9
	Inspection & Maintenance OT	\$ 902.4	\$ 1,015.1	\$ 1,360.1
	FICA Salary	\$ 3,896.5	\$ 4,377.7	\$ 4,716.7
	Pension VSRS	\$ 2,863.9	\$ 3,103.6	\$ 3,215.6
	Health Insurance	\$ 9,118.8	\$ 6,839.0	\$ 8,615.2
	Short Term Disability TMC	\$ 54.7	\$ 55.3	\$ 64.0
	VA Local Disability Prog Exp	\$ 82.8	\$ 108.3	\$ 132.4
	Unemployment Insurance-TMC	\$ 64.5	\$ 46.9	\$ 52.5
	Workers Comp-Claims Hourly	\$ 53.0	\$ 45.4	\$ 129.0
	Sick Pay-Salaried	\$ 1,320.9	\$ 1,214.2	\$ 1,372.4
	Holiday Pay-Salaried	\$ 1,493.1	\$ 1,537.8	\$ 1,913.0
	Vacation Pay-Salaried	\$ 3,845.3	\$ 2,820.0	\$ 3,398.2
	Other Paid Absence-Salaried	\$ 185.3	\$ 106.0	\$ 102.9
	Operators Uniforms	\$ 180.3	\$ 240.8	\$ 210.3
	Mechanics Uniforms-Rental	\$ 36.5	\$ 159.5	\$ 99.0
	Mechanics Shoes/Jackets Allow	\$ 26.4	\$ 51.5	\$ 50.5
	Mechanics Tool Allowance	\$ 21.3	\$ 33.9	\$ 41.2
	Commercial Drivers License	\$ 0.9	\$ 0.5	\$ 0.5
	Vacation Buyback	\$ -	\$ 118.6	\$ 135.1
TOTAL PERSONNEL SERVICES:		\$ 69,796.9	\$ 72,538.0	\$ 80,008.9
SERVICES				
	Legal Fees	\$ 741.2	\$ 474.7	\$ 640.5
	Professional Fees	\$ 1,965.7	\$ 2,103.4	\$ 2,105.4
	PM Contract Maintenance	\$ 3,320.4	\$ 3,651.7	\$ 3,632.0
	Contract Services	\$ 4,348.9	\$ 4,645.0	\$ 5,820.7
TOTAL SERVICES:		\$ 10,376.2	\$ 10,874.8	\$ 12,198.6

MFAC QUESTIONS 3/14/2025:

1. Provide line item detail actuals for FY2022, FY2023, and FY2024

CLASSIFICATION (\$ in thousands)	ACCOUNT DESCRIPTION	FY2022 AUDITED ACTUALS	FY2023 DRAFT ACTUALS	FY2024 DRAFT ACTUALS
MATERIALS & SUPPLIES				
	Gasoline	\$ 112.6	\$ 190.1	\$ 205.1
	Diesel Fuel	\$ 4,956.2	\$ 6,139.8	\$ 6,805.9
	Contractors Fuel Usage	\$ 515.3	\$ 693.2	\$ 1,034.5
	Oil & Lubricants	\$ 105.3	\$ 195.7	\$ 244.2
	Tires	\$ 690.8	\$ 639.5	\$ 764.9
	Materials & Supplies	\$ 4,345.7	\$ 6,039.7	\$ 5,870.2
TOTAL MATERIALS & SUPPLIES:		\$ 10,725.9	\$ 13,898.0	\$ 14,924.8
UTILITIES				
	Utilities	\$ 1,069.3	\$ 1,404.4	\$ 1,375.8
	Telephone	\$ 76.6	\$ 56.1	\$ 83.6
TOTAL UTILITIES:		\$ 1,145.9	\$ 1,460.5	\$ 1,459.4
CASUALTIES & LIABILITIES				
	Insurance	\$ 4,163.7	\$ 4,270.1	\$ 5,265.2
TOTAL CASUALTIES & LIABILITIES:		\$ 4,163.7	\$ 4,270.1	\$ 5,265.2
PURCHASED TRANSPORTATION				
	Purchased Transportation	\$ 7,326.1	\$ 12,584.7	\$ 14,428.9
TOTAL PURCHASED TRANSPORTATION:		\$ 7,326.1	\$ 12,584.7	\$ 14,428.9
MISCELLANEOUS EXPENSE				
	License & Fees	\$ 27.0	\$ 28.7	\$ 26.0
	Dues & Subscriptions	\$ 164.6	\$ 162.9	\$ 169.4
	Travel Training	\$ 118.3	\$ 209.2	\$ 287.6
	Stipend - Commissioners	\$ 14.3	\$ 13.1	\$ 12.6
	Advertising	\$ 130.1	\$ 152.3	\$ 165.6
	Technology Hardware	\$ 35.0	\$ 48.9	\$ 42.5
	Technology Software	\$ 22.7	\$ 42.3	\$ 28.0
	Tolls	\$ 31.1	\$ 42.9	\$ 63.3
	Education & Training	\$ 36.9	\$ 61.5	\$ 160.1
	Postage	\$ 34.5	\$ 28.9	\$ 40.9
	Misc. Expenses	\$ 70.8	\$ 258.7	\$ 89.3
	Interest Expense	\$ 72.2	\$ 277.9	\$ 690.7
	Leases & Rentals	\$ 164.4	\$ 111.0	\$ 318.2
TOTAL MISCELLANEOUS EXPENSE:		\$ 921.9	\$ 1,438.3	\$ 2,094.2
TOTAL EXPENSE:		\$ 104,456.6	\$ 117,064.4	\$ 130,380.0



MFAC QUESTIONS ON 3/14/2025:

2. Provide comparison for the difference between Draft and Preliminary Budget proposals

CLASSIFICATION (\$ in thousands)	ACCOUNT DESCRIPTION	FY2026 DRAFT OPERATING BUDGET	FY2026 PRELIMINARY OPERATING BUDGET	\$ VARIANCE INCREASE/ (DECREASE)	% VARIANCE INCREASE/ (DECREASE)	COST VARIANCE EXPLANATION
PERSONNEL SERVICES						
	Salary & Wage Non Operator Reg	\$ 26,370.9	\$ 26,370.9	\$ -	0.0%	N/A
	Salary & Wage NonOper Overtime	\$ 112.6	\$ 177.0	\$ 64.4	57.2%	Change based on trended actuals
	Instructor Premium	\$ 660.3	\$ 755.9	\$ 95.6	14.5%	Refinement to union wage estimates
	Platform Time-Line Service	\$ 22,031.7	\$ 22,172.9	\$ 141.2	0.6%	Refinement to union wage estimates
	Scheduled Overtime	\$ 478.8	\$ 400.6	\$ (78.2)	(16.3%)	Refinement to union wage estimates
	UnScheduled Overtime	\$ 1,697.9	\$ 1,748.5	\$ 50.6	3.0%	Refinement to union wage estimates
	Night Differential	\$ 344.9	\$ 343.8	\$ (1.1)	(0.3%)	Refinement to union wage estimates
	Servicing	\$ 2,572.9	\$ 2,509.5	\$ (63.4)	(2.5%)	Refinement to union wage estimates
	Inspection & Maintenance	\$ 5,466.0	\$ 5,245.3	\$ (220.7)	(4.0%)	Refinement to union wage estimates
	Other Wages	\$ 4,491.5	\$ 3,978.7	\$ (512.8)	(11.4%)	Refinement to union wage estimates
	Other Pay	\$ -	\$ -	\$ -	N/A	N/A
	Insurance Waiver	\$ 181.2	\$ 182.4	\$ 1.2	0.7%	Refined participation estimate
	Servicing OT	\$ 496.8	\$ 550.4	\$ 53.6	10.8%	Refinement to union wage estimates
	Inspection & Maintenance OT	\$ 1,398.8	\$ 1,556.7	\$ 157.9	11.3%	Refinement to union wage estimates
	FICA Salary	\$ 5,537.3	\$ 5,391.0	\$ (146.3)	(2.6%)	Refinement to union wage estimates
	Pension VSRS	\$ 3,484.6	\$ 3,484.6	\$ -	0.0%	N/A
	Health Insurance	\$ 11,547.8	\$ 11,297.6	\$ (250.2)	(2.2%)	Refined estimates for H.S.A
	Short Term Disability TMC	\$ 66.2	\$ 66.2	\$ -	0.0%	N/A
	VA Local Disability Prog Exp	\$ 139.8	\$ 139.8	\$ -	0.0%	N/A
	Unemployment Insurance-TMC	\$ 47.8	\$ 46.5	\$ (1.3)	(2.7%)	Refinement to union wage estimates
	Workers Comp-Claims Hourly	\$ 110.9	\$ 110.9	\$ -	0.0%	Refinement to union wage estimates
	Sick Pay-Salaried	\$ 976.3	\$ 1,067.8	\$ 91.5	9.4%	Refinement to union wage estimates
	Holiday Pay-Salaried	\$ 1,046.7	\$ 954.8	\$ (91.9)	(8.8%)	Refinement to union wage estimates
	Vacation Pay-Salaried	\$ 2,497.7	\$ 2,404.4	\$ (93.3)	(3.7%)	Refinement to union wage estimates
	Other Paid Absence-Salaried	\$ 160.8	\$ 161.6	\$ 0.8	0.5%	Refinement to union wage estimates
	Operators Uniforms	\$ 106.3	\$ 232.1	\$ 125.8	118.3%	Contract value refinement for uniforms
	Mechanics Uniforms-Rental	\$ 146.1	\$ 106.1	\$ (40.0)	(27.4%)	Contract value refinement for uniforms
	Mechanics Shoes/Jackets Allow	\$ 53.2	\$ 50.0	\$ (3.2)	(6.0%)	Contract value refinement for uniforms
	Mechanics Tool Allowance	\$ 75.0	\$ 60.0	\$ (15.0)	(20.0%)	Updated tool allowance estimate
	Commercial Drivers License	\$ 6.3	\$ 6.9	\$ 0.6	9.5%	Updated estimate
	Vacation Buyback	\$ 139.2	\$ 160.4	\$ 21.2	15.2%	Refined estimate of participants
TOTAL PERSONNEL SERVICES:		\$ 92,446.3	\$ 91,733.3	\$ (713.0)	(0.8%)	



MFAC QUESTIONS ON 3/14/2025:

2. Provide comparison for the difference between Draft and Preliminary Budget proposals

CLASSIFICATION (\$ in thousands)	ACCOUNT DESCRIPTION	FY2026 DRAFT OPERATING BUDGET	FY2026 PRELIMINARY OPERATING BUDGET	\$ VARIANCE INCREASE/ (DECREASE)	% VARIANCE INCREASE/ (DECREASE)	COST VARIANCE EXPLANATION
SERVICES						
	Legal Fees	\$ 584.6	\$ 660.1	\$ 75.5	12.9%	Updated based on estimated need
	Professional Fees	\$ 3,564.1	\$ 3,136.5	\$ (427.6)	(12.0%)	Refined technology & human resources contract values
	PM Contract Maintenance	\$ 4,275.0	\$ 4,275.0	\$ -	0.0%	N/A
	Contract Services	\$ 6,109.4	\$ 6,080.0	\$ (29.4)	(0.5%)	Refined facilities & security contract values
TOTAL SERVICES:		\$ 14,533.1	\$ 14,151.6	\$ (381.5)	(2.6%)	
MATERIALS & SUPPLIES						
	Gasoline	\$ 115.5	\$ 115.5	\$ -	0.0%	N/A
	Diesel Fuel	\$ 5,639.4	\$ 5,639.4	\$ -	0.0%	N/A
	Contractors Fuel Usage	\$ 1,073.4	\$ 1,073.4	\$ -	0.0%	N/A
	Oil & Lubricants	\$ 476.3	\$ 476.3	\$ -	0.0%	N/A
	Tires	\$ 701.2	\$ 701.2	\$ -	0.0%	N/A
	Materials & Supplies	\$ 4,868.2	\$ 4,723.6	\$ (144.6)	(3.0%)	Refined bus maintenance costs
TOTAL MATERIALS & SUPPLIES:		\$ 12,874.0	\$ 12,729.4	\$ (144.6)	(1.1%)	
UTILITIES						
	Utilities	\$ 1,467.2	\$ 1,467.2	\$ -	0.0%	N/A
	Telephone	\$ 117.4	\$ 117.4	\$ -	0.0%	N/A
TOTAL UTILITIES:		\$ 1,584.6	\$ 1,584.6	\$ -	0.0%	
CASUALTIES & LIABILITIES						
	Insurance	\$ 6,279.2	\$ 6,279.2	\$ -	0.0%	N/A
TOTAL CASUALTIES & LIABILITIES:		\$ 6,279.2	\$ 6,279.2	\$ -	0.0%	
PURCHASED TRANSPORTATION						
	Purchased Transportation	\$ 19,660.6	\$ 20,879.9	\$ 1,219.3	6.2%	Paratransit trip estimate refined
TOTAL PURCHASED TRANSPORTATION:		\$ 19,660.6	\$ 20,879.9	\$ 1,219.3	6.2%	
MISCELLANEOUS EXPENSE						
	License & Fees	\$ 29.5	\$ 29.5	\$ -	0.0%	N/A
	Dues & Subscriptions	\$ 178.7	\$ 178.7	\$ -	0.0%	N/A
	Travel Training	\$ 200.3	\$ 200.3	\$ -	0.0%	N/A
	Stipend - Commissioners	\$ 22.3	\$ 22.3	\$ -	0.0%	N/A
	Advertising	\$ 225.8	\$ 225.8	\$ -	0.0%	N/A
	Technology Hardware	\$ 3.6	\$ 3.6	\$ -	0.0%	N/A
	Technology Software	\$ 21.4	\$ 21.4	\$ -	0.0%	N/A



MFAC QUESTIONS ON 3/14/2025:

2. Provide comparison for the difference between Draft and Preliminary Budget proposals

CLASSIFICATION (\$ in thousands)	ACCOUNT DESCRIPTION	FY2026 DRAFT OPERATING BUDGET	FY2026 PRELIMINARY OPERATING BUDGET	\$ VARIANCE INCREASE/ (DECREASE)	% VARIANCE INCREASE/ (DECREASE)	COST VARIANCE EXPLANATION
	Tolls	\$ 51.3	\$ 51.3	\$ -	0.0%	N/A
	Education & Training	\$ 228.6	\$ 228.6	\$ -	0.0%	N/A
	Postage	\$ 39.7	\$ 39.7	\$ -	0.0%	N/A
	Misc. Expenses	\$ 50.6	\$ 50.6	\$ -	0.0%	N/A
	Interest Expense	\$ 350.0	\$ 350.0	\$ -	0.0%	N/A
	Leases & Rentals	\$ 374.9	\$ 374.9	\$ -	0.0%	N/A
TOTAL MISCELLANEOUS EXPENSE:		\$ 1,776.7	\$ 1,776.7	\$ -	0.0%	
TOTAL EXPENSE:		\$ 149,154.5	\$ 149,134.7	\$ (19.8)	(0.0%)	



MFAC QUESTIONS 3/14/2025:

8. Provide breakdown of farebox revenue by local supported routes and RTS routes

Mode	Service Area	Route	FY25 Farebox Estimate	FY26 Farebox Estimate	\$ Variance +/-	% Variance +/-
PARATRANSIT						
	Chesapeake	0	\$ 80,493	\$ 90,237	\$ 9,744	12%
	ERC	0	\$ 4,292	\$ 7,003	\$ 2,710	63%
	Hampton	0	\$ 142,459	\$ 155,585	\$ 13,126	9%
	Newport News	0	\$ 198,292	\$ 220,873	\$ 22,581	11%
	Norfolk	0	\$ 352,584	\$ 411,224	\$ 58,640	17%
	Portsmouth	0	\$ 75,669	\$ 89,317	\$ 13,648	18%
	Suffolk	0	\$ 4,099	\$ 4,310	\$ 211	5%
	VA Beach	0	\$ 253,768	\$ 274,165	\$ 20,396	8%
PARATRANSIT TOTAL:			\$ 1,111,658	\$ 1,252,713	\$ 141,055	13%
FERRY						
	ERC	90	\$ 19,281	\$ 18,323	\$ (958)	(5%)
	Norfolk	90	\$ 127,829	\$ 124,102	\$ (3,726)	(3%)
	Portsmouth	90	\$ 122,891	\$ 116,664	\$ (6,227)	(5%)
FERRY TOTAL:			\$ 270,000	\$ 259,089	\$ (10,911)	(4%)
LIGHT RAIL:						
	Norfolk	801	\$ 936,706	\$ 1,164,421	\$ 227,715	24%
LIGHT RAIL TOTAL			\$ 936,706	\$ 1,164,421	\$ 227,715	24%
BUS:						
	Chesapeake	6	\$ 37,150	\$ 42,479	\$ 5,329	14%
	Chesapeake	12	\$ 14,386	\$ 15,698	\$ 1,312	9%
	Chesapeake	13	\$ 80,275	\$ 79,269	\$ (1,006)	(1%)
	Chesapeake	14	\$ 35,790	\$ 52,859	\$ 17,069	48%
	Chesapeake	15	\$ 76,394	\$ 98,723	\$ 22,329	29%
	Chesapeake	24	\$ 23,087	\$ 27,594	\$ 4,507	20%
	Chesapeake	44	\$ 7,939	\$ 10,048	\$ 2,109	27%
	Chesapeake	57	\$ 36,638	\$ 38,994	\$ 2,356	6%
	Chesapeake	58	\$ 28,778	\$ 35,168	\$ 6,391	22%
	Chesapeake Total		\$ 340,436	\$ 400,832	\$ 60,396	18%
	ERC	44	\$ 53,271	\$ 67,428	\$ 14,157	27%
	ERC	45	\$ 53,460	\$ 41,652	\$ (11,808)	(22%)
	ERC	47	\$ 42,281	\$ 48,500	\$ 6,219	15%
	ERC Total		\$ 149,012	\$ 157,579	\$ 8,567	6%
	Hampton	101	\$ 55,585	\$ 58,554	\$ 2,969	5%
	Hampton	102	\$ 27,635	\$ 32,178	\$ 4,543	16%
	Hampton	103	\$ 58,559	\$ 81,041	\$ 22,482	38%
	Hampton	105	\$ 26,853	\$ 33,190	\$ 6,337	24%
	Hampton	109	\$ 31,849	\$ 38,872	\$ 7,023	22%

MFAC QUESTIONS 3/14/2025:

8. Provide breakdown of farebox revenue by local supported routes and RTS routes

Mode	Service Area	Route	FY25 Farebox Estimate	FY26 Farebox Estimate	\$ Variance +/-	% Variance +/-
	Hampton	110	\$ 60,523	\$ 75,719	\$ 15,195	25%
	Hampton	111	\$ 10,976	\$ 16,850	\$ 5,873	54%
	Hampton	114	\$ 199,394	\$ 200,356	\$ 961	0%
	Hampton	115	\$ 42,510	\$ 120,181	\$ 77,671	183%
	Hampton	118	\$ 87,091	\$ 101,796	\$ 14,705	17%
	Hampton Total		\$ 600,976	\$ 758,736	\$ 157,760	26%
	HRRTF	1	\$ 27,951	\$ -	\$ (27,951)	(100%)
	HRRTF	3	\$ 28,271	\$ -	\$ (28,271)	(100%)
	HRRTF	8	\$ 21,196	\$ -	\$ (21,196)	(100%)
	HRRTF	15	\$ 34,733	\$ 85,377	\$ 50,644	146%
	HRRTF	20	\$ 67,828	\$ 97,312	\$ 29,483	43%
	HRRTF	21	\$ 16,640	\$ -	\$ (16,640)	(100%)
	HRRTF	36	\$ 33,384	\$ 35,953	\$ 2,568	8%
	HRRTF	45	\$ 14,472	\$ 80,287	\$ 65,816	455%
	HRRTF	112	\$ 166,255	\$ 167,346	\$ 1,091	1%
	HRRTF	114	\$ 87,256	\$ 96,131	\$ 8,875	10%
	HRRTF	921	\$ 9,371	\$ 8,595	\$ (775)	(8%)
	HRRTF	403	\$ 4,875	\$ 4,994	\$ 120	2%
	HRRTF	405	\$ 2,791	\$ 5,647	\$ 2,856	102%
	HRRTF	414	\$ 16,239	\$ 17,094	\$ 856	5%
	HRRTF	415	\$ 2,700	\$ 6,165	\$ 3,466	128%
	HRRTF	430	\$ 9,116	\$ 8,978	\$ (138)	(2%)
	HRRTF	960	\$ 88,964	\$ 101,171	\$ 12,207	14%
	HRRTF	961	\$ 140,056	\$ 174,169	\$ 34,114	24%
	HRRTF	964	\$ 16,672	\$ 13,092	\$ (3,580)	(21%)
	HRRTF	966	\$ 11,992	\$ 12,169	\$ 177	1%
	HRRTF	967	\$ 47,028	\$ 40,356	\$ (6,672)	(14%)
	HRRTF	972	\$ 9,110	\$ 10,366	\$ 1,256	14%
	HRRTF	980	\$ 24,368	\$ 31,997	\$ 7,630	31%
	HRRTF Total		\$ 881,266	\$ 997,201	\$ 115,935	13%
	Newport News	101	\$ 50,399	\$ 51,365	\$ 966	2%
	Newport News	103	\$ 48,237	\$ 59,126	\$ 10,889	23%
	Newport News	104	\$ 67,714	\$ 103,689	\$ 35,975	53%
	Newport News	105	\$ 86,812	\$ 99,644	\$ 12,832	15%
	Newport News	106	\$ 172,278	\$ 217,468	\$ 45,190	26%
	Newport News	107	\$ 160,710	\$ 181,445	\$ 20,735	13%
	Newport News	108	\$ 106,060	\$ 147,614	\$ 41,554	39%
	Newport News	111	\$ 52,522	\$ 65,214	\$ 12,692	24%

MFAC QUESTIONS 3/14/2025:

8. Provide breakdown of farebox revenue by local supported routes and RTS routes

Mode	Service Area	Route	FY25 Farebox Estimate	FY26 Farebox Estimate	\$ Variance +/-	% Variance +/-
	Newport News	112	\$ 445,512	\$ 440,398	\$ (5,114)	(1%)
	Newport News	114	\$ 37,801	\$ 47,789	\$ 9,988	26%
	Newport News Total		\$ 1,228,045	\$ 1,413,752	\$ 185,707	15%
	Norfolk	1	\$ 372,700	\$ 386,807	\$ 14,107	4%
	Norfolk	2	\$ 97,316	\$ 110,660	\$ 13,344	14%
	Norfolk	3	\$ 284,364	\$ 342,665	\$ 58,301	21%
	Norfolk	4	\$ 66,058	\$ 81,337	\$ 15,279	23%
	Norfolk	5	\$ 36,801	\$ 35,567	\$ (1,234)	(3%)
	Norfolk	6	\$ 47,945	\$ 65,489	\$ 17,544	37%
	Norfolk	8	\$ 299,380	\$ 231,038	\$ (68,342)	(23%)
	Norfolk	9	\$ 93,172	\$ 98,281	\$ 5,109	5%
	Norfolk	11	\$ 20,676	\$ 26,314	\$ 5,638	27%
	Norfolk	12	\$ 5,553	\$ 6,146	\$ 593	11%
	Norfolk	13	\$ 65,587	\$ 63,452	\$ (2,135)	(3%)
	Norfolk	15	\$ 278,893	\$ 271,132	\$ (7,760)	(3%)
	Norfolk	18	\$ 18,417	\$ 20,995	\$ 2,578	14%
	Norfolk	20	\$ 441,722	\$ 401,286	\$ (40,436)	(9%)
	Norfolk	21	\$ 364,493	\$ 289,353	\$ (75,141)	(21%)
	Norfolk	23	\$ 201,967	\$ 169,554	\$ (32,413)	(16%)
	Norfolk	25	\$ 16,334	\$ 19,132	\$ 2,798	17%
	Norfolk	44	\$ 5,282	\$ 6,699	\$ 1,417	27%
	Norfolk	45	\$ 57,616	\$ 44,487	\$ (13,129)	(23%)
	Norfolk Total		\$ 2,774,276	\$ 2,670,395	\$ (103,881)	(4%)
	Portsmouth	41	\$ 54,268	\$ 52,024	\$ (2,244)	(4%)
	Portsmouth	43	\$ 25,907	\$ -	\$ (25,907)	(100%)
	Portsmouth	44	\$ 30,936	\$ 41,352	\$ 10,415	34%
	Portsmouth	45	\$ 98,405	\$ 76,103	\$ (22,302)	(23%)
	Portsmouth	47	\$ 55,473	\$ 59,150	\$ 3,677	7%
	Portsmouth	50	\$ 26,691	\$ 28,117	\$ 1,425	5%
	Portsmouth	57	\$ 19,730	\$ 17,897	\$ (1,833)	(9%)
	Portsmouth Total		\$ 311,411	\$ 274,642	\$ (36,769)	(12%)
	VA Beach	1	\$ 14,118	\$ -	\$ (14,118)	(100%)
	VA Beach	12	\$ 50,833	\$ 56,400	\$ 5,568	11%
	VA Beach	15	\$ 30,582	\$ 31,882	\$ 1,299	4%
	VA Beach	20	\$ 471,417	\$ 428,620	\$ (42,797)	(9%)
	VA Beach	22	\$ 54,998	\$ 60,215	\$ 5,216	9%
	VA Beach	24	\$ 27,844	\$ 36,487	\$ 8,642	31%
	VA Beach	25	\$ 42,271	\$ 47,730	\$ 5,459	13%



MFAC QUESTIONS 3/14/2025:

8. Provide breakdown of farebox revenue by local supported routes and RTS routes

Mode	Service Area	Route	FY25 Farebox Estimate	FY26 Farebox Estimate	\$ Variance +/-	% Variance +/-
	VA Beach	26	\$ 25,765	\$ 33,171	\$ 7,406	29%
	VA Beach	27	\$ 69,888	\$ 73,010	\$ 3,122	4%
	VA Beach	29	\$ 59,806	\$ 66,573	\$ 6,767	11%
	VA Beach	30	\$ 84,095	\$ 126,488	\$ 42,392	50%
	VA Beach	31	\$ 40,124	\$ 53,923	\$ 13,799	34%
	VA Beach	33	\$ 75,078	\$ 90,716	\$ 15,638	21%
	VA Beach	35	\$ 20,369	\$ 25,659	\$ 5,290	26%
	VA Beach	36	\$ 33,547	\$ 40,860	\$ 7,313	22%
	VA Beach Total		\$ 1,100,736	\$ 1,171,734	\$ 70,998	6%
BUS TOTAL			\$ 7,386,158	\$ 7,844,871	\$ 458,713	6%
TOTAL FAREBOX ESTIMATE:			\$ 9,704,522	\$ 10,521,095	\$ 816,572	8%

Contract No: 25-00337	Title: Information Technology Research and Advisory Services (Renewal)	Contract Amount: \$343,100.00
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Acquisition Description: Enter into a sole source renewal contract with Gartner, Inc. to provide information technology research and advisory services.

Background: Hampton Roads Transit's (HRT's) Information Technology Department requires the services of a research and advisory firm to provide technical assistance and support to improve performance and reduce risks associated with a multitude of Technology projects. With HRT's limited technical staffing resources, Gartner has proven to be a definitive and cost-effective method for HRT's Technology Management to provide both strategic expertise and timely insight into all of the Agency's key technology initiatives. Under the terms of this agreement, Gartner will provide technical assistance to HRT's Technology Department to drive HRT's technology related mission and vision. Research and advisory assistance will include, but is not limited to, contract/cost optimization services; analysis and research; consulting services; benchmarking; peer networking; access to webinars and seminars; and access to resources in a workgroup environment.

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, full and open competition was not a feasible method of Procurement. Gartner is the industry standard for providing research, information technology (IT) contract review, IT key metrics data, peer networking, and expertise across a wide range of IT solutions. Sole Source procurements are accomplished through solicitation and acceptance of a proposal from only one (1) source.

A solicitation was issued on February 18, 2025, and Gartner, Inc. provided a responsive proposal on March 4, 2025. The proposal included an annual cost to provide the requested services over the one-year contract term.

Based on the results of a price analysis performed utilizing historical data and the current Gartner State and Local Government pricing, the proposed pricing is deemed fair and reasonable. A contractor responsibility review confirmed that Gartner is both technically and financially capable of providing the services described in the Scope of Work.

Gartner, Inc. is headquartered in Stamford, CT and has provided these services for municipalities throughout the Commonwealth of Virginia and HRT satisfactorily.

The period of performance for this contract is one (1) year.

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

Contract No: 25-00337	Title: Information Technology Research and Advisory Services (Renewal)	Contract Amount: \$343,100.00
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Project Manager: Michael Price, Chief Technology Officer/Chief Information Officer

Contracting Officer: Jason Petruska, Senior Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a sole source contract to Gartner, Inc. to provide information technology research and advisory services in the not-to-exceed amount of \$343,100.00 for a one (1) year period.

Contract No.: 24-00331	Title: Pest Control Management Services (Renewal)	Contract Amount: Base Year: \$ 35,153.00 Four Option Years: <u>\$161,581.04</u> Total: \$196,734.04
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Acquisition Description: Enter into a renewal contract with a qualified Contractor to provide pest control management services.

Background: Hampton Roads Transit (HRT) requires the services of a qualified Contractor to provide pest control management services for its various locations and rolling stock. Under the terms of this agreement, the Contractor will furnish all labor, materials, and equipment necessary to provide pest control management services as needed and directed by HRT's Project Manager.

Contract Approach: An Invitation for Bids was issued on January 15, 2025. Ten (10) bids were received on March 11, 2025, from the following firms:

- Bug Busters Pest Control Services
- Curfiss Pest Solutions, LLC
- Dodson Pest Control
- Hayward Termite and Pest Control
- Ives Contracting
- Pestmaster
- ReeSource Pest, Inc.
- Resolve First, LLC
- Summit Environmental Solutions
- Talent Pest Control

Bidders were required to provide unit prices for the treatment of various locations and rolling stock, as well as a per hour call-back/emergency rate. After an evaluation of the bids received, HRT staff determined that Ives Contracting was the lowest responsive (in compliance with submittal requirements) and responsible (capable to perform) bidder; and is therefore eligible for award.

Ives Contracting's bid price is deemed fair and reasonable based on a price analysis performed utilizing historical pricing, and the fact that the pricing was obtained in a competitive environment. A contractor responsibility review confirmed that Ives Contracting is technically and financially capable of performing the work.

Ives Contracting is located in Virginia Beach, VA and provides similar services to the Port of Virginia; Norfolk International Terminals; the Virginia Beach Convention Center; and CPS Properties, in Virginia Beach.

No DBE goal was established for this solicitation.

The period of performance for this contract is one (1) base year with four (4) additional one-year options.

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

Contract No.: 24-00331	Title: Pest Control Management Services (Renewal)	Contract Amount: Base Year: \$ 35,153.00 Four Option Years: <u>\$161,581.04</u> Total: \$196,734.04
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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 a contract to Ives Contracting to provide pest control management services in the not-to-exceed amount of \$196,734.04 over a five-year period.

Solicitation Results

Firm	Total Bid Price
Ives Contracting	\$196,734.04
ReeSource Pest, Inc	\$197,387.20
Hayward Termite and Pest Control	\$206,164.38
Curfiss Pest Solutions, LLC	\$240,798.72
Talent Pest Control	\$256,345.80
Dodson Pest Control	\$313,672.02
Bug Busters Pest Control Services	\$401,792.34
Resolve First, LLC	\$1,347,532.02
Summit Environmental Solutions	\$2,417,422.02
Pestmaster (Did not submit a correct Price Schedule)	N/A

Ives Contracting Bid Summary					
Base Year	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Total
\$35,153.00	\$37,197.64	\$38,380.28	\$41,752.24	\$44,250.88	\$196,734.04