



Meeting of the Operations and Oversight Committee

Thursday, May 14, 2026, • 10:00 a.m.
3400 Victoria Blvd, Hampton, VA and Virtual via ZOOM

A meeting of the Operations and Oversight Committee is scheduled for Thursday, May 14, 2026, at 10:00 a.m. in the Hampton Boardroom.

Those who wish to join the meeting via ZOOM may do so by following the link at:

<https://hrtransit-org.zoom.us/j/95789425644>

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



Meeting of the Operations and Oversight Committee

Thursday, May 14, 2026, • 10:00 a.m.
Hybrid 3400 Victoria Blvd, Hampton, VA and
Virtual ZOOM Meeting

AGENDA

1. Approval of the April 2026 Operations and Oversight Committee Meeting Minutes
2. Review Action Items- None
3. Audit Update – None
4. Procurement Recommendations to the Committee – Sonya Luther
 - a. Contract No. 26-00392, General Planning Consultant Services (Renewal).
 - b. Contract No. 26-00397, Information Technology Research and Advisory Services (Renewal).
 - c. Contract No. 26-00399, Provision of Five (5) Non-Revenue Vehicles.
 - d. Contract No. 26-00400, Specialized Security Equipment and Integrated Support Services.
 - e. Contract No. 25-00365, Tax Filing and Payment Integration Services – Workday Human Capital Management.
 - f. Contract No. 25-00381R, Transit Security Personnel Uniforms and Equipment (Renewal).
 - g. Contract No. 26-00402, Transit Stop Support Equipment.
5. Task Orders **(for informational purposes only)**.

- a. Contract 21-00128, Ticket Vending Machines/Odyssey Farebox Systems, Repair Parts, Software/Hardware, and Maintenance Support:
 - i. Task Order 228. This Task Order is for Controller module repair. This Task order is for \$845.00 and is funded with operating funds.
 - ii. Task Order 229. This Task Order is for Shaft, bypass; Bypass mech; Bill guide; Bypass spring; Laser door board; Top enclosure, OCU. This Task order is for \$2,914.43 and is funded with operating funds.
 - iii. Task Order 230. This Task Order is for “O” ring; FastFare LCD display; Lid board. This Task order is for \$1,198.74 and is funded with operating funds.

6. Options to be Exercised July – None

7. Upcoming Commission Approvals – Sonya Luther

8. Operations Update-Benjamin Simms, IV

9. Old and New Business – Sonya Luther

- a. Procurement Contract Approval Threshold - Recommend Increase

10. Adjournment

The next Operations & Oversight Committee Meeting will be held on Thursday, June 11, 2026, in Norfolk, VA and virtually via ZOOM.



Meeting of the Operations and Oversight Committee

Thursday April 09, 2026, • 10:00 a.m.
509 E. 18th Street Norfolk, VA, and Zoom Meeting

MEETING MINUTES

Call to Order

Chair Glover called the meeting to order at 10:00 AM.

Commissioners in attendance:

Chair Glover, Portsmouth
Commissioner Ross-Hammond, Virginia Beach
Commissioner Daughtery, DRPT
Commissioner M. Johson, Norfolk

Hampton Roads Transit Staff in attendance:

Tammara Askew, Sr. Data Analyst (Zoom)
Malika Blume, Director of Internal Audit
Monquie Battle, Ops Project & Contract Administrator
Amy Braziel, Director of Contracted Services and Operational Analytics
Donna Brumbaugh, Director of Finance (Zoom)
Dudley Clark, Contract Budget Analyst (Zoom)
Rodney Davis, Director of Customer Relations
Scott Demharter, Director of Facilities
Gavin Dorsey, Budget Analyst (Zoom)
Jennifer Dove, Civil Rights/Grants Project Manager (Zoom)
Angela Glass, Director of Budget and Financial Analysis (Zoom)
Wayne Groover, Director of Light Rail Maintenance and Facilities
William Harrell, President and CEO
Danielle Hill, Director of Human Resources
Toni Hunter, Staff Auditor (Zoom)
Shane Kelly, Sr. Manager Security & Emerg Preparedness
Karen Kitsis, Sr. Director of Planning and Development
Sonya Luther, Director of Procurement
Alexis Majied, Chief Communications Officer
Lawrence Mason, Emergency Manager, Safety
Tracy Moore, Director of Transportation
Sibyl Pappas, Chief Engineering & Facilities Officer

Noelle Pinkard, Organizational Advancement Officer (Zoom)
John Powell, Telecommunications Specialist
Luis Ramos, Executive Assistant to the President & CEO
Shleaker Rodgers, Staff Auditor (Zoom)
Dawn Sciortino, Chief Safety Officer
Kevin Shaw, Director of Bus Maintenance
Benjamin Simms, Chief Transit Operations Officer
Matthew Stumpf, Budget Analyst (Zoom)
Brandon Taylor, Manager of Rail Vehicle Maintenance
Alex Touzov, Sr. Director of Technology Services
Robert Travers, Corporate Counsel
Fevrier Valmond, Assistant Director of Procurement
Jessica White, Contract Specialist (Zoom)
Keishia Williams, Operations Support Technician
Kim Wolcott, Chief Human Resources Officer

Others in attendance:

Alt. Commissioner Cipriano, Newport News

The February 2026 Operations and Oversight meeting package was distributed electronically to committee members and the media in advance of the meeting. The meeting package consisted of:

- Agenda
- Action Items
- Minutes from the Previous Meeting
- Audit Update
- Procurement Items for Approval
- Options to be Exercised.
- Upcoming Procurements

Commissioner Ross-Hammond arrived at 10:10 AM.

Approval of February 2026, Meeting Minutes

A motion to approve February 2026, Operations and Oversight Committee meeting minutes were made by Commissioner Ross-Hammond and properly seconded by Commissioner M. Johnson. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Ross-Hammond, Daughtery, and M. Johnson.
Nays: None
Abstain: None

Audit Update

There was no audit update.

Review of the Operations and Oversight Committee Action Items

There were no action items.

Procurement Items for Approval

Contract No. 23-00266, Modification 3, General Financial Consulting Services.

Ms. Luther presented Contract No. 23-00266, Modification 3, General Financial Consulting Services, as a recommendation that the Commission approve the award of a modification to increase the not-to-exceed amount of the General Financial Consulting Services Contract by \$800,000.00, from \$1,112,500.00 to \$1,912,500.00.

Ms. Angela Glass gave a presentation.

A motion to approve Contract No. 25-00379, Ferry Repair Services (Renewal) was made by Commissioner M. Johnson and properly seconded by Commissioner Ross-Hammond. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Ross-Hammond, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Purchase Order No. PO0019982, High Speed Circuit Breakers.

Ms. Luther presented Purchase Order No. PO0019982, High Speed Circuit Breakers as a recommendation that the Commission approve the award of a Purchase Order to Siemens Mobility, Inc. to provide high speed circuit breakers for HRT's LRVs in the total amount of \$140,976.00.

Mr. Brandon Taylor gave a presentation.

A motion to approve Purchase Order No. PO0019982, High Speed Circuit Breakers, was made by Commissioner Ross-Hammond and properly seconded by Commissioner M. Johnson. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Ross-Hammond, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Purchase Order No. PO0019981, Light Rail Vehicle Overhaul Parts.

Ms. Luther presented Purchase Order No. PO0019981, Light Rail Vehicle Overhaul Parts as a recommendation that the Commission approve the award of a Purchase Order No. PO0019981, Light Rail Vehicle Overhaul Parts.

Mr. Brandon Taylor gave a presentation.

A motion to approve Purchase Order No. PO0019981, Light Rail Vehicle Overhaul, was made by Commissioner Ross-Hammond and properly seconded by Commissioner M. Johnson. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Ross-Hammond, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Contract No. 26-00390, Medical Surveillance Program Management Services and Third-Party Administrator for HRT's Drug and Alcohol Program (Renewal).

Ms. Luther presented Contract No. 26-00390 Medical Surveillance Program Management Services and Third-Party Administrator for HRT's Drug and Alcohol Program (Renewal), as a recommendation that the Commission approve the award of a contract to Concentra Health Centers to medical surveillance program management services and third-party administrator services for HRT's drug and alcohol program in the not to exceed amount of \$1,153,371.00.

Ms. Danielle Hill gave a presentation.

A motion to approve Contract No. 26-00390 Medical Surveillance Program Management Services and Third-Party Administrator for HRT's Drug and Alcohol Program (Renewal) was made by Commissioner Ross-Hammond and properly seconded by Commissioner M. Johnson. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Ross-Hammond, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Contract No. 25-00367R, Structured Cabling Services (Renewal).

Ms. Luther presented Contract No. 25-00367R, Structured Cabling Services (Renewal), as a recommendation that the Commission approve the award of a contract to Bazon-Cox & Associates, Inc. to provide structured cabling services. The cumulative amount of all Task Orders issued under this contract will not exceed \$775,000.00.

Mr. Alex Touzov gave a presentation.

A motion to approve Contract No. 25-00367R, Structured Cabling Services (Renewal) was made by Commissioner Ross-Hammond and properly seconded by Commissioner M. Johnson. A roll call vote resulted as follows:

Ayes: Commissioners Glover, Ross-Hammond, Daughtery, and M. Johnson.

Nays: None

Abstain: None

Task Orders

Task orders were included on the agenda for review. There were no questions or comments regarding the same.

Options to be Exercised.

Options to be Exercised enclosed in the meeting package for May and June 2026 were reviewed by the Committee.

Upcoming Procurements

Upcoming procurements enclosed in the meeting package were reviewed with the Committee.

Operations Update

Mr. Simms provided a presentation highlighting HRT's recent participation in a Search and Rescue (SAR) training exercise on the Elizabeth River in Norfolk. This exercise demonstrated HRT's ability to integrate into high-risk, multi-agency operations and reinforced its readiness to respond when it matters most.

Mr. Simms also shared that HRT celebrated Transit Appreciation Day, taking time to recognize the individuals who are truly the heart of the organization. In addition, he provided an update on preparations for the Trolley Base location, which is expected to open within the next couple of weeks.

Mr. Simms then turned the floor over to Ms. Amy Braziel, who delivered her quarterly Contracted Services Update.

Old and New Business

Introducing our newest (and tiniest) operational team member 

Please join us in welcoming Miss Alani Brielle Garrett to the world! Born to April Garrett, this beautiful baby girl has already captured our hearts and officially joined the team as our newest bundle of joy.

Commissioner Comments

None

**The next meeting will be held on Thursday, May 14, 2026, at 10:00 am in the HRT HAMPTON Boardroom. **

Adjournment

Commissioner Glover adjourned the meeting at 10:53 AM.

Submitted by Keishia Williams, Operations Support Technician



GENERAL FINANCIAL CONSULTING CONTRACT WSP CONTRACT # 23-0266, MODIFICATION 3

gohrt.com

OVERVIEW: WSP CONTRACT # 23-0266

Contract Period of Performance: May 2024 – May 2028

Contract Scope of Work:

- ❖ Analysis of the financial impact of various events or scenarios as it relates to preparing annual budgets and updates to the ten-year capital program plan.
- ❖ Assist with the development of cost impact analysis for various capital and operational projects.
- ❖ Assist in the development of a Strategic Plan and Sustainable Financial Plan that identifies industry best practice.
- ❖ Other financial related tasks and ad-hoc financial studies as determined by HRT's Project Manager.

Issued Task Orders:

- ❖ **Task Order #1: Grant and Project Reconciliation Assistance**
 - Address backlog of grant reconciliations
 - Document and standardize grant reconciliation & drawdown process
 - Train and empower multiple HRT staff to reconcile grants and complete grant drawdowns on an ongoing basis
- ❖ **Task Order #2: CIP and TSP Update Financial Planning Support FY2026-FY2035**
 - Capital Improvement Plan financial analysis, financial model update, programming of capital projects
 - Update Transit Strategic Plan financial chapter, including Chapter 6 (Regional Program)
- ❖ **Task Order #3: CIP and TSP Update Financial Planning Support FY2027-FY2036**
 - Capital Improvement Plan financial analysis, financial model update, programming of capital projects
 - Update Transit Strategic Plan financial chapter, including Chapter 6 (Regional Program)

Future Task Orders:

- ❖ **Task Order #4: CIP and TSP Update Financial Planning Support FY2028-FY2037**
- ❖ **Task Order #5: CIP and TSP Update Financial Planning Support FY2029-FY2038**
- ❖ **Any additional required task orders**



HAMPTON ROADS
TRANSIT

Light Rail Vehicle Maintenance

gohrt.com

Award a Purchase Order to Siemens Mobility, Inc. to provide high speed circuit breakers for Hampton Roads Transit (HRT's) Light Rail vehicles (LRVs).

After a review and evaluation of the quotes received, it was determined that while Secheron provided the lower priced quote, the firm did not meet the requirements of HRT's payment terms and were therefore deemed non-responsive.

High Speed Circuit Breaker



Asset in service

15+
years



Visual checks

18 Months



Major
Maintenance

3 – 4+
years



Modernization &
Upgrades





HAMPTON ROADS
TRANSIT

Light Rail Vehicle Maintenance

gohrt.com

Award a Purchase Order to Schunk Carbon Technology to provide various overhaul parts for Hampton Roads Transit's (HRT's) Light Rail vehicles (LRVs)

After a review and evaluation of the quotes received, it was determined that while Siemens provided the lowest priced quote, the firm offered a longer average delivery lead time of approximately nine (9) months, compared to Schunk's six and a half (6.5) months. Therefore, a decision was made to award to Schunk, due to the shorter lead time offered by the firm.

Carbon Contacts Center/Power Truck



Asset in service

15+
years



Visual checks

12 Months



Major
Maintenance

3 – 4+
years



Modernization &
Upgrades

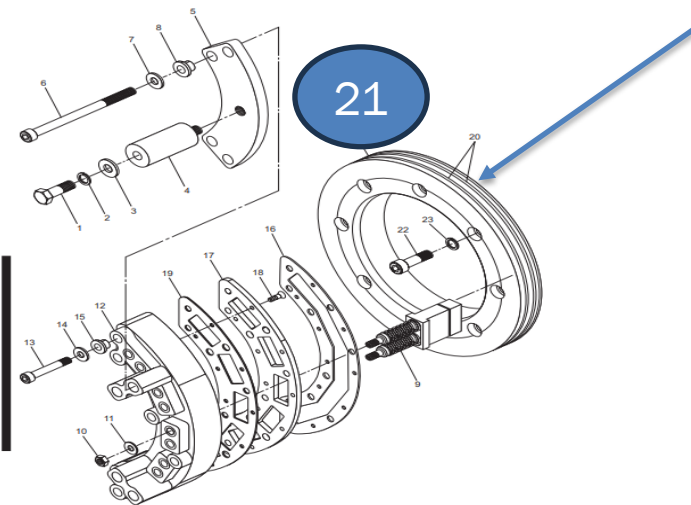


Figure 12.5-2. Polyax Grounding Contact Assembly (Non Powered Truck)

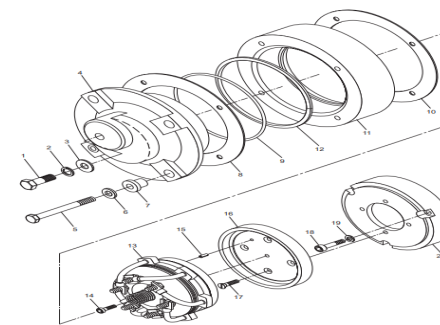


Figure 12.5-1. Carbon-Carbon Grounding Device Assembly (Powered Truck)

Pantograph Rebuild Kits / Base Frames



Asset in service

15+
years



Visual checks

5k



Major
Maintenance

600k/8
years



Modernization &
Upgrades

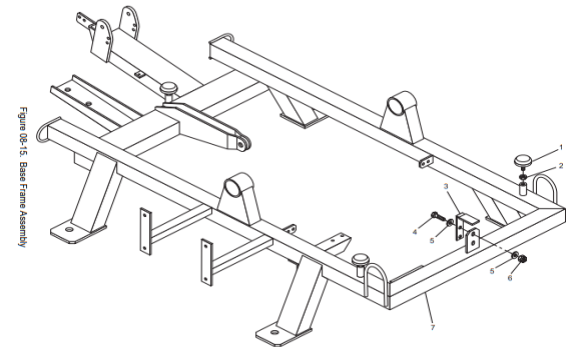


Figure 06-15: Base Frame Assembly



Transportation District Commission of Hampton Roads

**Medical Surveillance and Third-Party Administrator
for HRT's Drug and Alcohol Program
April 2026**

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Perform DOT physicals for HRT employees and applicants with positions that require a CDL. Requirement by DMV.

Perform Fitness for Duty testing and Functional Jobsite Analysis. Requirement by DRPT, WC, and HRT.

Perform Respiratory Physicals and Respiratory Fit Testing. Requirement by OSHA.

Perform Hearing, and Spirometry Testing. Requirement by OSHA.

Bloodborne Pathogens Program: Employees with tasks and procedures where occupational exposures to bloodborne pathogens may occur can receive a series of three (3) hepatitis B vaccinations. Requirement by OSHA.

Medical Surveillance Program

Third Party Administrator

Perform drug testing and/or alcohol testing for all employees and applicants. FTA requires HRT to randomly test 50% of safety-sensitive employees for prohibited drugs and 10% for alcohol per year. Requirement by FTA and DRPT.

Perform drug and alcohol testing 24/7 365 days for HRT and our contractor for randoms, return to work, follow-ups, return to duty, post-accident, reasonable suspicion and pre-employment. Requirement by FTA and DRPT.

MRO Services (Medical Review Officer) – Review all negative, positive, refusals and canceled tests. Requirement by FTA and DRPT.

Assist with MIS Reporting – Drug & Alcohol Testing Management Information System Due March 15th each year. Requirement by FTA.

Assist HRT with Breath Alcohol Technician (BAT) training and BAT equipment. HRT has six (6) Technicians. Requirement by FTA.

Projects:

- Security and Surveillance Equipment (CCTV)
- Safety Alerting Systems (Beacons and Strobes)
- Passenger Amenity Sites Infrastructure Additions
- Facilities Augmentations Support
- Physical Intrusion Detection Pilot
- Network Upgrade
- SCADA Upgrade
- New Transit Facilities



HAMPTON ROADS TRANSIT
April 2026/ May 2026
OPERATIONS AND OVERSIGHT COMMITTEE
ACTION ITEMS

Date	Action Item	Responsible Party	Due Date	Completed Date & Method
	No Action Items			

Contract No.: 26-00392	Title: General Planning Consultant Services (Renewal)	Contract Amount: \$3,241,000.00
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Acquisition Description: Enter into a renewal contract with a qualified consulting firm to provide general planning consulting services on a Task Order basis.

Background: Hampton Roads Transit (HRT) requires the services of a consulting firm to assist in a variety of transit related planning services including, but not limited to, preparation of the Ten-Year Capital Improvement Plan and Ten-Year Strategic Plan; coordination and implementation in support of the System Optimization Plan; microtransit and demand responsive services planning and analysis support; National Transit Database (NTD) compliance support; public outreach services; financial planning; Title VI support; route scheduling support utilizing HASTUS software; fare evaluation and fare policy analysis; environmental analysis; long range plan development support; Federal Transit Administration (FTA) Capital Investment Grant planning; ferry planning support; State of Good Repair and asset management analyses; and ridership and operational forecasting activities. Under the terms of this agreement, the consultant will provide the required services on a Task Order basis.

Contract Approach: A Request for Proposals was issued on February 3, 2026. Four (4) proposals were received on March 6, 2026, from the following firms:

- Foursquare Integrated Transportation Planning, Inc. (Foursquare)
- Kimley-Horn and Associates, Inc.
- Rummel, Klepper & Kahl, LLP
- Vanasse Hangen Brustlin, Inc.

Upon review and evaluation of the technical proposals, each of the four (4) firms were invited to discuss their respective proposals and provide technical clarification on their approach to the Scope of Work.

In response to the RFP, proposers were required to provide hourly rates for various labor categories for the services described in the Scope of Work, to be utilized when establishing pricing for proposed Task Orders.

At the conclusion of the technical evaluations, negotiations were held with each firm for the purpose of a possible award. Negotiations focused on clarifying assumptions made in establishing pricing and reducing the proposed pricing. At the conclusion of negotiations, Best and Final Offers (BAFOs) were requested.

After an analysis of the BAFOs received, HRT Staff determined that Foursquare provided the best value based on a combination of technical capability and price. As a result of the negotiations,

Contract No.: 26-00392	Title: General Planning Consultant Services (Renewal)	Contract Amount: \$3,241,000.00
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Foursquare reduced their hourly rate by an average of approximately 15%, and their annual escalation from 5% to 3%.

Based on a price analysis performed, and the fact that the labor rates were obtained in a competitive environment, Foursquare's rates are deemed fair and reasonable. A contractor responsibility review performed confirmed that Foursquare is technically and financially capable of performing the services.

Foursquare is located in Washington, DC and has provided similar services for the City of Norfolk in Norfolk, VA; the Virginia Department of Transportation (VDOT) in Richmond, VA; and VDOT in Suffolk, VA. Foursquare currently provides these services for HRT satisfactorily.

The period of performance for this contract is two (2) base years, with three (3) additional one-year options.

No DBE goal was assigned for this solicitation.

Cost/Funding: This contract will be funded with grant and operating funds, dependent upon the tasks being requested.

Project Manager: Karen Kitsis, Chief Planning and Development Officer

Contracting Officer: Fevrier Valmond, Assistant Director of Procurement

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Foursquare Integrated Transportation Planning, Inc. to provide general planning consultant services. The cumulative amount of all Task Orders issued under this contract will not exceed \$3,241,000.00.

Contract No: 26-00397	Title: Information Technology Research and Advisory Services (Renewal)	Contract Amount: \$353,393.00
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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 HRT’s key technology initiatives. Under the terms of this agreement, Gartner will provide technical assistance to HRT’s Technology Department to drive the technology related mission and vision. Research and advisory assistance will include but not be 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 (1) 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 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 March 17, 2026, and Gartner, Inc. provided a responsive proposal on March 30, 2026. The proposal included an annual cost to provide the services requested over the one-year contract term.

Based on the results of a price analysis performed utilizing historical data and Gartner’s certification that prices offered to HRT were no higher than those charged to other customers for the same services, 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 40% HRRTF and 60% operating funds.

Contract No: 26-00397	Title: Information Technology Research and Advisory Services (Renewal)	Contract Amount: \$353,393.00
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Project Manager: Michael Price, Chief Technology Officer/Chief Information Officer

Contracting Officer: Jessica White, 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 \$353,393.00.

Contract No: 26-00399	Title: Provision of Five (5) Non-Revenue Vehicles	Contract Amount: \$305,619.00
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Acquisition Description: Enter into a contract with a qualified contractor to provide five (5) non-revenue vehicles.

Background: Hampton Roads Transit (HRT) has a requirement for five (5) non-revenue vehicles to replace older, less dependable mission critical support vehicles. Under the terms of this agreement, the Contractor will provide various trucks, vans, and SUVs, including optional dealer upfitting, service preparation, transportation, and delivery.

Contract Approach: An Invitation for Bids was issued on April 6, 2026. One (1) bid was received on April 30, 2026, from Apple Ford, Inc. (Apple Ford). A post-solicitation survey of other firms solicited revealed that they were either unable to provide all five (5) vehicles or did not have enough time to compile pricing for approved equal vehicles they intended to offer.

After review and evaluation of the bid received, HRT staff determined that Apple Ford was responsive (in compliance with submittal requirements) and responsible (capable to perform). Since there was no indication that a re-solicitation to pursue more competition would have resulted in greater participation, a decision was made to enter into price negotiations with Apple Ford. Negotiations focused on reducing the total bid price. As a result of the negotiations, Apple Ford reduced its total bid price by \$1,328.00, or approximately 0.4%.

Based on a price analysis conducted utilizing historical data and the results of the negotiations, Apple Ford's pricing is deemed fair and reasonable. A contractor responsibility review confirmed that Apple Ford is technically and financially capable of providing the required vehicles.

Apple Ford is located in Columbia, MD and has provided similar services for Fairfax County in Fairfax, VA; Prince William County Public Schools in Bristow, VA; and the Housing Authority of Baltimore City, in Baltimore, MD.

The period of performance for this Contract is six (6) months.

No DBE goal was assigned for this solicitation.

Cost/Funding: This Contract will be funded with 28% federal 5307 grant funds, 68% state grant funds, and 4% ACC funds.

Project Manager: Monique Battle, Operations Project and Contract Administrator

Contracting Officer: Donald Shea, Contract Specialist

Contract No: 26-00399	Title: Provision of Five (5) Non-Revenue Vehicles	Contract Amount: \$305,619.00
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Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Apple Ford, Inc., to provide five (5) non-revenue vehicles, in the not-to-exceed amount of \$305,619.00.

Solicitation Results

Bidder	Bid Price	Revised Pricing
Apple Ford, Inc.	\$306,947.00	\$305,619.00

Contract No.: 26-00400	Title: Specialized Security Equipment and Integrated Support Services	Contract Amount: \$498,665.96
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Acquisition Description: Enter into a sole source contract with Axon Enterprise, Inc. (Axon) to provide specialized security equipment and integrated support services for Hampton Roads Transit’s (HRT’s) Department of Security Services.

Background: HRT’s Department of Security Services requires a public safety risk management solution that includes tools such as Conducted Energy Weapons (CEWs) and Body-Worn Cameras (BWCs), with a comprehensive approach including officer-specific devices, integrated hardware, software, cloud services, and professional support to manage programs from the field to online platforms. Under the terms of this agreement, Axon will provide an integrated solution combining CEWs and BWCs, supported by a comprehensive ecosystem for inventory management, deployment, warranty coverage, real-time monitoring, and secure evidence chain-of-custody.

Contract Approach: FTA and Virginia Public Procurement Act guidelines allow non-competitive procurements when only one (1) source is available, and the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals. Due to the specific requirements of this solicitation, and the proprietary nature of the system software, full and open competition was not a feasible method of procurement. Sole Source procurements are accomplished through solicitation and acceptance of a proposal from only one (1) source.

A solicitation was issued on March 24, 2026, and Axon provided a responsive proposal on April 7, 2026. Following review of the proposal received and based on the results of a price analysis utilizing the independent cost estimate, and Axon’s certification that the proposed pricing is in line with pricing offered to customers similar to HRT, Axon’s pricing is deemed fair and reasonable. A contractor responsibility review confirmed that Axon is both technically and financially capable of performing the work.

Axon is located in Scottsdale, AZ and currently provides similar services to HRT satisfactorily.

The Contract period of performance is five (5) years.

Cost/Funding: This Contract will be funded with 28% federal 5307 grant funds, 68% state grant funds, and 4% ACC funds.

Project Manager: Shane Kelly, Senior Manager of Security Services

Contracting Officer: Jason Petruska, Senior Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Axon Enterprise, Inc., to provide specialized security equipment and integrated support services in the not-to-exceed amount of \$498,665.96.

Contract No.: 26-00400	Title: Specialized Security Equipment and Integrated Support Services	Contract Amount: \$498,665.96
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Axon Enterprise, Inc.'s Proposal Summary

Year 1	Year 2	Year 3	Year 4	Year 5
\$294,898.43	\$91,090.78	\$64,813.78	\$24,868.39	\$22,994.58

Contract No.: 25-00365	Title: Tax Filing and Payment Integration Services – Workday Human Capital Management	Contract Amount:	
		One (1) Base Year:	\$ 26,040.00
		Four (4) Option Years:	<u>\$ 75,844.42</u>
		Total:	\$101,884.42

Acquisition Description: Enter into a contract with a qualified contractor to provide tax filing and payment integration services for Workday Human Capital Management (HCM).

Background: Hampton Roads Transit (HRT) requires the services of a qualified Contractor to provide a Workday-approved connector for tax filing and tax payment services, to be fully integrated with Workday HCM, utilizing a commercial off-the-shelf (COTS) Software as a Service (SaaS) platform. Under the terms of this agreement, the Contractor will provide configuration integration, testing, deployment, and ongoing support of a validated tax filing and payment connector, which will integrate with Workday HCM. The Contractor will also assist HRT with the remittance and payment for periodic, quarterly, and annual tax information from Workday Payroll to a designated tax authority on behalf of HRT.

Contract Approach: A Request for Proposals (RFP) was issued on September 22, 2025. One (1) proposal was received on October 24, 2025, from ADP, Inc. (ADP). A post-solicitation survey of other vendors solicited concluded that most did not provide the integration services described in the Scope of Work. There was no indication that a re-solicitation to pursue more competition would have resulted in greater participation.

In response to the RFP, proposers were required to provide implementation, installation, and configuration pricing, as well as employee, company, and billable jurisdiction tax filing services and on-going support and maintenance, as described in the Price Schedule.

After an initial review and evaluation of the proposal received, ADP was invited to discuss their proposal and provide demonstrations and technical clarification on their approach to the Scope of Work. Upon conclusion of the technical clarifications and demonstrations, the firm was invited for discussions and negotiations for the purpose of a possible award. Negotiations focused on clarifying assumptions made in establishing pricing and reducing proposed rates. At the conclusion of negotiations, a Best and Final Offer (BAFO) was requested.

As a result of the negotiations, ADP reduced their total price by \$1,142.60, or approximately 1%. Based on a price analysis performed utilizing the independent cost estimate and ADP’s certification that the proposed pricing is in line with pricing parameters used for other customers, ADP’s pricing is deemed fair and reasonable. A contract responsibility review performed confirmed that ADP is both technically and financially capable of performing the services.

ADP is located in Davie, FL and has provided similar services for Velera in Tampa, FL; Capital Metropolitan Transit Authority (CapMetro), in Austin, TX; and Saint Leo University, in St. Leo, FL.

Contract No.: 25-00365	Title: Tax Filing and Payment Integration Services – Workday Human Capital Management	Contract Amount:	
		One (1) Base Year:	\$ 26,040.00
		Four (4) Option Years:	<u>\$ 75,844.42</u>
		Total:	\$101,884.42

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

No DBE Goal was assigned for this solicitation.

Cost/Funding: The implementation will be funded with 28% federal 5307 grant funds, 68% state grant funds, and 4% ACC funds. Maintenance of the software will be funded with 40% HRRTF and 60% operating funds.

Project Manager: Glenda Dixon, Senior Director of ERP System and Services

Contracting Officer: Jessica White, Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to ADP, Inc. to provide tax filing and payment integration services for Workday Human Capital Management in the not-to-exceed amount of \$101,884.42.

Solicitation Summary

Proposer	Original Pricing	BAFO Pricing
ADP, Inc.	\$103,027.02	\$101,884.42

ADP, Inc.'s Pricing Summary

Base Year	Option Year 1	Option Year 2	Option Year 3	Option Year 4	Total
\$26,040.00	\$18,540.00	\$18,540.00	\$19,095.40	\$19,669.02	\$101,884.42

Contract No.: 25-00381R	Title: Transit Security Personnel Uniforms and Equipment (Renewal)	Contract Amount: \$118,725.00
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Acquisition Description: Enter into a renewal contract with a qualified Contractor to supply and deliver uniforms and equipment for personnel of Hampton Roads Transit’s (HRT’s) Department of Security Services on an as needed basis.

Background: HRT requires the services of a qualified and reliable Contractor to supply and deliver uniforms and approved personal equipment for transit security personnel on an as needed basis. Under the terms of this agreement, the Contractor will provide all labor, materials, transportation, equipment, shipping, and facilities necessary to supply and deliver uniforms and specialty security personnel equipment including custom fit ballistic vests and soft body armor to HRT. The Contractor will deliver all stock items, within fifteen (15) days of order placement, and accept returns of unused and/or unaltered items up to sixty (60) calendar days from the date delivered. Additionally, the Contractor will offer a discount percentage against their standard published catalog pricing for the period of the Contract.

Contract Approach: A Request for Quote (RFQ) was issued on March 10, 2026. Seven (7) quotes were received on April 9, 2026, from the following firms:

- Bienali Promotions, LLC
- Galls, LLC (Galls)
- Hanover Uniform Company
- MES Service Company, LLC
- Read’s Uniforms, LLC
- Unifirst Corporation
- Uniform Warehouse, Inc.

In response to the RFQ, Offerors were required to provide unit pricing for the ten (10) most frequently ordered items, as well as a discount percentage against their standard items published catalog pricing. Upon review and evaluation of the quotes received, HRT staff determined that Galls provided the most favorable unit pricing of Offerors able to meet the requirements and provide ordered items to HRT on a timely basis. Galls was responsive and responsible, and therefore eligible for award.

Galls quoted unit prices are deemed fair and reasonable based on a price analysis performed utilizing historical data and the fact that the pricing was obtained in a competitive environment. A contractor responsibility review confirmed that they are technically and financially capable of providing the products and services.

Galls is located in Lexington, KY and maintains a local branch in Norfolk. Galls provides similar services to Houston Metro Transit in Houston, TX; Central Ohio Transit Authority in Columbus,

Contract No.: 25-00381R	Title: Transit Security Personnel Uniforms and Equipment (Renewal)	Contract Amount: \$118,725.00
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OH; and Cincinnati Metro in Cincinnati, OH. Galls currently provides these services to HRT satisfactorily.

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 ACC and operating funds.

Project Manager: Anthony Kramer, Assistant Security Manager

Contracting Officer: Jason Petruska, Senior Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Galls, LLC to provide transit security personnel uniforms and equipment in the not-to-exceed amount of \$118,725.00.

Contract No: 26-00402	Title: Transit Stop Support Equipment	Contract Amount: \$127,542.00
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Acquisition Description: Enter into a contract with a qualified contractor to provide transit stop support equipment.

Background: Hampton Roads Transit (HRT) has a requirement for one (1) aerial lift to assist the Transit Stop Team to install signage positioned at heights beyond the safe reach of ladders; and to assist the Engineering team in reaching difficult and confined spaces for inspections and emergency response calls. This capability is essential for maintaining safety and efficiency in areas that are otherwise inaccessible and to support other departments. Under the terms of this agreement, the Contractor will provide one (1) new, fully assembled, and tested 2026 Ford Transit van equipped with a Versalift VANTEL-29 Series van-mounted, all-electric, insulated aerial lift, ready for service, including all required equipment, accessories, documentation, and warranties.

Contract Approach: A Request for Quote was issued on April 7, 2026. Two (2) quotes were received on April 27, 2026, from the following firms:

- All Roads Trucks
- Apple Ford, Inc. (Apple Ford)

In response to the RFQ, offerors were required to provide pricing for the transit stop support equipment specified in the Price Schedule.

After a review and evaluation of the quotes received, HRT staff determined that Apple Ford provided the lowest responsive quote and is therefore eligible for award. Apple Ford’s pricing was deemed fair and reasonable based on a price analysis performed and the fact that the pricing was obtained in a competitive environment. A contractor responsibility review performed confirmed that Apple Ford is technically and financially capable of providing the equipment.

Apple Ford is located in Columbia, MD and has provided similar services for Fairfax County in Fairfax, VA; Prince William County Public Schools in Bristow, VA; and the Housing Authority of Baltimore City, in Baltimore, MD. Apple Ford has also provided similar services satisfactorily for HRT in the past.

The period of performance for this Contract is six (6) months.

No DBE goal was assigned for this solicitation.

Cost/Funding: This Contract will be funded with 28% federal 5307 grant funds, 68% state grant funds, and 4% ACC funds.

Project Manager: Scott Demharter, Director of Facilities

Contract No: 26-00402	Title: Transit Stop Support Equipment	Contract Amount: \$127,542.00
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Contracting Officer: Jessica White, Contract Specialist

Recommendation: It is respectfully recommended that the Commission approve the award of a contract to Apple Ford, Inc., to provide transit stop support equipment, in the not-to-exceed amount of \$127,542.00.

Solicitation Results

Offeror	Quote
Apple Ford, Inc.	\$127,542.00
All Roads Trucks	\$133,547.00

UPCOMING CONTRACTS FOR APPROVAL		
Title	Description	Renewal Contract Expiration Date
Audio/Visual Support Services	To provide audio and visual support services on a Task Order basis.	12/15/2026
Chesapeake High-Capacity Transit Corridor Study (Phase II)	To provide a corridor study for Chesapeake's high-capacity transit options.	New
Contract and Vendor Software Solution	To provide a commercial off-the-shelf, Software as a Service Contract and Vendor Management Software solution.	New
Improving Real Time Passenger Information	To enhance data completeness and quality of HRT's existing real-time passenger information.	New
In-Row Cooling Tower Replacements	To complete the turnkey upgrade and replacement of HRT's six (6) in-row cooling towers at its Norfolk data center due to the existing units reaching the end of their useful life and expiring support from the manufacturer.	New
Lawn and Landscaping Services	To perform a variety of general lawn and landscaping maintenance services.	8/31/2026
Light Rail Vehicle Midlife Overhaul	To provide the complete, turnkey Light Rail Vehicle midlife overhauls for all nine (9) LRVs.	New
Physical Security System Support Services	To provide services and materials necessary to maintain, modernize, and expand HRT's physical security systems on a task order basis.	9/8/2026
Rail System Surveillance Enhancement Study	To complete a study to improve safety and security of the Tide Light Rail system.	New
Rapid7 – Managed Threat Complete Advanced/Managed Detection and Response Services	To provide Rapid7 – Managed Threat Complete Advanced/Managed Detection and Response services.	6/30/2026
Sign Fabrication and Installation Services	To procure comprehensive sign fabrication, installation, maintenance, repair, and removal services.	6/30/2026
Veeder-Root Upgrade Project	To furnish, install, configure, test, and commission Veeder-Root fuel and lubricant monitoring systems at multiple facilities.	New



HAMPTON ROADS
TRANSIT

Procurement Contract Approval Threshold Increase

gohrt.com

Purpose

Category	Current Threshold	Proposed Threshold
Goods and Services	\$100,000	\$200,000
Professional Services	\$30,000	\$80,000

Purpose:

Increase approval thresholds to improve operational efficiency while remaining compliant with Federal Transit Administration and Virginia Public Procurement Act requirements.

Why This Change is Needed

- Thresholds last updated in 2016
- Inflation rate from 2016 – 2026 ~39%
- Costs for some items increased as much as 84%
- More small purchases now require Commission approval unnecessarily
- Current thresholds no longer reflect today's purchasing environment

Compliance & Competition Remain Intact

- Increasing thresholds does NOT eliminate competition
 - FTA still requires full and open competition
 - Small purchase procedures still require competition wherever practicable
 - Competitive sealed bids/proposals still required above thresholds

Federal and State Alignment

Authority	Allowable Threshold
FTA Simplified Acquisition	\$350,000
VPPA Goods and Services	\$200,000
VPPA Professional Services	\$80,000
Proposed HRT Thresholds	\$200,000 / \$80,000

Benefits and Risk Mitigation

- Benefits to HRT
 - Faster procurement cycles
 - Reduced administrative burden
 - Commission focus on higher-value contracts
 - Improved organizational efficiency
 - Better responsiveness to operational needs
- Risk Mitigation and Controls
 - Procurement policies remain in effect
 - Competitive requirements remain unchanged
 - Audit and oversight controls remain
 - FTA and VPPA compliance maintained