

Northern Virginia Transportation Authority

703-642-0700; www.thenovaauthority.org

AGENDA

Thursday, November 8, 2007

7:30 p.m.

at

Fairfax City Hall

City Council Work Session Room

10455 Armstrong Street, Room 111 A&B

Fairfax, Virginia 22030

1. **Call to Order**.....Chairman Zimmerman
2. **Roll Call**
3. **Approval of the Minutes of the September 27, 2007, Meeting**
4. **Action Items – Related to HB 3202**Members of Working Groups
 - A. Approval of Public Outreach Materials Related to the Collection of Taxes and Fees
 - B. Approval of NVT A Six Year Program Process and Recommendations
 - C. Approval of Recommendations Regarding Office Space
 - D. Approval of Composition of Planning Coordination Advisory Committee
 - E. Approval of Membership for Technical Advisory Committee
 - F. Approval of Bank Contract for Lockbox and Related Services
5. **Other Action Items**
 - A. Approval of FY 2009 CMAQ and RSTP Program Recommendations
 - B. Approval of Testimony for CTB Fall Transportation Meetings
6. **Discussion Items**
 - A. Method for Allocating NVT A Revenues
 - B. Finance Committee Alternatives
 - C. Review of 2008 Legislative Program Suggestions
 - D. I-95/395 HOT Lanes Project; Transit and TDM Study
 - E. FAMPO Request for Allocation of Transit Funds
7. **Information Items** *Juris. Agency Coord. Comm. members will be available to answer any questions*
 - A. TIP/CLRP Development
 - B. TIP Amendments
 - C. Air Quality
8. **Closed Session:** Legal Matters Related to Implementation of HB 3202, Discussion of Existing Litigation and Personnel Matters
9. **Other Business**
10. **Adjournment**

NEXT MEETING: December 13, 2007

Location – To be determined

Northern Virginia Transportation Authority

DRAFT Summary Minutes
SEPTEMBER 27, 2007

held at Northern Virginia Regional Commission
3060 Williams Drive, Suite 510
Fairfax, Virginia 22031

Members
(those present are highlighted)

William Euille (arrived at 6:30 p.m.)
Christopher Zimmerman, *NVTA Chairman*
Robert Lederer
Gerald E. Connolly
David F. Snyder
Scott K. York
Harry J. "Hal" Parrish, II
Bryan Polk
Martin Nohe, *NVTA Vice Chairman*
Jeannemarie Devolites Davis (arrived at 6:40 pm)
Vincent F. Callahan, Jr. (arrived at 6:30 pm)
Jeff Frederick
Judy Connally
Margaret E. G. Vanderhye (arrived at 6:30 pm)
Matthew Tucker
Morteza Salehi

Mayor, City of Alexandria
Arlington County Board
Mayor, City of Fairfax
Chairman, Fairfax County Board of Supervisors
City of Falls Church City Council
Chairman, Loudoun County Board of Supervisors
Vice Mayor, City of Manassas
Vice Mayor, City of Manassas Park
Vice Chairman, Prince William Board of County Supervisors
Virginia Senate, District 34
Virginia House of Delegates, District 34
Virginia House of Delegates, District 52
Governor's Appointee – CTB Member
Governor's Appointee
Director, VDRPT (non-voting member)
Director, No. Va. District, VDOT (non-voting member)

Staff Present

Pam Martin

Administrative Assistant

Call to Order

Chairman Zimmerman called the meeting to order at 6:00 p.m. He welcomed those in attendance.

Roll Call

The roll was called and members present or absent were noted for the record.

Approval of Minutes

Chairman Zimmerman moved approval of the minutes of the July 12, 2007 meeting. The minutes were corrected by Ms. Connolly to indicate that her title of "The Honorable" is still appropriate. **The minutes, as amended, were approved unanimously.**

Update on Implementation HB 3202

Summary of Recent Activities Relating to Implementing HB 3202. Tom Biesiadny (Chairman, Jurisdiction and Agency Coordinating Committee) gave an overview of the memorandum stating that Marshall defendants had filed an appeal in Richmond with the Virginia Supreme Court and Loudoun County is also expected to file an appeal with the Supreme Court. Ellen Posner (Council of Counsels) gave a brief description of the filings and answered questions from the NVTA members.

Mr. Biesiadny explained that the interview process for the Executive Director of NVTA is still underway. A second round of interviews is scheduled for October 29.

Mr. Biesiadny stated that the Public Outreach Working Group is in the process of updating the website and preparing a map showing the location of the initial bond projects.

Item 5A

Approval of Memorandum of Understanding with the Commonwealth for the Collection of Taxes and Fees.

Motion carried unanimously.

Item 5B

Approval of Memorandum of Understanding with Jurisdictions for Collection of NVTA's Transients Occupancy Tax

Vice Mayor Polk noted that the City of Manassas Park does not have a hotel/motel at the present time and still signed the MOU to be in compliance, in case one is built in the future.

Motion carried unanimously

Item 5C

Approval of Collection Guidelines for the Seven Taxes and Fees

Kevin Greenlief (Staff Coordinator, NVTA Financial Working Group) explained that the collection of the taxes and fees would begin on January 1, 2008. The agencies responsible for the collection would be the Department of Motor Vehicles, Department of Tax Administration, State Police and the Commonwealth of Virginia.

Motion carried unanimously.

Item 5D

Approval of Amendments to Memorandum of Understanding with the Commonwealth of Virginia and Northern Virginia Regional Commission to Provide Short Term Funding to NVTA

Mr. Biesiadny explained that a grant from the State was obtained in the amount of \$1 million. The purpose of this grant was to provide NVTA with monies to pay for start-up expenses.

Motion carried unanimously.

Item 5E

Approval to Pay Outstanding Bills

Mr. Biesiadny stated that now that the NVTA approved the MOU with the Commonwealth, there are several outstanding bills totaling \$19,479 that must be paid. These bills relate to the bond validation suit and public outreach activities.

Motion carried unanimously.

Item 5F

Approval for Procedures to pay Future Bills, including Memorandum of Understanding with Arlington Treasurer

Vice Chairman Nohe asked that a member of Prince William County financial staff be included in the process. Mr. Biesiadny suggested that Chris Mantino, Director of Finance for Prince William County, receive copies of any requests for signature. Mr. Nohe agreed.

Motion carried unanimously.

Item 5G

Approval of Schedule and call for Projects for the Initial Two Years of NVTA's Six Year Program

Mr. Biesiadny explained that the schedule integrates the schedule and process for NVTA's Six Year Program with the Commonwealth's Six Year Program and the regional Transportation Improvement Program (TIP). Since the schedule is condensed, projects for the first round of submittals will be limited to only those projects for the first two and one-half years of NVTA's Six year Program, so that NVTA does not lose a full year in the implementation cycle while it fully develops its Six Year Program procedures. Rick Canizales (Prince William County) added comments on the prioritization process.

Motion carried unanimously.

Item 5H

Approval of Contracts for Incidental Financial Services

Mr. Biesiadny said that at the July 12 meeting NVTA authorized the procurement of incidental financial services. At the time, staff was not aware that there was an existing contract with a Council of Government rider that NVTA could use. Staff envisioned that an actual procurement would be necessary. However, subsequently financial staff was able to find a contract with Fauquier County that has a Council of Government rider on it. As a result, this action is something NVTA can execute without going through a new procurement process. This contractor will assist Scott Kawlkarf (NVTC) and actually oversee his work with the books that there is a check and balances until a financial consultant is hired to oversee that function. Mr. Greenlief said the contract will be used on an as-need basis.

Motion carried unanimously.

Administrative Items

Item 8A

Approval of Revision to Submission Date for CMAQ and RSTP Application

Item 8B

Reallocation of Regional Surface Transportation Programs Funds for Arlington County and Reallocation of Congestion mitigation and Air Quality Funds for Loudoun County

Motion on both items carried unanimously.

Tanya Husick (DRPT) made a presentation on the transit and transportation demand management study associated with I-95/395 HOT Lane Project. In response to a question, Ms. Husick said that DRPT is still studying an option for a “bus only” lane. TransUrban’s finalization of model results will be at the end of October.

Legislative Program

Mr. Biesiadny reviewed several items that the JACC is considering for recommendation to the NVTA for the 2008 NVTA Legislative Program.

Other Business

Mr. Tucker reported that DRPT and CSX Transportation reached an agreement on the application of heat restrictions. He also said that the state is prepared to make significantly rail improvements on the I-95 corridor. To guide these improvements, DRPT is establishing an advisory committee. He would like the Authority to participate. Vice-Chairman Nohe was selected as NVTA’s representative.

Adjournment

Chairman Zimmerman adjourned the meeting at 7:15 p.m.

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Summary of Recent Activities Related to Implementing HB 3202 (Item 4.)

DATE: November 1, 2007

Since the September 27, 2007, NVTa meeting, significant additional progress has been made toward implementing HB 3202, the Transportation Finance and Reform Act of 2007. This memorandum summarizes the progress. The memorandum is divided into five sections that correspond to each of the five working groups established by NVTa earlier this year.

Legal

On September 26, 2007, and September 28, 2007, respectively, the Marshall defendants (Delegate Robert Marshall and eight individuals) and the Loudoun County Board of Supervisors filed Petitions for Appeal with the Virginia Supreme Court seeking to overturn Arlington County Circuit Court Judge Benjamin Kendrick's August 28, 2007, ruling in favor of NVTa's motions related to its bond validation suit on. NVTa's bond counsel filed a response on October 5, 2007, and the Commonwealth of Virginia filed a response on October 10, 2007. Also on October 10, 2007, NVTa's bond counsel and the Commonwealth filed a Joint Motion to Expedite Consideration of Appeal. To date, the Supreme Court has yet to act on either the Motion to Expedite or the Petitions for Appeal.

Separately, the case filed by the Marshall defendants and others in the Richmond Circuit Court against the Commonwealth, the Governor, the Attorney General, NVTa and the Hampton Roads Transportation Authority which challenges the constitutionality of various aspects of HB 3202, including the authority for NVTa to levy the regional taxes and fees, appears to be on hold pending the Virginia Supreme Court's action. NVTa's counsel filed responsive pleadings asking the Court to dismiss those claims already resolved in the Arlington case and to dismiss NVTa from the remaining claims which have no relevance to the fees and taxes authorized under HB 3202. The

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Commonwealth and other defendants have also filed pleadings asking for dismissal. The Richmond court has not scheduled a hearing on any issues.

NVTA's counsel has asked the Supreme Court to address the appeal as quickly as possible. An appeal in the Supreme Court of Virginia is a two-step process, however. The first step is for the Court to determine whether to grant an appeal, and the second step is to actually hear the appeal. Typically, it takes approximately one year for the Court to complete both stages of the process. In NVTA's case, bond counsel believes there are several reasons why the process will be substantially shorter than the typical process, but bond counsel is not able to predict with confidence when the Supreme Court will issue its final decision.

On November 1, 2007, bond counsel received word that the Virginia Supreme Court has placed the Loudoun County appeal on the docket for the Court's January session.

Financial

Based on NVTA's actions on September 27, 2007, an amendment to NVTA's existing contract with the Commonwealth and the Northern Virginia Regional Commission has been executed to facilitate the Commonwealth making up to \$1.0 million in initial short-term funding for operating expenses available to NVTA. The initial \$50,000 has been received and all outstanding bills have been paid.

In addition, NVTA has executed memorandum of understanding (MOU) with eight of the nine Northern Virginia jurisdictions for collection of the transient occupancy tax. Financial Working Group staff is working on MOUs with two towns that collect their own transient occupancy tax. The Commonwealth of Virginia has executed the MOU to collect, or assist with collecting, five of the seven taxes and fees on NVTA's behalf. These five are: the initial registration fee, the annual registration fee, the safety inspection fee, the motor vehicle rental fee and the sales tax on auto repairs. Four of five Clerks of Courts have sent letters to NVTA indicating that they are prepared to collect the congestion relief fee (grantor's tax) on NVTA's behalf.

The Financial Working Group met on October 23, 2007, to continue discussing bond policy recommendations; procedures for allocating NVTA revenues and options for an NVTA Finance Committee.

Organizational

A second level of interviews for the NVTA Executive Director position was conducted on October 28, 2007. The status of this process will be discussed at NVTA's November 8, 2007, meeting. A subcommittee has investigated a variety of options for NVTA office space and meeting locations.

Mr. Christopher Zimmerman, Chairman
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The Organizational Working Group has also prepared recommendations for appointments to NVTAs Technical Advisory Committee, based on nominations received from jurisdictions and others. The Working Group is also working to facilitate final recommendations for the charge and composition of the Planning Coordination Advisory Committee.

Public Outreach

The Public Outreach Working Group has prepared recommendations for brochures and other collateral materials to explain each of the various taxes and fees to those who will be expected to pay the taxes and fees, as well as those who will be collecting them. The Working Group also developed a recommended change to NVTAs public participation policy guidelines, as well as letter head and business card recommendations. In addition, the Working Group has prepared a recommendation for web hosting and email services.

Project Implementation

Per the recommendations of the NVTAs Project Implementation Working Group, approved by NVTAs on June 6, 2007, the Jurisdiction and Agency Coordinating Committee (formerly the Interim Technical Committee) established three subcommittees to prepare recommendations for an NVTAs six year program, project prioritization, and project development. The focus of the discussions was developing a schedule and process for NVTAs Six Year Program, including coordination with the Commonwealths Six Year Program and the regional Transportation Improvement Program (TIP); refining project prioritization approved by NVTAs as part of TransAction 2030, including projects that are in the existing TIP and Constrained Long Range Plan (CLRP); and identifying organizations and methods for implementing NVTAs funded projects, as well as a template agreement for project implementation.

Council of Counsels members, working group members, Jurisdiction and Agency Coordinating Committee members and I will be available at the November 8, 2007, NVTAs meeting to answer questions.

Cc: Members, NVTAs Jurisdiction and Agency Committee
Members, NVTAs Working Groups
Members, Council of Counsels

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Public Outreach Working Group (POWG) recommendations (Agenda Item 4.A.)

DATE: November 1, 2007

Recommendations

The Public Outreach Working Group (POWG) and the Jurisdiction and Agency Coordinating Committee (JACC) recommend that NVTa approve the following actions related to NVTa's public outreach efforts:

- Approve Informational Brochures related to the taxes and fees approved by NVTa on July 12, 2007;
- Approve new NVTa Letterhead and business card format.

Background

1. **Informational Brochures** have been designed to educate both businesses and the public about the seven taxes and fees approved by NVTa on July 12, 2007. These will be posted in PDF format on the NVTa web site for downloading and can also be printed and distributed. Copies of the brochures will be available at the November 8, 2007, meeting for review. Drafts are available for review at the links below; however, please note that staff is still working to finalize the text. These draft brochures should not be distributed yet.

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<http://www.thenovaauthority.org/PDFs/Brochures/Grantor.pdf>

<http://www.thenovaauthority.org/PDFs/Brochures/Inspection.pdf>

<http://www.thenovaauthority.org/PDFs/Brochures/Regional.pdf>

<http://www.thenovaauthority.org/PDFs/Brochures/Rental.pdf>

<http://www.thenovaauthority.org/PDFs/Brochures/Repair.pdf>

<http://www.thenovaauthority.org/PDFs/Brochures/Transient.pdf>

<http://www.thenovaauthority.org/PDFs/Brochures/Vehicle.pdf>

2. **NVTA Letterhead and business card format.** Staff has designed new letterhead and business cards for NVTA. Copies are attached.

Public Outreach Working Group members, Jurisdiction and Agency Coordinating Committee members and I will be available at the November 8, 2007, NVTA meeting to answer questions.

Cc: Members, NVTA Jurisdiction and Agency Committee
Members, NVTA Working Groups
Members, Council of Counsels

The Northern Virginia Transportation Authority



The Authority
for Transportation in Northern Virginia

Primary Business Address

Your Address Line 2

Your Address Line 3

Your Address Line 4

Phone: 555-555-5555

Fax: 555-555-5555

www.TheNoVaAuthority.org

www.TheNoVaAuthority.org

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Primary Business Address

Your Address Line 2

Your Address Line 3

Your Address Line 4

Phone: 703-555-5555 ext. 100

Fax: 703-555-5555

TheAuthority@thenovaauthority.org

Christopher Zimmerman

Chairman

4.B.

Jurisdiction and Agency Coordinating Committee Northern Virginia Transportation Authority

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Findings and Recommendations of JACC Subcommittees on the NVT A Six Year Plan, Project Prioritization, and Project Development (Agenda Item 4.B.)

DATE: November 1, 2007

This memo will communicate the general background and recommendations of three subcommittees formed by the Jurisdictional Agency Coordinating Committee to address the tasks assigned at the June 6, 2007 NVT A meeting. The full report of each subcommittee is included in the attached document. Additional backup and support information is included as attachments to the report.

I. NVT A Six-Year Plan Subcommittee (*beginning on Page 1*)

Recommendations

1. NVT A should annually develop a schedule for project submittals in coordination with the Commonwealth Transportation Board's Six Year Plan and the Transportation Planning Board's CLRP/TIP.
2. Annually NVT A should release a "Call for Projects" which would include a current application, timeline, prioritization matrix and appropriate guidance.
3. The first call for projects should be for projects to be implemented through FY2010. Until the NVT A has first hand experience on the cash flow generated by the new taxes and the cash outlay required by projects the Six Year Plan Subcommittee was apprehensive about committing funds to projects so far into the future. Additional project years will be added in subsequent years' call for projects.
4. The Six Year Plan Subcommittee is recommending that there be jurisdictional equity over the entire Six Year Plan rather than each individual year. This will allow more flexibility in funding (e.g. instead of funding a project to gain jurisdictional equity that will not need or use the funds for several years the funding can be used on a project that has an immediate need).

Mr. Christopher Zimmerman, Chairman

5. The NVTa should consider the acquisition of some type of software that will track total project costs, broken down by phase (e.g. Preliminary Engineering and Utilities Relocation, Right of Way Acquisition, and Construction), what year the funding for each phase would be needed, and would allow project costs to be updated accounting for the prevailing market, inflation, and other factors.
6. NVTa's Six Year Plan should be financially constrained and match anticipated funding.
7. Projects submitted must have jurisdictional support. This can take the form of a resolution or County Board or City Council information item or action item. If an agency or other group is submitting a project, jurisdictional support is also needed from the jurisdiction in which the project will be implemented.
8. Local component projects (40% that goes back to the jurisdictions) should be shown in the Six Year Plan for information only in a separate section. The Six Year Plan Subcommittee is recommending that this be implemented in the following year so that the first Plan would only include the NVTa projects.
9. Request VDOT make a programming change to their project tracking software to allow a project number beginning with an "N". Projects using NVTa funding would be so denoted and would be easily identified in VDOT's Six Year Improvement Plan.
10. There should be coordination with the NVTa Technical Advisory Committee and the PCAC on review of the project submittals.
11. There was some sentiment among the subcommittee members of changing the name of the Six Year Plan to something else, but there were not any viable suggestions.

II. Project Prioritization Subcommittee (*beginning on page 4*)

Recommendations

1. As part of the TransAction 2030 Plan (2030 Plan), the Northern Virginia Transportation Authority (NVTa) adopted 19 project-based evaluation criteria to assess the degree to which specific projects are compatible with the planning goals of the 2030 Plan. The committee recommends that these project evaluation criteria be used, in the modified format as approved at the September 27 NVTa meeting, to identify a "short term" project priority list for the first two and a half years of the NVTa's Six-Year Program.
2. In order to meet the goal of clearing the backlog of projects, the committee recommends that the completion of partially funded projects be given priority for inclusion in the Program.
3. The committee recognizes that the prioritization of projects will be a work in progress and recommends that lessons learned from the process is continually reviewed and that it be refined as required to meet the needs of the overall program. Refinements might include modifying criteria, adopting additional criteria, or deleting criteria.

III. Project Development Subcommittee (*beginning on page 9*)

Recommendations

1. It is recommended that the Project Development Subcommittee continue to work with other committees and working groups such as the Six-Year Program and Project Prioritization subcommittees and the Financial and Legal Working Groups to help in determining efficient methods of moving projects forward once implementation has begun.
2. The subcommittee should continue to work on ongoing items so that additional recommendations can be submitted for consideration.

Background

At its June 6, 2007 meeting the Northern Virginia Transportation Authority approved several recommendations of the Project Implementation Working Group including:

“Task the Interim Technical Committee to recommend a six-year project implementation program not later than November 1, 2007. Such program will identify projects and phases to be initiated in each year of the program, along with estimated funding requirements, source of funding (NVTa funds, state funds, bond funds, local funds, PPTA).”

“Task the Interim Technical Committee as part of developing the aforementioned program to develop a prioritization process and provide a recommendation by November 1, 2007. This prioritization process should be capable of objectively rating projects submitted to the NVTa for regional funding.”

“Task the Interim Technical Committee to recommend, by November 1, 2007, a general project development process that can be tailored to specific projects. The process should include general considerations regarding the choice of project implementation methods (consultant, design-build, local jurisdiction staff, VDOT, DRPT, regional agency, PPTA, etc.) as well as requirements for design reviews, environmental reviews, permits, consultant selection, right-of-way acquisition and utility relocation, maintenance of traffic, public outreach, and project document archiving.”

November 1, 2007

As a result of these assigned tasks, the Jurisdiction and Agency Coordinating Committee (formerly the Interim Technical Committee) formed three subcommittees at the end of June: ***the Six-Year Plan Subcommittee, the Project Prioritization Subcommittee, and the Project Development Subcommittee.***

Jurisdiction and Agency Coordinating Committee members and I will be available at the November 8, 2007, NVTa meeting to answer questions.

Cc: Members, NVTa Jurisdiction and Agency Committee
Members, NVTa Working Groups
Members, Council of Counsels

Northern Virginia Transportation Authority

SIX YEAR PLAN SUBCOMMITTEE

Background

At its' June 6, 2007 meeting the Northern Virginia Transportation Authority approved several recommendations of the Project Implementation Working Group. One being,

“Task the Interim Technical Committee to recommend a six-year project implementation program not later than November 1, 2007. Such program will identify projects and phases to be initiated in each year of the program, along with estimated funding requirements, source of funding (NVTa funds, state funds, bond funds, local funds, PPTA)... The Working Group recommends that this Six Year Program be coordinated annually with the Commonwealth Transportation Board.”

At the end of June the Jurisdiction and Agency Coordinating Committee (formerly the Interim Technical Committee) formed the Six-Year Plan Subcommittee.

Work to Date

The Six Year Plan Subcommittee has met four times, July 23, August 13, September 11 and October 2. The first meeting was devoted to discussing/brainstorming about what issues needed to be considered when developing a six year plan.

Jennifer DeBruhl, VDOT, gave a power point presentation at our second meeting on the proposed streamlining of the VDOT SYIP, STIP and TIP process and the remainder of the meeting was used to resolve some of the issues identified in the first meeting.

Our third meeting was a joint meeting with the Prioritization subcommittee at which Jamie Brown-Porter, VDOT Programming Division, gave an informative power point presentation on SYIP/STIP process. Jamie kindly added important VDOT dates to our project schedule so that NVTa could be in sync with the VDOT process.

The fourth meeting was also a joint meeting with the Prioritization Subcommittee and was devoted to our review of the work products to date and our report to the Project Implementation Working Group. The work products are listed below:

1. Developed a project submittal schedule that coordinated with VDOT's Six Year Improvement Plan and TPB's TIP/CLRP. This timeline guarantees that any new project submitted would be part of TPB's current round of conformity analysis (if needed) and therefore would not be delayed from implementation until next year's conformity analysis. The proposed schedule is attached. (Attachment I)
2. Prepared a project submittal form. This form is similar to that being used for CMAQ/RSTP applications and captures information needed by both TPB and VDOT. The proposed project submittal form is attached. (Attachment II)

Recommendations

1. NVTa should annually develop a schedule for project submittals in coordination with the Commonwealth Transportation Board's Six Year Plan and the Transportation Planning Board's CLRP/TIP.
2. Annually NVTa should release a "Call for Projects" which would include a current application, timeline, prioritization matrix and appropriate guidance.
3. The first call for projects should be for projects to be implemented through FY2010. Until the NVTa has first hand experience on the cash flow generated by the new taxes and the cash outlay required by projects the Six Year Plan Subcommittee was apprehensive about committing funds to projects so far into the future. Additional project years will be added in subsequent years' call for projects.
4. The Six Year Plan Subcommittee is recommending that there be jurisdictional equity over the entire Six Year Plan rather than each individual year. This will allow more flexibility in funding (e.g. instead of funding a project to gain jurisdictional equity that will not need or use the funds for several years the funding can be used on a project that has an immediate need).
5. The NVTa should consider the acquisition of some type of software that will track total project costs, broken down by phase (e.g. Preliminary Engineering and Utilities Relocation, Right of Way Acquisition, and Construction), what year the funding for each phase would be needed, and would allow project costs to be updated accounting for the prevailing market, inflation, and other factors.
6. NVTa's Six Year Plan should be financially constrained and match anticipated funding.
7. Projects submitted must have jurisdictional support. This can take the form of a resolution or County Board or City Council information item or action item. If an agency or other group is submitting a project, jurisdictional support is also needed from the jurisdiction in which the project will be implemented.
8. Local component projects (40% that goes back to the jurisdictions) should be shown in the Six Year Plan for information only in a separate section. The Six Year Plan Subcommittee is recommending that this be implemented in the following year so that the first Plan would only include the NVTa projects.
9. Request VDOT make a programming change to their project tracking software to allow a project number beginning with an "N". Projects using NVTa funding would be so denoted and would be easily identified in VDOT's Six Year Improvement Plan.
10. There should be coordination with the NVTa Technical Advisory Committee and the PCAC on review of the project submittals.
11. There was some sentiment among the subcommittee members of changing the name of the Six Year Plan to something else, but there were not any viable suggestions.

Next Steps

1. Develop a process for amending the costs and schedules of projects in the Six Year Plan.
2. After receipt, evaluation, and prioritization of the project submittals prepare the first Six Year Plan for review by the NVTa and the public.
3. Evaluation of the process will be ongoing and after the first Six Year Plan is approved recommendations will be made on improvements.

Membership

A list of individuals attending the various Six Year Plan Subcommittee meetings is attached (Attachment III).

Northern Virginia Transportation Authority

Project Prioritization Report

Preface

As part of the TransAction 2030 Plan (2030 Plan), the Northern Virginia Transportation Authority (NVTA) adopted 19 project-based evaluation criteria to assess the degree to which specific projects are compatible with the planning goals of the 2030 Plan. These project evaluation criteria will be used to identify a “short term” project priority list for the first two and a half years of the NVTA’s Six-Year Program (the Program).

It should be noted that this report is only a first step in the process that the NVTA will use in project prioritization and selection. The criteria should be continually refined as the NVTA and its committees move forward with the project development process. It is the objective of this sub-committee to further revise the project prioritization criteria to develop a full Six-Year Program for NVTA approval.

Synopsis of Sub-Committee Work

The project prioritization sub-committee was formed by the Jurisdictional and Agency Coordinating Committee (JACC) to begin to implement actions approved by the NVTA at its July 12th meeting through resolution #18-08. The committee met several times over the past four months in the attempt to gain consensus and give recommendations on the prioritization of projects submitted for inclusion in the Program. These recommendations are included in this report for the Project Implementation Working Group, the JACC, and the NVTA.

Goals of the Project Prioritization Sub-Committee

The project prioritization sub-committee was charged with formulating a process to prioritize construction and implementation of transportation projects and improvements for jurisdictions in Northern Virginia. In order to meet the goal of clearing the backlog of projects, the sub-committee recommends that the completion of partially funded projects be given priority for inclusion in the Program.

The prioritization sub-committee agreed to use the previously adopted project-based evaluation criteria (as approved per the TransAction 2030 Plan). Minor revisions were made to the criteria by the sub-committee, which were subsequently approved by the NVTA on September 27, 2007 (see attachment 1). In addition to the project criteria, the committee recommends that project sponsors/submitters consider the following when submitting project requests, as these questions are included in the funding requests applications (see attachment 2):

- Does the project reduce congestion, improve auto and pedestrian safety and/or improve transit service and capacity?
- Is the project “ready to go,” to the greatest extent possible, with funding being the primary obstacle to moving to the next phase (right of way or construction).
- Is the project included in the region’s Constrained Long Range Plan (CLRP) and NVTA’s TransAction 2030 Regional Transportation Plan, specifically, or are consistent with the plan.

- Does it have (or will have before funding is available) resources available to implement the project when funding is provided.
- Is the project a short-term priority of the jurisdiction(s)? Many projects should already be partially funded in the Commonwealth's Six Year Program or by individual jurisdictions or agencies. In general, the funding from this initial NVT A Six Year Program should allow projects to be fully funded and implemented in a shorter timeframe than previously anticipated.
- Is the project submission form complete? Does the form include jurisdictional support and prioritization information?

Submitters should also recognize that NVT A has consistently sought to achieve a balance between modes when funding projects. The Six Year Program should include an equal balance in modes. Although it may not be demonstrated during the two and a half years of the initial Program, the modal balance should be achieved during the long-term life of the Program.

Project Categorization

Projects submitted for inclusion into the Six Year Program will be placed into the following four categories:

- Transit
- Highway
- Bicycle/Pedestrian
- Multi-Modal

The transit, highway and bike/pedestrian categories are categories used in the 2030 Plan and on previous project funding submittal forms. However, the sub-committee recommends that a multi-modal category be added to further identify projects that create multi-modal choices for travelers. Multi-modal projects can include road improvements that have a bike/pedestrian and/or transit components that are equally needed and make it primarily multi-modal in nature. All of the other project categories were identified and analyzed in the TransAction 2030 Plan. The definitions of these project categories are also stated in the project criteria as approved via the TransAction 2030 Plan (See Attachment IV).

Pre-Project Prioritization Issues

The issues referenced below were identified during the process of determining how the project prioritization criteria would be implemented during the first two and a half years of the Six Year Program.

New Projects

For the purposes of the initial two and a half years of the Program, the committee determined that new projects are those that are not currently in the Transportation Improvement Program (TIP) and CLRP (as necessary).

As such, these projects have not been modeled for their impacts on air quality and have not been included in conformity determination, which may delay project implementation and completion. However, the committee is in support of new projects being submitted during this process.

Total Project Cost Limit

Given that the estimated funding amount during the first few years of the Program is not guaranteed at this time, the sub-committee recommends that no new projects be submitted with a total cost of \$50 million or more. A project submitted for this amount could consume the estimated funding allocation during the life of the Program. The committee also recommends using current year dollars to determine project costs estimates, with an escalator to year of construction. This will reduce the likelihood of project sponsors amending projects due to project escalation.

Segmented Projects

The sub-committee recommends that segmented projects should be ranked on their own merits. If several segments of the project are submitted, the segment should be across the corridor to prevent the peace-meal approach to completing such projects.

Modal Comparison

The sub-committee recommends that the NVTa should continue to prioritize projects within modes, using the project evaluation criteria (e.g. transit vs. transit projects and highway vs. highway projects).

Multi-jurisdictional Projects

The sub-committee recommends that projects that cross more than one jurisdiction have jurisdictional support by the governing body of each jurisdiction in which the project traverses. This support should be demonstrated via formal action by the governing body of each agency.

Federal Process

Project sponsors/submitters should note that all projects on federal routes must adhere to the federal processes regardless of funding source. While the sub-committee does not discourage the submission of projects that must adhere to federal guidelines, the project sponsor/submitter should be aware that projects of this nature may take longer to complete.

Federal Environmental Review Process

It is the recommendation of the sub-committee that projects that have not completed the National Environmental Protection Act (NEPA) process should not be submitted for construction. Again, one of the main goals of the first few years of the Six Year Program is to clear the backlog of projects. Projects submitted for construction which has not undergone the NEPA process will likely take longer to complete and will tie up funding for projects that could otherwise advance.

Federal Regional Funding (CMAQ & RSTP)

Although projects being submitted for regional funding, through the Federal CMAQ/RSTP funding process, will not impact the first few years of the Program, the sub-committee will need to determine how these projects should be coordinated in subsequent years. At this point, discussions continue regarding whether these projects should be ranked with projects submitted for NVTa funding or if they should be included as a separate section of the Program. The committee will continue to discuss this issue and will have future recommendations on the subject.

Project Prioritization Process

As previously stated, it is the goal of the committee to clear the backlog of projects currently in a programming document. As a result, existing projects will be looked at favorably during the first few years of the Program. However, new projects will continue to be considered.

When ranking these projects the NVTa should consider the phase being requested for funding, as

well as the proposed project completion date. These two factors may better determine if a recommended project could be completed during the short-term life of the Program.

Prior to submittal, project sponsors/submitters will be required to rank their projects based upon jurisdictional priority. After the project submission deadline, the JACC and NVTa should rank all projects according to the following: (1) conformance with the local comprehensive plan and/or the TransAction 2030 Plan, (2) consistency with the project evaluation criteria, (3) whether previous funding has been allocated to the project and the phase in which funding is being requested. Upon reviewing and ranking projects accordingly, the committee will make its project recommendations to the Jurisdictional Agency Coordinating Committee (JACC). The JACC will then review the project submissions and prioritization matrix forms (see attachment 3) to make any revisions or changes prior to informing to the Planning Coordination Advisory Committee (PCAC) and the Technical Advisory Committee (TAC) of its recommendations.

In addition to conformance with the prioritization criteria, all projects will be evaluated based on the HB 3202 equity review to further ensure that submitted projects are in conformance with the legislation.

The JACC will coordinate with the Virginia Department of Transportation as well as the Virginia Department of Rail and Public Transportation to avoid the duplication of projects and funding. Once the JACC informs the PCAC and TAC of its recommendations, these committees will make project priority recommendations to the NVTa, which will ultimately result in the approval of the Program.

Overall Recommendations and Next Steps

The prioritization of projects is a work in progress. During this “Call for Projects” (Attachment V) cycle, the committee will take the lessons learned from this exercise to further refine the project criteria as the Six Year Program is updated and revised on a yearly basis.

Furthermore, the sub-committee will continue to address issues identified in the prioritizing projects for future programs. These recommendations may include additional criteria or refinement of the adopted project prioritization criteria.

Northern Virginia Transportation Authority

Project Development Subcommittee Report

This is the initial report from the Project Implementation Subcommittee on its activity toward developing a recommended project implementation process for consideration by the members of the NVTa. There is much work still on-going and we expect to provide you additional status reports and recommendations.

Charge to subcommittee. At its meeting on June 6, 2007, the NVTa accepted the recommendations of the Project Implementation Working Group, one of which was that a project development process should be developed for NVTa use. To accomplish that, a subcommittee was formed, comprised of members from the Jurisdictional and Agency Coordinating Committee (JACC, formerly called the Interim Technical Committee). The specific recommendation guiding the work of this subcommittee is:

Task the Interim Technical Committee to recommend, by November 1, 2007, a general project development process that can be tailored to specific projects. The process should include general considerations regarding the choice of project implementation methods (consultant, design-build, local jurisdiction staff, VDOT, DRPT, regional agency, PPTA, etc.) as well as requirements for design reviews, environmental reviews, permits, consultant selection, right-of-way acquisition and utility relocation, maintenance of traffic, public outreach, and project document archiving.

Subcommittee meetings. The subcommittee has met four times to date. Subcommittee members brainstormed and developed an initial listing of jurisdictions and agencies capable of implementing projects, and refined the list based on coordination with the individual jurisdictions and agencies (Enclosure 1). The group also discussed a project implementation process that could be used by the NVTa and organized the process into an outline format, with identified tasks / actions listed generally in a chronological sequence that a project might follow (Enclosure 2). Recognizing that no one project implementation approach will be appropriate for all projects, the subcommittee members identified various approaches for project implementation that might be considered by the NVTa and included these in the project implementation process. Additionally, the subcommittee explored less-commonly used approaches (such as alternative project delivery methods) and received Power Point presentations from VDOT and Prince William County staff on their experience with such methods. These presentations are Enclosures 3 and 4. A sample project status report form (Enclosure 5) was also developed so that project implementers can keep NVTa members apprised of project progress. This form may also be useful for NVTa use in making its annual report to the General Assembly concerning the NVTa's annual activities. The NVTa may desire to execute a master project management agreement ("super agreement") with all its member jurisdictions and agencies to outline general project implementation responsibilities. Such an overall agreement (a topical outline is at Enclosure 6) will likely be tailored to individual project requirements via an addendum to the master agreement. The subcommittee members appreciate the advice and guidance provided by the Council of Counsels in identifying topics that should be addressed in the master agreement. The subcommittee members are listed on Enclosure 7.

On-going work. Work is continuing in order to finalize the jurisdiction / agency project implementation capability matrix, the recommended project development process (and develop a flow chart to illustrate that process), and a recommended project management agreement for use between the NVTa and individual agencies / jurisdictions for project management. The

subcommittee is working with transit agencies to develop an outline of tasks specific to transit project development and implementation. Work is also on-going to develop an overall project implementation process outline which might form the basis for a future project implementation handbook for use by NVTAs staff and agencies / jurisdictions.

Coordination with other committees and subcommittees. Coordination is continuing with the Six Year Program and Project Prioritization subcommittees. Coordination will continue with the Financial and Legal Working Groups for the review of any proposed master project management agreement.

Recommendations. Unless the Project Development Working Group desires that this subcommittee work on different or additional items, it is recommended that the subcommittee continue working on the items currently on-going so that products may be submitted for consideration by the Project Development Working Group and the NVTAs.

Staff Involved In Preparing Project Implementation Recommendations

Name	Jurisdiction / Company
Tamara Ashby	Arlington County
Tom Culpepper	City of Alexandria
Jim Maslanka	City of Alexandria
Nichalos Gardner	City of Manassas
Tanya Husick	DRPT
Chip Badger	DRPT
Alex Verzosa	Fairfax City
Dan Southworth	Fairfax County
Jay Guy	Fairfax County
Mike Lake	Fairfax County
Tom Biesiadny	Fairfax County
Barbara Reese	Governor's office
Rick Taube	NVTC
Monica Backmon	Prince William County
Rick Canizales	Prince William County
Betsy Massie	PRTC
Anthony Foster	PRTC
Calvin Grow	Town of Leesburg
Jamie Brown-Porter	VDOT
Robert Moore	VDOT – NOVA District
Jennifer Debruhl	VDOT
John Barr	VDOT – NOVA District
Bob McDonald	VDOT – NOVA District
Kanti Srikanth	VDOT – NOVA District
Morteza Salehi	VDOT – NOVA District
Bill Cuttler	VDOT – NOVA District
Joanne Sorenson	VDOT – NOVA District
Christine Hoeffner	VRE
Wendy Jia	WMATA

Northern Virginia Transportation Authority
Proposed Schedule for the FY 2008 - 2010 Program of Projects

- September 19, 2007: TPB Reviews Draft Call for Projects
- September 27, 2007: NVTA Issues Call for Projects**
- October 1, 2007: Begin Federal Fiscal year – 2008
VDOT begins preparation of obligation information for MPO FY09 TIPs (non-attainment areas first)
- October 17, 2007: TPB Releases Final Call for Projects-- Transportation Agencies Begin Submitting Project Information through On-Line Database
- November 8, 2007: NVTA approves Six Year Plan Process, Project Prioritization and Project Development**
- November 9, 2007 with Project Submissions for FY 2009 and 2010 due prioritization matrix**
- November 13, 2007: CTB's – Fall Transportation Public Hearing in No. Va.**
- November 26-30, 2007: Possible meeting dates for VDOT, Jurisdictions, Agencies, etc to meet and discuss project list**
- November 29, 2007: JACC reviews Draft Program of Projects
VDOT provides project lists with phase starts to MPOs**
- December 2007: Review of Projects and Procedures with NVTA Technical Advisory Committee and Planning Coordination Advisory Committee**
- December 6, 2007: Draft Six Year Program to NVTA**
- December 13, 2007: NVTA reviews draft Program of Projects and Releases Program for Public Comment**
- VDOT provides obligation information to non-attainment MPOs for TIPs

December 27, 2007:	VDOT provides annual list of obligations for public release
January 11, 2008:	<u>DEADLINE:</u> Transportation Agencies Complete On-Line Project Submissions for MPO TIP
January 10, 2008:	NVTA Holds Public Hearing, Reviews Public Comments and Will be Asked to Approve Program of Projects
January 16, 2008:	TPB Briefed on Project Submissions and Draft Scope of Work and Releases for Public Comment
February 20, 2008:	TPB reviews Public Comments and is asked to Approve Project Submissions for FY09-14 TIP and Plan and draft Scope of Work
March 20, 2008:	VDOT presents draft FY09-14 SYIP to CTB Public Hearings on draft FY09-14 SYIP at end of March
May 15, 2008:	FY09-14 SYIP adopted by the CTB
May 21, 2008:	TPB Receives Status Report on Conformity Assessment
June 12, 2008:	TPB releases Conformity Assessment for Public Comment
July 16, 2008:	TPB Reviews Public Comments and Adopts Plan, FY09-14 TIP, and Conformity Assessment State Transportation Improvement Program (STIP) submitted to FHWA/FTA for approval
September 2008:	FHWA/FTA approval of STIP.
October 1, 2008	Begin Federal Fiscal Year 2009

FY 09 NVTAFUNDING REQUEST FORM
FY 2009 - 2013

1. BACKGROUND:

1.1. Project Title _____

1.2. Agency/ Jurisdiction Submitting Project: _____

1.3. Submitter's Name and Phone Number: _____

1.4. Implementing Agency/ Jurisdiction: _____

1.5. Implementer's Point of Contact:_____

1.6. Project Website (if there is one) _____

1.7. Submitter's Priority: # ____ of ____ total projects submitted

1.8 Project Description:

2. PROJECT INFORMATION

2.1. UPC# _____ (If existing project)

2.2. COG's Project ID: _____

2.3. Other Identifying Numbers (Please list type) _____

2.4. Jurisdiction where project is located: _____

2.5. Project Location/Limits: _____

2.6. Type of Project/Action:

a. ____**Roadway Project** (Describe i.e. New roadway, widening, shoulder, Intersection, Bridge, Realignment, Turn Lane)_____

b. ____**ITS Project** (Describe i.e. Signals, TV monitors)_____

c. ____**Transit Project** (Describe i.e. Buses, Station improvements, Park & Ride lot)_____

- _____
- d. **Bicycle & Pedestrian Project** (Describe i.e. Sidewalks, Bike trail, Bike lockers)_____
- _____
- e. **Study** (Describe i.e. Transit Study, Park & Ride Study, Traffic Signal System Study)_____
- _____
- f. **Multimodal (Describe):** _____
- _____

2.7. Does Project include Bicycle/Pedestrian Accommodations? (select one below)

- Primarily a bike/ped project**
- Bike/ Ped accommodations included**
- No Bike/Ped accommodations included**

3. FEDERAL/STATE DOCUMENTATION

3.1. Air Quality Analysis: **Required** **Not Required If**
required, are quantification of benefits included with this application? **Yes**
 No

3.2. Project Status: (Select as many as appropriate)

- New Project**
- Continuation of Existing Local Project**
- Continuation of Federally funded project; was in Previous TIP, proceeding as scheduled**
- Continuation of Federally funded project; was in Previous TIP, delayed or reprogrammed**
- Continuation of State project, in SYIP**

3.3. Environmental Review:

Type: (select one)

Status: (select one)

- | | |
|--|--|
| <u> </u> Not applicable | <u> </u> Proposed for prep |
| <u> </u> Preliminary categorical exclusion | <u> </u> Under prep. |
| <u> </u> Categorical exclusion | <u> </u> Under review |

_____ Draft Environmental Assessment _____ Approved

_____ Environmental Assessment

_____ Finding of No Significant Impact

_____ Draft Environmental Impact Statement

_____ Final Environmental Impact Statement

_____ 4F Determination of Environmental Impact on Parkland

4. FINANCIAL/SCHEDULING INFORMATION

4.1. Project Finances:

4.1.1. Preliminary Cost Estimate _____

4.1.2. Source of Estimate _____

4.1.3. Amount Requested in this Application _____

4.2. Please provide your cost estimates by phase in the appropriate table below.

Table 1: Cost Estimates by Year for Construction Projects

	Total Project Cost	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Design/PE/ Environmental							
ROW Acquisition/ Utility Relocation							

Construction							
---------------------	--	--	--	--	--	--	--

Table 2: Cost Estimates for Non-Construction Projects

	Total Project Cost	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Study Cost							
Acquisition							
Operating Costs							

4.3. Please list all current and projected funding sources with the amount:

1. _____
2. _____
3. _____
4. _____
5. _____

5. PLANNING CONSIDERATIONS

5.1. Included in: _____ **Primary SYIP** _____ **Secondary SYIP** _____ **Urban SYIP**
_____ **MPO TIP** _____ **State STIP** _____ **Locality's Comprehensive Plan**

5.2. Is the project included in TransAction 2030?

_____ **Yes, specifically included in transaction 2030**

_____ **Yes, included as part of a larger project, group of projects or category**

_____ **No, project not included but it is still a jurisdiction/agency priority. Will be considered in TransAction 2030 Update when project list is reviewed.**

Form Completed by _____ **Date:** _____

Attachments:

- **Evidence of approval of the governing body (Required)**
- **Prioritization Matrix (Required)**
- **TIP sheet (Optional)**
- **Other (Please list)** _____

PROJECT CRITERIA

Activity Center Connections

Projects that improve connections between multiple activity centers as defined by the TransAction 2030 Plan. This criterion will be revisited with the TransAction 2030 Plan update.

Full moon	Improves connectivity between three or more activity centers
Half moon	Improves connectivity between two activity centers
Empty moon	Improves connectivity to one activity center only

Multimodal Choices

Projects that create multimodal choices for travelers. Modes include travel by car, train, bus, bicycle or on foot.

Full moon	Adds new mode or extension of existing mode to corridor
Half moon	Major service improvement to existing mode in corridor
Empty moon	Minor service improvement to existing mode in corridor

Major service improvements could include:

1. Roadway widening
2. Multiple grade separations along one roadway
3. Widening of High Occupancy Vehicle (HOV lanes)
4. Transit service improvements such as increased frequency and other capacity improvements to an existing line
5. Addition of park-and-ride lots
6. Enhancements to existing Intelligent Transportation Systems (ITS)
7. Construction of bicycle or pedestrian trails

Minor service improvements could include:

1. Expansion of park-and-ride lot
2. Intersection/interchange reconstruction
3. Grade separation of existing intersections
4. Access and parking improvements

Person Throughput

Projects that provide for increased person-capacity within a corridor, with the goal of moving the most people, rather than vehicles.

Full moon	Project significantly increases corridor person throughput
-----------	--

Half moon	Project has minor effect on corridor person throughput
Empty moon	No effect on corridor person throughput

Intermodal Connections (i.e., between existing modes)

Projects that provide enhanced connections among modes (auto, bus, rail, bicycle, walking).

Full moon	Adds new intermodal connection
Half moon	Improves existing intermodal connection
Empty moon	No effect on intermodal connection

Management and Operations – Technology

Projects that improve the management and operation of existing facilities through technology applications.

Full moon	Project improves technological management and operations of an existing transportation facility
Half moon	Project improves technological management and operations of an expansion of an existing transportation facility
Empty moon	No improvement to management and operations of a facility

Urgency

*Projects that address existing significant Level of Service (LOS) deficiencies for all systems **as defined in the TransAction 2030 Plan.***

Full moon	Project addresses existing LOS F or G condition
Half moon	Project addresses existing LOS E condition
Empty moon	Project addresses existing LOS A, B, C or D condition

Need for Rehabilitation

*Projects that address major maintenance for aging infrastructure, whether roads, bridges, **bicycle/pedestrian facilities, multi-modal** or transit facilities.*

Full moon	Facility is seriously dilapidated (e.g. weight restrictions put into effect)
Half moon	Facility is in need of more than routine maintenance
Empty moon	Facility does not need rehabilitation (maintenance inferred)

Right-of-Way (ROW)

Project ROW impacts on sensitive areas.

Full moon	No additional ROW needed
Half moon	Minimal ROW required and project does not impact sensitive area
Empty moon	Additional ROW required and project does impact sensitive area

Mode Share

Projects' effects on mode share.

Full moon	Project will generally encourage an increase in non-Single Occupant Vehicle (SOV) travel through the addition or expansion of an HOV or transit facility
Half moon	Project will generally encourage an increase in non-SOV travel through addition or expansion of bicycle or pedestrian facilities, park and ride lots and/or operational improvements to existing transit services
Empty moon	Project will result in no discernable reduction in non-SOV travel

Reduce VMT

Projects' effects on vehicle miles traveled (VMT). When analyzing VMT for transit projects a standard formula – similar to the formula used for CMAQ funding-will be developed and applied.

Full moon	Project directly reduces VMT (i.e., transit project, park-and-ride lot, new high occupancy vehicle (HOV) lane(s), new pedestrian and bicycle facility)
Half moon	Project indirectly or through expansion reduces VMT (i.e., expansion of HOV, transit improvement or expansion)
Empty moon	Project does not reduce VMT

Compatibility with Local Comprehensive Plans

Projects are included in transportation element of jurisdiction comprehensive plans.

Full moon	Project is in adopted transportation plan for jurisdiction or agency strategic plan
Half moon	Project is being considered for adoption into transportation plan or agency strategic plan
Empty moon	Project is not being considered for adoption into transportation plan or agency strategic plan

Land-Use Supports Transportation Investment

Projects within each corridor to be scored based on relative number of jobs and households within ¼ mile of investment based on jurisdictions comprehensive plans. Service coverage will be used as the threshold for transit projects per the TransAction 2030 Plan.

Full moon	High number of jobs and households within ¼ mile of investment
Half moon	Moderate number of jobs and households within ¼ mile of investment
Empty moon	Low number of jobs and households within ¼ mile of investment

Improved Non-Motorized Travel Options (Bicycle and Pedestrian) to and within Activity Centers

Project supports multiple use development patterns in a walkable environment.

Full moon	Project adds or extends non-motorized facility to and within activity center
Half moon	Project improves existing non-motorized facility to and within activity center
Empty moon	Project does not improve or provide a non-motorized facility to and within activity center

Improved Transportation System Operations to and within Activity Centers

Project encourages development to be located where it can be served by existing infrastructure.

Full moon	Project improves operation of existing transportation system to and within activity center
Half moon	Project improves operation of an expanded transportation system to and within activity center
Empty moon	No improvement to operations of existing transportation system to and within activity center

Reduce Roadway Congestion

Project reduces roadway congestion.

Full moon	Project will significantly improve traffic flow. Significant improvement is defined as a "letter" improvement to the Level of Service on the roadway or intersection.
Half moon	Project will moderately improve traffic flow. Moderate improvement is defined as the reduction of LOS delay on the roadway or intersection.
Empty moon	Project will have minimal to no effect on traffic flow

Safety

Project improves the safety of the transportation system.

Full moon	Project designed to specifically improve system safety and/or address an existing safety deficiency
Half moon	Project will generally result in a safety improvement
Empty moon	Project will have no discernable or negative effect on safety

Cost Sharing

*Project leverages private or other outside funding. **Cost sharing will be used in the screening of projects more heavily for the first two years.***

Full moon	Project leverages private or other outside funding (e.g. tax districts, ROW donations, proffers, and/or Federal and State funds beyond/above normal allocations)
Half moon	Project leverages modest private or other outside funding
Empty moon	Project has no leveraged private or other outside funding

Freight Movement

Projects that improve the capacity, reliability of freight - while also improving other impacted systems such as highways or passenger rail

Full moon	Project increases the reliability and capacity of freight and passenger rail, and improves overall highway system
Half moon	Project improves reliability and capacity of freight rail and passenger rail but has little or no impact on the overall system
Empty moon	Project improves freight rail capacity and reliability but has no or negative impact on passenger rail efficiencies or overall system efficiencies

Northern Virginia Transportation Authority

Call for Projects and Instructions

September 28, 2007

Introduction

The Northern Virginia Transportation Authority was established by the Virginia General Assembly on April 17, 2002. The Authority embraces the Cities of Alexandria, Fairfax, Falls Church, Manassas and Manassas Park and the Counties of Arlington, Fairfax, Loudoun and Prince William. Among other things, the Authority was given the following responsibilities:

- The Authority shall prepare a regional transportation plan for Northern Virginia, to include, but not necessarily be limited to, transportation improvements of regional significance, and shall from time to time revise and amend the plan.
- Once the plan is adopted, the Authority may construct or otherwise implement the transportation facilities in the plan.
- The Authority may contract with others to provide transportation facilities or to operate its facilities, or it may provide and/or operate such facilities itself.
- The Authority may prepare a plan for mass transportation services and may contract with others to provide the necessary facilities, equipment, operations, etc., needed to implement the plan.

On April 4, 2007, the Virginia General Assembly approved the Transportation Finance and Reform Act (HB3202) which authorized the Northern Virginia Transportation Authority to raise more than \$300 million per year in new funding for transportation by implementing up to seven taxes and fees.

On July 12, 2007, the NVTa adopted all of the taxes and fees, set an effective date of January 1, 2008, and directed staff to continue planning for the implementation of this legislation. The NVTa's Jurisdiction and Agency Coordination Committee (JACC) established several subcommittees to make recommendations to the NVTa regarding the development of an NVTa Six Year Program. These recommendations will be presented at NVTa's November 8, 2007, meeting.

In the meantime, the National Capital Region Transportation Planning Board (TPB) has begun planning for the FY 2009-2014 Transportation Improvement Program (TIP) and 2008 Constrained Long Range Plan (CLRP) for the Washington region. Project submissions for these documents are due on January 11, 2008. TPB will release the projects submitted for public comment on January 16, 2008. Any projects requiring inclusion in TPB's air quality conformity analysis must be released for public comment at this time. Projects may subsequently be deleted prior to TPB final adoption of project submissions on February 20, 2008; however no additional projects may be added. Any regionally significant project not included in this adoption by TPB will need to undertake an individual air quality conformity analysis or wait for the FY 2010-2015 TIP cycle which will begin in January 2009.

To comply with TPB's deadline, NVTa must adopt any final project submissions at its meeting on January 10, 2008.

This Call for Projects is being issued to allow NVTa to undertake a condensed schedule for development of the first two and one-half years of a Six Year Program (FY 2008, FY 2009 and FY 2010). The JACC has recommended this approach to allow the initial implementation of some transportation projects and services while more detailed work is completed on the process and procedures for an entire NVTa Six Year Program. JACC will be returning with these recommendations in mid 2008.

NVTa's Vision

The following vision was originally adopted by the Transportation Coordinating Council of Northern Virginia in 1999 and was ratified by NVTa in September 2006:

"In the 21st century, Northern Virginia will develop and sustain a multimodal transportation system that supports our economy and quality of life. It will be fiscally sustainable, promote areas of concentrated growth, manage both demand and capacity, and employ the best technology, joining rail, roadway, bus, air, water, pedestrian, and bicycle facilities into an interconnected network."

This vision guided NVTa's development of its TransAction 2030 Long-Range Transportation Plan and will guide its decision-making related to its short-term Six Year Program.

Six Year Program and Funding Levels

As indicated above, NVTa will initially be considering the first two and one-half years of what will ultimately be a Six Year Program. A Six Year Program was selected to coincide with the duration of the Virginia Department of Transportation's Six Year Program and the TPB's Transportation Improvement Program. Since work is continuing on the process and procedures for this NVTa Six Year Program, NVTa is only soliciting projects for two and one-half years (second half of FY 2008, FY 2009 and FY 2010). FY 2008 is only a partial year, since the taxes and fees will not be implemented until January 1, 2008.

It is anticipated that the seven taxes and fees adopted by NVTa on July 12, 2007, will raise approximately \$300 million per year. For the second half of FY 2008, NVTa expects to raise approximately \$100 million.

HB 3202 requires 40 percent of the revenue raised by NVTa (an estimated \$120 million annually) be returned to the jurisdiction in which the revenue was raised. The jurisdiction must use these funds for transportation purposes. With the exception of Alexandria, Arlington County and Falls Church, the jurisdictions must use half of these funds for improvements to secondary and urban roadways. The remaining funds returned to these jurisdictions and all funds returned to Alexandria, Arlington and Falls Church "*as determined solely by the applicable locality, shall be used either for additional urban or secondary road construction; for other transportation capital improvements which have been approved by the most recent long range transportation plan adopted by the Authority; or for public transportation purposes.*"

Of the revenues that NVTa retains (an estimated \$180 million annually), NVTa must first pay debt service on any outstanding bonds annually and then allocate \$50 million annually for Washington Metropolitan Area Transit Authority capital projects and \$25 million annually for Virginia Railway

Express capital and operating projects. The remaining funds can be used “*solely for transportation projects and purposes that benefit the counties and cities embraced by the Authority.*”

HB 3202 also requires that “*All revenues deposited to the credit of the Authority shall be used for projects benefiting the localities embraced by the Authority, with each locality's total long-term benefits being approximately equal to the total of the fees and taxes received by the Authority that are generated by or attributable to the locality divided by the total of such fees and taxes received by the Authority.*”

Project Identification

NVTA is requesting that its member jurisdictions, as well as the transportation agencies that serve Northern Virginia, identify proposed projects for the 60 percent revenues that NVTA will retain. The JACC, in conjunction with state and regional transportation agencies, will then prepare a draft Six Year Program (FY 2008 to FY 2010) for NVTA’s and the public’s consideration.

Coordination

Since HB 3202 requires that each locality’s long-term benefits be approximately equal to the funding raised in each jurisdiction, transportation agencies or others submitting proposed projects or services must coordinate with the staff(s) of the affected jurisdiction(s) prior to submission.

Conversely, any jurisdiction submitting a project or service that it will not implement directly must coordinate with the proposed implementing agency’s staff prior to submission.

NVTA is seeking action from local governing bodies indicating support for projects and services submitted for NVTA consideration.

Prioritization

As part of TransAction 2030, the NVTA adopted a set of criteria to be used for prioritization of transportation projects. These criteria are included as Attachment I. These criteria were applied to the new projects included in TransAction 2030. However, TransAction 2030 assumed that all projects in the existing regional Transportation Improvement Program (TIP) and the Constrained Long Range Plan (CLRP) were the highest priority. The TransAction 2030 effort did not attempt to rank the projects within the TIP and CLRP.

This effort to prepare a Six Year Program will be the NVTA’s first large scale attempt to apply these criteria. As such, this will be a test case for the application of these criteria. The lessons learned from this exercise will be used to recommend refinements and a more robust prioritization process for future Six Year Programs. NVTA is interested in comments on the prioritization effort that will be undertaken this year.

As part of each application, NVTA requests that each submitter rank its submissions against the criteria adopted as part of TransAction 2030. The submitter should be prepared to defend the rankings for each project. NVTA will retain the right to modify the submitter’s rankings, based on contrary evidence.

Selection Criteria

For the initial Six Year Program, submitters should consider the following things when submitting project requests:

- Reduce congestion, improve auto and pedestrian safety and/or improve transit service and capacity.
- Projects should be “ready to go,” to the greatest extent possible, with funding being the primary obstacle to moving to the next phase (right of way or construction).
- Projects should be included in the region’s Constrained Long Range Plan and NVTA’s TransAction 2030 Regional Transportation Plan, specifically, or are consistent with the plan.
- Projects have (or will have before funding is available) resources available to implement the project when funding is provided.
- Projects are short-term priorities of the jurisdictions; many projects should already be partially funded in the Commonwealth’s Six Year Program or by individual jurisdictions or agencies. In general, the funding from this initial NVTA Six Year Program should allow projects to be fully funded and implemented in a shorter time frame than previously anticipated.
- A Project Submission Form must be complete for each project, and include jurisdictional support and prioritization information.
- Projects must be able to use FY 2008, FY 2009 and/or FY 2010 funding.
- Submitters should recognize that NVTA has consistently sought to achieve a balance between modes when funding projects.
- NVTA must ensure that the long-term benefits each of its nine jurisdictions receives is approximately equal to the taxes and fees raised in each jurisdiction.

Review and Evaluation

It is anticipated that the JACC will review the project submissions following the November 9, 2007, submission deadline and undertake a project prioritization exercise using the criteria adopted in TransAction 2030. Subsequently, the JACC will coordinate with the Virginia Department of Transportation and Department of Rail and Public Transportation to avoid duplication of funding for projects.

Based on the outcome of the prioritization exercise and the coordination with state agencies, the JACC will prepare a draft Six Year Program for FY 2008 to FY 2010. The JACC will review the procedures used and this draft list of projects with the NVTA’s Planning Coordination Advisory Committee and Technical Advisory Committee. Ultimately, the JACC will submit a recommended Six Year Program to the NVTA to be released for public comment. Following a public hearing on January 10, 2008, the NVTA will be asked to consider adopting a Six Year Program for FY 2008 to FY 2010.

Schedule

Project Submission Forms are due to NVTA by Friday, November 9, 2007. A complete schedule of activities associated with the development of this Six Year Program is included as Attachment II.

Submission Forms and Instructions

NVTA’s Project Submission Form is included as Attachment III. Completed forms should be submitted to: tom.biesiadny@fairfaxcounty.gov by November 9, 2007. Forms should be as

complete as possible; however, if information is not available at the time of submission, it should be noted.

For more information, please contact: Betsy Massie at (703) 580-6113 or bmassie@omniride.com

NVTA Project Implementation Capability Matrix

Jurisdiction/Agency	Planning/ Design Project Management (1)	Construction Project Management (1)	Construction Implementation (1)	Contracting Ability		Alternat ive Project Delivery Ability (2)	Notes
				Planning/ Design	Construction		
City of Alexandria	✓	✓	✓	✓	✓	✓	Prefer to use consultants for planning/design rather than in-house
City of Fairfax			✓	✓	✓		
City of Falls Church	✓	✓	✓	✓	✓		
City of Manassas	✓	✓	✓	✓	✓	✓	
City of Manassas Park	✓	✓	✓	✓	✓		
Arlington County	✓	✓	✓	✓	✓		
Fairfax County	✓	✓	✓	✓	✓	✓	
Fairfax Co. Park Authority	✓	✓	✓	✓	✓		Project scope limited to park-related projects (e.g., trails, parking lot, bicycle entrance improvements)
Prince William County	✓	✓	✓	✓	✓	✓	
Prince William Co. Park Authority	✓	✓	✓	✓	✓		Project scope limited to park-related projects (e.g., trails, parking lot, bicycle entrance improvements)
Loudoun County	✓	✓		✓	✓	✓	
Town of Dumfries	✓	✓	✓	✓	✓	✓	Planning/design / construction provided by consultants with project management provided in-house or with consultants
Town of Herndon	✓	✓		✓	✓	✓	Waiting for response
Town of Leesburg	✓	✓	✓	✓	✓	✓	
Town of Purcellville	✓	✓		✓	✓		Planning/design provided by consultants with project management provided in-house
Town of Vienna							Does not currently have the capability to take on projects
VDOT	✓	✓	✓	✓	✓	✓	
DRPT	✓	✓		✓	✓	✓	
WMATA	✓	✓	✓	✓	✓		WMATA-related projects
VRE	✓	✓		✓	✓		VRE-related projects, parking lot and garage projects
NVTC	✓			✓			Transit-related, planning projects Would consider managing a large design or construction project if a project manager was funded as part of the project cost.
PRTC	✓	✓		✓	✓		PRTC-related projects
Northern VA Regional Park Authority	✓	✓		✓	✓	✓	Project scope limited to park-related projects (e.g., trails, parking lot, bicycle entrance improvements)
Northern Virginia Regional Commission							Waiting for response
MWAA	✓	✓	✓	✓	✓		Projects at the airports or benefiting the MWAA. Project cost should be clearly separated.
Department of Defense	✓	✓		✓	✓		Projects on or near DOD installations
FHWA, Eastern Federal Lands Highway Division	✓	✓	✓	✓	✓		Limited in-house construction capability; normally via contract
National Park Service	✓	✓	✓	✓	✓		Project scope limited to park-related projects (e.g., trails, parking lot, bicycle entrance improvements) In-house planning/design capability via Denver Service Center

Notes:

- 1 Local jurisdictions limited to projects <\$400,000 with in house resources (e.g., trails, lane striping, turn lanes).
- 2 Includes methods such as design-build, PPTA or PPEA

Northern Virginia Transportation Authority Project Progress Report



FISCAL YEAR:

QUARTERLY REPORT # _____ NVTA PROJECT # _____

PERIOD COVERED _____ TO _____

PROJECT CATEGORY: _____

PROJECT TITLE: _____

IMPLEMENTING AGENCY: _____

PROJECT MANAGER: _____

Project Description:

Financial/Consultant Data

	Name	\$ Budget Amt.	\$ Amt. Billed this Quarter	\$ Amt. Billed To Date
Sponsor		\$0.00	\$0.00	\$0.00
Consultant(s)				
Prime Contr.		\$0.00	\$0.00	\$0.00
Sub Contractor 1		\$0.00	\$0.00	\$0.00
2		\$0.00	\$0.00	\$0.00
3		\$0.00	\$0.00	\$0.00
Subtotal Consult. \$		\$0.00	\$0.00	\$0.00
TOTAL \$		\$0.00		\$0.00
Funding Amount		\$0.00	% Billed to Date:	

Contractual Data:

Sponsor Contract Start Date: _____

Scheduled Completion Date: _____

Revised Completion Date(s): _____

Project Tasks (e.g., Public Hearing, Purchases, Engineering/Design/Environmental, ROW Acquisition, Utility Relocation, Construction):

	% of Project *	% Completed	% Project Completed	% of Project	% Completed	% Project Completed
Insert Task 1 Name:	0.00%	0.00%		Insert Task 8 Name:	0.00%	0.00%
Insert Task 2 Name:	0.00%	0.00%		Insert Task 9 Name:	0.00%	0.00%
Insert Task 3 Name:	0.00%	0.00%		Insert Task 10 Name:	0.00%	0.00%
Insert Task 4 Name:	0.00%	0.00%		Insert Task 11 Name:	0.00%	0.00%
Insert Task 5 Name:	0.00%	0.00%		Insert Task 12 Name:	0.00%	0.00%
Insert Task 6 Name:	0.00%	0.00%		Insert Task 13 Name:	0.00%	0.00%
Insert Task 7 Name:	0.00%	0.00%		Insert Task 14 Name:	0.00%	0.00%
Total % Project Completed:		0.00%				

CHANGE ORDERS	AMOUNT	DATE INITIATED	DESCRIPTION	EST. IMPACTS TO PROJ. SCHEDULE
REF ID #				

OTHER PROJECT INFO (e.g., DBE USAGE, NOTICE OF CLAIMS)

* Percent of Project total should equal 100%

Jurisdiction and Agency Coordinating Committee Northern Virginia Transportation Authority

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Approval of Recommendations Regarding Office Space (Item 4.C.)

DATE: November 1, 2007

Recommendation

Members of the Organizational Working Group recommend that the Northern Virginia Transportation Authority (NVTA) to authorize negotiation and execution of a sublease with the City of Fairfax's Innovation Center for space for up to six NVTA employees for up to two years within the limits of the approved NVTA budget.

Background

The Organizational Working Group established a staff subcommittee to look for office space for the NVTA. The subcommittee was composed of:

- Tamara Ashby (Arlington County)
- Rick Taube (NVTC)
- Alex Verzosa (City of Fairfax)

Concurrently, NVTA contracted with a tenant's agent following procurement by NVTC.

The subcommittee looked for office with the following features:

1. Short walk to Metro or bus routes.
2. Easy auto access.
3. Sufficient parking.
4. Employee and visitor friendly (pedestrian access, nearby restaurants, shops, offices with doors and windows).
5. Professional building management with a solid reputation.
6. Central location and/or easily accessible location.
7. Conference room space (shared if possible).

Mr. Christopher Zimmerman, Chairman

8. Within NVTa budget (up to \$30 per square foot).
9. Furnished.
10. Flexible term of at least one year.
11. Up to six offices with option to expand.

Four local/regional government sites were offered and evaluated by the subcommittee:

- Prince William County
- NVRTC
- City of Fairfax Green Acres School
- City of Fairfax Innovation Center

The attached PowerPoint presentation summarizes the characteristics of each location. In addition, NVTa tenant's agent was able to identify seven potential properties.

Based on those characteristics and how they matched up with the criteria, the Organizational Working Group recommends the Fairfax Innovation Center as the first choice to locate NVTa because of:

- Central location
- Best value given affordable lease with receptionist included.
- Furnished, including phones and fax
- Accessible by transit
- Adequate meeting space and near Fairfax City Hall for NVTa business meetings.

Therefore, the Organizational Working Group recommends that the Northern Virginia Transportation Authority (NVTa) to authorize negotiation and execution of a sublease with the city of Fairfax's Innovation Center for space for up to six NVTa employees for up to two years within the limits of the approved NVTa budget.

Members of the Organizational Working Group, the Jurisdiction and Agency Coordinating Committee and I will be available at the November 8, 2007, NVTa meeting to answer questions.

Cc: Members, NVTa Jurisdiction and Agency Committee
Members, NVTa Working Groups
Members, Council of Counsels



OPTIONS FOR NVTA OFFICES

--November 8, 2007 --

1



NVTA is asked by its Organization Working Group to authorize negotiation and execution of a sublease with the city of Fairfax's Innovation Center for space for up to six NVTA employees for up to two years within the limits of the approved NVTA budget.

2



Background



- Subcommittee of NVTC Organization Working Group:
 - Tamara Ashby (Arlington County)
 - Rick Taube (NVTC)
 - Alex Verzosa (City of Fairfax)
- NVTA contract with tenant's agent following procurement by NVTC.
- Looked for office with these features:
 1. Short walk to Metro or bus routes.
 2. Easy auto access.
 3. Sufficient parking.
 4. Employee and visitor friendly (pedestrian access, nearby restaurants, shops, offices with doors and windows).
 5. Professional building management with a solid reputation.
 6. Central location and/or easily accessible location.
 7. Conference room space (shared if possible).
 8. Within NVTA budget (up to \$30 per square foot).
 9. Furnished.
 10. Flexible term of at least one year.
 11. Up to six offices with option to expand.

3



Sites Evaluated



- Sites suggested by local/regional governments:
 - Prince William County
 - NVRC
 - City of Fairfax Green Acres School
 - City of Fairfax Innovation Center
- An additional dozen private-sector sites identified by tenant's agent.

4



Prince William County Offices

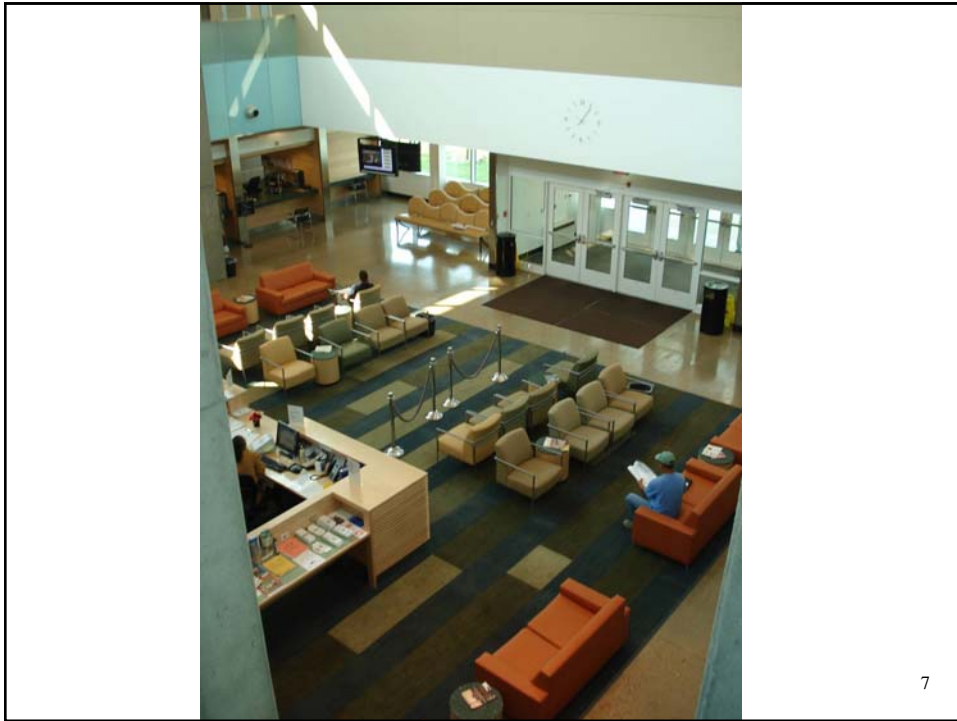


- **Available space:** 6 cubes
- **Base Cost:**
\$4,095 plus \$1,428 seat charge per employee annually (Translates to \$9,807 total for four people).
- **Services included:**
6 systems furniture cubicles, janitorial services, utilities, telephones, network connections, in-house IT support, maintenance costs, access to copier, cafeteria
- **One time costs:**
\$634 for phone installation; \$1,224 per computer (would be NVTA property); Hardware/Software costs.
- **Parking available:** Yes, included
- **Access to transit:**
20 minute frequency until 10 PM. Can transfer to shuttle to Franconia Springfield Metro.
- **Conference Rooms:**
Access to several conference rooms of varying sizes, as well as ability to reserve Board Room for public meetings.
- **Notes:**
Not central to NVTA jurisdictions. Very little set up or staff time required to initiate; extensive support facilities and functions available.

5



6





Northern Virginia Regional Commission

- **Available space:** 4 offices; between 90-135 sf each (approximately 450 sq. ft. total)
- **Base Cost:**
Approximately \$10,800 (\$24/sq.ft.),
Plus cost of copiers, postage machine, expendable supplies, email service, phone, etc.
- **Services included:**
Shared IT support 2 days/week?;;
shared conference rooms; shared use of amenities & supporting meeting rooms.
- **One time costs:**
Furniture, computer equipment, any improvements to the space.
- **Parking available:** Yes, maybe additional cost?
- **Access to transit:**
30 to 60 minute frequency in the PM, to and from Dunn Loring Metro.
- **Conference Rooms:**
Access to two small conference rooms and the larger NVRC conference room. No public hearing space.
- **Notes:**
Offices, not cubes. Central to NVTA jurisdictions.

9



10



11



12



City of Fairfax Green Acres School



- **Available space:** 1 large room with enough space for 4-6 desks/cubes, 824 sq. ft.
- **Base Cost:**
\$18-\$20 per sf; approximately \$15,656 for four people.
- **Services included:**
Telephone lines, internet access, computer connections and IT support.
- **One time costs:**
Furniture, computer equipment (can be procured through City of Fairfax contract); any improvements to the space.
- **Parking available:** Yes, included
- **Access to transit:**
35 minute headways to Vienna Metro.
- **Conference Rooms:**
Access to City of Fairfax facilities, including Board Room.
- **Notes:**
Central to NVTA jurisdictions. In old school with Park and Rec activities going on.

13



14





City of Fairfax Innovation Center



- **Available space:** Up to 2 small (1 person offices); 3 larger (2 person offices).
- **Base Cost:**
 - \$800/month for larger,
 - \$750/per month for small.
 - \$27,600 annual for four people.
- **Services included:**
 - Receptionist, furniture, janitorial services, utilities, phone, copier/fax, Internet connection.
- **One time costs:**
 - Possibly computers.
- **Parking available:** Yes, included
- **Access to transit:**
 - 35 minute headways to Vienna Metro.
- **Conference Rooms:**
 - 8 Conference Rooms of varying sizes; largest can be used for NVTa regular meeting, but not large public hearing.
- **Notes:**
 - Central to NVTa jurisdictions, offices in "incubator space."
 - Shared receptionist.

17



18





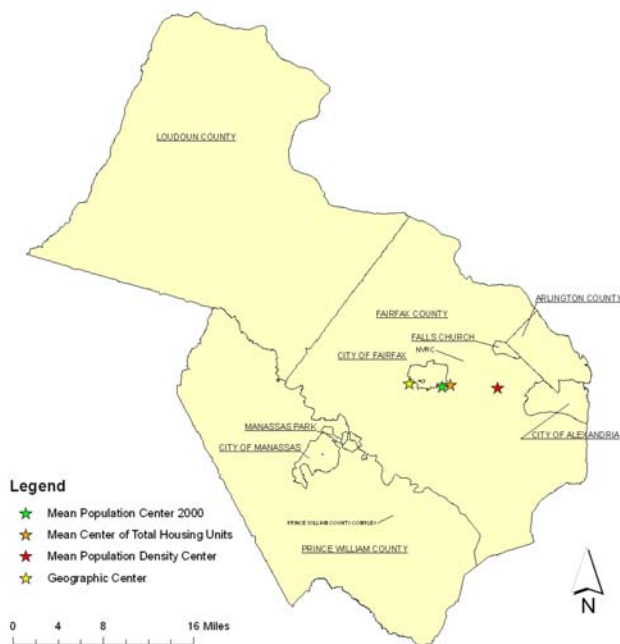
Reasons for Recommendation



- The Fairfax Innovation Center is recommended because of:
 - Central location
 - Best value given affordable lease with receptionist included.
 - Furnished, including phones and fax
 - Accessibility by transit
 - Adequate meeting space and near Fairfax City Hall for NVTa business meetings.

21

Various Types of Population Centers



22



RECOMMENDED ACTION

NVTA is asked by its Organization Working Group to authorize negotiation and execution of a sublease with the city of Fairfax's Innovation Center for space for up to six NVTA employees for up to two years within the limits of the approved NVTA budget.

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Approval of Composition of Planning Coordination Advisory Committee (Agenda Item 4.D.)

DATE: November 1, 2007

Recommendation:

The Jurisdiction and Agency Coordination Committee recommends that NVTA adopt the recommendation of the committee established to review the composition of the Planning Coordination Advisory Committee (PCAC), if available at the November 8, 2007, meeting.

Background:

On July 12, 2007, the Organizational Working Group recommended that NVTA approve Resolution 14B-08, attached. This resolution would have established a charge, membership, quorum and voting requirements for the PCAC. However, the NVTA did not approve this resolution. Instead, it established a committee to consider the composition of the membership of the PCAC and make final recommendation to NVTA. This committee is attempting to meet prior to the November 8, 2007, NVTA meeting to prepare a recommendation.

Jurisdiction and Agency Coordinating Committee members and I will be available at the November 8, 2007, NVTA meeting to answer questions.

Cc: Members, NVTA Jurisdiction and Agency Committee
Members, NVTA Working Groups
Members, Council of Counsels

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

RESOLUTION 14B-08

**ESTABLISHING THE NORTHERN VIRGINIA TRANSPORTATION AUTHORITY'S
PLANNING COORDINATION ADVISORY COMMITTEE AND ITS CHARGE**

WHEREAS, the § 15.2-4837 of the Code of Virginia requires NVTa to establish a planning committee "to include but not be limited to, at least one elected official from each town that is located in any county embraced by the Authority and receives street maintenance payments under 33.1-41.1;" and,

WHEREAS, the NVTa will need advice on policy issues related to the periodic update of the NVTa's Long Range Transportation Plan (currently TransAction 2030), and the development of NVTa's Six Year Program with consideration to regional transportation, land use and growth issues; and,

WHEREAS, the NVTa anticipates having staff to support such a committee.

NOW, THEREFORE, BE IT RESOLVED BY NVTa THAT:

1. The NVTa does create the Planning Coordination Advisory Committee (PCAC).
2. The NVTa does charge the PCAC with advising the NVTa on larger policy issues related to the periodic update of the NVTa's Long Range Transportation Plan (currently TransAction 2030), and the development of NVTa's Six Year Program with consideration to regional transportation, land use and growth issues (including follow up to the ATLAS Study), and providing advisory recommendations to the NVTa members, as described in Attachment A.

Adopted by the Northern Virginia Transportation Authority, on this 12th day of July, 2007.

BY
Chairman

Attest
Vice Chairman

Planning Coordination Advisory Committee

Statute: *The Authority also shall have a planning coordination advisory committee, which shall include, but not be limited to, at least one elected official from each town that is located in any county embraced by the Authority and receives street maintenance payments under § [33.1-41.1](#).*

Charge: This committee of elected officials shall be responsible for advising the NVT A on larger policy issues related to the periodic update of the NVT A's Long Range Transportation Plan (currently TransAction 2030), and the development of NVT A's Six Year Program with consideration to regional transportation, land use and growth issues (including follow up to the ATLAS Study), and providing advisory recommendations to the NVT A members.

Membership: Elected officials who are not members of NVT A, including one member from the Towns of Dumfries, Herndon, Leesburg, Purcellville, Vienna, and any town that receives the specified street payment in the future; one member each from the Cities of Fairfax, Falls Church, Manassas and Manassas Park; two members each from the City of Alexandria and Arlington County; three members each from Loudoun and Prince William Counties, and four members from Fairfax County (23 members). Members will be appointed annually by their local governing bodies. The Chairman will be selected by the NVT A Chairman. Staff support shall be provided by the NVT A Executive Director or his/her designee.

Quorum and Voting: A quorum shall consist of a majority of the committee members. The committee shall strive for consensus when developing recommendations. In the event that consensus cannot be attained, approval of an advisory recommendation or other action shall require an affirmative vote of two-thirds of the members present representing two-thirds of the region's population. For purposes of such votes, town populations shall be subtracted from county populations and voted independently.

4.E.

Jurisdiction and Agency Coordinating Committee Northern Virginia Transportation Authority

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Approval of Membership Recommendation for the Technical Advisory Committee
(Agenda Item 4.E.)

DATE: November 1, 2007

Recommendation:

The Jurisdiction and Agency Coordination Committee recommends that NVTa approve a list of nine individuals (Attachment I) as members of the Technical Advisory Committee, and to forward these recommendations to the jurisdictions and the Chairman of the Commonwealth Transportation Board for their approval. *Note: Recommendations are still being developed and will be sent out prior to the November 8, 2007, NVTa Meeting.*

Background:

On July 12, 2007, the NVTa approved Resolution 14A-08 (Attachment II). This resolution established the charge, membership, quorum and voting requirements for the Technical Advisory Committee. NVTa's authorizing legislation requires that six of the members of this committee be appointed by the local jurisdictions and three of the members be appointed by the Chairman of the Commonwealth Transportation Board (i.e. the Secretary of Transportation).

NVTa has received over 20 nominations for the Technical Advisory Committee. These nominations were submitted by jurisdictions and interest groups. Resumes for these individuals are attached.

Jurisdiction and Agency Coordinating Committee members and I will be available at the November 8, 2007, NVTa meeting to answer questions.

Cc: Members, NVTa Jurisdiction and Agency Committee
Members, NVTa Working Groups
Members, Council of Counsels

Recommended Technical Advisory Committee Members

Recommended for Jurisdictional Approval

- ..
- ..
- ..
- ..
- ..
- ..

Recommended for Chairman of Commonwealth Transportation Board Approval

- ..
- ..
- ..

Recommendations Pending

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

RESOLUTION 14A-08

ESTABLISHING THE NORTHERN VIRGINIA TRANSPORTATION AUTHORITY'S TECHNICAL ADVISORY COMMITTEE AND ITS CHARGE

WHEREAS, the § 15.2-4837 of the Code of Virginia requires NVTa to establish a technical committee to “advise and provide recommendations on the development of projects as required by 15.2-4838 and funding strategies;” and,

WHEREAS, the NVTa will be developing projects and funding strategies for the periodic update of the Long Range Transportation Plan (currently TransAction 2030), and the development a Six Year Program; and,

WHEREAS, the NVTa anticipates having staff to support such a committee.

NOW, THEREFORE, BE IT RESOLVED BY NVTa THAT:

1. The NVTa does create the Technical Advisory Committee (TAC).
2. The NVTa does charge the TAC with reviewing the development of major projects and potential funding strategies and providing advisory recommendations to the NVTa members, as described in Attachment A. “Development of Projects” shall be defined as: the identification of projects for the NVTa long range transportation plan and the NVTa Six Year Program, and the application of performance-based criteria to the projects identified.

Adopted by the Northern Virginia Transportation Authority, on this 12th day of July, 2007.

BY _____
Chairman

Attest _____
Vice Chairman

Technical Advisory Committee

Statute: *The Authority shall have a technical advisory committee, consisting of nine individuals who reside or are employed in counties and cities embraced by the Authority and have experience in transportation planning, finance, engineering, construction, or management. Six members shall be appointed by local jurisdictions and three members shall be appointed by the chairman of the Commonwealth Transportation Board. The technical advisory committee shall advise and provide recommendations on the development of projects as required by § [15.2-4838](#) and funding strategies and other matters as directed by the Authority.*

Charge: This committee of citizens with technical expertise shall be responsible for reviewing the development of major projects and potential funding strategies and providing advisory recommendations to the NVT A members. “Development of Projects” shall be defined as: the identification of projects for the NVT A long range transportation plan and the NVT A Six Year Program, and the application of performance-based criteria to the projects identified.

Membership: As specified in statute. In addition, seek to balance highway, transit, pedestrian, and bicycle expertise. In general, the membership should also be balanced regionally. NVT A will recommend a list of members each year and submit that list to the local jurisdictions and the chairman of the Commonwealth Transportation Board for approval. Initially, half the locally appointed members will serve a one-year term. The other half will serve two year terms. Subsequently, the members will serve a three-year term. The members appointed by the chairman of the Commonwealth Transportation Board will serve three year terms. All members may be reappointed for additional three year terms. Locally appointed members may be removed by the Chairman of NVT A for failure to attend three consecutive meeting or if the member longer resides in an NVT A jurisdiction.

The Chairman will be selected by the NVT A Chairman. Staff support shall be provided by the NVT A Executive Director or his/her designee.

Quorum and Voting: A quorum shall consist of five members. The committee shall strive for consensus when developing recommendations. If consensus on recommendations can not be achieved, majority and minority reports that identify issues that need to be addressed shall be presented to the NVT A.

**Financial Working Group
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Scott K. York, Chair, Loudoun County
William D. Euille, Vice Chair, City of Alexandria
Financial Working Group
Northern Virginia Transportation Authority

SUBJECT: Approval to Contract for Safety Inspection Fee Lockbox
Processing (Agenda Item 4.F.)

DATE: November 1, 2007

Recommendation

Members of the Financial Working Group recommend the Northern Virginia Transportation Authority (NVTA) approve engaging Wachovia Bank to establish a lockbox remittance process for the processing of Safety Inspection Fees. Specifically, NVTA should enter into a contract with Wachovia Bank riding on the County of Arlington Banking Service contract and incorporating the lockbox remittance process as an individual service agreement.

The NVTA will additionally need to obtain a United States Postal Service Post Office Box as the destination for the payments from the inspection stations.

Background

The General Assembly's approval of HB3202 on April 4, 2007 provided the ability for NVTA to levy a \$10 fee on safety inspections. On July 12, 2007, NVTA approved Resolution 01-08D, imposing the safety inspection fee. Additionally, on July 12, 2007, NVTA approved Resolution 10-08 authorizing the NVTA to establish bank accounts necessary to the implementation of HB 3202. This resolution noted that NVTA is able to procure banking services through riding the Wachovia Bank/County of Arlington contract. This resolution also authorized the implementation of banking services to

Mr. Christopher Zimmerman, Chairman
Members, Northern Virginia Transportation Authority
November 1, 2007
Page Two

facilitate the safekeeping, receipt and disbursement of funds to accomplish the functions of the NVTA.

The enactment clause 13 of HB 3202 provides that NVTA, the member localities, the Commissioner of the Virginia Department of Taxation, and the Commissioner of the Department of Motor Vehicles, "and other appropriate entities shall develop guidelines, policies, and procedures for the efficient and effective collection and administration of the Regional Taxes and Fees for use by the NVTA."

The Financial Working Group has therefore developed a process for the receipt, deposit and accounting for the NVTA Safety Inspection Fee. Under this process Wachovia Bank will develop an accounts receivable data base (NVTA A/R) to accept the initial station information provided by the Virginia State Police. Using the NVTA A/R data base, the bank will prepare monthly payment coupon books and mail these booklets to the inspection stations. On a monthly basis the inspection stations will tender their payments and coupon to NVTA. Wachovia Bank will receive these payments and post them to the NVTA A/R.

The NVTA A/R will be web based and accessible to NVTA via the internet as well as accessible to the Northern Virginia Transportation Commission (NVTC) for inquiry and reconciliation purposes. NVTA will be able to take over this data base once it has staff. This lockbox process also sets pricing for additional customer services functions and features such as an 800 number for station telephone accounts receivable questions which NVTA may opt to implement until it has its own staff. Built into the estimates is the ability for NVTA to trigger a part year implementation strategy if that option becomes attractive due to litigation.

The start up cost for the lockbox receipting process is estimated not to exceed \$15,000. Monthly costs are estimated to not exceed \$3,000. The USPS post office box will cost approximately \$1,000 per year. The safety inspection fee is estimated to generate \$16.2 million in annual revenue for NVTA. The Wachovia cost proposal is based on the County of Arlington contract. Through riding the Arlington contract NVTA benefits from the significantly higher business volume and breadth of services. Wachovia bank has agreed to delay billing NVTA for all services for three months after implementation, until March 2008.

Members of the Financial Working Group will attend the NVTA meeting on November 8, 2007 to answer questions.

Banking Services Agreement

Between:

The Northern Virginia Transportation Authority
c/o Northern Virginia Regional Commission
3060 Williams Drive, Suite 510
Fairfax, Virginia 22031

and the Contractor:

Wachovia Bank, N. A.
Government & Institutional Banking Division
1753 Pinnacle Drive VA 1845
McLean, VA 22102

This Contract is entered into this 8th day of November, 2007, by and between the Northern Virginia Transportation Authority and the Contractor identified above for services identified herein, on the following terms and conditions.

Referencing the existing contract dated September 30, 2005 between the Arlington County Treasurer and Wachovia Bank. This contract utilizes the contract extension provision provided in II.13 – Extension of Contract to Other Jurisdictions, as modified on June 27, 2007 to include the Northern Virginia Transportation Authority, in the Arlington County Treasurer/Wachovia Bank contract.

SECTION I SPECIAL PROVISIONS

I.1 Definitions

"NVT A" shall mean the Northern Virginia Transportation Authority.

"Contract Administrator" is the NVT A staff person or other individual assigned to administer this Contract for the NVT A

"Individual Service Agreement (ISA)" shall mean individual written agreements which cover specific specialized services. Examples of these services include but are not limited to lockbox processing, automated disbursements, ACH and wire transfers as well as credit card processing.

"Contractor" shall mean Wachovia Bank, whose authorized representative is; Linda Abravanel, who is responsible for the performance obligation of the Contractor under this Contract.

"Contract" shall mean this document entitled "Banking Services Agreement" and all mentioned exhibits listed in Section "I.3 Incorporation of Documents," including but not limited to the specific Individual Service Agreements (Exhibit A).

I.2 Contract Period

The term for this Contract shall remain in force until specifically ended by the NVT A. However, specific Individual Service Agreements (hereinafter ISAs) which are made part of this contract, shall have individual contract periods. This contract and all subsequent ISAs are contingent upon availability of funds.

The NVT A will continually review available service options to procure and foster 'best in breed' banking services. The NVT A reserves the right to determine if renewing the contract and/or any ISA is in the best interests of the NVT A or if other industry technical advances have become available and standard practice. The Contractor shall inform the NVT A when new banking service technology is fully implemented and generally available so that the NVT A may consider utilizing the new services.

The NVT A shall give the Contractor reasonable written notice of intent to renew prior to the expiration date of the current Contract and ISA. Any agreement to extend the Contract term shall not be final until the Contractor provides written acknowledgment of the extension and pricing for the next contract period.

I.3 Incorporation of Documents

1. Exhibit A contains a listing of specific ISA s which are hereby made a part of this contract.

I.4 Provision of Services

The Contractor hereby agrees to provide Banking Services to the NVTA as described herein and specifically described in the ISAs (attached as Exhibit A).

I.5 Contract Amount

The prices set forth in the ISAs (Exhibit A) shall apply for the first year of the service agreement and for any option year unless specifically revised and agreed to by both parties in writing. The Contractor shall forward to the Contract Administrator any proposed price changes, in writing, ninety (90) days prior to the start of the period to be covered. If new pricing is not received, the current pricing and compensation plan will remain in effect.

I.6 Method of Payment

The Contractor shall submit invoices via monthly Account Analysis Statements listing the services performed and completed pursuant to the ISA (Exhibit A). The Account Analysis Statement will be considered an invoice and will cite the dates of service, quantities and/or delivery of an end product.

Unless specifically agreed to through a Compensating Balance Agreement, the NVTA will make payment to the Contractor, net 30 days, after receipt of an accurate Account Analysis Statement and satisfactory completion of each of the requested services as set forth in the ISA. At all times, compensation may be in the form of compensating balances or direct fee for service payments.

I.7 Time of the Essence and Completion

Time shall be of the essence to this Contract, except where it is specifically provided to the contrary.

I.8 Inspection and Acceptance

All tasks shall be conducted and completed in accordance with recognized and customarily accepted industry practices. In the event of rejection of any work or deliverable, the Contractor shall be notified in writing and shall have ten (10) working days from date of issuance of notification to correct the deficiencies. Failure to submit acceptable work within the 10 days shall constitute a breach of the contract for which the Contractor may be held in default.

I.9 Hold Harmless

The Contractor covenants to save, defend, hold harmless, and indemnify the NVTA, and all of its elected and appointed officials, officers, employees, agents, departments,

agencies, boards, and commissions (collectively the "NVTAs") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees and the cost of appeals arising out of any such claims or suits), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the Contractor's (including the Contractor's agents subcontractors, employees, volunteers) intentional, negligent, or grossly negligent acts or omissions in performance or nonperformance of its work called for by the Contract Documents. This indemnification shall survive the termination of this contract.

It is understood and agreed that the Contractor is at all times herein acting as an independent contractor.

SECTION II GENERAL PROVISIONS

II.1 Assignment of Contract

Neither this Contract, nor any part hereof, may be assigned by the Contractor to any other party without the express written permission of the Contract Administrator.

II.2 Modifications or Changes to the Contract

All modifications and changes to the Contract shall be in writing.

II.3 Employment Discrimination for Contracts over \$10,000

1. During the performance of this Contract, the Contractor agrees as follows:

a. The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this nondiscrimination clause.

b. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer.

c. Notices, advertisements, and solicitations placed in accordance with Federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

2. The Contractor will include the provisions of the foregoing paragraphs a, b, and c in every Subcontract or purchase order over \$10,000.00, so that the provisions will be binding upon each Subcontractor or Contractor.

3. The Contractor also will comply with the provisions of the Americans with Disabilities Act of 1990 which prohibits discrimination against individuals with disabilities in employment and mandates their full participation in publicly and privately provided services and activities.

II.4 Drug-free Workplace to be Maintained by Contractor for Contracts over \$10,000.00

During the performance of this Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every Subcontract or purchase order over \$10,000.00, so that the provisions will be binding upon each Subcontractor or Contractor.

For the purpose of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific Contract awarded to a Contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession, or use of any controlled substance or marijuana during the performance of this Contract.

II.5 Termination for Convenience of the NVT A

The parties agree that the NVT A may terminate this Contract, individual ISAs or any work or delivery required hereunder, from time to time either in whole or in part, whenever the NVT A shall determine that such action is in the best interests of the NVT A.

Termination, in whole or in part, shall be effected by delivery of a Notice of Termination signed by the NVT A, mailed or delivered to the Contractor, and specifically setting forth the effective date of termination.

Upon receipt of such Notice, the Contractor shall:

1. Cease any further deliveries or work due under this Contract, on the date, and to the extent, which may be specified in the Notice;
2. Place no further orders with any subcontractors except as may be necessary to perform that portion of this Contract not subject to the Notice;

3. Terminate all subcontracts except those made with respect to Contract performance not subject to the Notice;
4. Settle all outstanding liabilities and claims which may arise out of such termination; and
5. Use its best efforts to mitigate any damages which may be sustained by it as a consequence of termination under this clause.

After complying with the foregoing provisions, the Contractor shall submit a termination claim, in no event later than 60 days after the effective date of its termination, unless an extension is granted by the NVTa. The NVTa shall pay Contractor for work completed through date of termination.

II.6 Termination for Default

Either party may terminate this Contract with 60 days written notice, without further obligation, for the default of the other party or its agents or employees with respect to any agreement or provision contained herein.

II.7 Termination for Non-Appropriation of Funds

If funds are not appropriated or compensating balances are unavailable for any succeeding fiscal year subsequent to the one in which this Contract is entered into, then the NVTa may terminate this Contract upon thirty (30) days prior written notice to the Contractor. Should termination be accomplished in accordance with this Section, the NVTa shall be liable only for payments due through the date of termination.

II.8. NOTICE:

All notices or demands required or permitted to be given or made under this Contract shall be in writing and shall be hand delivered with signed receipt or mailed by first-class registered or certified mail, postage prepaid, addressed to the parties at the following addresses:

- A. If to Contractor:
Linda S. Abravanel, Senior Vice President
Wachovia Bank, N. A.
Government & Institutional Banking Division
1753 Pinnacle Drive VA 1845
McLean, VA 22102
- B. If to NVTa:
Northern Virginia Transportation Authority
c/o Northern Virginia Regional Commission
3060 Williams Drive, Suite 510
Fairfax, VA 22031

II.9 Examination of Records

The Contractor agrees that the NVTa, or any duly authorized representative, shall, until the expiration of three (3) years after final payment hereunder, have access to and the right to examine and copy any directly pertinent books, documents, papers and records of the Contractor involving transactions related to this Contract.

The Contractor further agrees to include in any subcontract for more than \$10,000 entered into as a result of this Contract, a provision to the effect that the subcontractor agrees that the NVTa or any duly authorized representative shall, until the expiration of three (3) years after final payment under the subcontract, have access to and the right to examine and copy any directly pertinent books, documents, papers and records of such Contractor involved in transactions related to such subcontract or this Contract. The term "subcontract" as used herein shall exclude subcontracts or purchase orders for public utility services at rates established for uniform applicability to the general public. The period of access provided herein for records, books, documents and papers which may relate to any arbitration, litigation, or the settlement of claims arising out of the performance of this Contract or any subcontract shall continue until any appeals, arbitration, litigation or claims shall have been finally disposed of.

II.10 Ethics in Public Contracting

The Contractor hereby certifies that it has familiarized itself with Article 4 of Title 11 of the Virginia Public Procurement Act, Sections 11-72 through 11-80, VA Code Ann., and that all amounts received by it, pursuant to this Procurement, are proper and in accordance therewith.

II.11 Governing Law

This Contract and any disputes hereunder shall be governed by the laws of the Commonwealth of Virginia.

II.12 Integration

This Contract shall constitute the whole agreement between the parties. There are no promises, terms, conditions, or obligations other than those contained herein, and this Contract shall supersede all previous communications, representations, or agreements, written or verbal, between the parties hereto.

II.13 Extension of Contract to Other Jurisdictions

The Contractor may extend services to the following jurisdictions, to permit ordering of services or supplies at prices and terms in accordance with the terms of this Agreement. The Contractor will deal directly with each jurisdiction concerning placement of orders for services, issuance of purchase orders, discrepancies, invoice and payment. NVTa acts only as the contracting agent. The following jurisdictions are:

Alexandria, Virginia

Alexandria Public Schools

Alexandria Sanitation Authority

Arlington County, Virginia

Arlington Public Schools

Bowie, Maryland

Charles County, Maryland

Chevy Chase Village, Maryland

Clark County Administrative Services

College Park, Maryland

Culpeper County Public Schools

Fairfax, County, Virginia

City of Fairfax, Virginia

Fairfax County Water Authority

Falls Church City Public Schools

Falls Church, Virginia

Fauquier County Schools

Frederick City, Maryland

Frederick County Schools

Gaithersburg, Maryland

Greenbelt, Maryland

Herndon, Virginia

Loudoun County, Virginia

Loudoun County, Virginia

Loudoun County Sanitation Authority

Madison County Public Schools

Manassas, Virginia

Manassas City Public Schools

Manassas Park Public Schools

Maryland National Capital Park and Planning Commission

Metropolitan Washington Airports Authority

Metropolitan Washington Council of Governments

Montgomery Community College

Montgomery County, Maryland

Montgomery County Public Schools

Northern Virginia Community College

Northern Virginia Planning District

Orange County Public Schools

Prince George's County, Maryland

Prince George's County Public Schools

Prince William County Public Schools

Prince William County Service Authority

Prince William County Services Authority

Rappahannock County Public Schools

Rockville, Maryland

Shenandoah County Public Schools

Stafford County Public Schools

Takoma Park, Maryland

Town of Vienna, Virginia

Upper Occoquan Sewage Authority

Virginia Railway Express

Washington Metropolitan Area Transit Authority

Washington Suburban Sanitary Commission

Northern Virginia Transportation
Authority

THE CONTRACTOR BANK

Christopher Zimmerman
Chairman, NVTA

Diane Battle, Senior Vice President
Wachovia Bank, N. A.

Date:_____

Date:_____

Exhibit A – Individual Service Agreements

November 8, 2007 – Lock Box Depository and Related Services – Attachment 1

Attachment 1



Northern Virginia Transportation Authority Arlington County Treasury

Scope of Work October 2, 2007 (Updated October 31, 2007)

A Scope of Work has been requested by the Arlington County Treasurer's Office on behalf of the NVTA. The SOW encompasses the development, printing and mailing of coupon booklets to approximately 734 inspection stations throughout the Northern Virginia. One coupon per month will be received by Merkle for each of the 734 inspection stations. In addition, the SOW addresses Lockbox, database and customer support services to be provided by Merkle.

The proposed services may be phased in based on the request of the Treasurer's Office of Arlington County. Processing components are noted below as requested.

Phase I:

- Coupon books will be developed and printed by Wachovia Bank in a format that can be processed at Merkle. Data file will be prepared from a data load of information provided by the State Police.
- Coupon Books will be printed for the actual number of inspections stations. Forty (40) additional books will be printed with a unique station location number for the use of additional stations that may open during the year.
- The December coupon will contain an additional line for the user to enter the total number of inspections for the year. This figure will be keyed, and included in the data transmission.
- **Coupon received at established Post Office - Merrifield Box Number TBD.**
- Coupons will be balanced and processed per specifications

- Coupons and payments will be imaged and data will be captured for input into client database; captured data will be amount received, number of inspections, station location, date, sequence and batch number. Hard copies of all processed payments will be returned by mail to Treasurer's Office of Arlington County
- Check only payments should be processed and an image of the check returned with processed coupons.
- Checks will be pre-encoded for delivery to the bank
- Prepare and forward deposit to Wachovia, Columbia Processing Center daily; Deposit will be completed same day as the receipt of mail
- Provide detail worksheets for processed work
- All processed coupons will be returned to the client, care of Treasurer's Office of Arlington County.
- Exception remittances will be worked if at all possible based on the processor's manual review of the check, any correspondence and information on the NVT A/R records.
- Create and manage database of processing payment information
- Create and maintain users for up to 12 to access the database system. Certain users will have inquiry only capability while selected users will have edit and inquiry capability. System access will have sufficient audit tracking.
- Uptime would be required through regular business hours and following the banking holiday schedule
- The timeframe for keeping records on file would be two year online with subsequent years stored on CD
- Query items would include reports for balancing and reconciling
- WEB reports will be used by the client and is available live time
- Daily deliveries made to the client as necessary, based on the volumes

Key Personnel for this project will include:

Linda Abravanel,	SVP, Sr. Relationship Manager, Wachovia Bank
Diane Battle	SVP, Sr. Treasury Services Officer, Project Manager, Wachovia Bank
Kaye Wright,	AVP, Treasury Services Analyst, Wachovia Bank
Erin Kane	TSI Coordinator, Wachovia Bank
Terri Beard,	Implementation/Quality Control Manager, Merkle Response
Dan McCleaf	Account Manager, Merkle Response

Phase II:

- All items as listed in Phase I
- Capture changes of status, including but not limited to, deactivating accounts that are out of business, activating new accounts, etc
- Manage the accounts receivable for each inspection station
- Send out reminder notices on a schedule based on when the payment was due
- Provide customer support through 800# for inquiries or changes

Optional Monthly Statement Service:

To prepare for possible delays in the start date of the safety inspection fees, monthly statement coupons will be designed and tested. These coupons will be mailed monthly on demand. NVTa may choose this option in two phases. The first phase is the preparation of the statement documents and testing of scan lines. The second phase is the monthly printing and mailing of statements.

NVTa may choose the preparation phase option and pay for that service without utilizing the second option phase of implementing the monthly statements.



&



WITH

Wachovia Bank **Price Quote** **Updated October 3, 2007**

Core Payment Processing and Image Reporting Fees:	Wachovia Pricing
Monthly Maintenance	\$ 150.00
Postal Pickup Per Pickup	\$ 12.50
Remittance Per Item: Sort Open Extract contents Batch per instruction	\$ 0.20
Image capture per document (front/back)(if required)	\$ 0.12
Remittance Processing: Data Capture Data Reconciliation Reporting	\$24.50 per hour
Photocopy Per Copy(if required)	\$ 0.12
Correspondence	\$24.50 per hour
Image Transmission (if requested)	\$125.00 per month
Delivery	Cost + 15% (UPS or FEDEX ca be used)
Implementation Fees for Core Services:	
Programming fee for start up – Data	\$100.00 per hour, minimum 20 hours, maximum 28 hours

Includes: Data format/layout programming, data transmission, documentation, testing and training (ONE TIME FEE)	
Programming fee for start up – Image Includes: Image data/layout programming, image transmission, documentation, testing and training	\$100.00 per hour, minimum 20 hours, maximum 28 hours
Ongoing Programming Maintenance - Upon request	\$100.00 per hour
Database Management and Customer Service Fees:	
Database maintenance	\$500.00 per month
Image: (only if requested)	
Changes: (only if requested)	
Keying Activations and Deactivations	\$24.50 per hour
Customer Service Letters: (only if requested)	
Set Up Fee (one time)	\$100.00 per hour
Letter creation: Data entry Letter print Stuff	\$24.50 per hour
Postage	Cost
Customer Service Calls: (only if requested)	
Set Up Fee (one time)	\$100.00 per hour
Call Process/maintenance: Receive/make calls Update database with messages Generate reporting	\$24.50 per hour
Storage/Shred:	
Document (if required past 30 days)	\$21.00 per pallet, per month
Certified Shredding	Cost + 10%
Banking Fees (2)	
Account Maintenance - Per Account	\$ -

Deposit Tickets - Per Item	\$	0.35
Deposited Items - Per Item	\$	0.10
Return Deposited Items	\$	1.25

- (1) Cost applies to additional programming requirements that might be specifically requested by NVTa after initial setup.**
- (2) Other Banking Fees may apply**

Optional Monthly Statement Services

AFP Code	Trancode	Service Name	Monthly Volume	Unit Cost	Cost	Measurement	Service Description
31-02-99	2161	Print Monthly Maintenance	1	\$ 350.000	\$ 350.00	Monthly/Account	Monthly maintenance for monthly statement print services only.
31-02-99	1791	Minimum Run Fee		\$ 50.000	\$ -	Per Print Run	The per print run minimum for statements printed.
31-02-10	2162	Print Implementation Fee	1	\$ 1,500.000	\$ 1,500.00	Per Set Up	The fee to setup a customer to send a file of print instructions to Wachovia.
31-02-10	2163	Hourly Programming Fee		\$ 225.000	\$ -	Per Hour	Programming, composition changes, test file, file and form changes. For custom implementation or changes to current print jobs.
31-02-99	2164	Print Files Processing Fee	1	\$ 10.000	\$ 10.00	Per File Processed	The fee to send a print file transmission.
31-02-11	2165	Statements/Invoices Printed				Per Image	Laser printing black and white on front only, to include bill or letter, double window outgoing envelope, special window return envelope, laser printing from data provided via transmission, bursting, folding, inserting, sealing, slip-sheeting and bundling
		1 - 5,000	684	\$ 0.350	\$ 239.40		
		5,001 - 10,000		\$ 0.300	\$ -		
		10,001 - 20,000		\$ 0.250	\$ -		
		20,001 - 40,000		\$ 0.200	\$ -		
		40,001 +		\$ 0.150	\$ -		
31-02-11	2168	Inserts Printed		\$ 0.090	\$ -	Per Image	Up to 3 extra documents can be inserted into the outgoing envelope. Laser printing black and white on front only.
31-02-99	2169	Inserts Folded/Burst		\$ 0.040	\$ -	Per Insert	Charge to fold (8 1/2 X 11 or 8 1/2 X 7 docs) or burst (8 1/2 X 3 2/3 docs) inserts.
31-02-99	2170	Inserts Inserted		\$ 0.040	\$ -	Per Insert	Charge to insert the inserts into the billing envelope.
31-02-12	2171	Postage		passthrough	passthrough	Per Mailpiece	Pass through charge. Cannot be analyzed, fee based. 2007 Rate = \$0.312
31-02-12	2172	Pre-sort Handling	684	\$ 0.0255	\$ 17.44	Per Mailpiece	Charge to presort mail to gain lower mail rates.
31-02-12	2174	Mail Package Prep Fee		\$ 8.000	\$ -	Per package/trip	Fee to package multiple items into USPS, overnight or courier package.
31-02-99	2175	Special Reports		\$ 100.000	\$ -	Per Report	Any special reports required.

Total Estimated Monthly Cost : \$ 616.84
(Excluding Implementation & Postage)

Total Estimated Yearly Cost : \$ 7,402.10
(Excluding Implementation & Postage)

5.A.

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Interim Technical Committee
Northern Virginia Transportation Authority

SUBJECT: FY 2009 Congestion Mitigation and Air Quality Program/Regional Surface
Transportation Program Recommendations (Agenda Item 5.A.)

DATE: November 1, 2007

Recommendation:

The Jurisdiction and Agency Coordinating Committee recommends that the Northern Virginia Transportation Authority endorse the attached list of projects for funding through the FY 2009 Congestion Mitigation and Air Quality (CMAQ) program and the Regional Surface Transportation Program (RSTP).

Background:

On July 12, 2007, the Northern Virginia Transportation Authority (NVTA) established Friday, September 28, 2007, as the submission deadline for FY 2009 CMAQ and RSTP applications. This deadline was extended by one week at the September 27, 2007, NVTA meeting.

Virginia Department of Transportation (VDOT) staff have provided estimates of the CMAQ and RSTP funding that will be available for distribution in FY 2009. In addition, there are also some CMAQ funds from prior year available to be allocated in FY 2009, due to a VDOT review for CMAQ balances. These additional funds partially offset the fact that the FY 2008 funding levels were \$1.59 million less than expected, based on a Federal Highway Administration adjustment after the FY 2008 project list was approved. Consistent with past NVTA and Transportation Coordinating Committee (TCC) practices, the three FY 2008 projects selected by NVTA, but not funded, are recommended for funding off the top of the FY 2009 program.

Mr. Christopher Zimmerman

The funding available for distribution is:

Projected FY09 Regional Funding
(subject to change based on final Federal allocations)

- **Remaining prior year funds available for distribution in the FY09-14 Six Year Program:**
 - \$1.435 Federal CMAQ Funds \$1.231 State Match Funds
- **Projected funding available for FY09 per FY09-14 Six Year Program:**
 - \$19.668 CMAQ Funds \$4.892 State Match Funds
 - \$34.125 million RSTP (including state match)
- **Total funding projected available for NVTA FY09 Program:**
 - CMAQ up to \$27.227 million (depending on projects)
 - RSTP \$34.125 million (including state match)

The VDOT FY 2009 –FY 2014 Six Year Program provides the local matches for both the CMAQ and the RSTP funds.

NVTA received 26 CMAQ applications and 27 RSTP Applications. The JACC reviewed the projects submitted, and recommends that the NVTA endorse the attached list of CMAQ and RSTP projects for submission to VDOT.

Jurisdiction and Agency Coordinating Committee members and I will be available at the NVTA meeting on November 8, 2007, to answer questions.

Attachment: a/s

Cc: Members, NVTA Jurisdiction and Agency Coordinating Committee

FY09 Proposed Strawman

CMAQ Repayment of Previously Authorized Allocations		Amount (\$000)
Holmes Run Pedestrian/Bicycle Tunnel Construction [1]		\$260
VRE Manassas Line Platform Extension [2]		\$1,000
VRE Gainesville-Haymarket Extension [1]		\$326
		\$1,586

CMAQ	Total Requested (\$000)	Proposed Amount (\$000)
Regional - COG/TPB Commuter Connections Operations Center [3]	\$159	\$159
Regional - Clean Air Partners [3]	\$108	\$108
Regional - Free Bus Fares on Code Orange/Red Days [4]	\$2,500	\$2,300
Bradlee Transit Center	\$500	\$500
Arlington County Commuter Services Program (ACCS)	\$3,500	\$3,500
Arlington County Traffic Signal Optimization [3]	\$360	\$360
Dulles Congestion Mitigation Projects	\$4,063	\$4,063
Vienna Metrorail Accessibility Improvements	\$6,000	\$800
Franconia-Springfield Mall Transit Store	\$300	\$300
Falls Church Alternative Fuel Vehicles	\$100	\$100
Route 28 Frontage Roads (Pacific Boulevard Bridge over the W & OD Trail)	\$1,900	\$1,900
Ashburn Park & Ride Lot Near Future Route 772 Future Rail Station	\$500	\$500
Route 234 Business Sidewalk and H/C Ramps	\$475	\$475
Route 234 Business Pedestrian Signals	\$318	\$318
I-66/234 Bypass Commuter Parking	\$3,000	\$3,000
Old Bridge Road Shared-Use Path	\$1,038	\$1,038
PRTC Commuter Assistance Program	\$300	\$300
PRTC Western Facility	\$1,400	\$900
West Falls Church Metrorail Station Canopies	\$500	\$500
Virginia Metrobus Replacement	\$4,800	\$4,520

FY09 Total CMAQ (Projected Available - \$25,641,862)

\$31,821

\$25,641

1. Prior year State match funds
2. Partially funded with prior year State match funds
3. Funded with prior year Federal funds
4. Partially funded with prior Year Federal Funds

RSTP	Total Requested (\$000)	Proposed Amount (\$000)
Alexandria Preliminary Engineering of Exclusive Transitway	\$800	\$800
Alexandria Analysis of Transit Surveys	\$280	\$280
Rebuild King Street Parking Lot and Bus Loading Area	\$1,200	\$1,200
Alexandria Transportation Demand Management Analysis and Initiatives	\$300	\$300
Arlington Transportation System Management & Communications Plant Upgrade	\$2,100	\$600
Fairfax City Chain Bridge Road (Route 123) Bridge Replacement	\$2,000	\$575
Route 29/Gallows Road Intersection Improvements	\$7,000	\$7,000
Fairfax County Parkway - Fair Lakes/Monument Drive	\$10,292	\$10,292
Route 1 South of Lorton/Armistead/Occoquan River	\$5,000	\$2,268
City of Falls Church Pedestrian and Bicycle Plan	\$200	\$200
Herndon Parkway Intersections	\$560	\$560
Reconstruct East Eldon Street from Monroe Street to Fairfax County Parkway	\$600	\$200
Route 15 Bypass (South King Street) Widening	\$4,277	\$500
Route 15 Bypass Interchange at Edwards Ferry Road	\$500	\$500
Route 28 Frontage Roads (Pacific Boulevard Segment)	\$3,700	\$3,700
Manassas Route 28 Overpass	\$3,000	\$1,100
Route 234/Gum Springs Road Intersection Improvements	\$725	\$725
Balls Ford Road Widening	\$20,000	\$3,325
FY09 Total RSTP (Projected Available - \$34,125,000)	\$62,534	\$34,125
FY09 Total CMAQ and RSTP (Projected Available \$59,766,000)	\$94,355	\$59,766



**Northern Virginia Transportation
Authority Testimony
at the
CTB FY 2009-2014 SIX YEAR IMPROVEMENT PROGRAM
FALL TRANSPORTATION MEETING**

**Fairfax County Government Center
November 13, 2007**

What is the NVTa?



- The Northern Virginia Transportation Authority (NVTa) was created in 2002, through Senate Bill 576, to provide Northern Virginia communities with a regional organization responsible for 1) developing a long range transportation plan, 2) supporting initiatives and TDM programs aimed at improving air quality and relieving congestion, and 3) advocating for transportation needs before State and Federal Governments.
- NVTa has remained active in Northern Virginia transportation matters by completing its regional long range plan, advocating for additional transportation funding, supporting efforts to improve pedestrian safety, encouraging growth near transit and providing jurisdictions with a streamlined CMAQ and RSTP process.
- NVTa continues to provide a forum for discussing and coalescing Virginia's position on regional transportation matters.
- This year, the General Assembly granted NVTa authority (HB 3202) to toll, raise and collect up to seven taxes and fees to support transportation in Northern Virginia.

Implementation of HB 3202

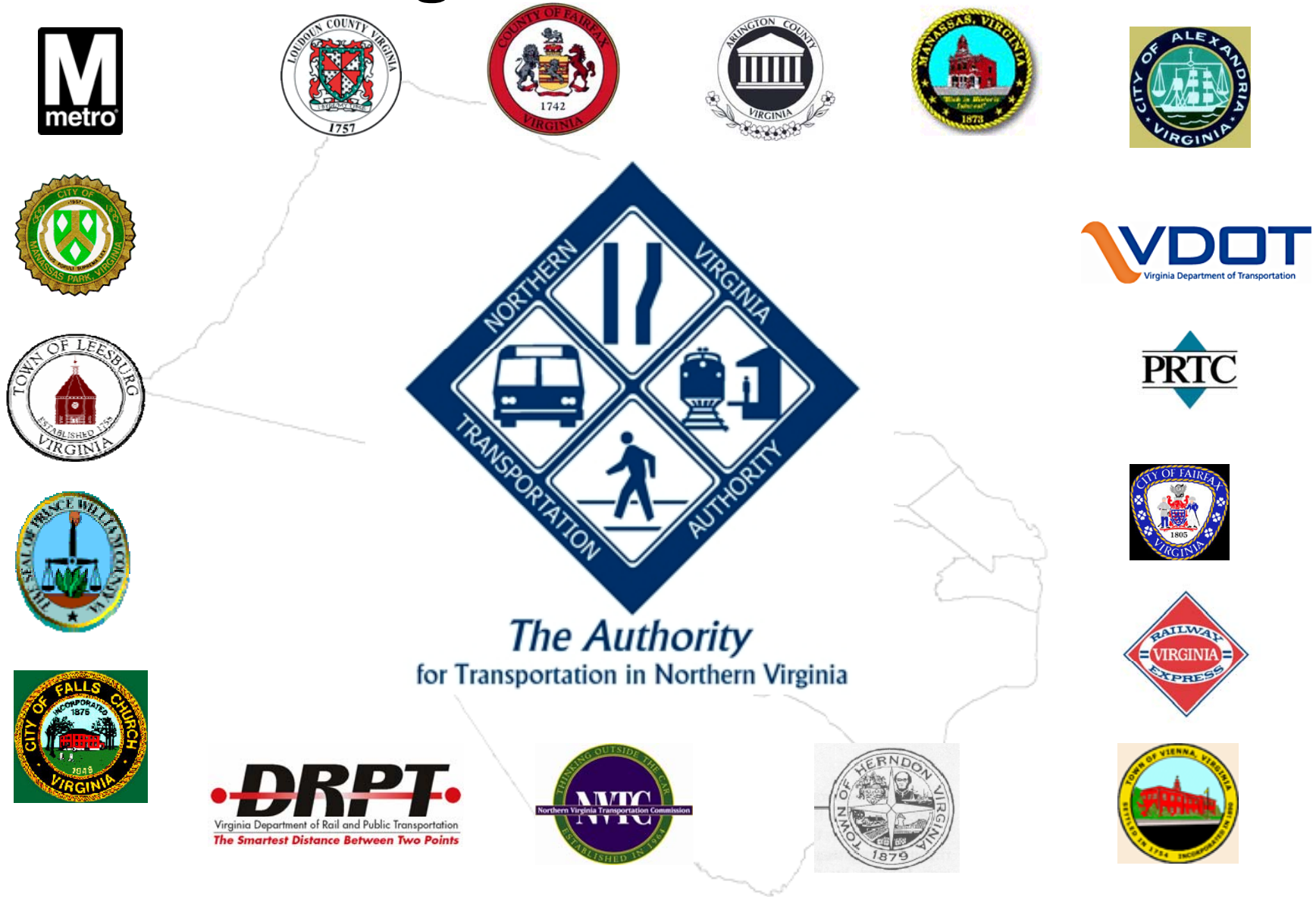


- NVTa has established five working groups (Financial, Legal, Project Implementation, Public Outreach and Organizational) to assist it in implementing HB 3202.
- Working groups are composed of NVTa members, local government representatives and transportation and planning agency representatives.
- On July 12, 2007, the NVTa voted to impose all seven taxes and fees authorized by the General Assembly in HB3202 and more than \$100 Million in Transportation Projects.
- HB 3202 provides that prior to the collection of any of the taxes and fees, NVTa must establish a 60 day public comment period. This deadline was met.
- Member jurisdictions are finalizing procedures for collecting taxes and fees with an intent to implement by January 2008.
- NVTa, with support from local jurisdictions, is developing a six year project plan.

The vote (on July 12th) "reflects the bipartisan consensus of this region's leadership to address this longstanding set of transportation challenges" – Statement from Governor Tim Kaine

"Congestion, pollution, degradation of quality of life would be worse if we failed to act now" – Chris Zimmerman, Board Member, Arlington County

Working With Our Partners



Northern Virginia Context



Robust Transportation Options Are Essential for Maintaining Our Quality of Life and the Commonwealth's Economic Competitiveness

- The Washington area's robust economy has fueled demand for housing, roads and transit services
- UVA's Weldon Cooper Center estimated that 55% of the state's total growth occurred in Northern Virginia between 2000 – 2006.
- MWCOCG estimated that 53% of the area's job growth will occur in NoVA between 2005-2030.**
- Jobs/Housing Imbalance shifting workers further away from the "core" thus increasing reliance on the transportation network



Population Change (2000-2006)*		Total Estimated Population (2006)*
Loudoun	100,006	269,605
Prince William	88,403	369,216
Fairfax	46,734	1,016,483
Arlington	4,905	194,358
Alexandria	4,060	132,343
Manassas Park	3,620	13,910
Manassas	1,441	36,576
Fairfax City	1,288	22,786
Falls Church	708	11,085
Northern VA	251,165	2,066,362

•Source: Weldon Cooper Center for Public Service – July 1, 2006 provisional estimate

** MWCOCG: Growth Trends to 2030, Newsletter, Fall 2006

TransAction 2030

Regional Transportation Plan



- The TransAction 2030 Plan is the culmination of a two year effort by NVTA to update the region's outdated long range plan (2020 plan).
- The TransAction 2030 Plan is a blueprint of the over \$16 billion worth of transportation projects needed by the region to address a growing population and increasing usage on all modes of transportation. It's the collection of projects that are considered essential in addressing the mobility needs of the region beyond the CLRP.
- NVTA's enabling statute HB3202 mandates that it develop a Long-Range Transportation Plan with priorities to be used as a guideline for funding projects, both through the Authority and through the allocations to local jurisdictions.
- TransAction 2030 has fulfilled that mandate and NVTA used the project prioritization criteria, as articulated in the Plan, as a basis for selecting agency funded projects.
- The state will need to work with NVTA to ensure that these projects are completed in the most efficient way possible.

Air Quality Status/Projects



- In each of the 2005 and 2006 ozone seasons, the region had 19 days on which the air quality that violated the EPA's ozone standard.
- The Region developed and submitted to the EPA a State Implementation Plan (SIP) demonstrating its ability to the Ozone standards by September 2010.
- The region and Northern Virginia sub-region have been working to secure funding to implement multi-modal strategies to help relieve congestion, which will reduce vehicular emissions of pollutants. This will result in improved air quality and assist the region in meeting the multi-pollutant federal standards by 2010.
- NVRTA & local jurisdictions contribute to air quality improvement efforts by:
 - Providing local subsidies for transit service and encouraging telework
 - Supporting the purchase of hybrid vehicles for "official government business"
 - Retrofitting diesel buses
 - Subsidizing free transit trips on Code Orange and Code Red days
 - Administering CMAQ funds
- In the summer of 2007, MWCOC forecast 15 Code Orange Days and 0 Code Red Days versus 19 Code Orange Days and 1 Code Red Days in the Summer of 2006.
- The Washington Region is anticipated to be in attainment of the particulate matter (PM 2.5) annual standard by 2009. The SIP will be submitted in Spring 2008.

NVTA Comments on Major Regional Projects



- The NVTA has articulated concerns with the I-95/395 HOT Lanes project related to safety, transit/HOV, and access/egress in the corridor. The state and its project partners have been working with the NVTA to resolve these issues, and we urge the state to continue to work closely with the NVTA jurisdictions as the project progresses.
- NVTA played an active role over several years in advocating for additional state funding for highway, transit, bicycle and pedestrian improvements, including dedicated funding for Metro and increased transit funding.
- Although HB 3202 provides significant transportation revenues, work to secure additional transportation funding is not complete. NVTA's TransAction 2030 indicated that Northern Virginia needs an additional \$700 million per year to invest in transportation projects and services. The combined state and regional impact of HB 3202 in Northern Virginia could be potentially only as much as \$550 million per year.
- On a statewide level, only a portion of the highway maintenance deficit has been addressed with no plans to address future growing deficits, and support for transit does not yet represent 95% of eligible expenses.

Opportunities For CTB



- Ensure that Northern Virginia receives at least the share of the \$3.0 billion in statewide transportation bonds approved in HB 3202, that it would receive by using the existing formulas, since this money will be distributed by the CTB.
- Support the region's efforts to improve the emergency preparedness of our transportation systems including the modernization of communications technology.
- Continue to provide funding for VRE track leases and support VRE's applications for the Rail Enhancement Program.
- Ensure that VDOT's revenue sharing remains a viable 50/50 matching program for implementing jurisdictional priorities by minimizing unnecessary strings and priorities, and by fully funding the program for each fiscal year.
- Allow NVRTA to help set priorities in the event that excess federal funding becomes available to Virginia prior to the end of the current federal fiscal year.
- Encourage VDOT to continue to train local staffs and developers on its new Chapter 527 land use review regulations. In light of the slowing real estate market, local jurisdictions need more time to implement and assess the effectiveness of these new procedures.
- Streamline the environmental reviews now required for locally administered projects.
- Request state funds to offset the transportation impacts in connection with Base Realignment and Closure (BRAC) Commission recommendations.

Summary



- NVTA has reached regional consensus on a transportation plan to improve mobility in Northern Virginia between now and 2030.
- NVTA created an initial \$102 million bond list consisting of regional distributed transportation projects.
- NVTA continues to support increases in transportation funding for all modes from a stable, reliable, and permanent source (s) beyond those included in HB 3202.
- NVTA appreciates that a portion of the \$500 million set aside in FY07-08 budget for transportation in the state adopted budget includes funding for Metro rail cars, VRE rail cars, the Beltway HOT Lanes and widening Route 50. We urge the CTB to make this funding available for projects as quickly as possible.
- NVTA applauds the state for allowing Northern Virginia and Hampton Roads to raise its own transportation funding to address critical transportation needs. However, we hope that the CTB will recognize that this money is not a substitute for statewide funding and will continue to give these areas their fair share.



Thank You!



The Authority
for Transportation in Northern Virginia

6.B.

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: NVTa Finance Committee Alternatives (Item 6.B.)

DATE: November 1, 2007

NVTa's Financial Working Group has discussed several alternatives for a permanent NVTa Finance Committee. These alternatives are outlined in the attachment. This information is being submitted to NVTa for discussion.

Jurisdiction and Agency Coordinating Committee members and I will be available at the November 8, 2007, NVTa meeting to answer questions.

Cc: Members, NVTa Jurisdiction and Agency Committee
Members, NVTa Working Groups
Members, Council of Counsels

DRAFT
NVTA Finance Committee
October 23, 2007

Statute: The legislation that established NVTA allows that Authority to form advisory committees beyond the two specified by law at “its discretion.”

§ [15.2-4837](#). *Formation of advisory committees.*

The Authority shall have a technical advisory committee, consisting of nine individuals who reside or are employed in counties and cities embraced by the Authority and have experience in transportation planning, finance, engineering, construction, or management. Six members shall be appointed by local jurisdictions and three members shall be appointed by the chairman of the Commonwealth Transportation Board. The technical advisory committee shall advise and provide recommendations on the development of projects as required by § [15.2-4838](#) and funding strategies and other matters as directed by the Authority. The Authority also shall have a planning coordination advisory committee, which shall include, but not be limited to, at least one elected official from each town that is located in any county embraced by the Authority and receives street maintenance payments under § [33.1-41.1](#). The Authority may, in its discretion, form additional advisory committees.

Charge: This committee of NVTA members shall be responsible for overseeing NVTA’s financial activities, including:

- recommending a budget to NVTA for approval prior to July 1 of each year;
- recommending amendments to the annual budget to NVTA periodically (quarterly?) throughout the year;
- recommending bond policies to the NVTA for approval;
- reviewing NVTA’s investments and recommending adjustments to the NVTA;
- recommending procurement policies to the NVTA for approval;
- recommending risk management policies to the NVTA for approval;
- monitoring contracts for incidental financial services and recommending task orders to the NVTA for approval;
- monitoring NVTA’s expenditures to ensure that they are consistent with NVTA actions;
- reviewing annual estimates for each of the seven NVTA taxes and fees;
- reviewing annual audit of financial statements (should this function be separated?)
- assisting with other financial activities, as may be directed by NVTA;

Alternative #1

Membership: The committee shall consist of five NVTA members appointed by the NVTA Chairman for staggered two year terms. The Chairman and Vice Chairman of Finance Committee will be selected by the NVTA Chairman. Staff support shall be provided by the NVTA Executive Director or his/her designee and the staff or consultant hired to handle the NVTA’s financial activities. This committee will replace the current Financial Working Group.

Quorum and Voting: A quorum shall consist of three members. The committee shall strive for

consensus when developing recommendations. If consensus on recommendations can not be achieved, majority and minority reports that identify issues that need to be addressed shall be presented to the NVTa.

Alternative #2

Membership: Retain current Financial Working Group Structure. The committee shall consist of two NVTa members appointed by the NVTa Chairman who will serve as the committee's chairman and vice-chairman. Other members will be local and agency staffs with experience in finance, budgeting, tax administration, debt management, and transportation. Staff members shall be chosen by their individual jurisdictions or agencies. Staff support shall be provided by the NVTa Executive Director or his/her designee and the staff or consultant hired to handle the NVTa's financial activities.

Quorum and Voting: At least one of the two NVTa members must be present for a meeting to be conducted. The committee shall strive for consensus when developing recommendations. If consensus on recommendations can not be achieved, the NVTa members retain the final authority over recommendations of the committee. In such cases, majority and minority reports that identify issues that need to be addressed may be presented to the NVTa.

Alternative #3

Membership: Hybrid Approach. The committee shall consist of three NVTa members appointed by the NVTa Chairman for staggered two year terms. The Chairman and Vice Chairman of Finance Committee will be selected by the NVTa Chairman. Other members will be local and agency staffs with experience in finance, budgeting, tax administration, debt management, and transportation. Staff members shall be chosen by their individual jurisdictions or agencies. Staff support shall be provided by the NVTa Executive Director or his/her designee and the staff or consultant hired to handle the NVTa's financial activities.

Quorum and Voting: A majority of the NVTa members must be present for a meeting to be conducted. The committee shall strive for consensus when developing recommendations. If consensus on recommendations can not be achieved, the NVTa members retain the final authority over recommendations of the committee. In such cases, majority and minority reports that identify issues that need to be addressed may be presented to the NVTa.

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Initial Review of 2008 Legislative Program Suggestions (Item 6.C.)

DATE: November 1, 2007

The Jurisdiction and Agency Coordinating Committee is beginning to prepare for the 2008 General Assembly session. Attached is an initial list of suggested items for NVTa's 2008 Legislative Program. The JACC is interested in receiving the NVTa's comments on these items. In addition, the JACC is also interested in any other items NVTa members would like to have included in the 2008 Legislative Program.

The JACC will develop more specific information and recommendations on each of these items and submit them to the NVTa at the December 13, 2007, meeting for consideration.

Jurisdiction and Agency Coordinating Committee members and I will be available at the November 8, 2007, NVTa meeting to answer questions.

Cc: Members, NVTa Jurisdiction and Agency Committee

Suggested 2008 Legislative Positions

TRANSPORTATION FUNDING

Support additional state transportation funding for highway, transit, bicycle and pedestrian improvements. (*Updates and reaffirms previous position.*)

Specifically, the Board, along with other Northern Virginia jurisdictions, expresses appreciation to the General Assembly and the Governor for their work on HB 3202 which authorized significant additional transportation funding during the 2007 General Assembly session. However, there are still significant unmet transportation funding needs. As a result, the Board asks the General Assembly to:

- Replace any revenue sources included in HB 3202 which are successfully challenged in court with a stable, reliable, and permanent source(s) that generates an equal or greater amount of transportation funding.
- Coordinate any changes to the regional funding packages included in HB 3202 that may be proposed with both the Northern Virginia and the Hampton Roads regions. (Northern Virginia is not seeking any changes to the regional funding packages).
- Provide increased transportation funding for all modes from a stable, reliable, and permanent source(s) to address Northern Virginia's and the Commonwealth's transportation needs not covered by the funding authorized in HB 3202.
- Meet the Commonwealth's statutory 95 percent share of transit operating and capital costs (net of fares and federal assistance). This would require approximately \$___ million annually in new funds for the limited transit projects and eligible operating costs included in CTB's six-year program.
- Modify any bond-related provisions in HB 3202 which are successfully challenged in court

BASE REALIGNMENT AND CLOSURE (BRAC) RECOMMENDATIONS

Support the inclusion of sufficient funding in the 2008-2010 biennium budget to ensure significant fiscal resources to address the enormous planning and transportation issues associated with the Base Realignment and Closure Commission recommendations. (*Reaffirms previous position.*)

PEDESTRIAN SAFETY

Support revisions to Virginia's existing pedestrian legislation to clarify the responsibilities of drivers and pedestrians in order to reduce the number of pedestrian injuries and fatalities that occur each year. In particular, support legislation that would require motorists to stop for pedestrians in crosswalks at unsignalized intersections on roads where the speed is 35 mph or less. Recent events throughout the region have highlighted a growing concern for the safety of pedestrians attempting to cross streets. Many Northern Virginia jurisdictions are exploring a variety of means to effectively provide for pedestrian safety while avoiding both the potential for serious vehicular accidents and the potential for creating a false sense of security for the pedestrians. (*Reaffirms previous position.*)

SECONDARY ROAD DEVOLUTION

Oppose any legislative or regulatory moratorium on the transfer of newly constructed secondary roads to VDOT for the purposes of ongoing maintenance. Also oppose any legislation that would require the transfer of secondary road construction and maintenance responsibilities to counties. *(Reaffirms previous position.)*

REVENUE SHARING

Support legislation that caps the state's revenue sharing program at \$50 million; eliminates the priorities for funding approved by the General Assembly in 2006 and clarifies that proffers can be used for the entire local match. *(Reaffirms previous position.)*

TRANSPORTATION EFFICIENCIES

Support legislation to enact efficiencies in the delivery of transportation projects, including increasing the limits on task order or "on-call" contracts to a maximum of \$5 million (from \$1 million) and a maximum of \$1 million per task (from \$200,000) and increasing the limit of construction projects that can be undertaken by local government employees from \$400,000 to \$1 million. *(Project Implementation Working Group recommendation).*

6.D.

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Update on I-95/395 HOT Lanes Project's Transit and TDM Study (Item 6.D.)

DATE: November 1, 2007

DRPT staff will attend the November 8, 2007, NVTA meeting to present key finding from the modeling and market research analysis done as part of the I-95/395 HOT Lanes Transit and TDM study. A refined alternative will also be presented. The final draft recommendations from the study will be presented in December 2007, and used as input for the MWCOG FY 2009-2014 TIP.

Cc: Members, NVTA Jurisdiction and Agency Committee
Members, NVTA Working Groups
Members, Council of Counsels

6.E.

Jurisdiction and Agency Coordinating Committee Northern Virginia Transportation Authority

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Update on Fredericksburg Area Metropolitan Planning Organization
Request (Item 6.E.)

DATE: November 1, 2007

In August 2005, the Fredericksburg Area Metropolitan Planning Organization (FAMPO) wrote to the Transportation Planning Board (TPB) seeking changes to the allocation of Federal Transit Administration Section 5307 formula funds received by the Washington urbanized area (UZA). In summary, these two changes were:

- An allocation of the portion of 5307 funds that the region receives based on population and population density factors.
- An allocation of the portion of 5307 funds that the region receives based on bus service related earnings that bus service in North Stafford will soon generate.

In addition, as part of TPB's triennial review, released in March 2006, the Federal Highway Administration and Federal Transit Administration included a recommendation that TPB resolve these outstanding allocation issues with FAMPO within six months.

On October 12, 2006, NVTa approved a letter to the TPB urging the TPB to take no action on the FAMPO request for an allocation of a portion of the federal transit funds, but convene a meeting of the region's designated recipients of formula transit assistance (the Washington Metropolitan Area Transit Authority [WMATA], the Potomac and Rappahannock Transportation Commission [PRTC], the Northern Virginia Transportation Commission [NVTc], the Virginia Railway Express and the Maryland Department of Transportation) to formally review FAMPO's request.

Chairman Christopher Zimmerman
Members, Northern Virginia Transportation Authority
November 1, 2007
Page Two

The Interim Technical Committee's October 2006 memo on this issue is attached as background.

Beginning in March 2007, TPB staff has coordinated several conference calls with the designated recipients, as requested. As a result of these conference calls with the designated recipients and subsequent conversations with NVTa's Jurisdiction and Agency Coordinating Committee, TPB staff prepared the attached draft letter to FAMPO. This letter:

- Recommends that FAMPO submit project requests for consideration in the TPB's Transportation Improvement Program (TIP)/Constrained Long Range Plan (CLRP), however notes that several factors will be considered when determining whether or not any of these projects are funded;
- Notes that WMATA Board action will be required for any section 5307 funds to be allocated to FAMPO;
- Notes that the region does not allocate section 5307 funds by population and to do so would be inconsistent with federal guidance;
- Notes that the region has just finished a financial analysis for the CLRP and as part of that analysis all expected federal funds have been allocated to projects already included in the CLRP;
- Notes that the jurisdictions that are members of WMATA are already subsidizing riders from FAMPO jurisdictions by approximately \$590,000 per year.
- Indicates a willingness to review whether or not the dividing line between the Washington metropolitan region and the Fredericksburg region should be drawn at the Prince William/Stafford County line after the 2010 census, but does not commit to supporting such a designation outright.

Jurisdiction and Agency Coordinating Committee members are now comfortable that the draft TPB letter strikes a more appropriate balance between encouraging Stafford County's participation in the TIP/CLRP process and the need to ensure that WMATA continue to receive the federal formula transit assistance to support its system.

The TPB Technical Committee is scheduled to discuss the letter again on November 2, 2007. The TPB is scheduled to review the letter on November 14, 2007, and formally approve the letter on December 19, 2007.

Jurisdiction and Agency Coordinating Committee members and I will be available at the Authority meeting on November 8, 2007, to answer questions.

Cc: Members, NVTa Jurisdiction and Agency Coordinating Committee

7.B.

**Interim Technical Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Interim Technical Committee
Northern Virginia Transportation Authority

SUBJECT: Fredericksburg Area Metropolitan Planning Organization Request (Item 7.B.)

DATE: October 10, 2006

Recommendation:

The Interim Technical Committee recommends that the NVTa approve the attached letter to the Transportation Planning Board urging the TPB to take no action on the FAMPO request for an allocation of a portion of the federal transit funds, but to convene a meeting of the region's designated recipients of formula transit assistance (the Washington Metropolitan Area Transit Authority, the Potomac and Rappahannock Transportation Commission, the Virginia Railway Express and the Maryland Department of Transportation) to formally review FAMPO's most recent request. Consequently, the ITC recommends that TPB defer action on the proposed letter that will be included in the TPB's agenda package for October 18, 2006.

Background:

In August 2005, the Fredericksburg Area Metropolitan Planning Organization (FAMPO) wrote to the Transportation Planning Board (TPB) seeking changes to the allocation of Federal Transit Administration Section 5307 formula funds received by the Washington urbanized area (UZA). In summary, these two changes were:

- An allocation of the portion of 5307 funds that the region receives based on population and population density factors.

- An allocation of the portion of 5307 funds that the region receives based on fixed guideway miles.

In addition, as part of TPB's triennial review, released in March 2006, the Federal Highway Administration and Federal Transit Administration included a recommendation that TPB resolve these outstanding allocation issues with FAMPO within six months.

These issues are summarized in three parts below:

Current Allocation of Section 5307 Funds Received by the Washington UZA

Currently, there are four designated recipients of federal transit funds in the Washington UZA receiving Section 5307 funds. They are: the Washington Metropolitan Area Transit Authority (WMATA), the Virginia Railway Express (VRE), the Maryland Area Rail Commuter (MARC) and the Potomac Rappahannock Transportation Commission (PRTC). Each year these four agencies agree on the allocation of federal transit funds. Each agency receives a proportional share of the federal transit funds that are allocated by fixed guideway miles, as well as amount of service and ridership. WMATA receives all the funds allocated to the region based on population. This allocation of funds has been in place since for some time. Prior to that time, WMATA received all federal formula transit funds allocated to the region. WMATA continues to receive all the population based funds in recognition that all three of the other systems transfer passengers to WMATA. In practice, all four of the agencies must agree to the allocation each year.

Allocation of Population/Population Density Funds

Based on the population and population density as measured in the 2000 Census, a portion of Stafford County is considered part of the Washington UZA. According to the FTA allocation formula, this area of Stafford County generate between \$150,000 and \$250,000 annually. FAMPO has asked that these funds be allocated to them. When considered in isolation, these funds do not represent a significant portion of the transit funds received by the region. However, if these funds are allocated to Stafford County, it will set a precedent. There are several other jurisdictions, including Prince William County, Loudoun County and Anne Arundel County that are part of the Washington UZA, but do not receive WMATA service directly or contribute to its operating and capital budgets. If all of these jurisdictions made the same request FAMPO is making, WMATA would lose \$1.0 to \$2.0 million per year in federal transit assistance. The WMATA compact jurisdictions would need to increase their WMATA subsidy by an equal amount.

Allocation of Fixed Guideway Funds

In their letter to TPB, FAMPO correctly noted that a portion of VRE track is located in FAMPO jurisdictions. This track generates funding under the fixed guideway portion of the FTA formula. FAMPO requested that these funds, which are currently allocated to VRE, be allocated to FAMPO, so that FAMPO would determine how they should be spent. This approach could create a very difficult financial environment for VRE. Currently, the VRE Operations Board, PRTC and the Northern Virginia Transportation Commission (NVTC) must approve the VRE budget. If implemented, this approach would require another approval, and VRE would not be assured that they would receive these funds. In addition, VRE riders from FAMPO jurisdictions benefit from capital improvements VRE makes north of the Prince William County/Stafford County line, such as the new Quantico bridge, the interlocking improvements in Alexandria and the third track between Alexandria and the Potomac River, as well as VRE's equipment purchases.

Over the past several months, the FAMPO Board has discussed their position on both of these requests. In addition, FAMPO's Executive Director met with the NVTA Interim Technical Committee regarding FAMPO's request. PRTC and NVTC have also discussed these requests. NVTC has taken a position specifically opposing FAMPO's request. A copy of NVTC's letter to NVTA is attached.

As a result of these discussions, FAMPO modified their request. FAMPO dropped its request for an allocation of fixed guideway funds. In addition, FAMPO has discussed a long term strategy for the allocation of the population/population density funds. When the 2010 census is conducted, it is likely that the urbanized portion of north Stafford County that is connected to the Washington UZA will also be connected to the Fredericksburg UZA. At that time, it will be appropriate for the Census Bureau to divide the two regions. Using the parameters developed for the 2000 Census, it is likely that the dividing line will be the Prince William County/Stafford County line. This would be similar to the dividing line drawn between the Washington and Baltimore UZAs. If the Census Bureau uses these same parameters following the 2010 Census, the issue of the population/population density funds should be resolved. As such, the population/population density funds for all of Stafford County would be attributed to FAMPO without setting a precedent for other jurisdictions in the Washington UZA that do not receive WMATA service directly.

Chairman Christopher Zimmerman
Members, Northern Virginia Transportation Authority
October 10, 2006
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In addition, in early 2005, Stafford County established contact bus service in the portion of north Stafford County that is part of the Washington UZA. Stafford County will be reporting the bus vehicle revenue miles to FTA and will consequently qualify for FTA formula funds for this service. These funds would represent new revenue to the Washington UZA, just as reporting by PRTC, VRE and MARC represented new revenue to the region. FAMPO would like this revenue to be allocated to it. The Interim Technical Committee believes that at such time as the bus service in north Stafford County generated new transit revenues to the Washington UZA, these revenues should be allocated to FAMPO.

Since FAMPO has approved a resolution reaffirming their request for transit formula funding, based on population and population density factors in September 2006, the Interim Technical Committee recommends that the NVTa approve the attached letter to the Transportation Planning Board urging the TPB to take no action on the FAMPO request for an allocation of a portion of the federal transit funds, but to convene a meeting of the region's designated recipients of formula transit assistance (the Washington Metropolitan Area Transit Authority, the Potomac and Rappahannock Transportation Commission, the Virginia Railway Express and the Maryland Department of Transportation) to formally review FAMPO's most recent request. As such, the ITC also recommends that TPB defer action on the proposed letter that will be included in the TPB's agenda package for October 18, 2006, attached.

The ITC members and I will be available at the Authority meeting on October 12, 2006, to answer questions.

Cc: Members, NVTa Interim Technical Committee

Attachments: a/s

Northern Virginia Transportation Authority

c/o Northern Virginia Regional Commission
3060 Williams Drive, Suite 510
Fairfax, Virginia 22031

October 13, 2006

The Honorable Michael Knapp, Chairman
National Capital Region Transportation Planning Board
777 North Capital Street, N.E., Suite 300
Washington, D.C. 20002-4290

Subject: Fredericksburg Area Metropolitan Planning Organization Request for
 allocation of federal transit formula funding

Dear Chairman Knapp:

On October 12, 2006, the Northern Virginia Transportation Authority discussed, the Fredericksburg Area Metropolitan Planning Organization (FAMPO) request for allocation of federal transit formula funding, particularly related to population and population density factors. Due to the financial implications and precedent setting nature of this request, the Authority asks that the TPB take no formal action on this request, but convene a meeting of the region's designated recipients of formula transit assistance (the Washington Metropolitan Area Transit Authority, the Potomac and Rappahannock Transportation Commission, the Virginia Railway Express and the Maryland Department of Transportation) to formally review FAMPO's most recent request for an allocation of federal transit funds.

The Authority asks that the results of the designated recipients meeting be forwarded to them for additional consideration before any formal action by TPB.

Thank you very much for your assistance with this matter.

Sincerely,

Christopher Zimmerman
Chairman

National Capital Region Transportation Planning Board

777 North Capitol Street, N.E., Suite 300, Washington, D.C. 20002-4290, (202) 962-3310 Fax: (202) 962-3202

DRAFT – 8/31/07

Honorable Matthew Kelly
Chairman
Fredericksburg Area
Metropolitan Planning Organization
P.O. Box 863
Fredericksburg, VA 22404

RE: Allocation and Sharing of Federal Transit Administration (FTA) Section 5307 Funds for the Washington Urbanized Area
Dear Chairman Kelly:

At its September 20, 2006 meeting, the National Capital Region Transportation Planning Board (TPB) received copies of five resolutions adopted on September 18, 2006 by the FAMPO Policy Committee stating FAMPO policies with respect to the

allocation of federal Section 5307 formula transit funds for the Washington urbanized

area. In this letter the TPB addresses the FAMPO policy statements in each of these

resolutions, and outlines its responses and recommendations on each of the topics

addressed in the resolutions.

Over the past several months, TPB staff has reviewed the current procedures for allocating FTA Section 5307 formula funds within the Washington urbanized area, and

has consulted with senior staff at FAMPO and other organizations potentially affected

by the programming of the funds, including the Washington Metropolitan Area Transit

Authority (WMATA), the Potomac and Rappahannock Transportation Commission

(PRTC), the Northern Virginia Transportation Commission (NVTC), the Northern Virginia Transportation Authority (NVTA), the Virginia Department of Rail and Public

Transportation (VDRPT), and the District of Columbia, Maryland, and Virginia Departments of Transportation. At its July 6 and September 7 meetings, the TPB Technical Committee was briefed on the current procedures for allocating FTA Section

5307 funds in the Washington urbanized area, the FAMPO policy statements, and

proposed procedures for the allocation and sharing of these funds in the future. At its

October 17 meeting, the TPB was briefed on these current procedures and the FAMPO

policy statements. At its November 14 meeting, the TPB approved sending this letter to

FAMPO for its consideration and further discussion.

Regarding FAMPO Resolution FY 06-32b on VRE generated funds, the TPB is in agreement with FAMPO's policy position, which conforms to current practice for allocating Section 5307 FTA formula funds to VRE. The TPB believes that this practice

is working well and should continue.

Honorable Matthew Kelly

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FAMPO Resolution FY 06-32c addresses Section 5307 funds which are apportioned among small urbanized areas in the Commonwealth of Virginia by the

Virginia Department of Rail and Public Transportation (VDRPT). These small urbanized

area funds are in a separate category from the Section 5307 funds apportioned by the

FTA formula for the Washington urbanized area, and the TPB does not intend to take

any position on the apportionment of these small urbanized area funds.

Regarding FAMPO Resolution FY 06-32d with respect to the designation of urbanized areas as a result of the 2010 Census, the TPB believes that consideration of

this question should be deferred until the 2010 census results are available, and does

not intend to take any position on this question at this time.

Regarding FAMPO Resolutions FY 06-32a and FY 06-32e on the portions of FTA Section 5307 funds for the Washington urbanized area that are based on population,

population density, and bus service factors, the TPB recommends that FAMPO proceed

in accordance with the following guidance provided by the FHWA and FTA in an August

9, 2004 letter to Mr. Henry Connors, Jr., Chairman of FAMPO:

"TPB, along with the FTA designated recipients in the Washington D.C. urbanized area determine how Federal transit funds are spent in that urbanized area, which encompasses northern Stafford County. Therefore, FAMPO may wish to participate in the TPB planning process, as projects and programs serving the needs of northern Stafford County are eligible for a portion of the Federal funds apportioned to the Washington D.C. urbanized area."

Based upon this federal guidance, the TPB recommends that FAMPO participate in the TPB planning and programming process with regard to projects serving the needs of northern Stafford County. Such participation in the TPB process would give FAMPO the opportunity to propose projects that are eligible for Section 5307 funds for possible inclusion in the Washington region's long range plan and transportation improvement program (TIP). The TPB believes that there are opportunities to identify eligible capital projects that could benefit the residents of northern Stafford County and provide better connections to the Washington region -- such as bus and parking facilities at Metrorail stations, and commuter park and ride lots. Should FAMPO wish to participate in the TPB planning and programming process to identify transportation projects that are eligible for the 5307 funds, there are a number of considerations with respect to current practices and funding commitments that should be kept in mind. First, the bus service and related ridership in North Stafford contributes to the Washington urbanized area Section 5307 apportionment only if the north Stafford service and ridership statistics are reported as part of the National Transit Database (NTD) clearly identified as Washington D.C. urbanized area statistics, which did not happen in 2005. Consequently, the FY 2007 apportionment of Section 5307 funds does not account for the existence of bus service in north Stafford, an omission

Honorable Matthew Kelly

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that has been brought to the Fredericksburg Regional Transit System's (FRED) attention. Correct reporting of these statistics in the future will make it possible to quantify the north Stafford County contribution to the Washington urbanized area Section 5307 apportionment.

Second, the 2006 Update to Constrained Long Range Plan (CLRP) Financial Plan for the Washington region brought the region's jurisdictions together to address funding sources for highway and transit needs, including the use of 5307 funds for

transit capital improvement priorities. One current commitment of 5307 funding reflected in the 2006 CLRP update is specified in WMATA Board resolution #2000-08, adopted on January 27, 2000. This resolution states that in order to support WMATA's ability to finance projects under a TIFIA loan guarantee, "transit systems shall receive funds only if WMATA, as the designated recipient, has allocated to them Section 5307 funds directly attributable to their transit operations in the Washington urbanized area as of January 1, 2000." Any changes to the allocation of those funds would require a negotiated agreement between the region's jurisdictions. (The terms of this TIFIA loan guarantee were approved by the Federal Transit Administration (FTA), and the loan guarantee used for railcar rehabilitation is still required until the current program ends in 2010.)

Finally, I would like to bring to your attention a point made by several TPB member jurisdictions during the development of this letter. WMATA provides service to many passengers who reside outside of the WMATA Compact jurisdictions, and Compact members pay the local subsidy for operating and capital expenses generated by those passengers. Any decrease in the federal capital funds available to WMATA would require an increase in capital contributions from the local Compact jurisdictions.

In 2007, residents of the FAMPO region make approximately 3,700 trips daily on Metrorail. WMATA estimates that Compact jurisdictions are currently paying approximately \$590,000 annually to subsidize the fares of FAMPO region riders. The TPB looks forward to receiving comments from FAMPO on these recommendations on the allocation and sharing of FTA Section 5307 funds for the Washington urbanized area. Please contact Ronald Kirby, staff director for the TPB, at (202) 962-3310 if you have any questions regarding this proposal.

Sincerely

Catherine Hudgins
Chair, National Capital Region
Transportation Planning Board

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: 2007 Constrained Long Range Plan (CLRP) and 2008-2013 Transportation Improvement Program (TIP) Project Submissions for Air Quality Conformity Assessment (Item 7.A)

DATE: November 1, 2007

On May 16, 2007, the Transportation Planning Board (TPB) approved project submissions and the scope of work for the air quality conformity assessment for the 2007 CLRP and FY 2008-2013 TIP.

The major projects in Virginia are:

1. I-66 Spot Improvements Westbound, Inside the Beltway
2. I-95/I-395 HOT Lanes Project From Eads Street in Arlington County to Garrisonville Road (VA 610) in Stafford County
3. Potomac Yard Transitway - Alexandria Segment from Four Mile Run to Braddock Road Metro Station

Projects proposed for study in Virginia include:

- Manassas Battlefield Bypass
- VRE Expansion to Gainesville/Haymarket

Finally, the anticipated completion date and/or construction limits for various projects were updated to reflect current estimates/schedules/project scope, including the following:

- Changing the previously proposed alignment to the Tri-County Parkway to match the alignment selected by the Commonwealth Transportation Board.

Chairman Christopher Zimmerman
Members, Northern Virginia Transportation Authority
November 1, 2007
Page Two

Since then TPB staff have been working on the air quality conformity analysis for the TIP and CLRP using these inputs. The draft results of this analysis were scheduled to be available in November 2007 with final adoption of the TIP and CLRP in December 2007. TPB staff, upon consultation with the TPB Chair, has deferred the release of draft results and final action on the CLRP, TIP and its air quality Conformity analyses by one month. VDOT has informed us that it was consulted about this change and agreed to the one-month deferral since TPB staff: wanted to change the previously approved completion date for the Beltway HOT Lane project from 2010 to VDOT's latest estimate of 2013 and identified the benefits the additional time would provide TPB staff to complete the ongoing work on the iTIP software and various SAFETA-LU required additions to the CLRP documentation.

At the same time, TPB is beginning the process for the 2008 CLRP and FY 2009-2014 TIP. The process is beginning earlier this year at the request of the Virginia and Maryland Departments of Transportation. VDOT is trying to better coordinate the TIP submissions from all of the regions around the Commonwealth. In doing so, VDOT is seeking to have TIP documents approved in July of each year, so that Federal approval can be received in September of each year. This will allow Federal funds to be available for transportation projects on October 1, 2007, (the beginning of the federal fiscal year), rather than several months later, as has been the experience recently. This change will allow projects to be implemented more quickly.

TPB's project submission deadline is January 11, 2008. To accommodate this earlier submission deadline, the Jurisdiction and Agency Coordinating Committee is recommending that NVTa only submit the first two years of a Six Year Program. It is also recommended that this submission be based on trying to find funding for existing partially funded projects.

Jurisdiction and Agency Coordinating Committee members and I will be available at the November 8, 2007, NVTa meeting to answer questions.

Cc: Members, NVTa Interim Technical Committee

7.B.

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Update on TIP Amendments (Agenda Item 7.B.)

DATE: November 1, 2007

VDOT submitted an FY 2007 TIP amendment to the Transportation Planning Board for approval in November. Copies of the amendment are attached. This amendment contains a considerable number of projects of varying dollar amounts and funding sources.

Jurisdiction and Agency Coordinating and I will be available at the November 8, 2007, NVTa meeting to answer questions.

Cc: Members, NVTa Interim Technical Committee



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

DAVID S. EKERN, P.E.
COMMISSIONER

14685 Avion Parkway
Chantilly, VA 20151
(703) 383-VDOT (8368)

October 29, 2007

National Capital Region
Transportation Improvement Program Amendment

The Honorable Catherine Hudgins
Chairman, National Capital Region
Transportation Planning Board
Metropolitan Washington Council of Governments
777 North Capitol Street, N.E.; Suite 300
Washington, DC 20002-4201

Dear Chairman Hudgins:

VDOT's Northern Virginia District Office requests amending the FY 2007-2012 Transportation Improvement Program (TIP) to add one interstate project, one urban project, two primary system projects, six secondary system projects, six bike/pedestrian projects, five safety projects and two transit projects. All projects are categorically exempt from the air quality conformity analysis. VDOT requests this amendment be approved by the TPB Steering Committee at its meeting on November 2, 2007.

VDOT Interstate Project:

- Interstate 95 and Prince William County Parkway Commuter Lot. This new project will construct a commuter parking lot at I-95 and Horner Road. Proposed amendment will add \$1,000K to FY08 preliminary engineering and \$3,000K to FY09 construction using Federal Advanced Construction process and CMAQ funds from FY08 allocations made by the NVTA.

VDOT Urban Project:

- Transportation System Management and Communications Plant, Arlington County. This new project will upgrade the Transportation System Management and Communications Plant for Arlington County replacing aging copper wires with fiber optic cable at several locations. Proposed amendment will add \$1,400K to FY08 preliminary engineering and \$3,000K to construction using Federal RSTP funds. Funding is from FY08 allocations made by the NVTA.

VDOT Primary System Projects:

- Reconstruct Intersection on Arlington Blvd, Fairfax County. This new project reconstructs the intersection at Arlington Blvd and Patrick Henry Drive. Proposed amendment will add \$200K in FY08 preliminary engineering and \$200K in FY10 construction using the Federal RSTP funds. Funding is from FY08 allocations made by the NVT A.
- Route 50 Dulles Park and Ride, Loudoun County. This new project will construct a park and ride facility on Rte 50. Proposed amendment will add \$200K in FY08 preliminary engineering, \$800K in FY08 right of way acquisition, and \$1,500K in FY09 construction using the Federal Advanced Construction process and CMAQ funds from FY08 allocations.

VDOT Secondary System Projects:

- Reconstruct and Widen Existing Bridge, Loudoun County. This new project reconstructs the Route 650 bridge over Sycolin Creek and will bring the bridge up to standards but not increase roadway capacity. Proposed amendment will add \$145K in FY08 preliminary engineering, \$100K in FY08 right of way acquisition, and \$989K in FY10 construction using the Federal Advanced Construction process and Bridge funds from FY08 allocations.
- Route 621, Widen to 4 Lanes, Prince William County. This new project will widen Route 621 to four lanes from Rte 234 Business to Rte 234 By-Pass. The project is included in the air quality conformity determination of the 2005 Constrained Long Range Plan. Proposed amendment will add \$2,859K in FY08 preliminary engineering and \$7,289K in FY10 right of way acquisition using the Federal RSTP funds from FY08 allocations.
- Redesign Intersection on Loisdale Road, Fairfax County. This new project will redesign the intersection on Loisdale Road at Loisdale Court. Proposed amendment will add \$123K in FY08 preliminary engineering and \$316K in FY10 construction using the Federal HSIP funds from FY08 allocations.
- Route 621, Construct Roundabout, Loudoun County. This new project will construct a roundabout on Rte 621 at the intersection of Ryan Road (Rte 772). Proposed amendment will add \$500K in FY08 preliminary engineering using the Federal STP funds from FY08 allocations.
- Route 625, Reconstruct and Pave Non Hardsurface Road, Loudoun County. This new project will reconstruct and pave non hardsurface road on Rte 625 to 0.66 mile east of Rte 659. Proposed amendment will add \$403K in FY08 preliminary engineering using the Federal Advanced Construction process and STP funds from FY08 allocations.
- Route 1582, Construct Right Turn Lane, Loudoun County. This new project will construct a right turn lane on Rte 1582 at Rte 1580. Proposed amendment will add \$5K in FY08 preliminary engineering and \$295K in FY08 construction using the Federal Advanced Construction process.

VDOT Bike and Pedestrian Projects:

- Rte 234 Improve Sidewalks and Handicap Ramps, Prince William County. This amendment involves updating funding information only. The project will upgrade sidewalks and handicap ramps from Balls Ford Road to Godwin Drive. Proposed amendment will add \$111K in right of

way acquisition and add \$606K in FY09 construction using the Federal Advanced Construction process and Open Container funds from FY08 allocations.

- Rte 1 Install Crosswalk with Flashing Warning Lights, Fairfax County. This new project will construct a crosswalk with flashing warning lights at Highland Lane and Frye Road. Proposed amendment will add \$88K in FY08 preliminary engineering using the Federal Highway Safety Improvement (HSIP) funds and funding is from FY08 allocations.
- Provide Bicycle Racks and Lockers, Fairfax County. This new project will provide bicycle racks and lockers (approx. 60 lockers and 30 racks) at various locations in Fairfax County. Proposed amendment will add \$20K in FY08 preliminary engineering and \$180K in FY08 construction using the Federal CMAQ funding from FY08 allocations made by the NVTa.
- Bicycle Safety Improvements at Intersections and Trails, City of Alexandria. This new project will construct safety improvements at various intersections and trail locations in the City of Alexandria. Proposed amendment will add \$30K in FY08 preliminary engineering and \$150K in FY08 construction using Federal RSTP funding from FY08 allocations made by the NVTa.
- Pedestrian Improvements to South Pickett Road, City of Alexandria. This new project will construct safety improvements at the intersection of Edsall Road in the City of Alexandria. Proposed amendment will add \$10K in FY08 preliminary engineering and \$100K in FY08 construction using State and Federal RSTP funding from FY08 allocations made by the NVTa.
- Shared-Use Path Study, City of Alexandria. This new project will determine the requirements for shared use paths in the City of Alexandria. Proposed amendment will add \$500K in FY08 preliminary engineering using the State and Federal RSTP funding from FY08 allocations made by the NVTa.

VDOT Safety Projects:

- HSIP Proactive Safety Projects, Prince William County. This new project will construct Highway Safety Improvement Program (HSIP) projects which includes safety assessments, roadway shoulder improvements, traffic signals, rumble strips, and roadway lighting at various locations in Prince William County. Proposed amendment will add \$172K in FY08 preliminary engineering and \$1,260K in FY08 construction using Federal Highway Safety Improvement (HSIP) funding from FY08 allocations.
- HSIP Proactive Safety Projects, Fairfax County. This new project will construct Highway Safety Improvement Program (HSIP) projects which includes safety assessments, roadway shoulder improvements, traffic signals, rumble strips, and roadway lighting at various locations in Fairfax County. Proposed amendment will add \$479K in FY08 preliminary engineering and \$3,509K in FY09 construction using Federal Highway Safety Improvement (HSIP) funding from FY08 allocations.
- HSIP Proactive Safety Projects, Loudoun County. This new project will construct Highway Safety Improvement Program (HSIP) projects which includes safety assessments, roadway shoulder improvements, traffic signals, rumble strips, and roadway lighting at various locations in Loudoun County. Proposed amendment will add \$92K in FY08 preliminary engineering and \$675K in FY09 construction using Federal Highway Safety Improvement (HSIP) funding from FY08 allocations.
- HSIP Proactive Safety Projects, City of Alexandria. This new project will construct Highway Safety Improvement Program (HSIP) projects which includes safety assessments, roadway shoulder improvements, traffic signals, rumble strips, and roadway lighting at various locations

in City of Alexandria. Proposed amendment will add \$71K in FY08 preliminary engineering and \$518K in FY09 construction using Federal Highway Safety Improvement (HSIP) funding from FY08 allocations.


- HSIP Proactive Safety Projects, Arlington County. This new project will construct Highway Safety Improvement Program (HSIP) projects which includes safety assessments, roadway shoulder improvements, traffic signals, rumble strips, and roadway lighting at various locations in Arlington County. Proposed amendment will add \$84K in FY08 preliminary engineering and \$620K in FY09 construction using Federal Highway Safety Improvement (HSIP) funding from FY08 allocations.

VDOT Transit Projects:

- PRTC Western Facility, Prince William County. This new project will design and construct a new PRTC bus maintenance facility and bus storage yard in western Prince William County. Proposed amendment will add \$1,500K in FY08 preliminary engineering, \$1,000K in FY09 right of way acquisition, and \$11,000K construction using the Federal Advanced Construction process and CMAQ funds from FY08 allocations made by NVTA.
- Countywide Transit Facilities Study, Loudoun County. This new project will determine the infrastructure required to implement and operate existing and future transit services in Loudoun County. Proposed amendment will add \$400K in FY08 preliminary engineering using Federal CMAQ funding from FY08 allocations made by the NVTA.

Upon approval of this amendment, please furnish copies of the approval to Ms. Jo Anne Sorenson (VDOT's Northern Virginia office) and to Mr. Chad Tucker in VDOT's Transportation and Mobility Planning Division in Richmond. Thank you for your consideration of and action on this request.

Sincerely,


Asst. Dist. Engr
for

Morteza Salehi
Acting District Administrator
VDOT – Northern Virginia District

cc:	Ms. Diane Mitchell, VDOT-PD	(w/ attach.)
	Ms. Deborah Grant, VDOT-PD	“
	Ms. Jo Anne Sorenson, VDOT-NoVA	“
	Mr. Richard Burke, VDOT-NoVA	“
	Ms. Maria Sinner, PE, VDOT-NoVA	“
	Mr. Bud Siegel, PE, VDOT-NoVA	“
	Mr. James Zeller, PE, VDOT-NoVA	“

**NORTHERN VIRGINIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

PROPOSED TIP AMENDMENT - 11/2/2007

FY 2007-12
Changes to existing entries are noted in bold.

Agency Project ID	Facility, Location, Description	Phase	Annual Element FY 07	Prev	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	Program Total FY 07-12	Funding Source	Funding Shares Feds/State
VDOT Interstate													
14855	Facility: I-95 and Prince William County Parkway Commuter L.P.E. From: at Homer Road To: Prince William County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$1,000 0 \$3,000	0 0 0	0 0 0	0 0 0	0 0 0	\$3,000 \$1,000 0	Fed - AC Fed - CMAQ	80% 80% 20%
	Reason for Amendment: Construct commuter lot within cited limits. Air Quality: New project and adds \$1,000K to PE in FY08 and \$3,000 to CN in FY09 using Federal AC and CMAQ funds. Project is categorically exempt from an air quality conformity analysis.												
VDOT Urban													
87493	Facility: Transportation System Management & Comm Plant From: at Patrick Henry Drive To: Fairfax County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$1,400 0 \$3,000	0 0 0	0 0 0	0 0 0	0 0 0	\$4,400	Fed - RSTP	80% 20%
	Reason for Amendment: Upgrade Arlington's Transportation System Management and Communications Plant. Air Quality: New project and adds \$1,400K to PE in FY08 and \$3,000 to CN in FY09 using Federal RSTP funds. Project is categorically exempt from an air quality conformity analysis.												
VDOT Primary													
86515	Facility: Reconstruct Intersection From: at Patrick Henry Drive To: Fairfax County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$200 0 \$200	0 0 0	0 0 0	0 0 0	0 0 0	\$400	Fed - RSTP	80% 20%
	Reason for Amendment: Reconstruct the intersection at Patrick Henry Drive and Arlington Blvd. Air Quality: New project and adds \$200K to PE in FY08 and \$200 to CN in FY10 using Federal RSTP funds. Project is categorically exempt from an air quality conformity analysis.												
86515	Facility: Route 50 Dulles Park and Ride From: Loudoun County To: Loudoun County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$200 \$800 \$1,500	0 0 0	0 0 0	0 0 0	0 0 0	\$2,000 \$500 0	Fed - AC Fed - CM	80% 80% 20%
	Reason for Amendment: Construct Dulles Park and Ride on Route 50. Air Quality: New project and adds \$200K to PE in FY08, \$800K to RW in FY08, and \$1,500K to CN in FY09 using Federal AC and CMAQ funds. Project is categorically exempt from an air quality conformity analysis.												
VDOT Secondary													
85428	Facility: Reconstruct and Widen Existing Bridge From: over Sycolin Creek To: Loudoun County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$145 \$100 \$989	0 0 0	0 0 0	0 0 0	0 0 0	\$1,070 \$164 0	Fed - BR Fed - AC	80% 80% 20%
	Reason for Amendment: Reconstruct and widen existing bridge and approaches over Sycolin Creek. Air Quality: New project and adds \$145K to PE in FY08, \$100K to RW in FY08 and \$998K in FY10 CN using Federal BR and AC funds. Project is categorically exempt from an air quality conformity analysis.												
80347	Facility: Rte 621 Widen to 4 Lanes From: Rte 234 Business To: Rte 234 By Pass Jurisdiction: Prince William County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$2,859 0 0	0 0 0	0 \$7,289 0	0 0 0	0 0 0	\$10,148	Fed - RSTP	80% 20%
	Reason for Amendment: Widen Rte 621 to 4 lanes within cited limits. Air Quality: New project and adds \$2,859K to PE in FY08 and \$7,289K in FY09 RW using Federal RSTP funds. Project is included in 2005 CLRP quality conformity analysis tables, page 32.												
86514	Facility: Redesign Intersection on Lonsdale Road From: at Lonsdale Court To: Fairfax County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$123 0 0	0 0 0	0 0 0	0 0 0	0 0 0	\$439	Fed - HSIP	80% 20%
	Reason for Amendment: This HSIP project will shift the median to right and install left turn signal lanes in front of each other. Air Quality: New project and adds \$123K to PE in FY08 and \$316K in FY10 CN using Federal HSIP funds. Project is categorically exempt from an air quality conformity analysis.												
84358	Facility: Rte 621 Construct Roundabout From: at Rte 672 To: Loudoun County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$500 0 0	0 0 0	0 0 0	0 0 0	0 0 0	\$500	Fed - STP	80% 20%
	Reason for Amendment: Construct a roundabout at cited limits. Air Quality: New project and adds \$500K to PE in FY08 using Federal STP funds. Project is categorically exempt from an air quality conformity analysis.												
80348	Facility: Rte 625 Reconstruct and Pave Non Hard Surface Road From: Rte 659 To: 0.6 mile east of Rte 659 Jurisdiction: Loudoun County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$403 0 0	0 0 0	0 0 0	0 0 0	0 0 0	\$348 \$55 0	Fed - AC Fed - STP	80% 80% 20%
	Reason for Amendment: Reconstruct and pave non hard surface road at cited limits. Air Quality: New project and adds \$403K to PE in FY08 using Federal AC and STP funds. Project is categorically exempt from an air quality conformity analysis.												
86670	Facility: Rte 1582 Construct Right Turn Lane From: at Rte 1580 To: Loudoun County	P.E. ROW Const	0 0 0	0 0 0	0 0 0	\$5 0 \$295	0 0 0	0 0 0	0 0 0	0 0 0	\$300	Fed - AC	80% 20%
	Reason for Amendment: Construct right turn lane at cited limits. Air Quality: New project and adds \$5K to PE in FY08 and \$295K to CN in FY08 using Federal AC funds. Project is categorically exempt from an air quality conformity analysis.												

**NORTHERN VIRGINIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

PROPOSED TIP AMENDMENT - 11/2/2007 FY 2007-12
Changes to existing entries are noted in bold.

Agency Project ID	Facility, Location, Description	Phase	Prev	Annual Element FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	Program Total FY 07-12	Funding Source	Funding Shares Fed/State
VDOT Bike and Pedestrian												
71758	Facility: Rte 234 Improve Sidewalks and Handicap Ramps From: Rte 621 (Balls Ford Road) To: Rte 661 (Godwin Drive) Jurisdiction: Prince William County	P.E. Const	\$95 0	\$198 0	0 \$111	0 \$906	0 0	0 0	0 0	\$475 \$242	Fed - AC Other	20% 100%
	Reason for Amendment Describe: Improve sidewalks and handicap ramps within cited limits. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86511	Facility: Rte 1 Install Crosswalk with Flashing Warning Lights From: Highland Lane To: Frye Road Jurisdiction: Fairfax County	P.E. Const	0 0	\$88 0	0 0	0 0	0 0	0 0	0 0	\$88 0	Fed - HSIP	80% 20%
	Reason for Amendment Describe: Construct crosswalk with flashing warning lights within cited limits. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86537	Facility: Bicycle Racks, Lockers and Associated Amenities From: [blank] To: [blank] Jurisdiction: Fairfax County	P.E. Const	0 0	\$20 0	0 \$180	0 0	0 0	0 0	0 0	\$200 0	Fed - CMAQ	80% 20%
	Reason for Amendment Describe: Install bicycle racks, lockers, and associated amenities. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86574	Facility: Bicycle Safety Improvements at Intersection & Trails From: [blank] To: [blank] Jurisdiction: City of Alexandria	P.E. Const	0 0	\$30 \$150	0 0	0 0	0 0	0 0	0 0	\$180 0	Fed - RSTP	80% 20%
	Reason for Amendment Describe: Construct safety improvements at various intersection and trail locations. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86580	Facility: Pedestrian Improvements to South Pickett Road From: [blank] To: [blank] Jurisdiction: City of Alexandria	P.E. Const	0 0	\$10 \$110	0 0	0 0	0 0	0 0	0 0	\$120 0	Fed - RSTP	80% 20%
	Reason for Amendment Describe: Construct safety improvements at the intersection of Edsall Road and South Pickett Road. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86585	Facility: Shared-Use Path - Study only From: Telegraph Road To: Mount Vernon Jurisdiction: City of Alexandria	P.E. Const	0 0	\$500 0	0 0	0 0	0 0	0 0	0 0	\$423 \$79	Fed - RSTP Other	20% 100%
	Reason for Amendment Describe: Determine the requirements for shared use paths in City of Alexandria. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86614	Facility: Pedestrian and Bike Improvements From: Elden Street To: [blank] Jurisdiction: Town of Henndon	P.E. Const	0 0	\$25 0	0 0	0 0	0 0	0 0	0 0	\$25 0	Fed - CMAQ	80% 20%
	Reason for Amendment Describe: Construct pedestrian and bike improvements on Elden Street. Air Quality Project is categorically exempt from an air quality conformity analysis.											
VDOT Safety												
86627	Facility: HSIP Proactive Safety Projects From: [blank] To: [blank] Jurisdiction: Prince William County	P.E. Const	0 0	\$172 \$1,260	0 0	0 0	0 0	0 0	0 0	\$1,432 0	Fed - HSIP	80% 20%
	Reason for Amendment Describe: Construct HSIP safety projects in Prince William County. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86628	Facility: HSIP Proactive Safety Projects From: [blank] To: [blank] Jurisdiction: Fairfax County	P.E. Const	0 0	\$479 \$3,509	0 0	0 0	0 0	0 0	0 0	\$3,988 0	Fed - HSIP	80% 20%
	Reason for Amendment Describe: Construct HSIP safety projects in Fairfax County. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86668	Facility: HSIP Proactive Safety Projects From: [blank] To: [blank] Jurisdiction: Loudoun County	P.E. Const	0 0	\$92 \$675	0 0	0 0	0 0	0 0	0 0	\$767 0	Fed - HSIP	80% 20%
	Reason for Amendment Describe: Construct HSIP safety projects in Loudoun County. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86660	Facility: HSIP Proactive Safety Projects From: [blank] To: [blank] Jurisdiction: City of Alexandria	P.E. Const	0 0	\$71 \$510	0 0	0 0	0 0	0 0	0 0	\$569 0	Fed - HSIP	80% 20%
	Reason for Amendment Describe: Construct HSIP safety projects in City of Alexandria. Air Quality Project is categorically exempt from an air quality conformity analysis.											
86662	Facility: HSIP Proactive Safety Projects From: [blank] To: [blank] Jurisdiction: Arlington County	P.E. Const	0 0	\$84 \$520	0 0	0 0	0 0	0 0	0 0	\$704 0	Fed - HSIP	80% 20%
	Reason for Amendment Describe: Construct HSIP safety projects in Arlington County. Air Quality Project is categorically exempt from an air quality conformity analysis.											

**NORTHERN VIRGINIA
TRANSPORTATION IMPROVEMENT PROGRAM
CAPITAL COSTS (in \$1,000)**

PROPOSED TIP AMENDMENT - 11/2/2007

FY 2007-12
Changes to existing entries are noted in bold.

Agency Project ID	Facility, Location, Description	Phase	Prev FY 07	Annual Element FY 07	FY 08	FY 09	FY 10	FY 11	FY 12	Program Total FY 07-12	Funding Source	Funding Shares Fed/State
VDOT Transit												
85382	Facility: PRTC Western Facility From: To: Jurisdiction: Prince William County	P.E.	0	0	\$1,500	0	0	0	0	\$13,500	Fed - AC	20%
		ROW	0	0	0	\$1,000	0	0	0	0	Fed - CMAQ	80%
		Const.	0	0	0	0	\$11,000	0	0	0		20%
	Reason for Amendment: New project and adds \$1,500K to PE in FY08, \$1,000K to RW in FY09 and \$11,000K in construction using Federal AC and CMAQ funding. Project is categorically exempt from an air quality conformity analysis.											
85372	Facility: Countywide Transit Facilities Study From: To: Jurisdiction: Loudoun County	P.E.	0	0	\$400	0	0	0	0	\$400	Fed - CMAQ	80%
		ROW	0	0	0	0	0	0	0	0		20%
		Const.	0	0	0	0	0	0	0	0		
	Reason for Amendment: New project and adds \$400K to PE in FY08 using Federal CMAQ funding. Project is categorically exempt from an air quality conformity analysis.											

Note: The following funding definitions apply:

1. Fed BR is Bridge Replacement funds
2. Fed AC NH is advanced construction of NH funds
3. Fed STP is Surface Transportation Program funds
4. Fed DEMO is Federal Demonstration funds
5. Fed HPO is TEA-21 High Priority

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Christopher Zimmerman, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Update on Regional Air Quality (Agenda Item 7.C.)

DATE: November 1, 2007

| This memorandum is intended to provide the NVTa with a brief update on regional air quality activities.

The US Environmental Protection Agency (EPA) has designated the Metropolitan Washington region a nonattainment area for the National Ambient Air Quality Standards (NAAQS) for ground level Ozone and Particulate Matter 2.5 microns or less (PM_{2.5}). The deadline for the region to demonstrate attainment of both the standards is 2010. The states in the Metropolitan region and the District of Columbia (D.C.) are required to submit a State Implementation Plan (SIP) on how the standards will be attained by the deadline. The following is a summary of recent activities:

- The Ozone SIP was due to the EPA by June 15, 2007. On May 23, 2007, the Metropolitan Washington Area Quality Committee (MWAQC) approved an ozone SIP for the states and D. C. to submit. The states and D.C. submitted the ozone SIPs prior to the June 15, 2007, deadline.
- This ozone SIP establishes new mobile source emissions budgets for 2008, 2009 and 2010 to be used in transportation conformity analyses. These new budgets are lower than those included in an earlier one-hour ozone SIP. These new emissions budgets for transportation conformity become applicable once the EPA finds the emissions budgets adequate for use in conformity analysis. Such an adequacy finding is anticipated by the end of 2007. Transportation Planning Board (TPB) staff is currently conducting the conformity analysis for the 2007 Constrained Long Range Plan (CLRP) and FY 2008-2013 Transportation Improvement Program (TIP) and will use these new budgets. This analysis should be complete by November 2007.
- A PM_{2.5} SIP is due by April 5, 2008. MWAQC is currently developing this SIP, and its proposed schedule projects holding a public hearing on the Draft SIP in February 2008 and MWAQC's approval of the final SIP in March 2008.

Mr. Christopher Zimmerman, Chairman
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On a related air quality matter, the Metropolitan Washington Council of Governments (COG) has established a Climate Change Task Force to review the amount of greenhouse gases (GHG), particularly carbon dioxide, generated by the region, and consider ways to reduce these emissions. Local jurisdictions of the region are participating in this effort via their membership at the COG. The Task Force is currently engaged in discussions to understand the magnitude of the problem in this region and what actions the region could take to meet the challenge of reducing GHG in the future. As part of these deliberations at the Task Force, the current and estimated future GHG contributions from transportation sector has been estimated by the TPB. Contributions from the other non-transportation sectors are expected to be developed.

JACC members and I will be available at the Authority meeting on November 8, 2007, to answer questions.

Cc: Members, NVTA Jurisdiction and Agency Coordinating Committee