

Alexandria Transit Company Board of Directors Meeting

Zoom Webinar/Facebook Live
May 12, 2021

Those wishing to speak during the Public Comment period may pre-register on the www.dashbus.com website and join via Zoom. Alternatively, attendees may use the “RAISE HAND 🙋” feature to be recognized for comment.

Electronic Meeting Notice

Due to the COVID-19 Pandemic emergency, this meeting of the Alexandria Transit Company Board of Directors is being held electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3), the Continuity of Government ordinance adopted by the Alexandria City Council on June 20, 2020 or Section 4-0.01(g) in HB29 and HB30, as enacted by the 2020 Virginia General Assembly (Virginia Acts of Assembly Ch. 1283 and 1289), to undertake essential business.

All members of the Board and staff are participating from remote locations through a Zoom meeting. This meeting continues to be held electronically, unless a determination is made that it is safe enough to be held in person at the Alexandria Transit Company Board Room, 3000 Business Center Drive, Alexandria, VA. Electronic access will be provided in either event.

The meeting can be accessed live via Zoom and Facebook, and recordings are posted on YouTube and the DASH website. Public comment will be accepted via Zoom. A Zoom registration link is available on the DASH website, alternatively requests for public comment can be made during the public comment period by utilizing the raise hand feature.

This meeting is being recorded.



Calling of the Role

Alexandria Transit Company Board Members

- David Kaplan, Chairman
- Steve Klejst, Vice-Chairman
- Linda Bailey
- Jeff Bennett
- Lawrence Chambers
- Brandi Collins
- Ian Greaves
- Matt Harris
- Jim Kapsis
- Hillary Orr
- Ajashu Thomas

REMINDER!

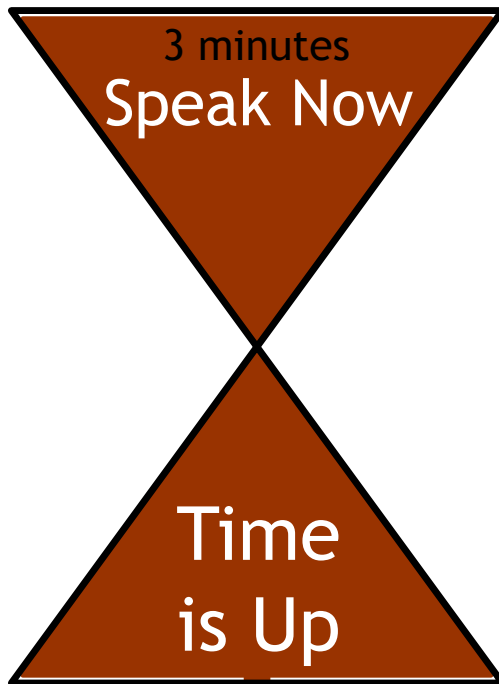
Public Meeting Laws:

- **Board member video must be on** while deliberating topics, hearing public comment, and always when “present” during the meeting.
 - Members with muted video are considered away from the meeting (i.e. restroom break) and cannot participate in deliberations during such time.
- All comments are recorded and made a part of public record.
- Attendees are unable to interact with Board Members outside of the designated Public Comment Periods; however, **feedback, compliments, complaints or any comments are welcome anytime** at: DASHBus@alexandriava.gov

Public Comment Period

Those wishing to speak during the Public Comment Period may pre-register at www.dashbus.com/0414ATC and join via Zoom.

Alternatively, attendees may use the “RAISE HAND” feature to be recognized for comment.



- All speakers must connect via Zoom
- You may click “RAISE HAND 🖐️” to request to speak, please leave your hand up until called upon.
- Timer will automatically announce when 3 minutes have expired.

Review and Consideration of Approval: Meeting Minutes

May 12, 2021 Minutes

Chairman's Report

David Kaplan, Chairman

T&ES Report

ATC Board Update - June 9, 2021

Commuter Choice Program

At the Northern Virginia Transportation Commission's June 3 meeting, Commissioners endorsed the staff recommendation to fund all FY22-23 I-395 Commuter Choice proposals, including DASH's two applications for increased service on lines 35 and 36, totaling \$9.4 million over 2 years.

Duke Street Transitway

The Duke Street Transitway project is a planning and design study to determine the future of Duke between the Landmark Mall site and King Street Metrorail station. Between June 21-27, the planning process will begin with "Duke Street IN MOTION Week." This will include an online webinar explaining the project on June 23rd, and an online survey that will be open through mid-July, and in-person pop-ups at bus stops, apartment buildings, retail locations, and community areas like parks. "Duke Street IN MOTION Week" will mark the beginning of a four to six-month visioning process for Duke Street, which will inform the development of alternatives. These alternatives will then be further refined into a final proposed alternative. This entire process will be a 12 to 18-month public engagement effort to improve Duke Street for all users. The updated website will go live on June 9.

T&ES Report

ATC Board Update - June 9, 2021

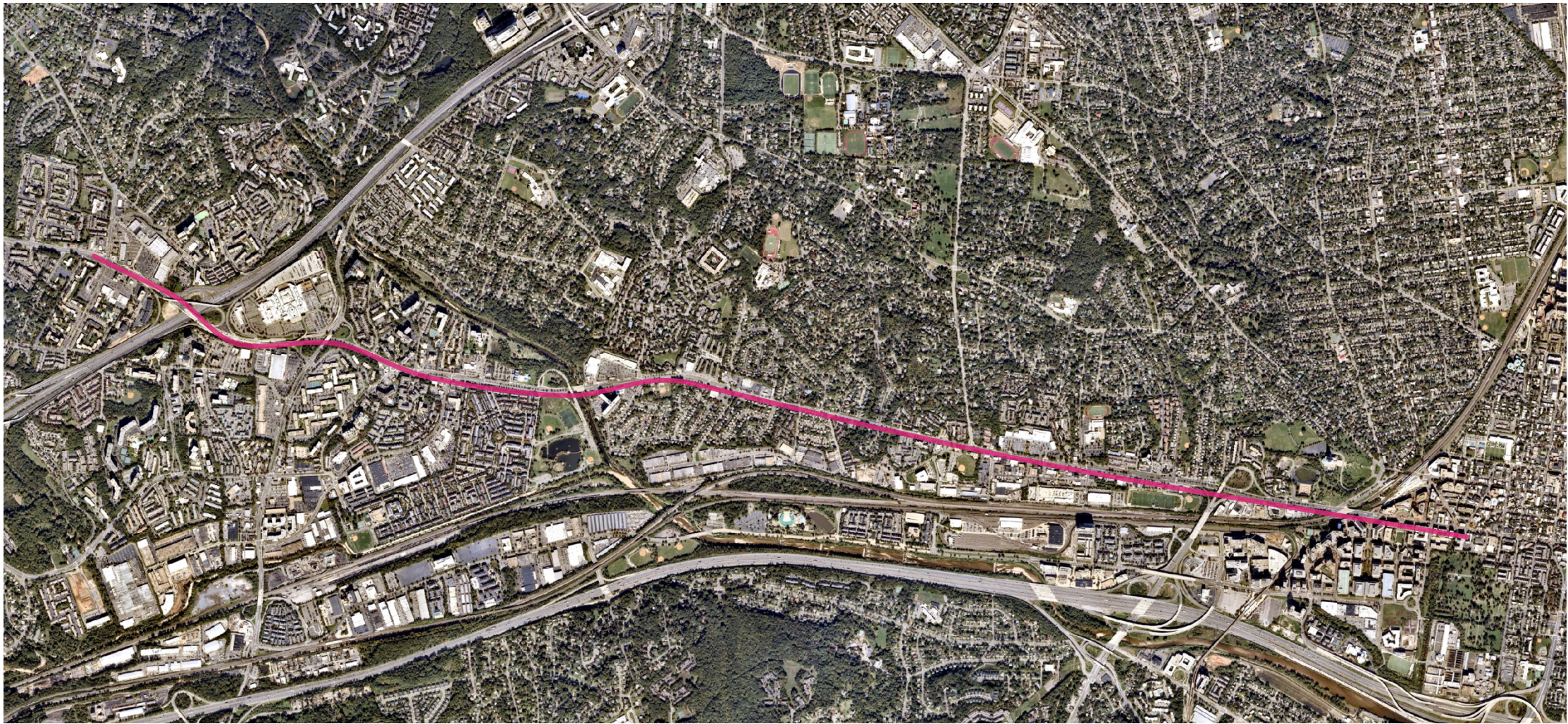
WMATA

On June 2, the WMATA Finance Committee conducted a work session to discuss potential fare and service changes for September and beyond. WMATA staff are proposing a frequent bus service 12-minute network on high ridership routes and a consistent 20-minute network on additional lines. In Alexandria, this would result in a 94% increase on the 28A upon inclusion in the 12-minute network (the route is being modified as part of the ATV network) and a 26% increase on the 29K/N routes, which are being included in the 20 minute network. Discussion is ongoing about restoring additional routes not planned to run in FY22 or only running with modified or reduced service including the 11Y, 8Z, 21A, and Metroway.

Beginning on [June 6](#), modified peak period service resumed in Alexandria, including the 11C (a modified 11Y to Braddock) and the 21C (a modified 21A and 8Z).

Duke Street BRT Kickoff Project

Mark Schnauffer (Presenter)
ATC Board Update - June 9, 2021



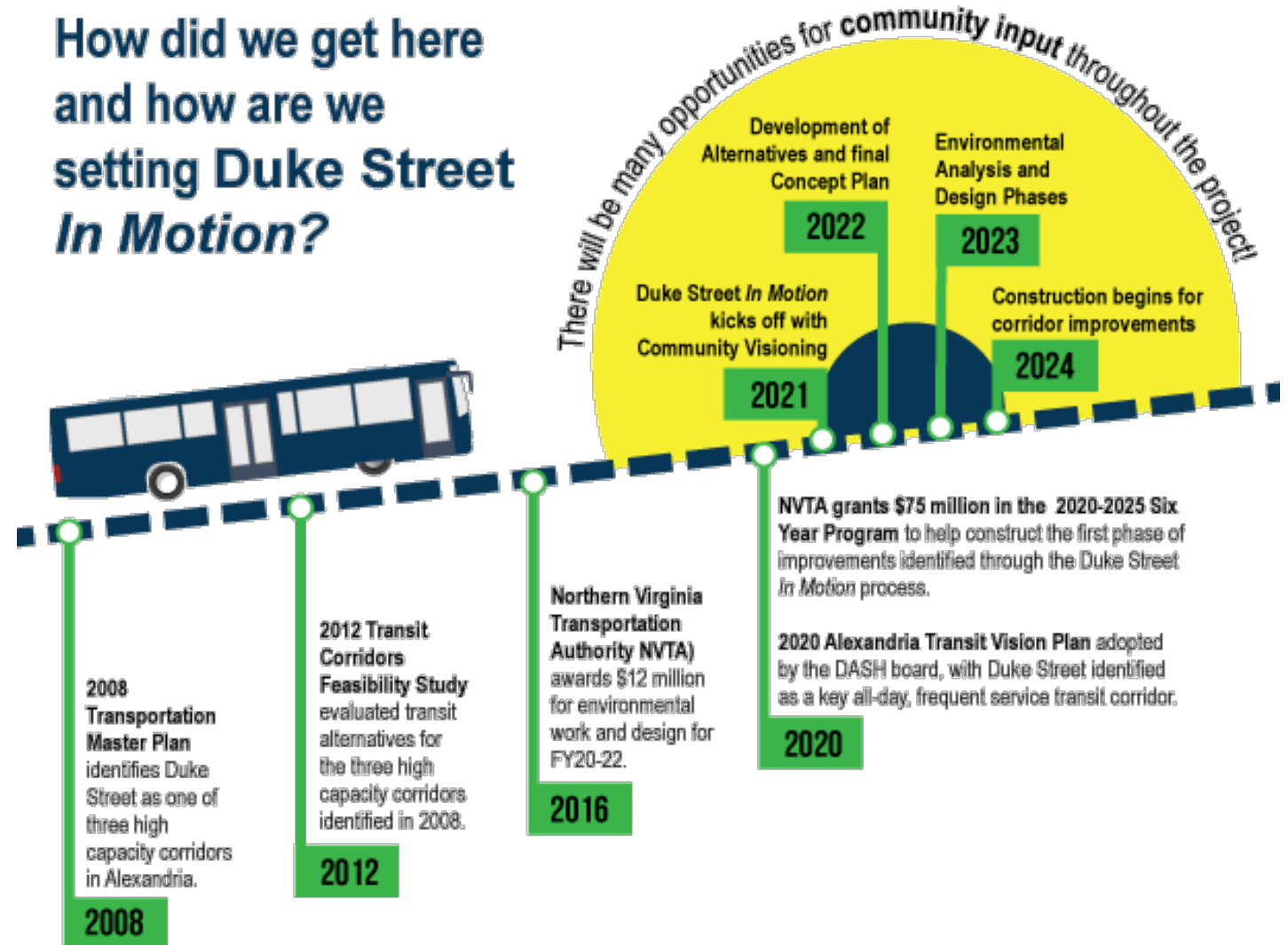
DUKE STREET
IN MOTION

Public Outreach Kick-Off
ATC Board Meeting-June 9, 2021

History of Duke St BRT

DUKE STREET *IN MOTION*

How did we get here
and how are we
setting Duke Street
In Motion?



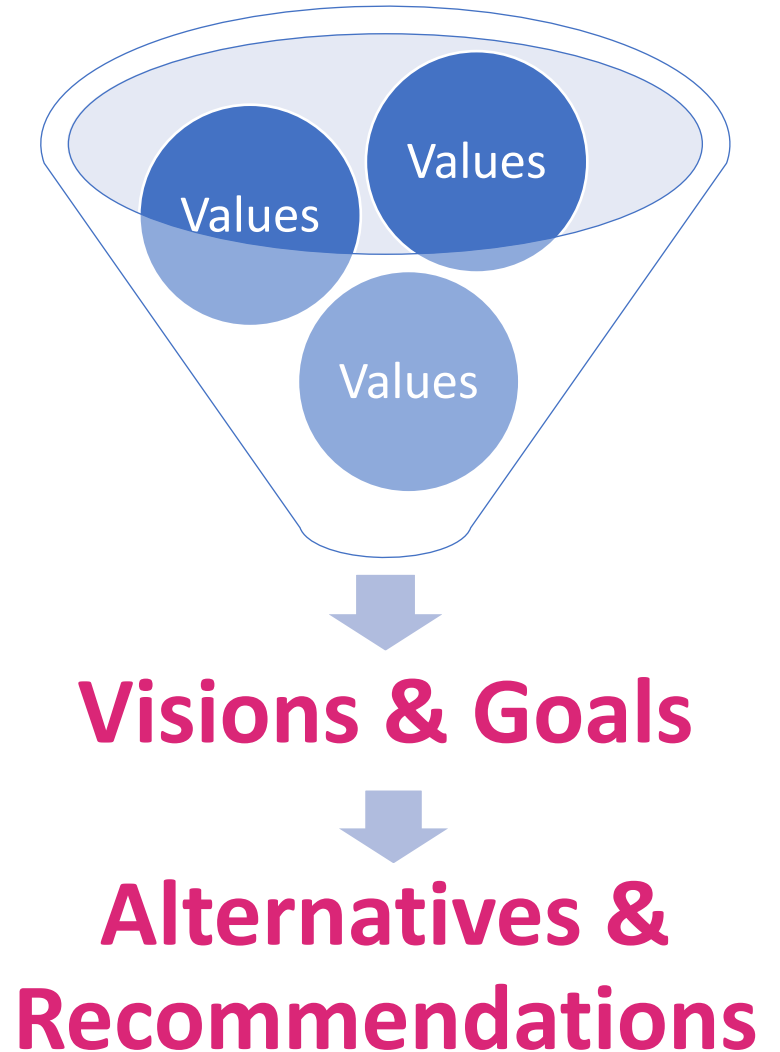
PHASE 1: Community Visioning

- **Goal:** Corridor vision reflective of the needs of entire Duke Street community
- **Multi-phased process:**
 - Phase 1 – Vision for Duke Street
 - Phase 2 – Alternatives
 - Phase 3 – Concept Plan
- **Variety of strategies** - demonstrate willingness to listen and adapt
 - Emphasizing groups that aren't usually represented



PHASE 1: Community Visioning - Purpose

- **Build trust** through awareness, understanding, transparency, and excitement
- **Gather input** related to goals and visions for the corridor
 - Extract values and visions, not specific solutions
 - What is important now and in the future?
 - Concerns



PHASE 1: Community Visioning - Strategies

- **Hybrid** approach
 - Digital and in-person
- **Go to where people are**
 - Physically (bus stops, stores, laundromats, parks, etc.)
 - Online (social media/videos, other meetings)
- **Community leaders and champions**
- **Clear and consistent communication**
 - No jargon
 - Regular communications
 - Community-like street teams
- **Show how** input is used
 - Explicitly tie community visions and goals to development of alternatives

DUKE STREET CORRIDOR WEEK

Create an identity and excitement for this process.

Build trust, visibility, and understanding *through equity-focused community events and pop-ups.*

Coordinate outreach *through media, social media, flyers, email, other City departments, video, etc.*

Gather representative input *through survey and conversations.*



DUKE STREET CORRIDOR WEEK SCHEDULE OF EVENTS

- Bus Stop interviews
- Grocery Stores
- Public parks
- Apartment / condo complexes
- Laundromat

How can you participate?

*Take the survey at
www.alexandriava.gov/DukeInMotion*



WHAT HAPPENS AFTER DUKE STREET CORRIDOR WEEK?

- Focus Groups
- Stakeholder group outreach
- Concept plans
- Plan revision
- Final plans and analysis

Total of 12-18 months, including environmental analysis

QUESTIONS?

DUKE STREET *IN MOTION*

For further information: alexandriava.gov/DukeInMotion

Project Manager: Mark Schnauffer, T&ES Transportation Planning

mark.Schnauffer@alexandriava.gov

Other Board Member Announcements & Reports

General Manager's Reports

Josh Baker, General Manager

- a) COVID-19 Response Update, Recovery Plan and In-Person Board Meeting feasibility for fall
- b) Fare Free Framework Draft
- c) United Against Slavery / Combatting Human Trafficking
- d) Zero Emissions Bus Implementation Study Final Report

General Manager's Reports

COVID-19 Service Update

DASH has moved into the final phase of our reopening plan, as a result of the relaxed restrictions from the Governor of Virginia, the following changes have been implemented effective June 1, 2021:

- 50% of DASH employees must be vaccinated to reopen amenities such as the gym, quiet room, and lounge games.
- 60% of DASH employees must be vaccinated to remove the mask mandate in the facility for vaccinated employees.
- Masks are now permitted to be removed when staff are working in their cubicles (door closed) or private office if alone.
- Social distancing requirements have been rescinded while in the facility.
- Capacity limits have been lifted in the facility.
- In-person meetings are now permissible with a virtual option required for attendees who desire to attend virtually.
- Visitors are now permitted at the facility without restriction.
- Staff who are able and eligible to work remotely are permitted to continue doing so as long as they continue to coordinate with their direct supervisor.

General Manager's Reports

COVID-19 Service Update

Federal requirements remain in effect for masks to be worn when on the bus or at a transit station, regardless of vaccination status.

- At present, workforce vaccination stands at **approximately 38%**.
- All employees who submit their vaccination card by June 4th have been entered into a raffle for one of several \$50 gift cards.
- Any employee requiring assistance or accommodations getting their vaccine is being provided help by the Safety Department.

As of May 24, 2021 DASH became aware of two new positive cases. This brings our cumulative total since the start of the pandemic to 29 positive cases, 28 of which were TMA employees.

This total is out of 245 employees, resulting in an **11.4% positive case rate**.

General Manager's Reports

Fare Free Framework

A draft framework is included in the published Board Packet for discussion, key sections are outlined as follows:

- I. Program Purpose & Goals
- II. Program Funding
- III. Program Conditions
- IV. Program Equipment
- V. Program Outreach
- VI. Program Analysis

General Manager's Reports

United Against Slavery / Combatting Human Trafficking

In February of 2018 the General Manager presented the ATC Board with a proposal to join the U.S. Department of Transportation's pledge to fight Human Trafficking. With unanimous consent by the Board, the GM signed the USDOT's Pledge to join transportation leaders throughout the country in a commitment to employee education, raising public awareness, and measuring the collective impact of the program in speaking out against Human Trafficking.

In accordance with this pledge the GM has announced that DASH is joining the United Against Slavery National Outreach Survey for Transportation Project.

We are proud of this partnership and our continued commitment to fighting modern day slavery.



General Manager's Reports

Zero Emissions Bus Implementation Study Final Report

Presented by Raymond Mui and the Consulting team of WSP



DASH Board Presentation

June 9, 2021

Zero Emissions Bus (ZEB) Implementation Study

Alexandria Transit Company (DASH)



Agenda

1. Introductions
2. ZEB Project Phasing
3. Project Goals
4. Existing Conditions
5. Fleet Projections
6. Charging Infrastructure Overview
7. Facility Expansion Options
8. Cost / Implementation Plan
9. Recommendations

Introductions



Severin Skolrud
ZE Project Manager



Mark Probst
Deputy PM, Lead ZE
Facility Architect



Mike Martin
ZE Facility
Specialist



Phil Jonat
ZE Power
Specialist

ZEB Project Phasing

1. ZEB Implementation Study
 - a. Phase 1: Completed in Spring 2021, Final Report Presentation this evening.
 - b. Phase 2: To be conducted in FY 22. Task may include:
 - Maintenance Assessment
 - Evaluation of Utility Grid Infrastructure and Sufficiency
 - Total Cost of Ownership Analysis
 - Initial ZEB Project Analysis
2. Predesign of DASH Facility Expansion Project
 1. Currently selecting consultant
3. Incorporating ZEB Implementation Study recommendations into Facility Expansion Project

Project Goals

1. Reduce facility design risk as ZEBs begin to phase into the fleet
2. Identify and summarize infrastructure needs and potential impact to expansion
3. Produce solution that works with DASH's \$8.1M budget
4. Focus on 100% ZEB transition by 2037
5. Continue operations at existing facility throughout construction

Existing Conditions



Fleet Projections

	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37
Zero Emission Buses	87	87	87	82	77	77	70	56	56	50	36	15	15	15	15	5	0
Non-Zero Emission Buses	6	14	14	19	30	42	49	63	63	69	83	104	104	104	104	114	119
No. Existing Dispensers	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
No. of Dispensers Needed	0	0	0	4	12	22	28	40	40	40	40	40	40	40	40	40	40

**Procure ZEB only
after 2027**

**100% ZEB
by 2037**

Charging Infrastructure Overview

Low Voltage Transformers

Switchgear

DC Cabinet

Overhead Charger / Pantograph



AC in



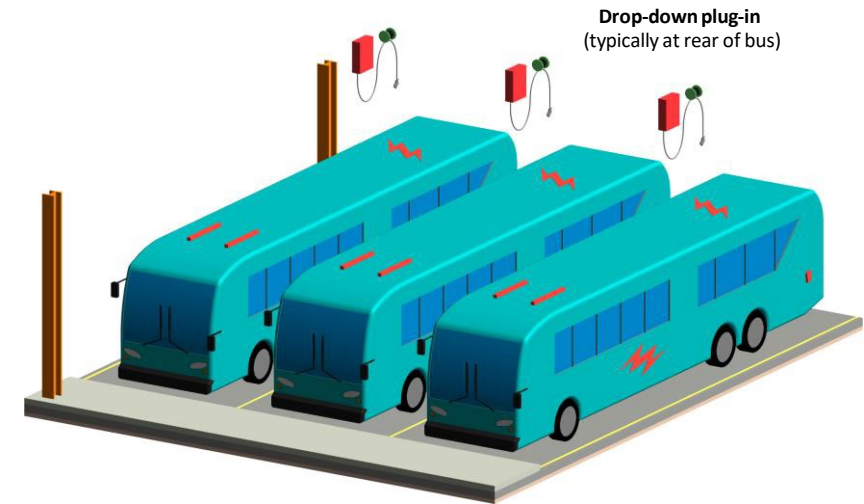
DC out



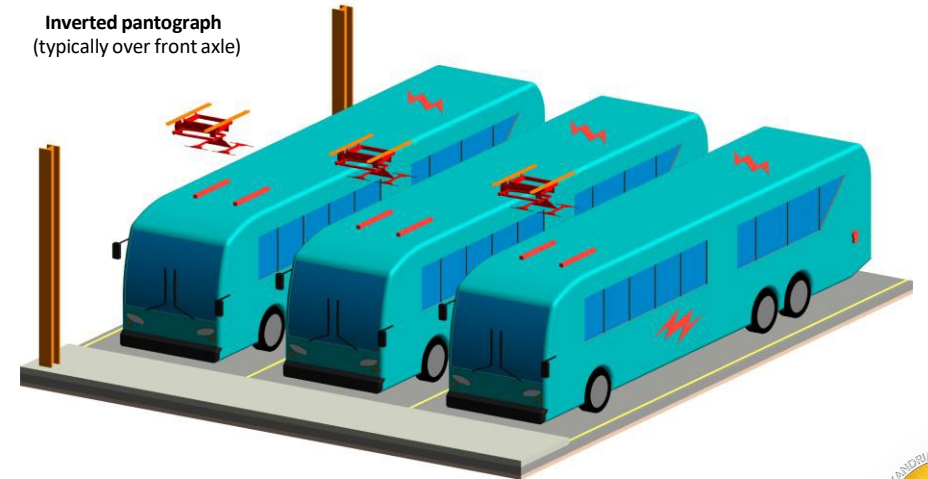
Charging Infrastructure Overview



Ground Mounted Plug-In

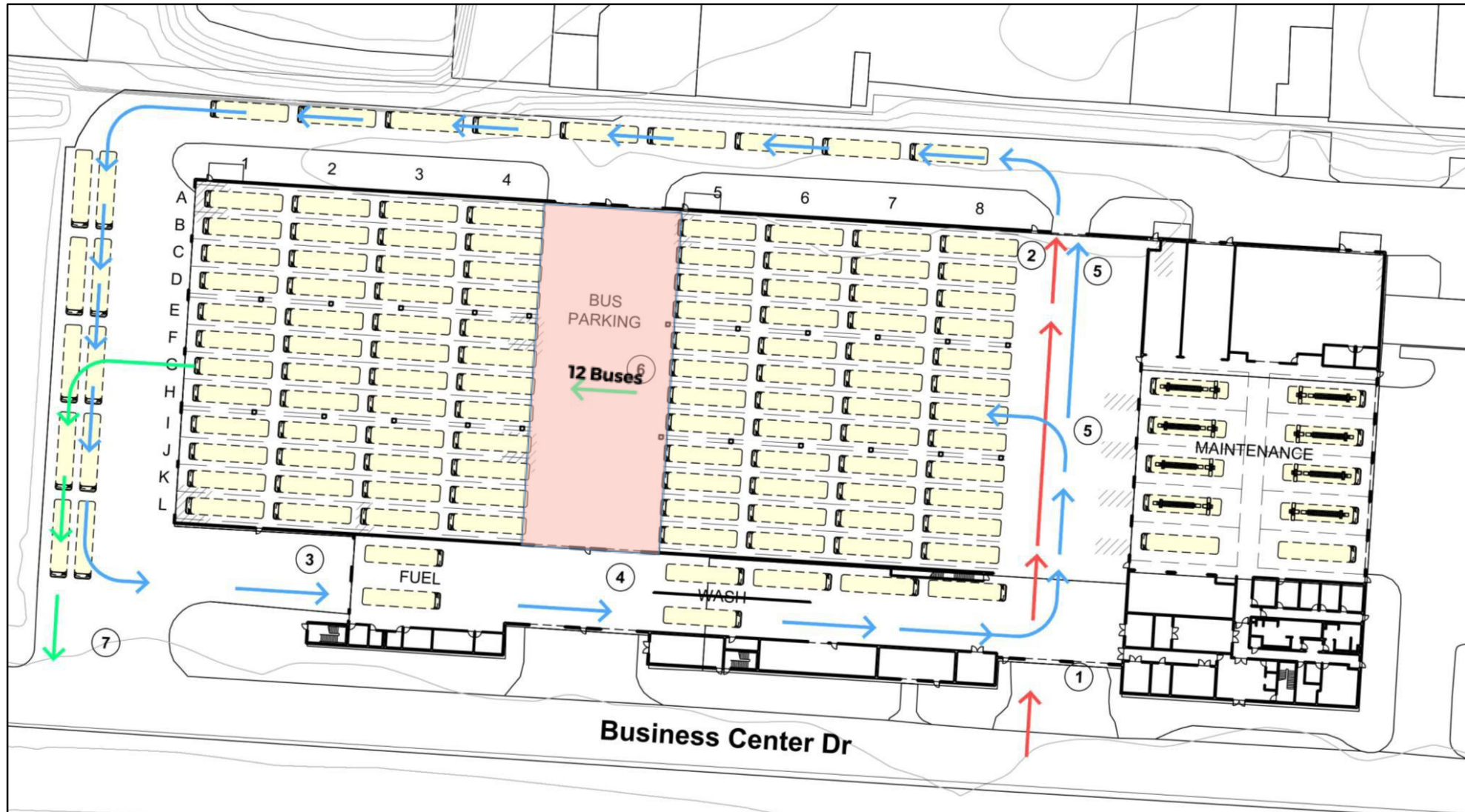


Inverted pantograph
(typically over front axle)



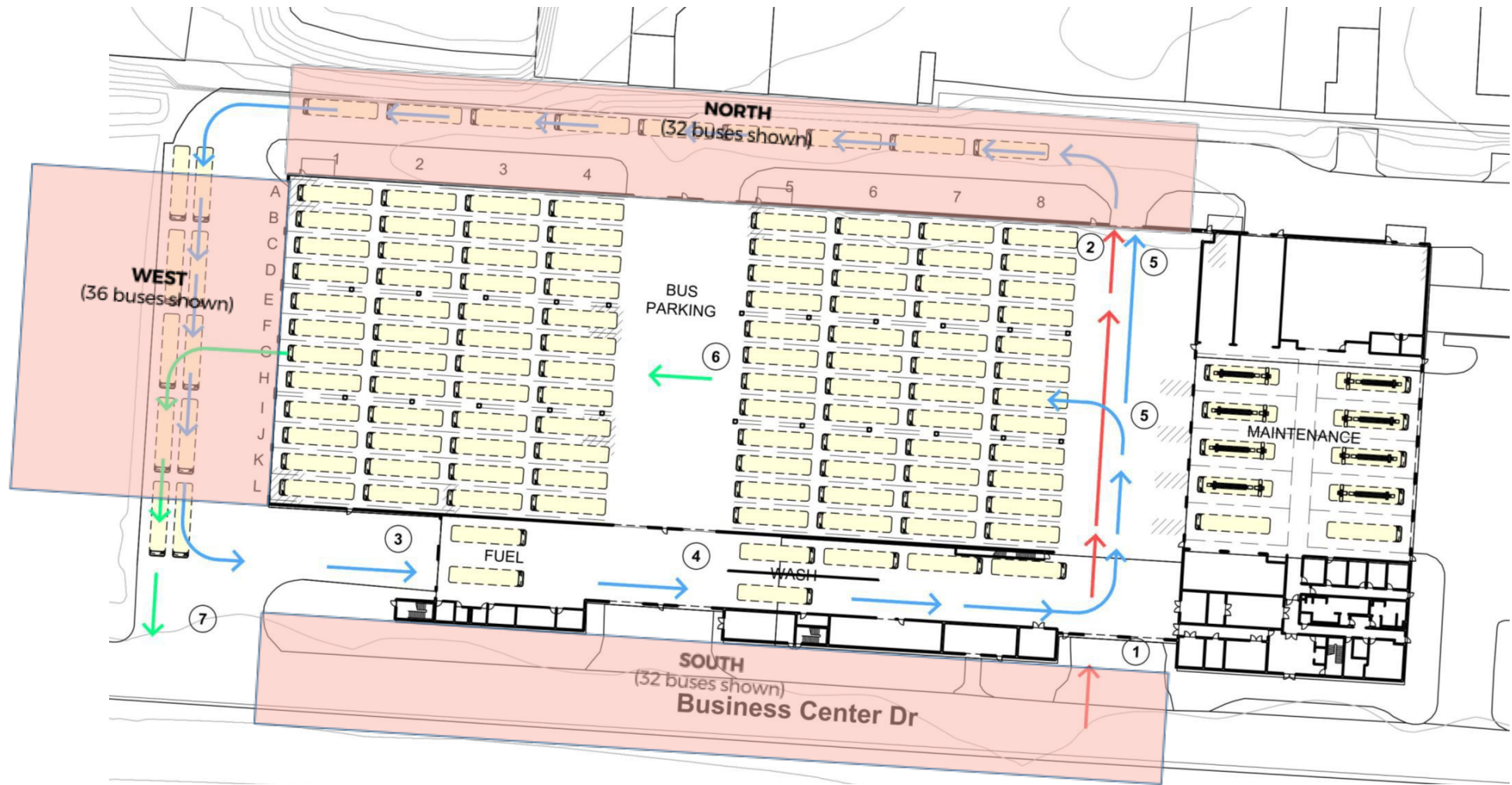
**Overhead
Cord or Pantograph**

Facility Expansion Options



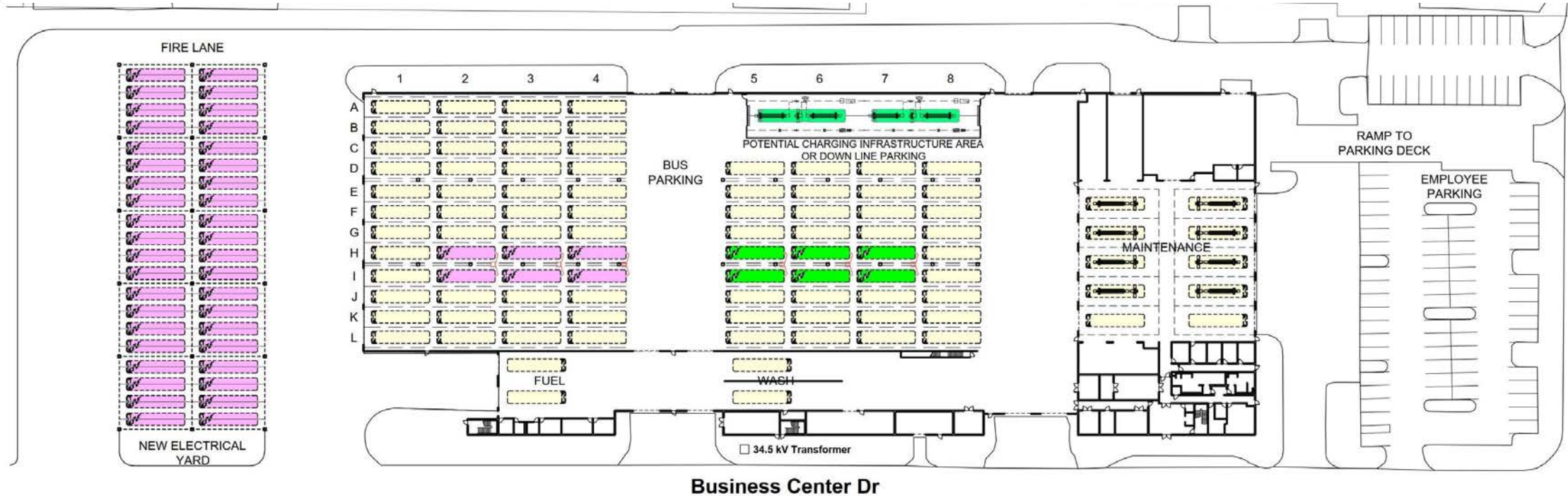
\$0 Capital Cost Expansion Option
Can be combined with other expansion options

Facility Expansion Options



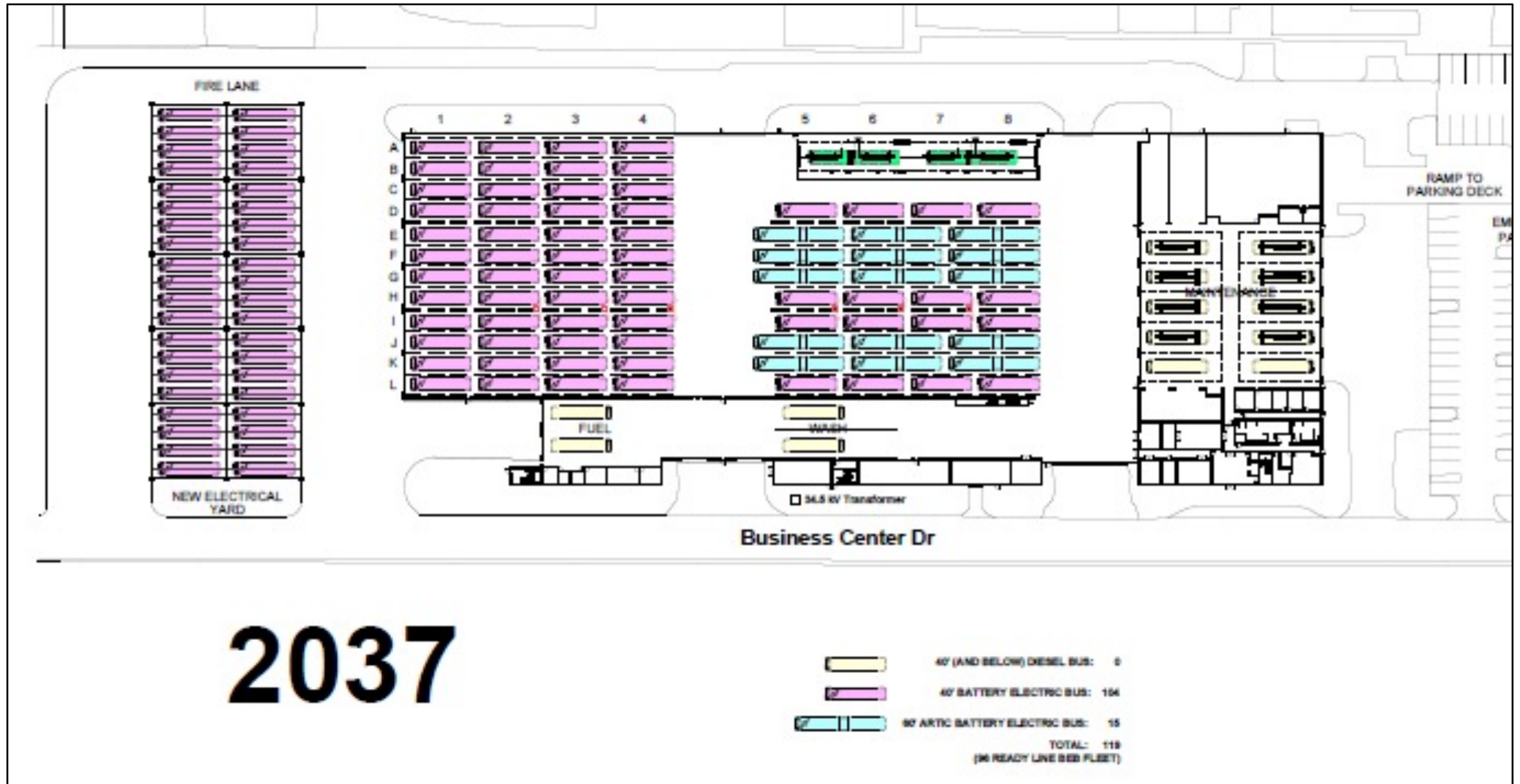
Operational Challenges with Each Option Shown

Recommended Expansion



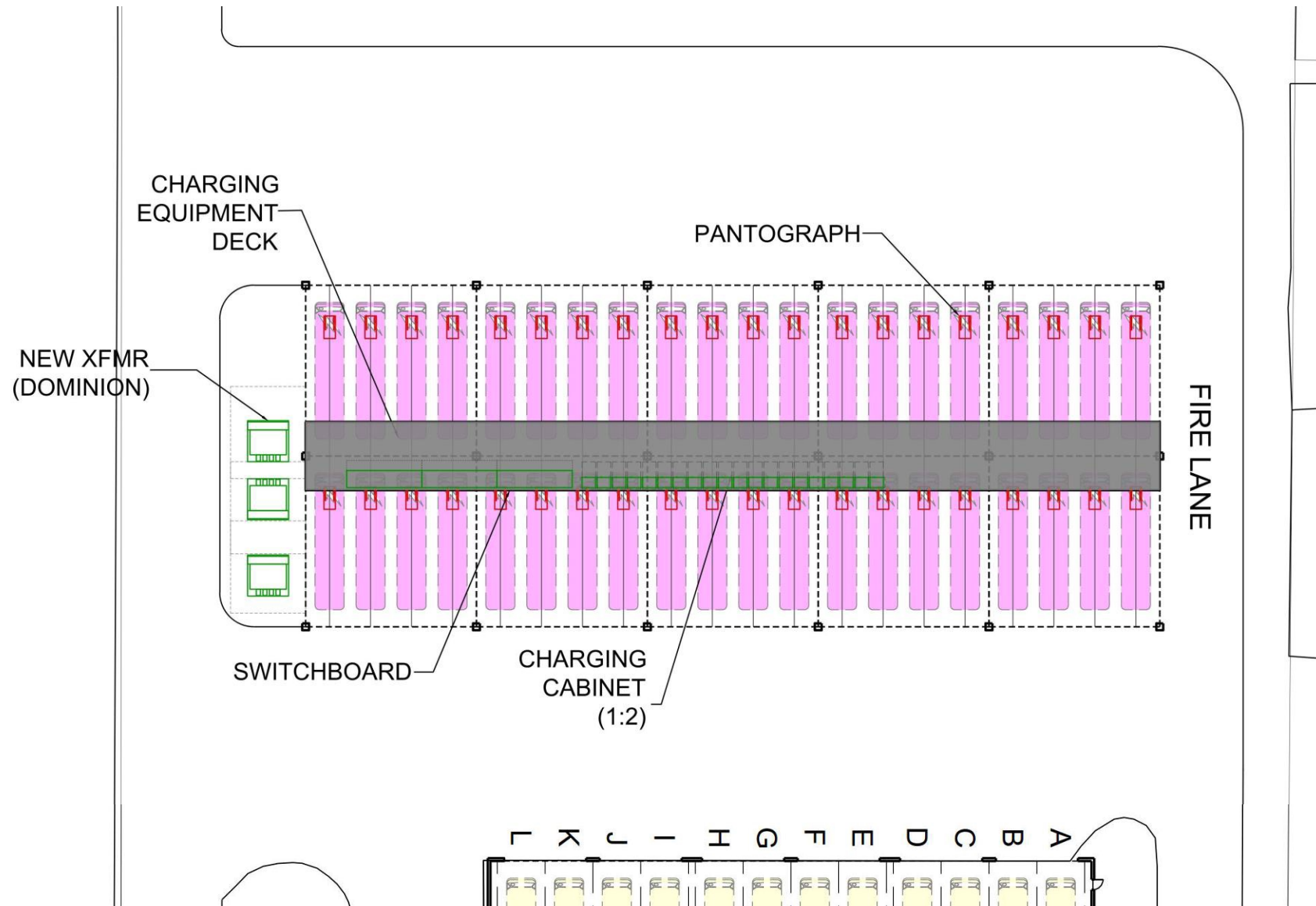
96 forty-foot buses currently + 40 in
expansion = 136 forty-foot VEs (127 needed)

Recommended Expansion

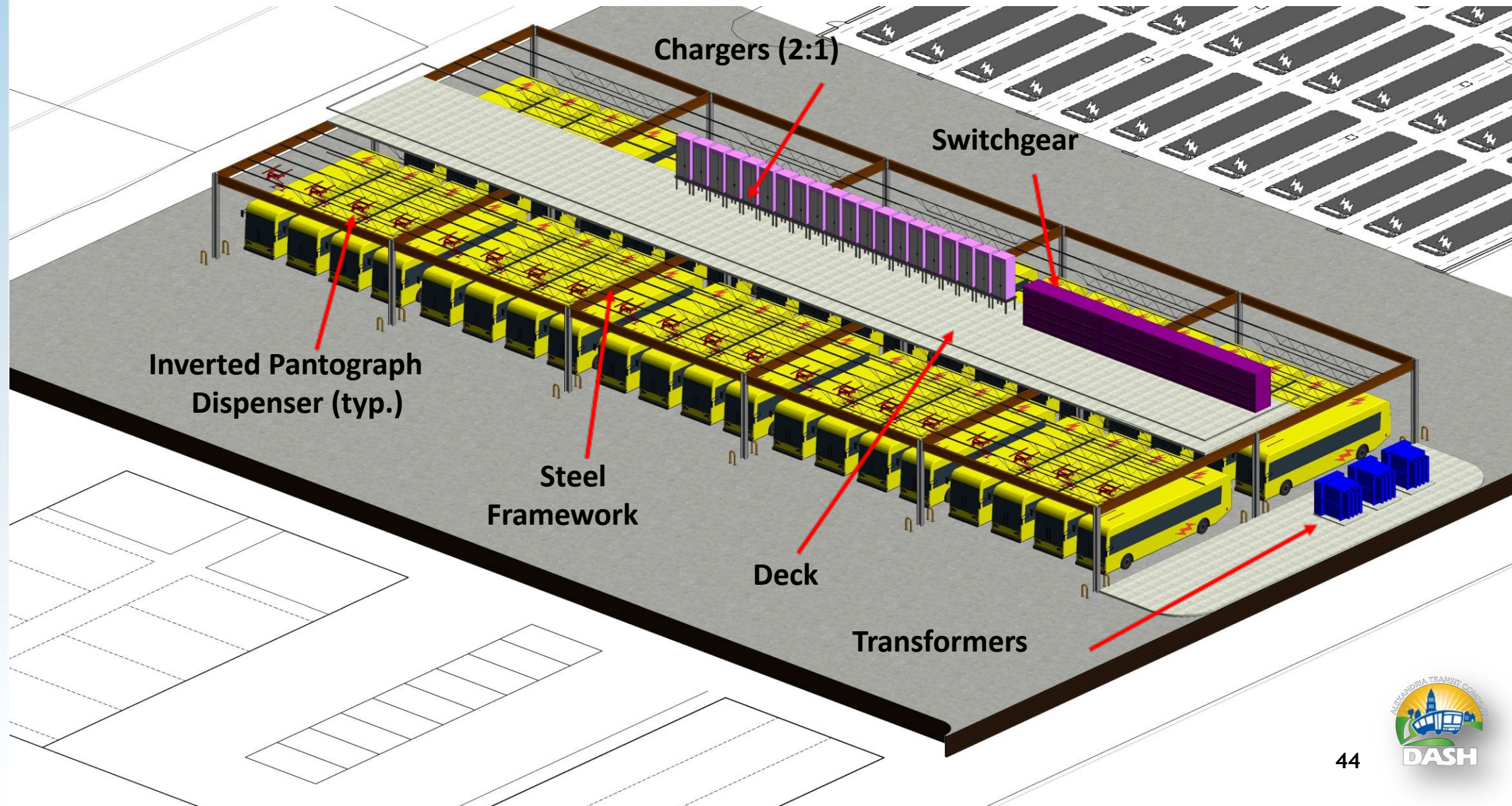


Parking configuration in 2037 with 119 buses
(including 15 articulated buses)

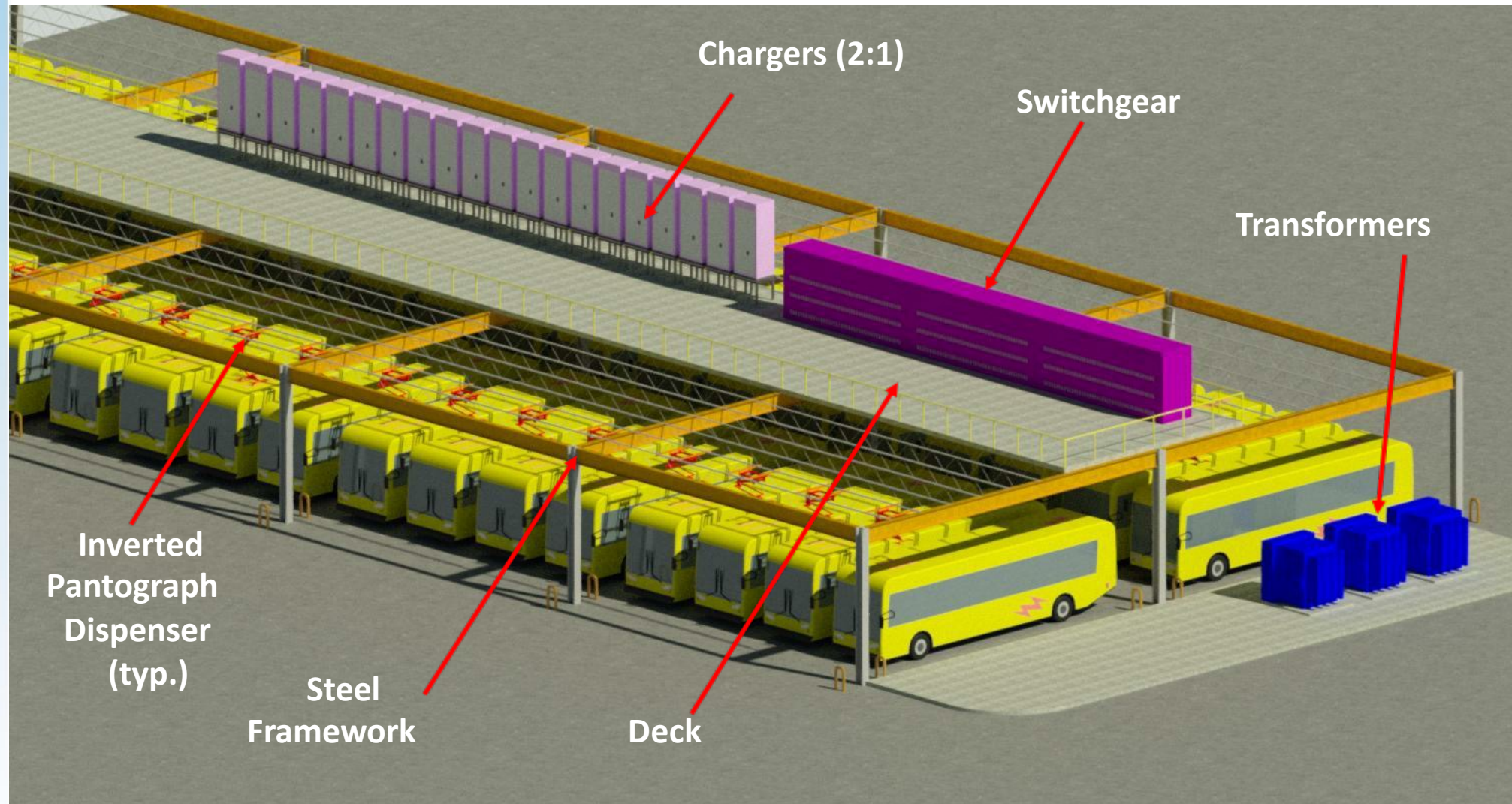
Recommended Expansion



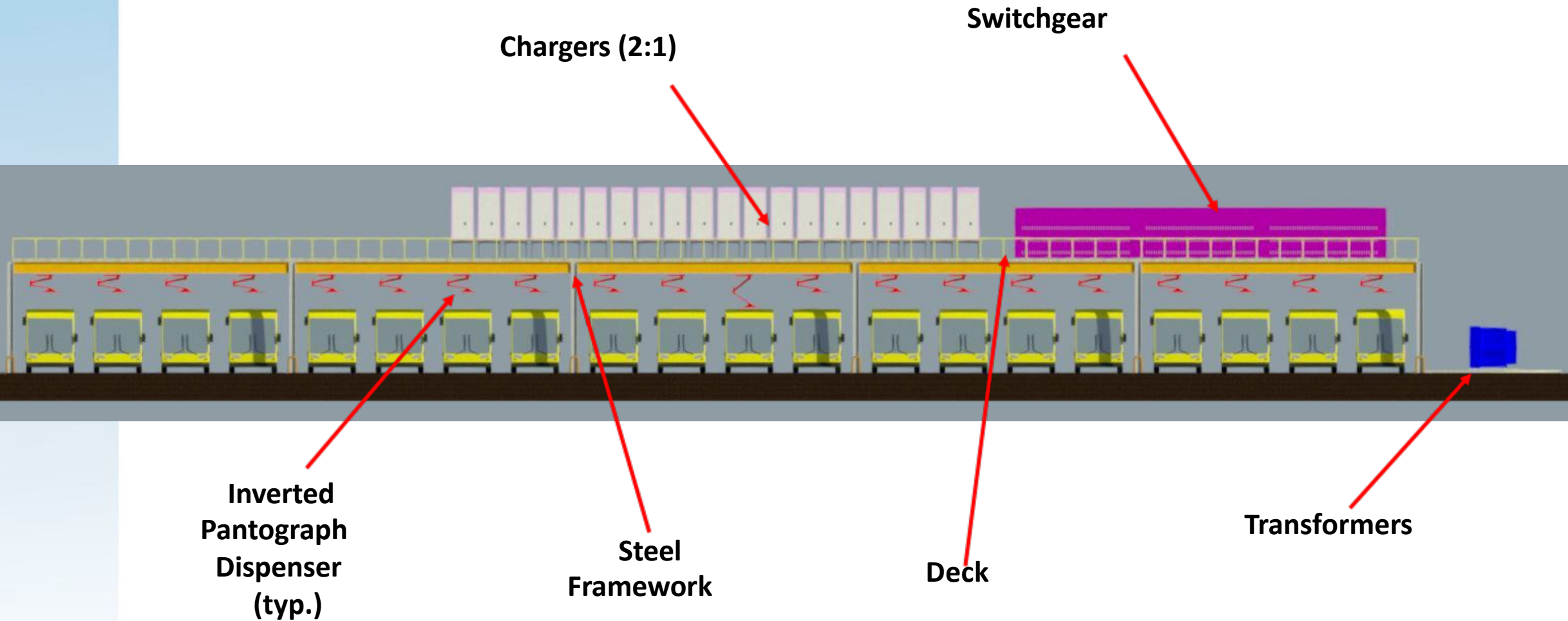
Recommended Expansion Bird's Eye View



Recommended Expansion 3D Detail View



Recommended Expansion West Elevation



Recommended Expansion South Elevation

Inverted
Pantograph
Dispenser
(typ.)

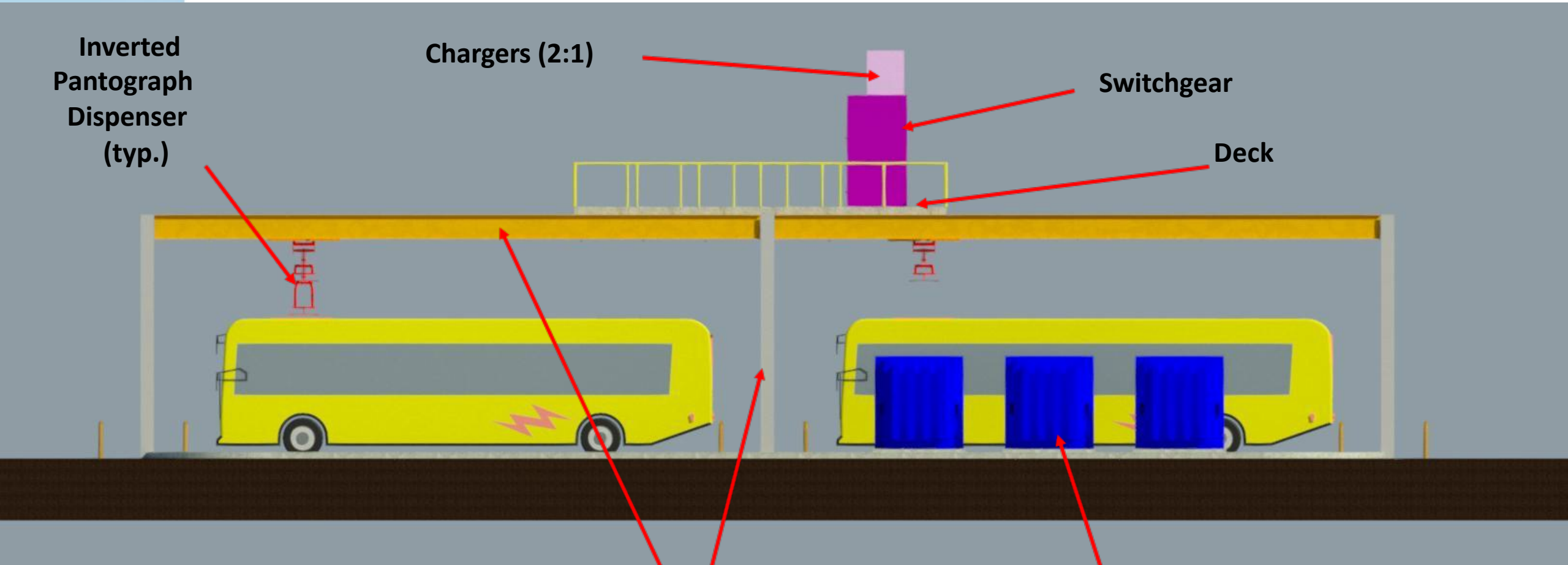
Chargers (2:1)

Switchgear

Deck

Steel Framework

Transformers



Recommended Expansion

OBSERVATIONS

1. Easily scalable
 - a. Could be developed in phases as funds available
 - b. Can maximize use of available funding for Phase 1
2. Lends itself to various project delivery methods
 - a. Design-Bid-Build
 - b. Design-Build
3. Easily adaptable to automated bus yard
4. Makes best use of available space
5. Gives DASH flexibility to take advantage of emerging technology

Planning Level Probable Construction Cost

	40 Charging Dispensers (with full framework)		20 Charging Dispensers (with full framework)	
	Partial Concrete Platform	Full Concrete Platform	Partial Concrete Platform	Full Concrete Platform
Total (see Appendix)	\$ 9,951,433	\$ 10,239,767	\$ 5,823,337	\$ 6,111,671
Allowance for Grading + Drainage *	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Allowance for Lighting + Low Voltage Systems *	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Subtotal	\$ 10,551,433	\$ 10,839,767	\$ 6,423,337	\$ 6,711,671
Construction Contingency 10%	\$ 1,055,143	\$ 1,083,977	\$ 642,334	\$ 671,167
Owner's Contingency 10%	\$ 1,055,143	\$ 1,083,977	\$ 642,334	\$ 671,167
Escalation 3%	\$ 316,543	\$ 325,193	\$ 192,700	\$ 201,350
TOTAL	\$ 12,978,263	\$ 13,332,913	\$ 7,900,705	\$ 8,255,355

* To be verified during next design phase

Recommended

Implementation Plan

- FY 23 Complete Bus Parking Expansion (with 20 charging dispensers)
- FY 24 Complete Maintenance Expansion
- FY 25 Funding required for Additional Charging Capacity
- FY 26 Add Charging Capacity in Bus Parking Expansion (20 dispensers)
- FY 27 Evaluate Platooning / Automated Bus Yard
- FY 28 Funding required for Additional Charging Capacity (if not platooning)
- FY 31 Add Charging Capacity in Existing Bus Parking Area (if not platooning)

Recommendations

1. Use inverted overhead pantograph dispensers
2. Expand BEB charging infrastructure including existing 6 chargers and 12 plug-in dispensers
3. Expand facility as an outdoor / covered space for up to 40 forty-foot BEBs with 12-foot wide spaces
4. Design to accommodate automated bus yard in future
5. Develop 2 maintenance bays to accommodate articulated buses
6. Follow the Implementation Plan (in support of 100% ZEB goal)

Thank You

Financial Reports

Evan Davis, Director of Finance

FY 2021 Year End

- **ATC will finish the year on track with budget.**
 - All CARES Act funds are now transferred, \$1.5M projected remainder will be reclassified as deferred revenue at year end for use in FY22.
- April passenger revenue was slightly above projection as in March.
- Inventory value up roughly \$100k year over year, reflecting strategic stock increase and inflation. Monthly internal audit.

Planning Reports

Martin Barna, Director of
Planning & Marketing

Consideration of Executive Session to discuss Legal and Personnel Matters

All Board Members

- 1. Motion Required: "I _____ (name) hereby move that the Alexandria Transit Company Board of Directors convene an Executive Session for the Purpose of Discussing Legal and Personnel Matters, pursuant to Section 2.2-3711 (A1) of the Code of Virginia."*

Reconvene Public Session, Wrap-Up & Consideration of Adjournment

1. *Motion Required: "I _____ (name) hereby move to reconvene the public meeting of the Alexandria Transit Company Board of Directors."*
2. *Motion Required: "I _____ (name) hereby move to certify that during the Executive Session of the Alexandria Transit Company Board of Directors, only those matters specified in convening the session were discussed, pursuant to Section 2.2-3711 (A1) of the Code of Virginia."*

Next ATC Board of Directors Meeting: **Wednesday, December 9, 2020 @ 5:30pm**

3. *Motion Required: "I _____ (name) make a motion to adjourn this meeting of the Alexandria Transit Company Board of Directors."*

Wrap-Up & Consideration of Adjournment

Next ATC Board of Directors Meeting:
Wednesday, September 8, 2021 @ 5:30pm