

Virginia Department of Rail and Public Transportation

Task Order Proposal for Virginia State Rail Plan and State Resource Allocation Plan

May 31, 2016

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Melissa Myers VCO, VCCO

Procurement Officer

Department of Rail and Public Transportation

600 E. Main St., Suite 2102, Richmond VA 23219

RE: Proposal for Developing the 2016 Virginia State Rail Plan; General Planning Contract

Dear Ms. Myers:

HDR Inc. (HDR) is pleased to provide this proposal to the Virginia Department of Rail and Public Transportation (DRPT) for development of the 2016 Virginia State Rail Plan. Based upon our recent experience working with other State DOTs and the FRA on State Rail Plans and State Freight Plans, as well as our recent work with DRPT, we're confident that we have the resources and the knowledge to complete the 2016 State Rail Plan SRP for the Commonwealth of Virginia that will fulfill the requirements of the Passenger Rail Investment and Improvement Act of 2008 (PRIIA) and the September 2013 FRA guidance, and will position DRPT to pursue federal funding for key rail projects in the State.

We value our history of successfully providing rail planning and engineering services to Virginia and DRPT. We understand that DRPT is focused on maintaining and developing safe and reliable facilities, while remaining fiscally responsible to the public. Through our work together, we have demonstrated our ability to deliver the quality work that Virginians expect, on time and within budget. Selecting HDR for the development of the 2016 State Rail Plan and the State Rail Resource Allocation Plan will provide the following benefits to Virginia:

Experienced management will drive the State Rail Plan forward. Kevin Keller will serve as the Project Manager for this task order. Kevin has led the development of numerous PRIIA-compliant State Rail Plans and has been involved with freight and passenger rail planning for nearly 30 years. Given his experience with Class I railroads and regional and short line railroads, as well as passenger railroads, Kevin is often called upon by FRA and USDOT as a national expert on rail planning issues. Kevin will leverage his national insights to help guide development of the State Rail Plan to meet both national and local requirements to create an enduring rail vision for the Commonwealth of Virginia. Our project management team is further strengthened by our Deputy Project Manager, Eric Nelson. Eric has deep experience working on transit and rail projects in Virginia over the past 10 years. Our management team will organize and lead the tasks to provide the most value to DRPT.

Lessons learned will provide efficiency. HDR has authored more than 30 rail and freight plans and updates for 25 states. Through our experience, we understand what it takes to successfully deliver a State Rail Plan:

Our experience with PRIIA-compliant plans means that we will not be spending your dollars or using your time to learn what the FRA expects. We know and understand PRIIA's requirements and are ready to help DRPT move beyond compliance so the plan is a robust 25-year road map to achieve state goals.

We also understand that the SRP vision cannot be created without effective and meaningful stakeholder engagement. Amanda Lutke will lead our public outreach effort. Amanda has demonstrated her ability to engage decision-making stakeholders and the general public and to work with those groups to come to a collaborative outcome.

The value of an up to date SRP is directly related to the collaborative quality of the relationship with the passenger/commuter, Class I and short line railroads in Virginia. HDR's relationships with the decision-makers at these railroads will allow us to gather honest input from them. We will help DRPT to reach beyond the SRP requirements to identify and define collaborative opportunities for economic development, economic competitiveness, travel improvement, and safety improvement projects; and foster a long-term relationship of trust and mutual benefit.

Our relationship with DRPT will lead to smooth SRP integration. Through our history of working with DRPT, we have proven our ability to meet schedules and have gained a solid understanding of Virginia's transportation system. We understand Virginia's unique challenges and opportunities when it comes to freight and passenger rail. We have an ideal balance of historical and current knowledge, and we will integrate existing data sets to create a unified framework for understanding in the SRP.

The information in this proposal is presented per your Task Order Request for Proposal (RFP) requirements. If you have any questions or require additional information, please call Carey Burch at 804.591.4428 (Carey.Burch@hdrinc.com) or Kevin Keller at 913.638.2571 (Kevin.Keller@hdrinc.com). Thank you for considering us for this important contract. We look forward to continuing to serve DRPT.

Sincerely,



Kenneth E. Aducci, P.E.

Senior Vice President

HDR ENGINEERING, INC.



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01 Introduction

As a provider of freight and passenger rail planning and design services for the Virginia Department of Rail and Public Transportation (DRPT), HDR understands how Virginia's rail system plays an essential role in linking the state's passengers and shippers with destinations and markets throughout North America. The development of a comprehensive Virginia State Rail Plan (SRP) offers DRPT an opportunity to accurately define what the rail system in the state looks like today and what it needs to look like in the future.

The primary purpose of the SRP is to serve as a statewide long-range rail planning document, fully integrated with other state planning initiatives. The SRP will enable Virginia to implement an efficient and effective approach for merging passenger and freight rail elements into the larger multimodal and intermodal transportation framework. The heart of the plan will be a State Rail Vision and a supporting program of proposed public rail investments that will result in quantifiable economic benefits to Virginia. The SRP will incorporate initiatives from the federal and state level, aligning the priorities of Virginia's rail stakeholders. The Plan will provide a vision for integrated freight and passenger rail planning in the state, unifying the common interests of the various stakeholders within Virginia.

In September 2013, the Federal Railroad Administration (FRA) published guidance that provided an explanation of the process to be followed in developing SRPs, the procedure to be followed by the FRA for review and acceptance of submitted SRPs, the standardized SRP format, a list of the minimum SRP rail plan content requirements, and procedural requirements for SRP preparation, as established by the Passenger Rail Investment and Improvement Act of 2008 (PRIIA). As part of developing the SRP, our team will address a variety of different factors as they relate to Virginia, in addition to complying with the requirements under PRIIA. Our proposed approach will go beyond the FRA guidance to create a comprehensive strategic rail planning document that can be used by DRPT, other state agencies, and stakeholders affected by rail transportation activities as well as assist in all state rail project decision making.

Our project team will also differentiate it itself by employing a supply chain focus when describing commodity movements. We will actively engage economic development agencies, regional rail authorities, and existing freight rail transportation professionals to document opportunities and to provide rail education assistance. And finally, we will work closely with Class I railroads on corridor and short line rail access improvements to benefit Virginia's economy.

Of course, our team is also intimately familiar with Virginia's passenger rail initiatives, such as the ongoing work under the DC2RVA project, where we have been assisting DRPT in studying expanded intercity passenger rail service as an important segment of the Southeast High Speed Rail (SEHSR) program. Future planning and tasks that need to be performed under that program will also be featured in the SRP.

We know Virginia.

We understand Virginia's unique freight and passenger rail challenges and opportunities.

Key Project Elements

Based on our previous experience and best practices with SRP development efforts, our approach emphasizes the following key elements:

Comprehensive Stakeholder Outreach: Over the past two decades, many freight and passenger rail components have been addressed for the Virginia state rail system through a variety of different programs and projects (and various stakeholders). Though this input will provide advantages in the preparation of the SRP, it may also create inconsistencies because of ambiguities and differences in priorities. Previous work has not always been based on a common vision of stakeholders' goals. Over the past 20 years passenger and freight patterns and rail operations in Virginia have changed dramatically, and mergers and multimodal operations have changed the industry landscape. Our project team has a proven record of success in working with the various stakeholder groups and reaching consensus that will benefit DRPT and its stakeholders in the development of this SRP.

Focus on Delivery: Our project team will work with DRPT and all stakeholders to address the commonalities of previous work and to define (and refine) these efforts with a view to the future planning horizon of 2040. At the same time, we are fully aware of the budget and schedule constraints under which the SRP must be delivered. To develop the SRP within budget and schedule, and in the context of a broader vision and level of collaboration, stakeholder outreach must be meaningful and conducted smartly, creatively, and efficiently. Our approach combines best practices based on our experience working with DRPT and other successful statewide rail planning efforts, and an outreach process that will allow DRPT to realize a truly comprehensive, collaborative vision for the future of rail in Virginia (both passenger and freight), while at the same time driving decision-making to accomplish immediate goals.

Intermodal Connectivity: The ultimate success of this project is not only to deliver a rail plan that addresses all the requirements outlined by PR11A, but to also view Virginia's transportation system from a holistic perspective and to provide a foundation for future plans, growth, and network expansion. The project team believes that building stakeholder support and consensus is essential when dealing with complex systems.

In addition to addressing individual modes, the SRP will cover the connectivity between these modes to optimize the total transportation system. Optimization must cross all modes of transportation and consider the capacity to move people or freight and also consider the economic return on investments across all modes. This is especially critical as Virginia looks to transportation infrastructure to spur regional economic activity through the provision of efficient, least-cost supply chain alternatives.

Economic Development: We understand how critical it is that the SRP match the various economic development initiatives underway (and future ones) by DRPT and other state agencies. With programs such as the Six-Year Improvement Plan (SYIP), and others, we understand the need for a SRP that supports and includes elements of these programs. We also understand that the SRP process needs to include a discussion of the funding programs that DRPT currently offers rail stakeholders in the state, such as the Rail Industrial Access Program, the Rail Preservation Fund, the Rail Enhancement Fund, the Intercity Passenger Rail Operating and Capital (IPROC) Fund, and grants for public transportation and commuter services administered by DRPT.

The following sections of this proposal provide our proposed approach for performing the scope of services identified in the Task Order Request for Proposal.

02 Approach

Task 1. Preparation of a New State Rail Plan

Our team's proposed approach for the development of a new SRP for Virginia is based on our previous recent experience with similar SRPs including Virginia, Iowa, Kansas, Alaska, Michigan, Wyoming, Massachusetts, Mississippi, Maine, New Hampshire, Louisiana, Texas, Georgia, West Virginia, and Wisconsin—all of which are PRIIA-compliant, and our knowledge gained from working with FRA on the National Rail Plan.

In this section of the proposal, we present a detailed approach that identifies major tasks to be accomplished, along with the specific task deliverables. A project schedule is also presented later in this proposal that shows task completion dates and deliverable due dates. This "work plan" will be used as a scheduling and management tool as well as a basis for progress reporting and invoicing. HDR is currently using this same approach in the development of other state rail and freight oriented development plans.

Draft SRP Preparation and Presentation

HDR will assemble a Draft Virginia State Rail Plan, including an executive summary explaining the purpose of the SRP and that the SRP is compliant with:

- The Passenger Rail Investment and Improvement Act of 2008, Section 303, and as codified in Public Law 110-432
- FRA State Rail Plan Final Guidance of September 2013
- The requirements of 49 USC Section 22102

Final SRP Preparation and Presentation

HDR will assemble a Final Virginia State Rail Plan from the Draft SRP, incorporating the comments from DRPT on the draft plan, for final approval by DRPT. We will also develop a PowerPoint presentation of the Final SRP that details the work undertaken to develop the plan and describes the findings of the plan. We will make up to three (3) presentations to appropriate parties at the direction of the DRPT Project Manager.

The following sections identify the work plan and describe how we will accomplish these requirements.

Subtask 1. The Role of Rail in Virginia's Transportation System

Objective: Illustrate the current and proposed future role of rail in Virginia's multimodal transportation system. Describe how the state is organized to provide political, legal, and financial support to rail development. Ongoing work for other recent-year, rail-related plans will be referenced, as appropriate, in this task and all other Virginia SRP tasks.

- 1.1 Describe the state's goals for the multimodal transportation system and options to maximize integration and efficiency between rail and other transportation modes in Virginia. Discuss how the Virginia SRP will be integrated with the other state plans.
- 1.2 Describe freight and passenger rail transportation's role within Virginia's transportation system, including provision of connections to transit and air modes.
- 1.3 Describe the institutional structure of Virginia's rail program.
- 1.4 Describe state and local agencies involved in delivering rail services.
- 1.5 Describe state authorizing laws and Virginia SRP compliance tasks that document the state's compliance with 49 USC Section 22102, which stipulates eligibility requirement for a long-established FRA rail freight grant assistance program.
- 1.6 Describe Virginia's authority for grant, loan and other financing (e.g. public-private partnerships or PPPs). Specifically, we will note:

- How Virginia has used and/or is using these authorities to obtain funds to support rail programs and projects.
- Virginia’s revenue sources dedicated to rail.
- Rail funding over the past five years.

1.7 Summarize freight and passenger rail services. Specifically, we will provide:

- A summary of operations, recent initiatives, and plans including such documents as environmental reviews required by NEPA, Service Development Plans (SDPs), and studies sponsored by state, regional, and/or local authorities
- A Summary of services, initiatives, and plans of private sector railroads, and connections between rail services and other modes in the Virginia transportation system, to the extent known to DRPT

Subtask 1 Deliverable:

- Technical Memorandum No. 1 documenting the subjects previously described. After one review by the state and incorporation of comments, this technical memorandum will become SRP Draft Chapter 1– The Role of Rail in Statewide Transportation (Overview).

Subtask 2. Existing Conditions of Virginia’s Rail Network

Objective: Provide an overview and inventory of Virginia’s existing rail system as a baseline for planning and decision making; describe the trends that will impact the need for rail in Virginia; and identify the needs and opportunities for passenger and freight rail service in Virginia. We will review the sections of the previous 2013 Virginia Statewide Rail Plan (VSRP) pertaining to the existing rail system to determine what information will need to be developed so that the new SRP fulfills the FRA guidance for Chapter 2 – Virginia’s Existing Rail System.

In the course of this effort, the freight and passenger railroads operating in Virginia will be contacted for details on their operations, needs, and proposed projects.

2.1 Virginia’s Existing Rail System: Description and Inventory - Our team will develop an inventory of Virginia’s railroad infrastructure and operations. We will review and update available data, supplementing as necessary with additional information. The data will be compiled from

Win-win. We have the relationships in Virginia to reach consensus that benefits DRPT and its stakeholders.

information from available sources including railroad operations and fixed plant data, and meetings with railroad officials. The railroads serving Virginia will be the primary data sources and will be consulted extensively. A brief history of railroads in Virginia will be included. This task will encompass the following components:

2.1.1 Describe Virginia’s railroads.

- Virginia Class I freight rail network:
 - Mileage within the state, major interchanges, port and other multimodal connections, and maintenance facilities
 - Descriptions of each railroad subdivision, including route miles, ownership and operating rights, track configuration, allowable speeds, relevant clearance restrictions, signal systems, and description of rail services and markets served
 - Maps documenting each subdivision and major freight facilities.
 - Existence of major main line operations bottlenecks
 - Status of Positive Train Control deployment and other improvement plans
- Virginia Class III (short line) railroad network, including private and any state-owned lines:
 - Mileage within the state, major interchanges, port and other multimodal connections, and maintenance facilities
 - Descriptions of each railroad subdivision, including route miles, ownership and operating rights, track configuration, allowable speeds, relevant clearance restrictions, signal systems, and description of services and trains and markets served
 - Maps documenting each railroad and major freight facilities
 - Existence of major main line operations bottlenecks



- Capacity for handling 286,000-pound car weights
 - Needs and improvement plans
 - Virginia intercity rail passenger (Amtrak) network:
 - Description of service in Virginia
 - Improvement plans
 - Virginia commuter rail network:
 - Description of service in Virginia
 - Improvement plans
 - Virginia tourist railroads:
 - Description of services in Virginia
 - Improvement plans
 - Abandonments and rail-banked lines:
 - Summary of rail-banked corridors and lines abandoned in Virginia during the last 10 years, with description of previous service/owner/operations (date[s] of abandonment and rail banking), and existing use/ownership of the infrastructure
 - Strategic Rail Corridor Network (STRACNET) facilities
- 2.1.2 Describe the major freight and passenger terminals and stations that serve as intermodal connectors, including airports
- For freight terminals, identify commodity handled and capacity.
 - For passenger stations (intercity rail), identify service frequency, station type, local transit connections, parking, and non-motorized access
- 2.1.3 Define service objectives for passenger rail in Virginia
- Minimum service levels by route including frequency and train miles, capacity (seated capacity), projected ridership, and on-time performance
- 2.1.4 Provide a performance evaluation of intercity passenger services
- Utilize metrics established under PRIIA Section 207 which are available to the public, including:
 - On-time performance
 - Passenger train-miles operated
- Operating deficits (subsidies)
 - Identify possible improvements in existing services and potential strategies to achieve these improvements.
 - Recommend analysis of performance issues, as appropriate
- 2.1.5 Describe available and potential public financing for rail projects Identify or provide:
- Current and prospective capital and operating funding resources (relevant, potential, realistic funding sources that might be tapped – including public-private partnerships), public subsidies, state taxation, and other financial policies relating to rail operations and infrastructure development
 - Challenges to Virginia’s investment or involvement in rail transportation as posed by the state’s constitution, laws, or regulations, or by implementation of current or proposed federal regulations
 - Discussion on reasonableness of revenue assumptions
- 2.1.6 Summarize rail safety and security programs in Virginia, including major projects funded under Section 130 of Title 23
- Identify rail accident/incident trends in Virginia in the last 10 years
- 2.1.7 Provide a general analysis of rail transportation’s impacts in Virginia, using base data provided by the STB Waybill Sample 2013 data, Freight Analysis Framework (FAF), and other available sources; to include:
- Economic impacts (quantitative treatment)
 - Estimate the economic impacts of rail freight activity in Virginia emanating from firms providing transportation services and industries that use such services to trade goods. Of these two activities, freight-users generate the most significant impacts.

Key Issue 1 – Bolstering Virginia’s Economic Development

What is our approach?

We understand how critical it is that the Virginia SRP match Virginia’s and surrounding states’ various economic development initiatives, we understand the need for a SRP that supports and includes elements of these programs. We also understand that the SRP process needs to include a discussion of the funding programs that DRPT currently offers rail stakeholders in the state, such as the Rail Enhancement Fund, the Rail Industrial Access Fund, the Rail Preservation Fund, and the Intercity Passenger Rail Operating and Capital (IPROC) Fund.

We’ve helped other states with similar situations.

Economic Development was a key component to the Iowa State Rail Plan and a companion Iowa State Freight Plan assembled by the HDR team. The analysis included elements that are typical to state rail planning, such as commodity and economic impact elements. We went beyond typical efforts and included case studies that provided insight into modal (e.g. rail and truck) preferences for shippers in Iowa. The team gathered input from shippers to find out how and why they make their transportation decisions, which resulted in stronger recommended investments in the State’s rail infrastructure.

- The U.S. Surface Transportation Board’s Rail Waybill freight database will be used to analyze Virginia goods movements. Inbound, outbound, and intrastate commodity volumes and values will be applied, to determine how commodity movements generate direct economic impacts in Virginia. Further, indirect impacts associated with suppliers, and induced impacts associated with the re-spending of income, also will be quantified. Combined, the direct, indirect, and induced types comprise the total economic impacts, with each measured in terms of employment, income, value-added (i.e., Gross State Product), output, and taxes. Impact estimates will be compared to state totals for reasonableness and context.
- Further, resultant impact totals will then be broken down by Standard Transportation Commodity Code (STCC) ton movement (at the 4-digit level) to facilitate impact estimates by rail link that can then be used to provide economic context to project evaluation/prioritization.
- Lastly, the relatively minor economic impacts associated with passenger rail activity (Amtrak intercity and tourist railroads) will be estimated. Such passenger rail impacts will include impacts associated with the provision of passenger rail transport, as well as the impacts associated with out-of-state visitors arriving by rail. Total impact estimates will include direct, indirect, and induced jobs, incomes, plus indirect and induced impacts. Impacts will include private railroad, Amtrak, VRE, and tourist railroad salary and expenditures in Virginia, as available.
- Socio-environmental/livability impacts (qualitative treatment)
 - Assess congestion mitigation, safety impacts including the benefit of freight rail compared to freight on public highways, trade and economic development, energy consumption, land use, air quality/climate change (including potential benefits of cleaner power options), noise, community impacts, PTC impacts, vehicle miles of travel saved, and greenhouse gases reduced
- Rail improvements plans of MPOs and other public sector agencies



2.2 Virginia’s Existing Rail System: Trends and Forecasts - Describe trends and forecasts for demographic, economic, and transportation demand growth in Virginia and for the likely demand for freight and passenger (intercity) rail service, including:

2.2.1 Virginia’s demographic and economic growth factors, including:

- Population growth projections to 2040
- Employment growth projections to 2040
- Personal income growth projections to 2040
- Industrial outlook by sector to 2040

We will coordinate with DRPT on sources referenced for the foregoing projections. Recent-year or ongoing state planning efforts will be referenced, as appropriate.

2.2.2 Freight demand and growth by type of service, e.g. intermodal, commodity, manifest

- Estimate most recent year’s rail freight movements by direction (outbound, inbound, intrastate, and through) and term (tons, carloads, and values) using Waybill Sample data. Directional movements and terms will be summarized by the top two-digit STCC commodity movements. Data presentation will include summary graph for ease of visually identifying important commodity movements and related observations, substantiated with backup tables.
- Identify Gross State Product by industry sector
- Identify freight tonnage by mode and commodity

2.2.3 Passenger travel demand and growth

- Identify projected vehicle miles traveled and passenger miles traveled growth for statewide intercity travel from statewide transportation demand model, if available
- Identify passenger demand by intrastate and regional interstate city pairs from statewide transportation demand model
- Estimate growth in ridership of existing services, in collaboration with Amtrak and VRE

2.2.4 Virginia fuel cost trends over recent years

2.2.5 Virginia rail congestion trends, with input as available from railroads and publicly available sources

2.2.6 Virginia highway and air congestion trends, with input from state highway and airport planners

2.2.7 Virginia land use trends, from publicly available sources

2.3 Virginia’s Existing Rail System: Rail Service Needs and Opportunities

2.3.1 Based on the findings from the above tasks, summarize the key issues, service gaps, improvement needs (including connectivity to other modes), and financial deficits facing the state’s rail system, inclusive of:

- Rail freight services (Class I, II, and III railroads)
- Intercity rail passenger services (Amtrak and VRE)
- Tourist railroad operators

The rail needs will be developed in consultation with the railroads, rail users (freight shippers and passenger rail advocates), and other rail stakeholders (the public, MPOs and economic development agencies) as part of the outreach process and data gathering effort. State funding needs for rail will be identified in consultation with DRPT.

2.3.2 We will identify the opportunities to address those issues, gaps, needs and deficits for freight, intercity passenger, and tourist railroad operations. The rationale and basis for the rail improvements proposed will be presented, including projected shifts in the nature and type of passenger and freight movement and emerging markets.

Subtask 2 Deliverables:

- Six (6) field visits to review Virginia’s railroad network and infrastructure.
- Virginia Rail Network Maps as an interactive geodatabase, with appropriate GIS layers in a DRPT-approved format. These maps will illustrate Class I railroads identifying railroad subdivisions and major facilities and Class III railroads identifying the systems and major facilities for each.
- Virginia Rail Assets Map as an interactive geodatabase, with appropriate GIS layers in a DRPT-approved format. This map will illustrate transload site, rail-served intermodal, and public dock facilities.

GIS maps will be posted on the project website.

Key Issue 2 – Investing in Virginia’s Rail Infrastructure

Investments in Virginia’s rail infrastructure spur economic development. Capital-intensive improvements provide greater access to the state rail network for shippers via new or enhanced facilities (e.g. transloads, intermodal yards, and industry spurs), remedies to capacity bottlenecks on the Virginia rail network (e.g. double track, passing sidings, and yard enhancements), structural upgrades to allow operations of rail cars with heavier car weights (e.g. heavier rail and bridge strengthening), grade crossing safety improvements (e.g. crossing signalization, grade separations, and closures), signal system enhancements (e.g. installation of wayside signals and Positive Train Control), and implementation of improvements to allow for the shared use of freight rail corridors by new passenger rail services.

We’ve already started.

HDR has worked extensively with DRPT to help new freight rail users and economic development professionals be more informed about access to Virginia’s rail network and rail freight shipping benefits, concepts, and practices.

Let’s keep the momentum going.

Through our previous work in Virginia, we have already met with most of Virginia’s rail stakeholders. These stakeholders have already provided valuable insight into their programs’ interests and challenges. We believe there is an opportunity to gain a deeper understanding into both passenger and freight rail needs. We can create a scorecard structured evaluation to look at total volumes, barriers to growth, current condition of bridges, track and other structures, intermodal connectivity and transload options. Additionally, we can host a meeting with the various rail operators in Virginia. The purpose of this would be to talk about rail trends, issues, potential improvements and funding options. Each railroad would be invited to attend a one-on-one private interview to discuss options, resources and suggestions about how to be successful. The output of this effort would be to develop a list of development options for public access. It would also result in a list of projects to be included in long range planning horizons.

Technical Memorandum No. 3 documenting the subjects above. After review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 2 – Virginia’s Existing Rail System.

Subtask 3. Proposed Passenger Rail Improvements and Investments

Objective: Describe the improvements and investments that could address the passenger rail needs of Virginia. A guiding principle in the development of a project list will be the prioritization of options to maximize service integration and efficiency between rail and other modes of transportation in Virginia. We will review information from the 2009 Virginia Rail System Plan and previous passenger rail studies to determine what information is needed to keep the new Virginia SRP in compliance with the FRA guidance for developing Chapter 3 – Proposed Passenger Rail Improvements and Investments. We will develop the necessary information to be included in Chapter 3 of the SRP. This task will be coordinated with the Virginia’s and passenger rail and transit stakeholders.

Under this task, we will interview key staff at Virginia’s Class I and Class III railroads, selected jurisdictions, and other stakeholders and will develop a plan for potential new intercity passenger rail services that reflect the consensus of the agencies and good practices now being implemented in Virginia and other states. The plan will leverage Virginia’s past and present study of expanded intercity passenger rail service to and within the state. DRPT has been working with other states on the Southeast High Speed Rail Corridor initiative, especially North Carolina, to implement intercity passenger rail service from Washington, DC to Charlotte. Phased implementation of service expansions from the Washington, DC area to Richmond, Virginia, is currently being studied by DRPT and HDR.

In addition to conventional intercity passenger rail corridors, other items to be studied will include multimodal terminals; connections between rail, air, and transit; and joint passenger-freight rail improvements for each scheduled station stop. A score card will illustrate passenger connections in each community to bus, light rail, rental car, and walking networks accessible to hotels, businesses, restaurants, education facilities and convention centers. This score card will be shared with all the communities on the passenger rail network, with a station, as a means of benchmarking station services along the passenger corridor. Connection to regional



centers for freight and passenger movement will be examined. Recommendations for commuter rail options (if any) will be included.

In this task, we will:

- 3.1 For the passenger opportunities described in Subtask 2, describe in summary terms – minimally at a program level – all passenger rail proposals under consideration, by corridor, including:
 - New services, including higher speed rail, commuter rail, and tourist rail lines
 - Station improvements at existing rail stations, including non- motorized traffic access
 - Improved intermodal connections to other passenger modes
 - State of good repair projects
 - Rolling stock improvements
 - Opportunities for improved coordinated or integration with freight rail services
 - Unfunded concepts
- 3.2 Distinguish service changes from physical improvements and whether they are improvements or new additions to the existing rail network in Virginia
- 3.3 Organize projects by corridor and type of service (i.e. intercity or commuter or both), and describe how each proposal will address gaps in service, climate change adaptation, and financial deficits identified in Subtask 2.
- 3.4 Identify potential operating subsidies and sources
- 3.5 Reference relevant studies and reports
- 3.6 Describe proposed intercity rail passenger service, including higher speed opportunities. Highlighted for each will be:
 - Potential ridership and revenue, referencing existing modeling work from the statewide ridership model and other sources, as available
 - Conceptual implementation capital costs, operating costs and subsidies, referencing existing studies, as available
 - Funding plans, as available.
- 3.7 Summarize proposed commuter rail passenger service, highlighting ridership, and revenue and costs cited in previous studies.

- 3.8 Describe proposed tourist train service expansion, if any.
- 3.9 Develop strategies for delineating responsibility of operations, safety, and liability of new services on track shared with freight railroads.
- 3.10 Conceptualize economic benefits from and performances measures for proposed passenger rail investments.
- 3.11 Acquire projected related GIS data in shapefile, tabular, or geodatabase format to create maps, analyze data, and create new data layers. We will use Esri ArcGIS software to develop maps and conduct analysis. Data including hard copy maps and formatted layer files and/or map packages will be generated using DRPT standards

Subtask 3 Deliverables:

- GIS-based map showing locations of passenger rail needs in Virginia.
- Technical Memorandum No. 4 documenting the subjects above. After review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 3 – Proposed Passenger Rail Improvements and Investments.

Subtask 4. Proposed Freight Rail Improvements and Investments

Objective: Describe the improvements and investments that could address the freight rail needs of Virginia. A guiding principle in the development of a project list will be the prioritization of options to maximize service integration and efficiency between rail and other modes of transportation in the state. We will review information in the 2013 VSRP to determine what information is needed to keep the new Virginia SRP in compliance with the FRA guidance for developing Chapter 4 – Proposed Freight Rail Improvements and Investments. This task will be coordinated with DRPT’s other planning activities and freight rail operators in the state. For the freight opportunities described in Subtask 2, we will describe in summary terms all freight rail proposals under consideration by railroad company and corridor, to the extent that the requisite information is available.

We will describe the relationship between improved freight transportation (via branch lines and short line railroads) and its impacts on Virginia’s trade and economic

development. We will identify rail transportation-dependent industries and describe that dependency. The measures of dependency will be used to determine the impacts of rail transportation on Virginia's economy. We also will identify and quantify major rail flows over the Virginia rail network in terms of origins, destinations, and commodities. This will include goods traveling between Virginia and import/export ports. We will also identify trends in industry, supply chains, and freight shippers that have an effect upon rail transportation in Virginia. Knowledge of these flows and trends may assist other potential Virginia shippers in identifying potential markets for their products. We will compile a list of active river and deep water port facilities that could potentially apply to Virginia trade and goods movement and promote intermodal connectivity. Most importantly, we will identify potential opportunities for rail service enhancement whereby existing supply chains are not currently cost effective. Our team's recent economic impact studies for South Carolina, Kansas, Mississippi, and Louisiana will serve as a model.

In this task we will:

- 4.1 Distinguish service changes from physical improvements and whether they are improvements or new additions to the existing rail network in Virginia.
- 4.2 Organize projects by railroad company and corridor, and describe how each proposal would address gaps in service, climate change adaptation, financial needs, and options for improvements identified in Subtask 2.
- 4.3 Reference relevant studies and reports, including the ongoing DC2RVA project. Make efficient use of the existing modeling work that has previously been completed and will be provided by DRPT.
- 4.4 Describe how investments in the freight rail network both leverage, and are leveraged by, investments to the highway and transit systems, as well as to river port and air facilities.
- 4.5 Identify opportunities for improved coordination or integration with passenger rail services.
- 4.6 Conceptualize economic benefits from and performance measures for proposed freight rail investments.
- 4.7 Document current and future freight rail traffic flows to, from, and through Virginia. The traffic flows will be described and mapped by commodity and

origin-destination at a level that preserves the confidentiality of the source data. All data used for developing maps for the project will be input into GIS. Key data sources include STB Waybill Sample, Freight Analysis Framework (FAF), and the Brookings Institute Mapping Freight Database.

Subtask 4 Deliverables:

- GIS-based map showing locations of freight rail needs in Virginia.
- Technical Memorandum No. 5 documenting the subjects above. After review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 4 – Proposed Freight Rail Improvements and Investments.

Subtask 5. Co-Mingled Rail Improvements and Investments

Objective: Much of Virginia's rail network includes co-mingled service and, therefore, many projects will not solely benefit either the passenger or freight rail network. Rather, certain investments will benefit both networks. The dual benefits of the freight and passenger rail improvements and investments analyzed in Subtasks 3 and 4, will be described where applicable.

Subtask 5 Deliverables:

- Summary of proposed co-mingled rail improvements and investments, and their potential benefits.

Subtask 6. Rail Service Investment Plan

Objective: Describe Virginia's long-term vision for rail service and its role in the statewide multimodal transportation system. Prioritize the specific projects and programs and identify policies, strategies, and funding necessary to achieve that vision and describe their financial and physical impacts. The State Rail Vision and Goals will be finalized following completion of the outreach activities noted in Task 2.

We will complete the following:

- 6.1 Vision: Describe the state's Final Rail Vision and Goals over a 25-year time horizon. Include a map of the vision for a passenger rail network, including intercity and potential commuter corridors, as well as potential communities where intercity rail stations could be located. The map will depict



opportunities for improved and expanded rail service that relate to the goals and policies described in the plan.

6.2 Program Coordination: Describe how the Final Rail Vision integrates with other transportation efforts, including the Virginia State Freight Plan, other state plans, and State Rail Plans from neighboring states.

6.3 Rail Agencies: Describe planned state rail agency organizational changes and proposed policy or legislative changes and new programs within the 4- and 25-year time horizons (to 2040).

6.4 Program Effects: So as to prioritize individual projects or corridor programs, describe the effects of the passenger and freight rail elements in the 4- and 25-year plans on:

- Virginia’s transportation system
- Public and private benefits that exist and are anticipated with the 4-year and full 25-year plan and the correlation between public funding contributions and the expected public benefits
- Rail capacity and congestion by corridor
- Transportation system capacity, congestion, safety, and resiliency including the individual and combined effects on local transit, highway, aviation, and river-borne modes
- Environmental, economic, and employment conditions, including energy consumption and greenhouse gas emissions
- Distribution of benefits to regions (regional balance)

The program effects of the 4-year program phase of the plan should be described at a project level, while more aggregate corridor level data will be used to describe the program effect of the long range 25-year vision. To assess costs and benefits, consider traditional costs (e.g. capital, credit for residual value, and operations and maintenance) with traditional benefits (e.g. revenue [potentially including taxes], travel time savings, safety improvements, congestion reduction), and wider economic benefits (e.g. passenger/freight capacity improvements, state of good repair, productivity improvement) of providing rail service in a given corridor or network. Projects for the first 4 years will be prioritized by the anticipated costs and benefits. HDR will rely on existing information for

evaluation of specific projects. No new analysis of projects will be conducted absent specific direction from DRPT.

6.5 Passenger Element

We will complete the following:

6.5.1 Describe how passenger rail capital projects were analyzed for their effects on:

- Ridership, passenger-miles traveled, modal diversion from highway and air, revenue and cost associated with existing, 4- and 25-year passenger rail service in the aggregate and broken down by commuter, intercity, and high speed rail projects. The revenue assumptions section will include a short discussion substantiating the likely availability of the 4-year project stream of revenues and the reasonableness of the 25-year revenue/ cost alignment
- Livability, including land use changes and improvements in walkability

6.5.2 Capital Financing Plan: Describe the 4- and 25-year financing plans for capital expenditures associated with the project list including potential funding sources, capital costs required both initially and in subsequent years to maintain a state of good repair costs and to recapitalize as necessary to sustain the initially proposed level of service or higher levels of service. We will rely on existing documentation to describe financing plans. We will:

- Present the estimates for capital expenditures annually in year of expenditure, as available.
- Specify potential funding strategies, e.g., grants, loans, private activity bonds (PABs), public-private partnerships (PPPs), and other finance mechanisms for each project.
- Provide financial data on a year-by-year basis for projects listed in the first 4 years, based on existing documentation, as available. In the outer years, include prospective financial data in an aggregated, more general format.

6.5.3 Operating Financial Plan: Describe the 4- and 25-year financing plan for supporting operating costs associated with any proposed state-financed passenger rail services, including funding sources. We will need to rely on existing documentation.

Key Issue 3 – Integrating the SRP into Virginia’s Network

Integration of rail components into the Virginia’s transportation planning programs, such as the VTrans Multimodal Transportation Plan (VMTP) may require some re-evaluation of the planning process and identification of opportunities to add rail in the modal mix. Refinement of the planning process will result in a multi-modal plan that spans a 25-year planning horizon and complies with FRA requirements.

We make a good team.

Creating a SRP that successfully links the rail and freight planning components into Virginia’s Six-Year Improvement Program will require close coordination with DRPT. We have successfully worked together on many projects, including the ongoing DC2RVA EIS, PE, and SDP. In addition to DRPT, we will coordinate with Virginia’s Planning Districts and Metropolitan Planning Organizations (MPOs). We will identify each region’s issues, goals, performance measures, strategies, future projects, and funding approaches as it relates to rail and freight.

We’ve done it before.

We have integrated several SRPs and Freight Rail Plans into LRTPs for many states, including IA, MA, LA, GA, WY, and TX. The result for each state was an integrated, comprehensive transportation planning document, which enabled each state to more accurately develop their short-term and long-term transportation budget program.

6.5.4 Describe qualitatively the public and private economic benefits that exist and are anticipated with the 4- and 25-year plans and the correlation between public funding contributions and expected public benefits.

6.6 Freight Element

We will complete the following:

6.6.1 Financing Plan: Describe the 4- and 25-year capital financing plans for public and private investments in freight rail (Class I and III railroads) capital expenses associated with the projects and exclusive of operating and maintenance costs. For private freight railroads, we will need to rely on input provided by the freight railroads. We will:

- Provide an operating financing plan for any operating deficits (with funding sources) of any state-owned railroads
- Include capital contributions estimated annually in year of expenditure
- Specify the potential strategy for using grants, loans, PABs, PPPs, or other financial mechanisms for each project.

The foregoing is dependent on private railroad data being made available

6.6.2 Describe qualitatively the potential public and private economic effects that exist and are anticipated with the 4- and 25-year plans and the correlation between public funding and contributions and expected public benefits

6.7 Rail Studies and Reports: Describe existing and needed planning studies to develop corridor service plans for passenger rail (including high speed rail); develop coordinated regional or multi-state rail policies and plans; evaluate freight operations and policies; address economic, environmental or safety topics; or address other related rail topics. List all planned rail studies for the next 4 years, organized by corridor, and provide the following information:

- Title
- Short description of study
- Estimated total cost by year in current year dollars and sources of funding
- Estimated completion date (year and quarter)

6.8 Passenger and Freight Rail Capital Program: Prepare a list of all selected projects organized by



rail corridor for the next 4 years and another list for years 5 to 25 that present the following information by project:

- Title
- Short project description, including needs addressed
- Estimated total capital costs, by year of expenditure
- Non-public involvement and source of funds, including public- private partnerships (if any)
- Non-federal public cost and source of funds
- Federal cost
- Estimated impact, by year, on operating subsidy requirements for the affected service(s); rough estimates can be used for outer years if detailed cost estimate for individual projects are not available

6.9 Other Recommendations: Prepare a list of other recommendations that Virginia can enact to improve rail service.

- Based on the public and stakeholder input received, identify other recommendations that would facilitate improved freight and passenger rail service in Virginia
- Identify policies and strategies utilized by other states, and noted in their state rail plans, as to how they implement new and improved rail services

Subtask 6 Deliverables:

- Virginia Passenger Rail Vision Map
- Technical Memorandum No. 6 documenting the subjects above
- After one review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 5 – The State’s Rail Service and Investment Program

Subtask 7. Public and Stakeholder Outreach Methodology

Objective: This task has three objectives. First is to create and engage a Statewide Rail Steering Committee (SRSC) for their input into state rail planning process. The SRSC input will guide the development of the Virginia SRP. Second is to craft a Public Involvement Plan (PIP) to secure broad stakeholder input for the SRP. The PIP will guide the outreach effort. Third is to conduct a broad range of outreach activities aimed at refining the draft State Rail Vision and Goals based on input from

stakeholders (described in Task 2). We will document the outreach and coordination process, the issues and recommendations raised, and how they were addressed. The resulting document will fulfill the FRA’s guidance requirements for Virginia SRP Draft Chapter 6 – Coordination and Review.

7.1 Statewide Rail Steering Committee

A SRSC will be created to provide input in developing of the Virginia SRP. The SRSC will include DRPT and HDR Team staff, selected Freight Advisory Committee (FAC) members, and various industry stakeholders. The SRSC meetings will be held twice in Richmond, Virginia, during the course of the study and will be attended by DRPT and our key project staff as required.

Subtask 7.1 Deliverables:

We will assist DRPT in preparing for SRSC meetings as necessary, e.g. prepare agendas and meeting notes.

7.2 Public Involvement Plan

We will prepare a Public Involvement Plan (PIP) which will explain the approach to stakeholder involvement, include an active outreach campaign inclusive of public meetings, a high leverage stakeholder workshop, Environmental Justice community outreach, shipper interviews, and a project web presence. The PIP will be a summary document, aimed at providing:

- The approach to public agency participation
- Coordination of the SRP with other transportation planning programs and activities of the state and metropolitan areas
- Coordination with neighboring states and stakeholders
- How the information about the plan is to be distributed
- How comments will be collected and addressed
- Review process by the public and stakeholders of the draft plan
- How the information about the final plan will be presented and made available to the public
- Draft Vision and Goals for the Virginia SRP

Stakeholder groups will include, but are not limited to, the following:

- Railroads and advocacy groups
 - Virginia railroad owners and operators (e.g. Class I railroads CSX Transportation and

Norfolk Southern, Class III railroads Buckingham Branch and North Carolina and Virginia, passenger rail operator Amtrak, commuter rail operator VRE, and tourist railroad operators)

- American Short Line and Regional Railroad Association (ASLRRA)

- Economic development
 - Business, industry, and shippers
 - Virginia Department of Rail and Public Transportation
 - Commonwealth Transportation Board
 - Virginia Marine Resources Board
 - Economic development associations – state, regional, and local

We have partnered with many of the stakeholders listed above. Our familiarity will ease communications and build credibility for the stakeholder outreach process in Virginia. We have worked extensively with the freight and passenger railroads serving Virginia; STB; all levels of federal, state, and local governments; and DRPT.

Because of our experiences with these groups, we are keenly aware of the types of issues faced by several key stakeholders. Anticipating these issues and beginning to identify them as part of the outreach plan will help the project team focus the approach and aid in having more meaningful interactions with stakeholders early on in the project, a project priority identified in the RFP.

The Draft Vision and Goals will be developed by our team, in collaboration with DRPT, based on a review of visions and goals, objectives, strategies, and policies of the previous rail plan, of other ongoing and recent year DRPT planning documents relevant to the freight and passenger plans, and of selected recent year rail plans of other states. The Draft Vision and Goals will be presented for comment at the various outreach activities.

Subtask 7.2 Deliverables:

- Public Involvement Plan.

Subtask 8. Executive Summary

Objective: In accordance with Task Order Request for Proposal’s Scope of Services, HDR will prepare an executive summary for use in the paper copy of the plan. In addition, a digital version of the executive summary, complete with various interactive features and multimedia, will be prepared. Additional promotional publications (see Task 2) will be designed which serve to educate the general public on the high-level aspects of the new SRP.

Subtask 8 Deliverables:

- Executive Summary of SRP.

Task 2. Public and Stakeholder Coordination and Outreach

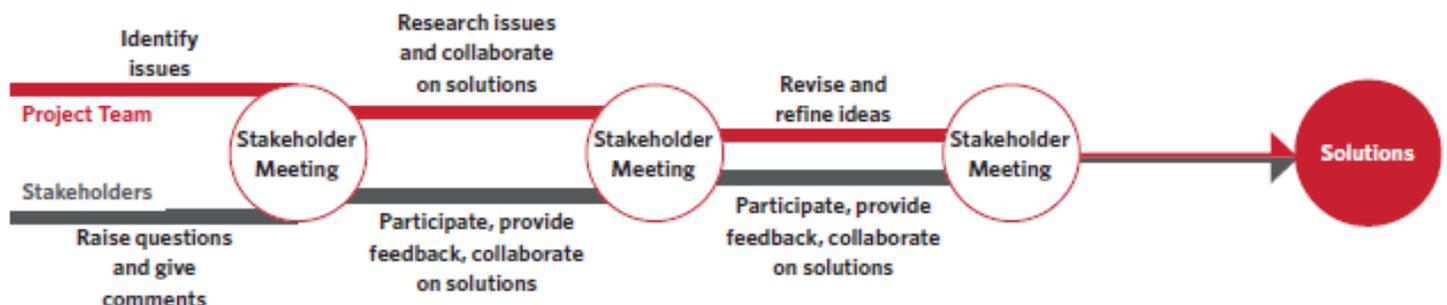
FRA requires that a State Rail Plan shall be coordinated with other State transportation planning goals and programs and set forth rail transportation’s role within the State transportation system. Public, state agency, and other stakeholder education sessions must be conducted. Information from these groups must be obtained and used in the development of the SRP. Draft plan public comment meetings should be conducted throughout Virginia when a draft SRP has been prepared. Adequate and reasonable notice should be provided in multimedia forms to allow for public and other stakeholder involvement. This session describes our proposed approach for conducting the public and stakeholder coordination and outreach activities.

Subtask 1. Coordination and Outreach

2.1 Anticipated Stakeholder Outreach Activities

2.1.1 Public Meetings

In order to solicit more general input about rail issues/concerns and opportunities for freight and passenger rail, we will coordinate two rounds of



three (3) public meetings. The public meetings will be held once the Draft Rail Vision and Goals are identified. The meetings will be informational in nature, providing detail on the current rail system in Virginia; the purpose of the Virginia SRP; and the Draft Rail Vision and supporting Goals, for which public input will be requested.

There will be up to six (6) different meeting locations, identified by DRPT and arranged for by our team. We will coordinate and assist DRPT in placing all announcements of meetings. Meeting announcements will be via press releases to the local media. The HDR team will prepare a one-page press release announcing the meetings and DRPT will distribute the press release. We will mail and/ or e-mail postcards to selected, key stakeholders announcing meetings. We will also contact various rail associations and ask for their assistance in reaching out to member organizations and in placing information on their websites. The meetings will also be listed on the project website.

The public meetings will be held on weekday evenings for no more than two (2) hours each. We will offer an online public meeting to coincide with each in- person public meeting. We will prepare Microsoft PowerPoint presentations, displays, handouts, and other materials (sign-in sheets, comments forms) for the meetings. We will compile comment forms and/or surveys distributed at the meetings. Comments and survey results will be analyzed and discussed, and recommendations based on comments will be included in a technical memorandum.

2.1.2 High Leverage Stakeholder Workshop

We will work with DRPT to convene a three-hour “High Leverage Stakeholder” Workshop. We will offer DRPT insight on potential invitees. Stakeholder participants are anticipated to include representatives from, among others:

- Freight and passenger railroads operating in Virginia
- Selected shippers representing a range of commodities handled on Virginia’s railroads
- Passenger rail advocates
- Metropolitan Planning Organizations (MPOs)
- Economic Development agencies and organizations

- Selected community leaders, including those from typically under-represented populations
- Transit authorities
- Ports representatives
- Various state and federal agencies (e.g. FRA, FTA, and FHWA)
- Rail labor organizations
- Rail associations
- Chambers of Commerce
- Other modal operators (e.g. air and intercity bus)
- Municipalities affected by rail transportation
- Representatives of rail programs of neighboring states, especially where multi-state corridors and transportation systems are involved
- Transportation academics

The purpose of the workshop, as with the public meetings, will be to obtain insight on the Draft Vision and Goals of the Virginia SRP, and also to hear of particular issues and concerns that stakeholders have regarding rail service in Virginia. Specifically, we will engage stakeholders on the issues, strategies for improvements, and location-specific improvement projects relative to each Goal.

We will work with DRPT to arrange for the workshop venue, which could be held at a DRPT facility or an HDR office. We will prepare the invitation letter for signature of the appropriate DRPT officer. We will also prepare materials (e.g. PowerPoint, handouts, etc.) for the forum and lead the discussion at the forum. We will compile comments obtained at the meeting for inclusion in a technical memorandum.

2.1.3 Environmental Justice Community Outreach (Optional)

Upon DRPT’s request, we will conduct a special outreach effort for communities that may be disproportionately impacted by rail system and service improvements. These communities are commonly termed as Environmental Justice (EJ) communities. EJ communities are predominantly minority and low income communities. Rail lines typically are adjacent to such communities, particularly in urban areas. Accordingly, rail system and service improvements can have an affect on EJ communities.

Key Issue 4 – Reaching Stakeholders

Stakeholder participation is critical in the early stages of any project to develop project deliverables that represent a large segment of audiences and issues. Getting input from only one segment of a stakeholder population can put the project at risk for schedule delays and increased costs. Increased engagement helps educate stakeholders about the opportunities of the project and provides the project team with a clearer understanding stakeholder needs.

How do we engage them?

Our team will work with DRPT and all stakeholders to address the commonalities of previous work and to define (and refine) these efforts with a view to the future planning horizon of 2040. At the same time, we are fully aware of the budget and schedule constraints under which the SRP must be delivered. To develop the SRP within budget and schedule, and in the context of a broader vision and level of collaboration, stakeholder outreach must be meaningful and conducted smartly, creatively, and efficiently. Our approach combines best practices based on our experience working with DRPT and other successful statewide rail planning efforts, and an outreach process that will allow DRPT to realize a truly comprehensive, collaborative vision for the future of rail in Iowa, while driving decision-making to accomplish immediate goals.

Innovative, effective outreach.

We regularly implement innovative solutions, such as online public meetings, to reach a broader community. For example, we are presently leading a multi-faceted stakeholder outreach process for the Washington, D.C. to Richmond, VA, High Speed Rail project. During the scoping phase of the EIS process, we held four public meetings, an Agency meeting, a task force meeting and conducted ongoing online outreach. The efforts resulted in the submission of 1,625 comments, providing project sponsors with assurance that the project is informed by and addresses the issues and concerns of the broader community. We have found time and time again that providing multiple, convenient options to engage have resulted in increased and more successful stakeholder engagement.



We will identify the communities likely to be impacted by freight and passenger rail service improvements. We will then identify community leaders in these communities and conduct interviews either face-to-face or by telephone with these leaders to understand what their concerns may be about the rail improvements, in order to identify potential mitigation measures that can preserve and enhance the livability and quality of life of these communities. While some of these leaders may attend the high leverage stakeholder outreach described above, this outreach effort will be tailored to them in an effort to solicit EJ community concerns in a direct, one-on-one manner.

2.1.4 Selected Shipper Interviews

We will also conduct an outreach effort to Virginia rail shippers served by Class I and short line railroads. The intent will be to learn from shippers their thoughts on current rail service, what could be done to improve it, and if there is anything that the state could be doing to help shippers. Up to six (6) Class I shippers and six (6) short line railroad shippers, representing a diverse mix of rail-borne commodities shipped by rail in Virginia, will be interviewed by telephone.

2.1.5 Project Web Presence and Social Media

We will work with DRPT to create a targeted social media and web presence in order to continually communicate key milestones, decision points, and the final plan to the media and the general public. We will use both social media and the website to encourage public comment throughout the process. We are currently working in tandem with DRPT staff to create social media campaigns and website strategies on the “DC2RVA” project that seamlessly intertwines our strategic approach and content creation with DRPT’s existing resources, and we will follow established protocols to facilitate on-line outreach for this project. We will be responsible for developing social media content and providing it to the owner’s social media manager. All social media content will be approved by the DRPT’s Project Manager. Additionally, news alerts will be monitored throughout the project using Google Analytics™. We will also include an on-line survey. The purpose of the survey will be to qualitatively assess Virginians’ thoughts about rail issues and on the draft State Rail Vision and Goals. We will compile public comments from the survey in the

stakeholder involvement technical memorandum. The survey instrument will be developed by our team in collaboration with the DRPT Project Manager.

Task 2 Deliverables:

- Participation in six (6) public meetings, along with meeting materials, including a PowerPoint presentation
- Participation in a Stakeholder Workshop
- EJ community leader interviews (Optional)
- Rail shipper interviews
- On-line survey
- Project web page with project facts with common function
- Meeting presentations, display boards, large scale maps, and handouts
- Technical Memorandum No. 1, which will describe the approach to stakeholder participation in the development of the Virginia SRP, including public noticing, opportunities for public and agency participation, and how comments were accepted, specifically:

Where applicable, describe how the Virginia SRP was coordinated with neighboring states with respect to facilities and services that cross state boundaries

- Address how the public, rail carriers, transit authorities operating in, or affected by rail operations within Virginia, units of government, and other interested parties were involved in the preparation and review of the Virginia SRP
- In general, describe issues raised during the preparation of the Virginia SRP and how they were addressed
- Describe how recommendations made by participants (railroads, agencies, authorities, and municipalities within Virginia or the region) were appropriately considered and presented in the Virginia SRP
- Describe how Virginia coordinates state rail planning with other state transportation planning programs and activities
- After review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 6 - Coordination and Review of the Virginia SRP.

03 Schedule

Project Schedule

HDR will provide the services required to complete the scope of services described in the Task Order Request for Proposals and the activities described in this proposal according to the schedule shown on **Table 1**. The schedule showing individual subtask deliverables will also be submitted as part of the detailed Work Plan at the project kick-off meeting.

Deliverable Milestones:

- Draft Report estimated by March 1, 2017
- Final Report estimated by May 1, 2017

Table 1. Project Schedule

Task	Months												
	1	2	3	4	5	6	7	8	9	10	11	12	
Task 1. Preparation of SRP													
Subtask 1	█												
Subtask 2	█												
Subtask 3				█									
Subtask 4				█									
Subtask 5				█				█					
Subtask 6								█		█			
Subtask 7	█												
Subtask 8										█		█	
Task 2. Public and Stakeholder Outreach													
Subtask 1	█												

04 Deliverables

All support task activities shall be reported in writing through monthly progress reports in accordance with Article VII of the GPC-RFP. The anticipated work products and deliverables can be found in the above scope. Format for electronic submittals will be the original

file source format to allow for editing by DRPT; including any GIS data developed for these tasks.

A summary of Task Order deliverables is provided in **Table 2**.

Table 2. Summary of Task Order Deliverables

Task	Deliverables
Task 1	
Subtask 1	Section on Role of Rail in VA
Subtask 2	Six (6) field visits to review Virginia's railroad network and infrastructure.
	Virginia Rail Network Maps as an interactive geodatabase, with appropriate GIS layers in a DRPT-approved format. These maps will illustrate Class I railroads identifying railroad subdivisions and major facilities and Class III railroads identifying the systems and major facilities for each.
	Virginia Rail Assets Map as an interactive geodatabase, with appropriate GIS layers in a DRPT-approved format. This map will illustrate transload site, rail-served intermodal, and public dock facilities.
	GIS maps will be posted on the project website.
	Technical Memorandum No. 3 documenting the subjects above. After review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 2 – Virginia's Existing Rail System.
Subtask 3	GIS-based map showing locations of passenger rail needs in Virginia.
	Technical Memorandum No. 4 documenting the subjects above. After review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 3 – Proposed Passenger Rail Improvements and Investments.
Subtask 4	GIS-based map showing locations of freight rail needs in Virginia.
	Technical Memorandum No. 5 documenting the subjects above. After review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 4 – Proposed Freight Rail Improvements and Investments.
Subtask 5	Summary of proposed co-mingled rail improvements and investments, and their potential benefits.
Subtask 6	Virginia Passenger Rail Vision Map
	Technical Memorandum No. 6 documenting the subjects above
	After one review by DRPT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 5 – The State's Rail Service and Investment Program
Subtask 7	Assist DRPT in preparing for SRSC meetings as necessary, e.g. prepare agendas and meeting notes.
	Public Involvement Plan

Task	Deliverables
Subtask 8	Executive Summary of SRP
Task 2	
	Participation in six (6) public meetings, along with meeting materials, including a PowerPoint presentation
	Participation in a Stakeholder Workshop
	EJ community leader interviews (Optional)
	Rail shipper interviews
	On-line survey
	Project web page with project facts with common function
	Meeting presentations, display boards, large scale maps, and handouts
	Technical Memorandum No. 1, which will describe the approach to stakeholder participation in the development of the Virginia SRP