



February 13, 2018

02/13/18 09:46:01
WV Purchasing Division

Department of Administration
Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

**Re: WV State Rail Plan Update
Solicitation No. RMA1800000001
Expression of Interest**

Dear Ms. Chambers:

HDR and our teaming partners, Prime Focus, and the University of Tennessee's Center for Transportation Research, are pleased to provide our proposal for the West Virginia Updated State Rail Plan (SRP). Based on our recent experience working with other State DOTs and the FRA on SRP efforts, as well as our review of (and participation in) West Virginia's past rail planning efforts, our team is confident that we have the resources and the knowledge to complete the updated SRP for West Virginia that will fulfill the requirements of the Passenger Rail Investment and Improvement Act of 2008 (PRIIA), Section 11315 of the Fixing America's Surface Transportation Act of 2015 (FAST), and the Federal Railroad Administration's (FRA) September 2013 Final State Rail Plan Guidance, and will position the West Virginia Department of Transportation (WVDOT) to pursue federal funding for key rail projects in the State.

We value our long history of successfully providing planning and engineering services to WVDOT. We understand that WVDOT is focused on maintaining and developing safe and reliable infrastructure, while remaining fiscally responsible to the public. Through our work together, we have demonstrated our ability to deliver the quality work that WVDOT expects, on time and within budget. Selecting the HDR team for the SRP Update Contract will provide the following benefits to WVDOT:

Experienced management will drive the State Rail Plan forward. Kevin Keller will serve as the Contract/Project Manager for this contract. Kevin has developed seven PRIIA-compliant SRP's and has been involved in over 26 other SRP's prior to PRIIA's implementation. Given his experience with both Class I railroads and short line 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 SRP to meet both national and local requirements to create an enduring rail vision for the State. Our project management team is further strengthened by our Deputy Project Manager, Chris Goepel. Chris has deep experience working on SRP's and on rail projects in West Virginia. Our management team will organize and lead the task leads to provide the most value to WVDOT.

Lessons learned will provide efficiency. Our team has authored more than 50 rail plans and updates for 26 states. Through our experience, we understand what it takes to successfully deliver a State Rail Plan:

- Our experience with PRIIA and FAST Act-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 and the



FAST Act's requirements and are ready to help WVDOT move beyond compliance so the plan is a robust 20-year road map to achieve state goals.

- We also understand that the SRP vision cannot be created without effective and meaningful stakeholder engagement. Jara Sturdivant-Wilson will lead our public outreach effort. Jara 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 the updated SRP for West Virginia is directly related to the collaborative quality of the relationship with the Class I, regional, short line, and passenger railroads in West Virginia. Our team's Task Managers' relationships with the decision-makers at CSX, NS, the short lines, Amtrak, and MARC will allow us to gather honest input from West Virginia railroads. We will help WVDOT 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 with their rail stakeholders.

Relationship and Experience Working with WVDOT will lead to smooth SRP integration. HDR has successfully completed a variety of engineering services assignments for the WVDOT. Through our involvement in numerous infrastructure improvement projects in West Virginia, HDR and our team members have developed the broad-based West Virginia experience on similar tasks that will lead to practical solutions for solving the detailed issues associated with these critical assignments. Through our long history working with WVDOT, we have proven our ability to meet schedules and have gained a solid understanding of West Virginia's transportation system. We understand West 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 Right Blend of Local and National Resources and Expertise will allow for an efficient project team. Our Weirton office currently has a staff of 21 design engineers, technicians and support personnel who are ready to serve your needs. Comprised of roadway, traffic, structural and geotechnical engineers, we have the in-state staff to successfully complete your assignments.

The information in this proposal is presented per your Expression of Interest (EOI) requirements. We have directly addressed each of your evaluation criteria. We have also acknowledged receipt of Addendum 1 in Section 4. If you have any questions or require additional information, please call me at 913.638.2571 or email me at Kevin.Keller@hdrinc.com. Thank you for your consideration of us for this important contract. We look forward to continuing to serve WVDOT.

Sincerely,
HDR Engineering, Inc.

Amy Balmer Staud, PE, PTOE, ENV SP
Associate Vice President

Kevin Keller, PE
Project Manager/Person-In-Charge



	Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130	State of West Virginia Centralized Expression of Interest 02 - Architect/Engr

Proc Folder: 401701
Doc Description: EOI to select an engineer firm for State Rail Plan
Proc Type: Central Purchase Order

Date Issued	Solicitation Close	Solicitation No	Version
2018-01-11	2018-02-13 13:30:00	CEOI 0804 RMA180000001	1

BID RECEIVING LOCATION

BID CLERK
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON ST E
CHARLESTON WV 25305
US

VENDOR

Vendor Name, Address and Telephone Number:
HDR Engineering, Inc.
2416 Pennsylvania Avenue
Weirton, WV 26062

304-748-8740

FOR INFORMATION CONTACT THE BUYER

Jessica S Chambers
(304) 558-0248
jessica.s.chambers@wv.gov

Signature X

FEIN # 47 - 0680568

DATE February 12, 2018

All offers subject to all terms and conditions contained in this solicitation



DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Amy Balmer Staud, P.E., PTOE, ENV SP

(Name, Title)

Amy Balmer Staud, P.E., PTOE, ENV SP, Associate Vice President

(Printed Name and Title)

HDR Engineering, Inc. 2416 Pennsylvania Avenue, Weirton, WV 26062

(Address)

304-748-8740/304-748-8778

(Phone Number) / (Fax Number)

amy.staud@hdrinc.com

(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

HDR Engineering, Inc.

(Company)



(Authorized Signature) (Representative Name, Title)

Michael P. Crall, Vice President

(Printed Name and Title of Authorized Representative)

February 12, 2018

(Date)

304-748-8740/304-748-8778

(Phone Number) (Fax Number)

Revised 12/12/2017



Proposal Outline

1. Introduction and Background
2. Qualifications and Experience
3. Approach and Methodology
4. Acknowledgement of Addendum



1 Introduction and Background





Introduction and Background

The HDR Engineering, Inc. (HDR) relationship with the West Virginia Department of Transportation (WVDOT) began over 70 years ago and has developed into one of mutual respect, trust and a shared vision for the preservation and growth of our state's transportation system. Our full-service Weirton office has successfully provided quality service over the past 19 years and has a staff of 20 design engineers, scientists, inspectors and technicians who are ready to serve the needs on this project. Comprised of roadway, structural, geotechnical and traffic engineers, environmental, and procurement services personnel, and combined with our national experts and resources, we have the staff to successfully provide the services required on this project.

HDR understands how West Virginia's rail system plays an essential role in linking the state's shippers with markets throughout North America. The development of a comprehensive and updated West Virginia State Rail Plan (SRP) offers WVDOT 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 West 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 West Virginia. The updated SRP will incorporate initiatives from the federal and state level, aligning the priorities of West Virginia rail stakeholders. The updated SRP will provide a vision for integrated freight and passenger rail planning in the state, unifying the common interests of the various stakeholders within West Virginia. The SRP's development will also be coordinated with WVDOT's Statewide & Urban Planning Unit for consistency with the recent Statewide Multi-modal Long Range Transportation Plan and with the conduct of special studies requiring more in-depth analysis than the general transportation planning process can provide, as well as coordinating with other authorities, boards and committees helping to secure and guide transportation facility improvements in West 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). A PRIIA-compliant (and FRA approved) West Virginia SRP was completed in 2013 (by a team lead by CDM Smith and HDR). However, new rules implemented in Section 11315 of the FAST Act (2015) requires plans to be updated every 4 years instead of 5.

As part of developing the updated SRP, our team will address a variety of different factors as they relate to West Virginia, in addition to complying with the requirements under PRIIA and the FAST Act. Our proposed approach will go beyond the FRA guidance to create a comprehensive strategic rail planning document that can be used by all



West Virginia DOT offices, other state agencies, and stakeholders affected by rail transportation activities as well as assist in all state rail project decision making.

Our 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 West Virginia's economy.

Of course, our team is also intimately familiar with West Virginia DOT's passenger rail network and initiatives, including Amtrak's two Intercity passenger services in the state, the Capitol Limited and the Cardinal, and will update any planned and future improvements in the updated SRP. HDR also works with the Maryland Rail Commuter (MARC) service and will provide any updates to their services in the state.

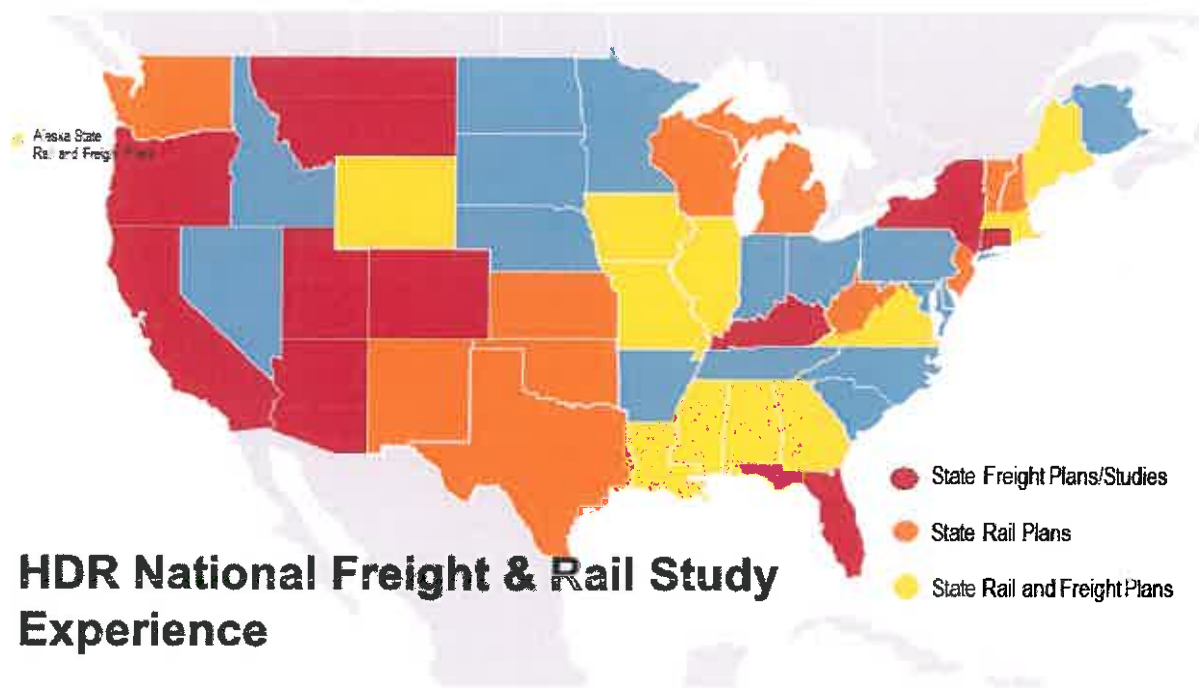


2 Qualifications and Experience



Qualifications and Experience

HDR is one of the largest transportation engineering and planning firms in the U.S. and has worked on numerous state rail plans, including the most recent FRA-approved plans in Iowa and West Virginia, as well as those shown in figure below. Our experience on these and related plans have enabled us to develop methodologies that will keep the West Virginia SRP in compliance with PRIIA and the FAST Act while leveraging the plan for the greatest state benefit. HDR has worked on numerous state rail plans from Alaska to Maine, as shown in the figure below. Our experience on these and related plans have enabled us to develop methodologies that will keep WVDOT in compliance with PRIIA, FAST Act, and FRA requirements, while leveraging the plan for the greatest benefit for West Virginia.



A few of our recent PRIIA and FAST Act-compliant State Rail Plan projects are highlighted below.



2018 Oklahoma State Rail Plan



HDR assisted the Oklahoma Department of Transportation (ODOT) with the preparation of their 2018 State Rail Plan (OSRP). The OSRP was developed for the purpose of guiding the state's rail freight and passenger transportation planning activities and project development plans over the next 20 years. This Plan describes the state's existing rail network and rail-related economic and socioeconomic impacts. It also describes the State Rail Plan process, Oklahoma's

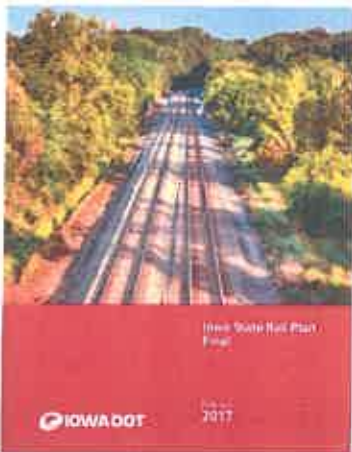


rail vision and supporting goals and objectives; proposed publicly sponsored short- and long-range projects in a Rail Service and Investment Plan; and recommended next steps to potentially address the issues and opportunities identified.

This Oklahoma State Rail Plan is intended to meet the requirements established by the federal Passenger Rail Investment and Improvement Act of 2008 (PRIIA), as amended by the Fixing America's Surface Transportation Act of 2015 (FAST Act), to qualify for future federal funding for rail projects. It is also compliant with Final State Rail Plan Guidance provided by the Federal Railroad Administration (FRA) in September 2013. ODOT received FRA's acceptance of the OSRP with no comments on January 12, 2018.

HDR also assisted ODOT with a Public Benefits Analysis of the Amtrak Heartland Flyer passenger rail service in the state as well as developing a rail project prioritization tool for ODOT's future use in identifying and evaluating rail project grant opportunities in the state.

2017 Iowa State Rail Plan



HDR assisted the Iowa Department of Transportation's Office of Rail Transportation and Office of Planning with the development of a State Rail Plan and a State Freight Plan. As a long-time provider of freight and passenger rail planning and design services for the Iowa Department of Transportation's Office of Rail Transportation (DOT), HDR understands how Iowa's rail system plays an essential role in linking the state's shippers with markets throughout North America. The development of a comprehensive Iowa State Rail Plan (SRP) offers DOT 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. As part of developing the SRP, HDR addressed a variety of different factors as they relate to Iowa, in addition to being compliant with the requirements under PRIIA and the FAST Act. The approach used went beyond the FRA guidance provided to create a comprehensive strategic rail planning document that can be used by all DOT offices, other state agencies and stakeholders affected by rail transportation activities as well as assist in all rail project decision making. HDR also assisted DOT in the development of the State Freight Plan, employing a supply chain focus for describing commodity movements. We actively engaged economic development agencies, regional rail and freight planning authorities, and existing freight rail transportation professionals to document opportunities and to provide rail and freight education assistance.

2018 Virginia State Rail Plan

HDR, working under our General Planning Consultant (GPC) contract with the Virginia Department of Rail and Public Transportation (DRPT), provided short-term consultant services to the DRPT's Rail Division to develop an updated



State Rail Plan to establish policy, priorities and implementation strategies for freight and passenger rail transportation within its boundaries, enhance rail service in the public interest, and serve as the basis for Federal and State rail investments within the Commonwealth. The SRP includes both a short-term and long term planning horizon; 4 and 20 years respectively, in accordance with FRA guidance. The SRP is not only a document which conforms to the FRA requirements for state rail plans, but also serves as a unifying vision for advancing passenger and freight rail initiatives in the Commonwealth. The resulting SRP is innovative and creatively structured, and highlights the advantages of investing in the rail network, specifically the return on

investment, for maximum impact and influence. HDR also developed an expanded economic analysis that assessed the current freight movement through the various VDOT Districts in the Commonwealth, identified shippers, identified mode of freight shipment, and the potential for future modal diversion from truck to rail.

2018 Massachusetts State Rail Plan

HDR assisted the Massachusetts Department of Transportation with the development of the 2018 State Rail Plan. The purpose of the State Rail Plan is to guide the future of the rail system and rail services in the Commonwealth. Specifically, it is intended to:

- Set forth Commonwealth policy involving freight and passenger rail transportation
- Establish policies, priorities and strategies to enhance rail services in the Commonwealth that provide benefits to the public
- Serve as the basis for federal and state rail investments within Massachusetts
- Establish the means and mechanism to coordinate with adjoining states, private parties and the federal government in projects of regional and national significance, including corridor planning and investment strategies
- Meet the planning requirement established by the Federal Railroad Administration

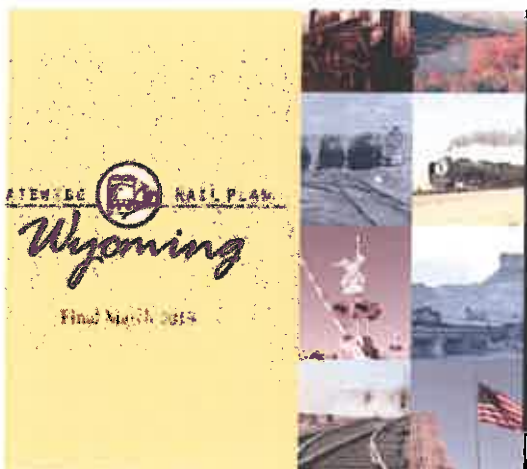


The State Rail Plan includes both a near-term 5-year plan, where funding has already been identified or will be identified for the upcoming annual state transportation budget process, as well as a 20 year, long-term strategy for state investment in rail. Because of parallel planning processes addressing the future of Commuter Rail (Focus40 and the MBTA Rail Vision), the State Rail Plan is not a planning or policy document for MBTA Commuter Rail.



2015 Wyoming State Rail Plan

HDR assisted the Systems Planning and Railroads section of Wyoming DOT and the Wyoming Business Council with the development of a comprehensive statewide rail plan (WSRP) that is compliant with the Passenger Rail Investment and Improvement Act of 2008 (PRIIA) and the Fixing America's Surface Transportation Act of



2015 (FAST). The Systems Planning and Railroads section is responsible for rail planning in the state and also assists with various rail-related functions including highway-rail at-grade crossing improvements and grade separations and the development of this WSRP. The WSRP included the development of a state rail system inventory; analysis of transportation, safety, economic, and environmental impacts; and development of a long-range investment strategy identifying rail infrastructure issues and needs. To identify freight and passenger rail issues and needs throughout the state, Wyoming

DOT and HDR conducted a robust stakeholder outreach process, described potential investment opportunities, and generated a statement of public financing issues. The economic analysis performed for the project was a key component to the WSRP. The analysis included elements that are typical to state rail planning, such as commodity and economic impact elements. It also included case studies to illustrate modal (e.g. rail and truck) preferences for shippers in Wyoming. The team gathered input from shippers to find out how and why they make the decisions concerning transportation, which resulted in stronger recommended investments in Wyoming's rail infrastructure. The resulting WSRP was the first to be fully approved by the Federal Railroad Administration with no comments, which underscored the team's strong knowledge of transportation planning, economic analysis, and the latest FRA State Rail Plan guidance and policies.

Firm Qualifications

HDR

HDR is a global, employee-owned firm providing architecture, engineering, consulting, construction and related services through our various operating companies. Our more than 8,900 professionals are committed to helping clients manage complex projects and make sound decisions.

As the Prime Consultant, HDR will provide WVDOT with the following benefits:

Local presence and depth of resources: With access to 150+ local professionals and nearly 10,000 professionals nationally, we can meet your technical and schedule needs. In addition, all of the team members on our organization chart are committed to this project for their area of specialized expertise and will give it the focus it deserves.



Experience working with WVDOT: Our transportation professionals have direct WVDOT experience – and many also have worked with the principal rail clients in West Virginia – CSX and NS. We know and understand your procedures, processes, and systems to more effectively and efficiently work with you and will focus on making this project work as a part of your overall transportation priorities.

National railroad specialists: Many of our team members are former Class I, regional, short line, or passenger railroad managers with hands-on knowledge of railroad standards, engineering requirements, and day-to-day challenges faced by both railroads and the local, state, and national agencies responsible for their oversight. We bring a thorough understanding of the coordination and communication requirements that set rail projects apart from many other types of work. We thoroughly understand not only the operations and engineering of railroads, but also the economic and regulatory environment in which they function.

Economics and finance specialists: HDR is expert in assessing the economic benefits and impacts resulting from investments in rail systems. We help our clients assess priorities and manage resources in an environment where there are many good alternatives competing for extremely limited resources. Our finance and economics staff specialize in providing analytical consulting services in public-private partnerships, financial and business case analysis, applied statistics, applied economics, third-party risk analysis, cost-benefit analysis, economic impact analysis, policy research, and market analysis. For the SRP, having this expertise will be critical to evaluating costs and benefits associated with various options to determine viability and priority.

Robust GIS resources: HDR possesses highly capable, state-of-the-art GIS resources to support our clients. We have over 60 offices using ArcGIS 10, over 300 GIS users, including nearly 100 full-time GIS professionals, ArcGIS on 17 Citrix™ servers available to users across the HDR Wide Area Network, two client-facing ArcGIS Server Enterprise Advanced platforms in our Omaha Data Center, and over 15 GIS application developers equipped with ESRI Development Network (EDN) software.

When our clients need to reach a wide internal or external audience with GIS data, we can help by developing web-based mapping applications. For simple web sites, our GIS developers can leverage the power and simplicity of the Google Maps or Google Earth APIs to provide user-friendly geospatial mapping. For more advanced web-based GIS needs, we can develop web mapping sites to run under ArcGIS® Server Enterprise. For example, the Oregon Stimulus Transparency and Accountability Tracking System (ORSTATS) developed by the GIS professionals in HDR's Salem, OR office using ArcGIS Server is recognized as a model for similar projects under development nationwide.



Project Team Organization and Personnel

We recognize the importance of customizing and implementing a strong project management program led by an experienced project manager. This approach leads to a strong team so that those involved recognize and resolve problems. By establishing baselines and consistently applying measurement procedures, our project manager and task leaders can readily identify issues and take corrective actions quickly.

We are proposing Kevin Keller, PE, as the Project Manager (PM) for this contract. Kevin has close working relationships with national transportation agencies such as the Transportation Research Board (TRB). He has significant involvement in AREMA, ARDA, FRA's National Rail Plan Working Group, and other industry respected organizations. Kevin has been the Project Manager for over 12 State Rail Plan projects over the past five years, including the two most recent plans approved/accepted by the FRA (i.e. Iowa and Oklahoma). In fact, FRA has requested that Kevin assist them in reviewing proposed revisions to their September 2013 State Rail Plan Guidance, which are due out later this year.

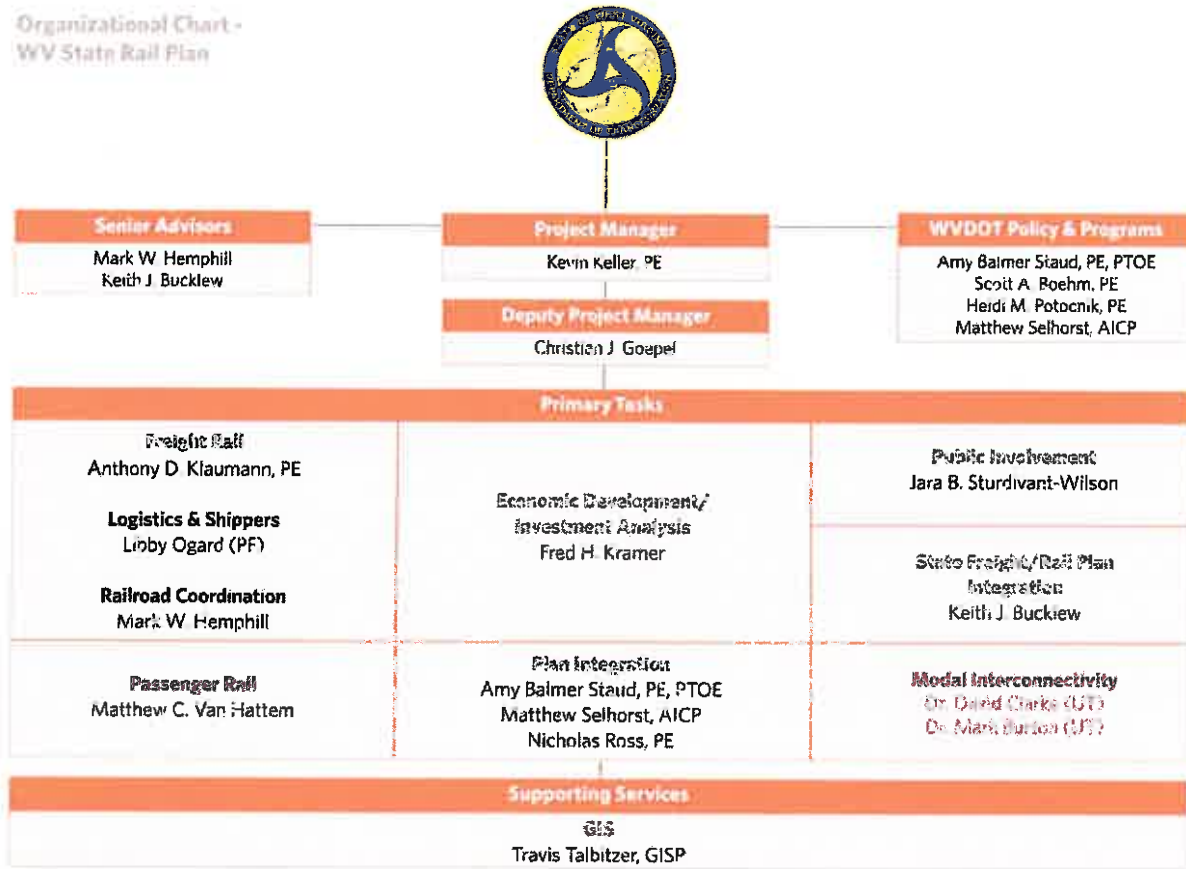
Our key rail staff assigned to this project bring the same high level of rail expertise. As a result of our team's national involvement in these organizations, we will help this project comply with national goals so that WVDOT and the State are best positioned to achieve agreed upon priorities.

The strongest management tool on any project is communication. Our project manager, Kevin Keller, will be responsible for making sure that the goals of the project are clearly understood throughout our team. He will communicate regularly with the WVDOT Project Manager to assess the status of and progress on tasks and to identify corrective actions as necessary. We realize the importance of keeping WVDOT informed of the project's progress. We will stress personal communication and will submit easily understandable monthly progress reports with complete invoices. Brief narrative reports submitted with each monthly invoice and ongoing personal communication will provide detailed accountability. Progress reports will include activities completed during the invoice period, activities to be completed during the next invoice period, anticipated schedule changes, budget spent to date, remaining budget, estimated percent complete, and outstanding issues.

HDR's proposed project team is shown in the figure below. Brief bios for each of the key team members are provide below as well.



Organizational Chart -
WV State Rail Plan



(PF) - Prime Focus
(UT) - University of Tennessee Center for Transportation Research

Key Team Personnel



Kevin Keller, PE, Project Manager

Kevin is a Vice President and Senior Professional Associate with HDR and has 32 years of management, planning, environmental and engineering experience in the freight planning sector, including ten years with HDR. He has served as Program Director on large, multidiscipline programs for transportation clients throughout North America and has proven project management and communication skills based on his experience working with public and private sector clients. Kevin has managed the planning, permitting, engineering design, and evaluations of new rail alignments, transportation corridors, new maintenance facilities, new structures, logistics planning, and fleet management. He has also managed public benefits analyses, economic development studies, industrial development studies, feasibility studies, and environmental assessments for numerous federal, state, and private transportation clients, including development and preparation of numerous State Rail and Freight Plans and successful federal grant applications.



Kevin is recognized for his expertise in the preparation and development of State Rail and Freight Plans, including plans for Alaska, Kansas, Mississippi, Louisiana, Maine, Massachusetts, Texas, West Virginia, Wyoming, Georgia, Iowa, Arizona, Virginia, Oklahoma, and Wisconsin. Kevin was the task lead for the freight rail sections of the 2013 WV SRP (HDR was a part of the CDM Smith Team for that effort). He has been the lead strategist for planning studies, freight logistics studies, cost benefit analyses, economic impact analyses, and feasibility studies for numerous projects throughout the US, as well as in Canada and Mexico, including inland port facilities, freight corridors, intercity passenger rail corridors, rail intermodal facilities, and multimodal facilities. He has also developed and led numerous public outreach and involvement programs. These have included studies for projects in Arizona, Louisiana, Washington, New York, Ohio, South Carolina, Florida, Pennsylvania, Texas, Kansas, Montreal, Vancouver, Mississippi, California, and New Mexico.

Kevin is a member of the Board of Directors of the AREMA Foundation, former Vice President of the Engineering Services Functional Group of AREMA, and former Chairman of AREMA Committee 13 (Environmental). Mr. Keller is also Chairman of AREMA Subcommittee 13.1, and the primary author of Chapter 13 (Environmental) of The AREMA Manual of Railway Engineering. He is the Lead Instructor of AREMA's Environmental Permitting Seminar series and is a frequent speaker at rail sector conferences. Kevin is also currently the TRB Committee AR050 (Freight Rail) Secretary. He is a Past President of the American Railway Development Association (ARDA). Mr. Keller also co-authored the Environmental Checklist and Manual on Environmental Compliance for the American Short Line and Regional Railroad Association (ASLRRRA).

Project Experience:

Oklahoma State Rail Plan Update – Project Manager for the 2017 Update of the PRIAA and FAST Act-compliant OKSRP. Project tasks also included a public benefits analysis of the Heartland Flyer and the development of a rail project prioritization tool. The OKSRP was approved/accepted by FRA with no comments.

Virginia State Rail Plan – Project Manager for the 2018 Update of the PRIAA and FAST Act-compliant Virginia State Rail Plan and Finance Allocation Plan for the Virginia Department of Rail and Public Transportation. The project included a unique analysis of rail development opportunities in the Commonwealth on a VDOT Division-specific basis.

Iowa State Rail Plan – Project Manager for the PRIAA and FAST Act-compliant 2017 Iowa State Rail and Freight Plans. Tasks included assisting the Iowa DOT Rail Division develop a strategic plan for future rail development in the state. The Iowa SRP was approved/accepted by FRA with no comments.

Massachusetts State Rail Plan Update – Project Manager for the PRIAA and FAST Act-compliant 2018 Massachusetts State Rail Plan. Tasks included a region assessment of rail development opportunities.



Texas State Rail Plan – Project Manager for the past two revisions of the Texas State Rail Plan. Work on the 2018 Update is ongoing.

Wyoming State Rail Plan – Project Manager for the PRIIA-compliant 2016 Wyoming State Rail Plan. Tasks included an assessment of regional coal lines in the state and their future capacity needs. The State Rail Plan was approved by the FRA with no comments.

Alaska State Rail Plan – Project Manager for the PRIIA-compliant 2016 ASRP. Tasks included an evaluation of public benefits associated with the Alaska Railroad.

Other State Rail Plans – Task Manager for other State Rail Plan development projects, including those for WV, GA, LA, MS, and KS.



Chris Goepel, Deputy Project Manager

Chris is a Railroad Analyst and Planner and Project Manager with 16 years of experience in the operating, marketing, commercial, analysis, planning, and communications aspects of the railroad and marine industries. Chris has assisted public and private clients nationwide with expertise in passenger and freight railroad and marine operations, regulations, networks, markets, and infrastructure. He has worked with Kevin on several State Rail Plan

projects, including Oklahoma, Iowa, Virginia, Georgia, and Wyoming.

Project Experience:

State Rail Plans – Task Manager for State Rail Plan development efforts for OK, IA, VA, TX, KS, and GA.



Mark Hemphill, Senior Advisor/Railroad Coordination

Mark leads HDR's national practice for freight and intercity passenger rail planning, and operations analysis and development. He has long-established, trusted relationships with the decision-makers at West Virginia's freight railroads and Amtrak. Mark's relationships allow him to gain the true picture of railroad strategy and policy. He can gather instant and accurate feedback on public projects to develop win-win agreements. His public-private

partnership successes includes service to the States of Iowa, Minnesota, Virginia, California, and Washington on development of intercity passenger rail.

Project Experience:

State Rail Plans – Task Manager for Intercity Passenger Rail sections of the MA, IA, TX, KS, and OK SRPs.



Keith Bucklew, Senior Advisor/Freight Planning

Keith offers 30 years of experience in freight/logistics planning and supply chain management. His experience includes strategic freight and multimodal planning roles in the public and private sector. Keith is the freight discipline and practice leader for HDR and provides direction and guidance for all freight projects. Prior to joining HDR, Keith served as the Director of Freight Mobility for the Indiana Department of Transportation. In this role, he developed and implemented strategic transportation plans and freight mobility planning to include the Indiana Freight Mobility Plan and the Rail Plan.

Project Experience:

State Freight Plans – Project Manager for the development of State Freight Plans for KS, MO, FL, TX, IN, IL, MS, LA, and AK.



Amy Balmer Staud, P.E., PTOE, ENV SP, WVDOT Policies & Programs Advisor

Amy is an Associate Vice President and Professional Associate in HDR's Weirton office with over 20 years of experience on West Virginia traffic engineering and planning projects. Her background includes preparation of transportation planning projects, development of contract traffic plans (signing, pavement marking, temporary traffic control plans, signal design, and lighting), and traffic flow modeling. She served as a team member for the West Virginia State Rail Plan and conducted stakeholder interviews for the freight component. She has also worked on regional-level transportation planning projects across West Virginia including the WVDOT Rail Linkage Feasibility Study, KYOVA Multi-modal Long Range Transportation Plan, KYOVA Congestion Management Plan, RIC Kanawha-Putnam County Bike/Pedestrian Plan Update, and the MMMPO I-79 Access Study. Amy is a Registered Professional Engineer in West Virginia and a Professional Traffic Operations Engineer.



Matthew C. Van Hattem, Passenger Rail Lead

Matt Van Hattem is a railroad analyst and planner for HDR specializing in complex projects that require extensive research organization and summation of data and clear and precise communication to stakeholders and the public. Prior to joining HDR Matt was a senior editor at Trains Magazine for 14 years authoring more than 200 articles on current railroad technology strategy regulations and markets. Matt has significant understanding of the railroad haulage of hazardous materials and crude oil and ethanol incidents.

He has worked closely with experts from the Transportation Technology Center Inc. (TTCI) the principal railroad test and technology development center in North America and Class I railroads translating their on-going tank car



improvement and railroad derailment prevention programs into technical articles and news briefs for railroad professionals and the public.

Project Experience:

State Rail Plans – Task Manager for State Rail Plan development efforts for OK, IA, VA, TX, KS, and GA. He was responsible for the Passenger Rail chapters in all of the SRPs, including interacting with Amtrak and Commuter Rail Agencies.



Anthony Klaumann, P.E., Freight Rail Lead

Tony Klaumann is a Railroad Project Engineer and Project Manager for HDR. He assists public and private clients through the study, development, and implementation of passenger and freight railroad transportation plans, services, and design. Tony uses his past Class I freight railroad experience, combined with his engineering background, to support HDR's public and private clients in many different areas, such as passenger and freight railroad operations/planning, infrastructure design, feasibility studies, process improvement, and coordination. Tony's railroad industry experience includes operations management and asset management, throughout various departments of a Class I railroad. Additionally, Tony has experience in coordinating with other Class I railroads' engineering departments, various regulatory agencies, and state and local governments. He has also managed railroad infrastructure activities, such as repairs/maintenance, inspection, and construction with respect to bridges, tunnels, buildings, and other drainage structures. His responsibilities included the direct management of craftsmen; prioritizing, organizing, and overseeing structures repairs; developing a capital program for structures and other railroad assets; overseeing new construction activities; and conducting emergency repair work. Tony was also intimately involved with interpreting Federal Railroad Administration (FRA) regulations and railroad policies related to roadway worker safety and railroad transportation.

Project Experience:

State Rail Plans – Task Manager for State Rail Plan development efforts for OK, IA, VA, TX, KS, and GA. Responsible for the Freight Rail chapters in all of the SRPs, including interacting with Class I, II, and III railroads.



Jara B. Sturdivant-Wilson, Public Involvement

Jara is a senior public involvement coordinator who brings academic, non profit, and corporate world experience to every project she gets her hands on. She has prepared annual strategies, facilitated trainings, and has strong written and oral communication skills and layout and design experience. Her broad skill set is an incredible benefit to teams when they are looking for an individual with passion, work ethic, and experience. The Public



Involvement Team at HDR specializes in leading local, regional, and statewide public involvement programs and developing and implementing public relations strategies. It excels in leveraging existing communication strategies and employing new technologies and tools to achieve the best possible outcome for our clients.

Project Experience:

State Rail Plans – Task Manager for Public Involvement development efforts for State Rail Plans in OK, IA, VA, and TX.



Fred Kramer, Economic Development/Investment Analyses

Fred is a proven business advisor with the ability to see beyond the numbers by taking strategic imperative and risk analysis into account, drawing on broad experience in transportation economics, finance, and project/program management. Fred has a thorough understanding of decision support specifically in the creation and interpretation of economic development opportunities, business case and benefit cost analyses. During his 10-year tenure at HDR, Fred has developed numerous successful grant applications on behalf of our Class I railroad and State DOT clients. Together, these clients received more than \$200M in project funding.

Project Experience:

State Rail Plans – Task Manager for Economic and Finance Analyses in State Rail Plan development efforts for OK, IA, VA, TX, KS, and GA.



Travis Talbitzer, GISP, GIS

Travis is a Senior GIS Analyst and has provided technical service to government and private clients, including Nebraska Department of Roads, Iowa Department of Transportation, Union Pacific Railroad, Dakota, Minnesota, & Eastern Railroad, the city of Omaha, NE and the city of Council Bluffs, IA. Travis is well versed in biological sciences, wetland delineations, Geographic Information System (GIS) and environmental documentation. He has extensive experience in GIS, Mobile GIS, biological surveys, 404 permitting, and railroad H&H surveys.

Other Team Members



Prime Focus

Prime Focus LLC was established in 2001 as a freight transportation planning firm and is DBE/WBE certified. The firm is primarily involved in freight transportation planning, policy, site assessments and feasibility studies. Libby Ogard, the owner and founder of Prime Focus, has co-authored eight National Academies (i.e. TRB) Transportation Research Studies and has been involved in



intermodal terminal assessments, mode conversion opportunities, port assessments and trucking studies. Prior to 2001, Libby spent 18 years in the railroad industry at Burlington Northern and Conrail. Libby joined Schneider National and spent seven years in the Truck/Rail division. As General Manager, Libby managed private fleet operations, brokerage and intermodal services for Target, Walgreens, Family Dollar and Home Depot. Libby has assisted HDR with other State Rail Plan projects, including Michigan, Iowa, and Oklahoma. Prime Focus is a listed DBE with WVDOT.

Center for Transportation Research, University of Tennessee

The Center for Transportation Research (CTR) has been a nationally and internationally recognized research entity at The University of Tennessee for 45 years. Our group has been the research venue for some of the brightest and most innovative faculty, researchers, and graduate students in the nation's transportation arena. CTR was created in 1970 to foster and facilitate interdisciplinary research, public service, and outreach in the field of transportation at The University of Tennessee, Knoxville. It began full-time operations in 1972 and since then has contributed greatly to the overall research program of the university. As a research center under the auspices of UT's College of Engineering, CTR oversees various programs associated with the education, research, training, and workforce aspects of the transportation field. CTR (under the supervision of Drs. Clarke and Burton) recently prepared a report titled "Access vs. Isolation - Preserving Appalachia's Rail Connectivity in the 21st Century", Prepared for the Appalachian Regional Commission in March 2017. Drs. Clarke and Burton will both be members of the SRP update team. Their brief bios are provided below.



Dr. David Clarke – Dr. Clarke holds appointments as Director of the University of Tennessee's Center for Transportation Research and Research Associate Professor in the University's Department of Civil and Environmental Engineering. His 32 years of experience in the transportation area include: management or participation in numerous research projects; teaching undergraduate and graduate level transportation engineering courses; and practice in engineering design, construction, and project management. He teaches railroad engineering and related subjects to both college and professional audiences.



Dr. Mark Burton – Dr. Burton is considered to be one of the leading transportation economists, with an emphasis on freight transportation. His past and current research is specifically focused on the competitive relationships between freight providers, the economic benefits and costs of publicly provided infrastructure, and related public policies.



3 Approach and Methodology



Approach and Methodology

As part of a federal requirement to update State Rail Plans (SRPs) every (4) years, the consultant will update the West Virginia State Rail Authority SRP completed in 2013. The new SRP will be compliant with the State Rail Plan Guidance issued by the Federal Railroad Administration (FRA) in 2013 with updates that will be issued by the end of 2017 or beginning of 2018 per communications with the FRA. Section 11315 of the FAST Act (2015) amended the statutory requirements under 49 U. S. C. Chapter 227 pertaining to State Rail Plan requirement making the updates mandatory every (4) years instead of the original (5) years.

Both freight and passenger rail information will be updated as well as and an update to the inventory of the existing rail conditions of the state. A rail action plan will be provided for immediate, intermediate and long range times frames, together with funding and organizational strategies for implementation. Performance evaluation and impact analysis methodologies will be applied, and private and public sector benefits will be ascertained.

Based on HDR's previous experience and best practices with SRP development efforts, our approach and methodology will assist the State Rail Authority in updating the 2013 SRP by emphasizing the following key elements:

Comprehensive Stakeholder Outreach: Over the recent past, many freight and passenger rail components have been addressed for the West 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 West Virginia have changed, and shortlines 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 WVDOH and its stakeholders in the development of this SRP.

Focus on Delivery: Our project team will work with WVDOH, the State Rail Plan Authority, and all stakeholders to address the commonalities of the current SRP 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 WVDOH and other successful statewide rail planning efforts, and an outreach process that will allow WVDOH and the State Rail Plan Authority to realize a truly comprehensive, collaborative vision for the future of rail in West 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 an updated SRP that addresses all the requirements outlined by PRIIA and further defined by FRA, but to also view West 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 West 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 WVDOT and other state agencies. With programs such as the Statewide Multi-modal Long Range Transportation Plan and with the conduct of special studies requiring more in-depth analysis than the general transportation planning process can provide, as well as coordinating with other authorities, boards and committees helping to secure and guide transportation facility improvements in West Virginia, we understand the need for an updated SRP that supports and includes elements of such programs.

The following sections of this proposal provide our proposed approach for performing the scope of services identified in the Instructions in the Expression of Interest. Both freight and passenger rail information will be updated as well as an update to the inventory of the existing rail conditions of the state. A rail action plan will be provided for immediate, intermediate and long range times frames, together with funding and organizational strategies for implementation. Performance evaluation and impact analysis methodologies will be applied, and private and public sector benefits will be ascertained.

Task 1. Preparation of an Updated State Rail Plan

Our team's proposed approach for the development of an updated SRP for West Virginia is based on our previous recent experience with similar SRPs including Oklahoma, 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.

Below is 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 an updated Draft West 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 (and proposed revisions to be made in 2018)
- The requirements of 49 USC Section 22102
- Section 11315 of the FAST Act (2015) amended the statutory requirements under 49 U. S. C. Chapter 227

Final SRP Preparation and Presentation

HDR will assemble a Final West Virginia State Rail Plan from the Draft SRP, incorporating the comments from WVDOT on the draft plan, for final approval by WVDOT. 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 WVDOT Project Manager.

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

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

Objective: Illustrate the current and proposed future role of rail in West 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 West 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 West Virginia. Discuss how the West Virginia SRP will be integrated with the other state plans.
- 1.2 Describe freight and passenger rail transportation's role within West Virginia's transportation system, including provision of connections to transit and air modes.
- 1.3 Describe the institutional structure of West Virginia's rail program.
- 1.4 Describe state and local agencies involved in delivering rail services.
- 1.5 Describe state authorizing laws and West 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 West Virginia's authority for grant, loan and other financing (e.g. public-private partnerships or PPPs). Specifically, we will note:



- How West Virginia has used and/or is using these authorities to obtain funds to support rail programs and projects.
- West 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 West Virginia transportation system, to the extent known to WVDOT.

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 West Virginia's Rail Network

Objective: Provide an overview and inventory of West Virginia's existing rail system as a baseline for planning and decision making; describe the trends that will impact the need for rail in West Virginia; and identify the needs and opportunities for passenger and freight rail service in West Virginia. We will review the sections of the previous 2012 West Virginia State Rail Plan 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 – West Virginia's Existing Rail System.

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

2.1 West Virginia's Existing Rail System: Description and Inventory - Our team will develop an inventory of West 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 information from available sources including railroad operations and fixed plant data, and meetings with railroad officials. The railroads serving West Virginia will be the primary data sources and will be consulted extensively. A consolidated history of railroads in West Virginia will be included. This task will encompass the following components:

2.1.1 Describe West Virginia's railroads.

- West 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 (PTC) deployment and other improvement plans
 - West 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
 - West Virginia intercity rail passenger network:
 - Description of existing and planned service in West Virginia
 - Improvement plans
 - Abandonments and rail-banked lines:
 - Summary of rail-banked corridors and lines abandoned in West 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
- 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 West 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 West 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 West Virginia, including major projects funded under Section 130 of Title 23

- Identify rail accident/incident trends in West Virginia in the last 10 years

2.1.7 Provide a general analysis of rail transportation's impacts in West Virginia, using base data provided by the STB Waybill Sample 2016 data, Freight Analysis Framework (FAF), and other available sources; to include:

- Economic impacts (quantitative treatment)
 - Estimate the economic impacts of rail freight activity in West 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.



- The U.S. Surface Transportation Board's Rail Waybill freight database will be used to analyze West Virginia goods movements. Inbound, outbound, and intrastate commodity volumes and values will be applied, to determine how commodity movements generate direct economic impacts in West 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 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, and tourist railroad salary and expenditures in West 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 West Virginia's Existing Rail System: Trends and Forecasts - Describe trends and forecasts for demographic, economic, and transportation demand growth in West Virginia and for the likely demand for freight and passenger (intercity) rail service, including:

2.2.1 West 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 WVDOH 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

2.2.4 West Virginia fuel cost trends over recent years

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

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

2.2.7 West Virginia land use trends, from publicly available sources

2.3 West 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)
- Tourist railroad operators (only ones referenced in last West Virginia SRP was Railway Museum and Farmrail trains (seasonal / weekend).



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 WVDOT.

- 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:

- Three (3) field visits to review West Virginia's railroad network and infrastructure.
- West Virginia Rail Network Maps as an interactive geodatabase, with appropriate GIS layers in a WVDOT-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.
- West Virginia Rail Assets Map as an interactive geodatabase, with appropriate GIS layers in a WVDOT-approved format. This map will illustrate transload site, rail-served intermodal, and public dock facilities. GIS maps will be posted on the project website, if utilized.
- Technical Memorandum No. 2 documenting the subjects above. After review by WVDOT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 2 – West 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 West 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 West Virginia. We will review information from the 2012 West Virginia Rail System Plan and previous passenger rail studies to determine what information is needed to keep the new West 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 West Virginia's and passenger rail and transit stakeholders.

Under this task, we will interview key staff at West 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 West Virginia and other states.



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 West 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 WVDOT standards

Subtask 3 Deliverables:

- GIS-based map showing locations of passenger rail needs in West Virginia.
- Technical Memorandum No. 3 documenting the subjects above. After review by WVDOT 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 West 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 2012 OSRP to determine what information is needed to keep the new West Virginia SRP in compliance with the FRA guidance for developing Chapter 4 – Proposed Freight Rail Improvements and Investments. This task will be coordinated with WVDOT'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 West 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 West Virginia's economy. We also will identify and quantify major rail flows over the West Virginia rail network in terms of origins, destinations, and commodities. This will include goods traveling between West 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 West Virginia. Knowledge of these flows and trends may assist other potential West Virginia shippers in identifying potential markets for their products. We will compile a list of active river port



facilities that could potentially apply to West 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 West 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. Make efficient use of the existing modeling work that has previously been completed and will be provided by WVDOT.
- 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 West 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 West Virginia.
- Technical Memorandum No. 4 documenting the subjects above. After review by WVDOT and incorporation of comments, this technical memorandum will become SRP Draft Chapter 4 – Proposed Freight Rail Improvements and Investments.

Subtask 5. Rail Service Investment Plan

Objective: Describe West 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:



- 5.1 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.
- 5.2 Program Coordination: Describe how the Final Rail Vision integrates with other transportation efforts, including the West Virginia State Freight Plan, other state plans, and State Rail Plans from neighboring states.
- 5.3 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).
- 5.4 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:
- West 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 four 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 WVDOH.

5.5 Passenger Element

- 5.5.1 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

5.5.2 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.

5.5.3 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.

5.5.4 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.

5.6 Freight Element

5.6.1 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



- 5.6.2 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
- 5.7 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)
- 5.8 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
- 5.9 Other Recommendations: Prepare a list of other recommendations that West 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 West 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
 - Identify potential opportunities for development of freight rail transload and intermodal facilities, and potential funding sources.



Subtask 5 Deliverables:

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

Subtask 6. Public and Stakeholder Outreach Methodology

Objective: This task has three objectives. First is to collaborate with WVDOT 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 West 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 West Virginia SRP Draft Chapter 6 – Coordination and Review.

6.1 Statewide Rail Steering Committee

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

Subtask 6.1 Deliverables:

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

6.2 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 West Virginia SRP

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

- Railroads and advocacy groups
 - West Virginia railroad owners and operators (e.g. Class I railroads BNSF Railway, Union Pacific Railroad, and Kansas City Southern Railway, Class III railroads, and passenger rail operators)
 - American Short Line and Regional Railroad Association (ASLRRA)
- Economic development
 - Business, industry, and shippers
 - West Virginia Department of Transportation
 - State Transportation Board
 - Economic development associations – state, regional, and local

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.

The Draft Vision and Goals will be developed by our team, in collaboration with WVDOT, based on a review of visions and goals, objectives, strategies, and policies of the previous rail plan, of other ongoing and recent year WVDOT 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 6.2 Deliverables:

- Public Involvement Plan.

Subtask 7.1 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 7.1 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 West 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

1.1 Anticipated Stakeholder Outreach Activities

1.1.1 Public Meetings In order to solicit more general input about rail issues/concerns and opportunities for freight and passenger rail, we will coordinate one round of four (4) 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 West Virginia; the purpose of the updated West Virginia SRP; and the Draft Rail Vision and supporting Goals, for which public input will be requested.

There will be up to four (4) different meeting locations – West Virginia City, Tulsa, McAlester, and Clinton, arranged by WVDOT. We will coordinate and assist WVDOT 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 WVDOT 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.



1.1.2 High Leverage Stakeholder Workshop

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

- Freight and passenger railroads operating in West Virginia
- Selected shippers representing a range of commodities handled on West 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
- Inland 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 West Virginia SRP, and also to hear of particular issues and concerns that stakeholders have regarding rail service in West 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 WVDOT to arrange for the workshop venue, which could be held at a WVDOT facility. We will prepare the invitation letter for signature of the appropriate WVDOT 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.

1.1.3 Environmental Justice Community Outreach (Optional)



Upon WVDOT'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 effect on EJ communities.

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.

1.1.4 Selected Shipper Interviews

We will also conduct an outreach effort to West 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 three (3) Class I shippers and six (6) short line railroad shippers, representing a diverse mix of rail-borne commodities shipped by rail in West Virginia, will be interviewed by telephone.

1.1.5 Project Web Presence and Social Media


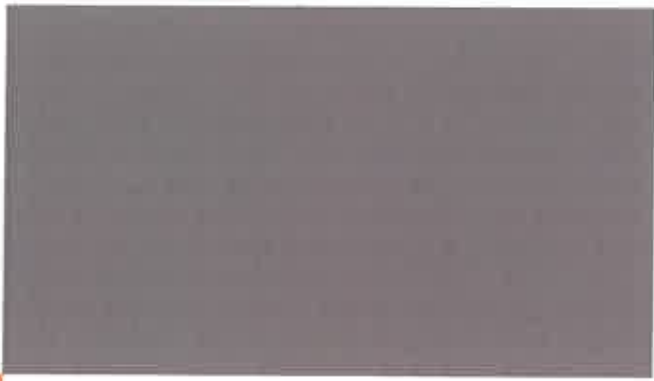

We will work with WVDOT to create a targeted social media and web presence in order to continually communicate key milestones, decision points, and the final plan to the media and the general public. We will use both social media and the website to encourage public comment throughout the process. We will work in tandem with WVDOT staff to create social media campaigns and website strategies that seamlessly intertwines our strategic approach and content creation with WVDOT'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 WVDOT'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 West 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 WVDOT Project Manager.

Task 2 Deliverables:

- Participation in four (4) public meetings, along with meeting materials, including a PowerPoint presentation
- Participation in a Stakeholder Workshop
- EJ community leader interviews (Optional)
- Rail shipper interviews and notes
- On-line survey
- Project web page with project facts with common function
- Meeting presentations, display boards, large scale maps, and handouts
- Public Involvement Plan, which will describe the approach to stakeholder participation in the development of the West Virginia SRP, including public noticing, opportunities for public and agency participation, and how comments were accepted, specifically:
 - Where applicable, describe how the West 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 West Virginia, units of government, and other interested parties were involved in the preparation and review of the West Virginia SRP
 - In general, describe issues raised during the preparation of the West Virginia SRP and how they were addressed
 - Describe how recommendations made by participants (railroads, agencies, authorities, and municipalities within West Virginia or the region) were appropriately considered and presented in the West Virginia SRP
 - Describe how West Virginia coordinates state rail planning with other state transportation planning programs and activities
 - The work described above will be compiled into SRP Draft Chapter 6 - Coordination and Review of the West Virginia SRP.

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4 Acknowledgement of Addendum



ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: RMA180000001

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

HDR Engineering, Inc.

Company

Amy Palmer Stand

Authorized Signature

February 12, 2018

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.
Revised 6/8/2012