



Meeting Date: January 20, 2026
Consent Agenda: Maintenance & Transit Operations Technical Study

BACKGROUND:

GRTC's transit and maintenance operations have achieved success throughout the agency's 50-year plus history. Many of these successes were developed internally; however, several policies, procedures, and operational practices date back to the agency's founding in 1973. To ensure continued effectiveness, efficiency, and alignment with current industry standards, GRTC seeks to benchmark both functions against current best practices within the public transportation industry.

This engagement will take a dual-track approach. For transit operations, the assessment will emphasize hands-on, practical solutions, with the consultant working directly alongside GRTC staff to implement near-term operational improvements, provide applied and on-the-job training, and support the adoption of updated procedures and tools during the course of the study. This approach is intended to deliver immediate operational benefits while strengthening internal capacity and consistency.

For maintenance operations, the assessment will follow a more traditional, comprehensive evaluation model, focusing on policies, procedures, asset management practices, staffing, training, facilities, and lifecycle planning. The maintenance assessment will identify gaps, risks, and improvement opportunities and provide actionable recommendations aligned with industry standards and long-term sustainability.

Together, this blended approach will improve efficiency, service quality, safety, and workforce effectiveness, while reducing reliance on outdated, manual, and paper-based processes across both operational areas.

HIGHLIGHTS:

- GRTC invited qualified firms available through the Virginia Department of Rail and Public Transportation (DRPT) state contract to submit proposals.
- WSP, Inc. was selected as the consultant to conduct the assessment.
- An Independent Cost Estimate determined WSP's proposed fee to be fair, reasonable, and below the estimated cost.
- The assessment will be completed within twelve to eighteen months from the Notice to Proceed.
- Funding will be provided through a DRPT Technical Assistance grant, supplemented by federal and local funding.

Grant #	Federal (46%)	State (50%)	Local (4%)
71326-14	\$91,996.45	\$99,996.14	\$7,999.69

- The total value of the assessment is \$199,992.28.

RECOMMENDATION:

GRTC staff recommends that the Board of Directors authorize the Chief Executive Officer to execute an agreement with WSP, Inc. to conduct a transit and maintenance operations assessment in an amount not to exceed \$199,992.28.

Ellen Robertson, Secretary
GRTC Board of Directors

Date