

Washington Metropolitan Area Transit Authority  
**Board Action/Information Summary**

☒ Action ☐ Information

MEAD Number:  
202031

Resolution:  
☒ Yes ☐ No

**TITLE:**

City of Falls Church Request for Bus Service

**PRESENTATION SUMMARY:**

The City of Falls Church is requesting peak period Route 3T Metrobus service to connect East Falls Church and West Falls Church Metrorail stations.

**PURPOSE:**

Approval of the Title VI equity analysis and provision of noncharter mass transit service as additional non-regional service on Metrobus Route 3T, increasing the Fiscal Year 2019 operating budget by \$211,000 as additional non-regional service paid for by the City of Falls Church.

**DESCRIPTION:**

The City of Falls Church is requesting that Metro add Route 3T peak period service, extending the route to the East Falls Church Metrorail Station from its current terminus at the West Falls Church Metrorail Station, serving the City of Falls Church and neighboring jurisdictions.

Peak period service would run in each direction at 24 minute intervals, beginning in December 2018, and continuing for at least two years. The cost of this service addition will be paid by the City of Falls Church, as the City has received an \$850,000 grant from the I-66 Commuter Choice Program to provide this extra service without cost to Metro or other jurisdictions.

**Key Highlights:**

- Peak period service along primary commercial corridors in the City of Falls Church
- Connects two Metrorail stations
- Service costs paid using grant funds
- No disparate impact or disproportionate burden under Title VI

**Background and History:**

Metrobus Route 3T service previously served these destinations, providing connections between the Metro stations along the main corridors of the City of Falls Church. In June 2016, as part of Metro cost savings, this segment of the route was discontinued because the ridership was low and the segment did not meet established productivity criteria. Metrobus Route 28X was also discontinued at the same time, thereby significantly reducing bus availability along West Broad Street in the City of Falls

Church.

The City of Falls Church was not in favor of the elimination of these routes through the City, despite low ridership. Since the City is now in a position to fully fund the service, Falls Church is requesting that Metro reinstate this 3T route segment.

### **Discussion:**

According to the City of Falls Church Master Plan, adopted in 2014, buses fill an important role in the City's transportation network. Master Plan goals include increasing the non-auto share of trips to 21 percent; additional local bus service along the main commercial corridors of the City will help to achieve this goal.

Costs for providing this service will be paid by the City through an I-66 Commuter Choice Program grant, awarded in July 2018.

The Fiscal Year 2019 Operating Budget, and succeeding Fiscal Year budgets, will need to reflect the addition of this additional service cost.

Operating this service requires a subsidy increase above the base budget subsidy subject to the 3 percent cap. When the grant ends, without grant funding, service would end or become a part of the base "regional services".

When a transit agency proposes a major service change, including additions to service, the FTA requires a Title VI analysis. Typically an analysis of new service looks at the distribution of the benefits of this service to minority and low-income customers.

Although the ratio of benefiting minority and low-income customers is significantly less than the corresponding system averages (of 81.5 percent minority and 52 percent low-income), the service change affects a very small portion of Metrobus ridership. At 200 trips out of 400,000 daily riders, this amounts to 0.05 percent of the system's riders.

As a result, Metro finds that extending this portion of the 3T will result in a de minimis impact, and therefore not create a disparate impact on minority riders or a disproportionate burden on low-income customers. Furthermore, in this specific case, the service provided is not "new," but a reinstatement of service that had been provided up until a few years ago.

Outreach for the extension of Metrobus Route 3T will be included in the robust outreach plan for Metro's December 2018 bus service changes, beginning in early-to-mid December. The overall service changes plan includes notification signs on all buses; a press release and advisories to impacted riders; updates to the [wmata.com/bus](http://wmata.com/bus) webpage; a tailored bus stop sign plan targeting high ridership locations; a bus service changes brochure in English and Spanish; and in-person outreach for changes with the most impact. To advertise the changes to Route 3T, notification signs will be placed at impacted stops at and inside the McLean, West Falls Church and East Falls Church Metrorail stations and at a few high ridership stops along the route. In-person outreach using bilingual street teams will also be used 1-2 weeks prior to the service change date to notify riders of this change.

**FUNDING IMPACT:**

Budget:	Operating Budget, Fiscal 2019
Project/Account:	Non-Regional Bus
Project Manager:	James Hamre
Project Department/Office:	COO/OBPP
This Action:	\$211,000
Remarks:	Annual Expense: \$423,000

	FY 2019	FY2020 (to be reflected in Proposed Budget if Approved)
Budget:	\$0	\$0
This Action:	\$211,000	\$423,000
Prior Approval:	None	None
Remaining Budget:	\$211,000	\$423,000

**TIMELINE:**

<b>Previous Actions</b>	<p>July 2018 – City of Falls Church awarded I-66 Commuter Choice Program grant.</p> <p>October 2018 - City of Falls Church requests additional Route 3T Metrobus Service in the City.</p>
<b>Anticipated actions after presentation</b>	December 2018 - Metrobus 3T service connecting East and West Falls Church Metrorail stations is implemented.

**RECOMMENDATION:**

Approval of the Title VI equity analysis and provision of noncharter mass transit service as additional non-regional service on Metrobus Route 3T, increasing the Fiscal Year 2019 operating budget by \$211,000

SUBJECT: APPROVAL TO PROVIDE ADDITIONAL PEAK PERIOD SERVICE  
CONNECTING EAST FALLS CHURCH AND WEST FALLS CHURCH  
METRORAIL STATIONS ON METROBUS ROUTE 3T

RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY

WHEREAS, Resolution 2011-30 requires approval from the Washington Metropolitan Area Transit Authority (WMATA) Board of Directors to provide non-charter mass transit service requested by others and to increase the operating budget; and

WHEREAS, The City of Falls Church (the City), Virginia wishes to pay for additional bus service by extending the Metrobus Route 3T to connect East Falls Church and West Falls Church Metrorail stations; and

WHEREAS, This additional bus service is a major service change and can be scheduled to begin in December 2018; and

WHEREAS, This additional bus service will increase operating expenses in Fiscal Year (FY) 2019 by \$211,000, which will be funded by the City as a non-regional bus service; and

WHEREAS, The Federal Transit Administration (FTA) Title VI Circular requires an equity analysis to determine if a major service change will result in a disparate impact (DI) on minority riders or a disproportionate burden (DB) on low-income riders; and

WHEREAS, Staff has conducted an equity analysis and determined that the extension of Metrobus Route 3T will not result in a DI on minority populations or a DB on low-income populations (Attachment A); NOW, THEREFORE, be it

*RESOLVED*, That the Board of Directors approves the Title VI equity analysis in Attachment A, demonstrating that extending this portion of the 3T does not result in a DI on minority populations or DB on low-income populations; and be it further

*RESOLVED*, That the Board of Directors authorizes the provision of the additional bus service on Metrobus Route 3T; and be it further

*RESOLVED*, That the Board of Directors authorizes an increase of \$211,000 to the FY2019 operating budget to be funded by the City to cover the expenses of this additional bus service; and be it further

*RESOLVED*, That the Board of Directors authorizes the General Manager and Chief Executive Officer or his designee to charge all costs of the additional Metrobus Route 3T service to the City and enter into any agreements necessary to memorialize this arrangement; and be it finally

*RESOLVED*, That this Resolution shall be effective 30 days after adoption in accordance with Section 8(b) of the WMATA Compact.

Reviewed as to form and legal sufficiency,

  

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Patricia Y. Lee  
General Counsel

WMATA File Structure No.:  
6.2 Jurisdictional Bus Service Agreements

# M E M O R A N D U M



SUBJECT: Title VI Equity Analysis for  
Extension of Route 3T

DATE: October 26, 2018

FROM: FAIR – Franklin Jones *FJ*

THRU: IBOP – John Kuo *[Signature]*

TO: GM/CEO – Paul J. Wiedefeld *[Signature]*

This memorandum describes the methodology and findings of the Title VI equity analysis required for the extension of Metrobus Route 3T planned for December 2018.

## I. Conclusion

As stated in the Board Action Information Summary (BAIS), staff is seeking approval of the Title VI equity analysis, and provision of non-charter mass transit service as additional non-regional service on Metrobus Route 3T. This action item will be reviewed by the Board Finance Committee on November 1 for approval at the November 15 Board of Directors meeting.

Metro staff recommends the acceptance of the Title VI equity analysis required for extending Route 3T, which serves the City of Falls Church in Virginia. The “extension” of service is actually a reinstatement of service that ran until June of 2016. The City of Falls Church has requested this reinstatement of service following the award of grant funding which will allow the city to reimburse Metro for the cost of providing the service. Staff estimates that the reinstatement of service will benefit approximately 150 to 200 riders a day. Although the ratio of minority and low-income trips benefiting are significantly less than the corresponding system averages, the absolute number of affected riders is so low that the impacts are de minimis.

## II. Title VI Analysis

When a transit agency proposes a major service change, including additions to service, the FTA, in its Title VI Circular 4702.1B, requires that the transit agency conduct an equity analysis to determine whether the service change will result in a disparate impact (DI) on minority riders or a disproportionate burden (DB) on low-income riders.

There is no “adverse impact” to customers from this action, as reinstating this service does not come at the expense of reductions of service on other routes. However, Title VI requires an analysis of the distribution of benefits that come from new service.

Extension of Metrobus Route 3T – Title VI Equity Analysis  
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In conducting this equity analysis, Metro used the following survey and operations data to determine which populations would be affected by the proposed service change:

- Metrobus Farebox data (2018)
- Metrobus Ride check data (2016)
- Metrobus Passenger Survey (2014)

Metro calculated the number of minority and low-income 3T trips as a percentage of all 3T trips. Because the proposed service change affects bus customers, Metro then compared that percentage to the system-wide profile for Metrobus (81.5 percent minority; 52 percent low-income) as shown in Table One.

**Table One: Metrobus Ridership Bus Demographic Profile<sup>1</sup>**

	<b>Annual Ridership (FY 2017)</b>	<b>% Minority Ridership</b>	<b>% Low- Income Ridership</b>	<b>Annual Minority Trips</b>	<b>Annual Low- Income Trips</b>
Metrobus	121,732,200	<b>81.5%</b>	<b>52.0%</b>	99,211,700	63,300,700

Staff estimates the extension of the 3T would benefit approximately 150 to 200 trips a day. This was calculated based on ridership that was seen at the stops affected prior to the removal of service in 2016. Survey data taken from the most recent Metrobus survey showed that the weekday ridership is 67 percent minority, and 23 percent low-income.

Although the ratio of benefiting minority and low-income customers is significantly less than the corresponding system **averages** (of 81.5 percent minority and 52 low-income), the service change affects a very small portion of Metrobus ridership. At 200 trips out of 400,000 daily riders, this amounts 0.05 percent of the system's riders.

As a result, Metro finds that extending this portion of the 3T will result in a de minimis impact, and therefore does not create a disparate impact on minority riders or a disproportionate burden on low-income customers.

Furthermore, in this specific case, the service provided is not “new,” but a reinstatement of service that had been provided up until a few years ago.

### **Public Outreach**

In accordance with Title VI, Metro will conduct public outreach in the area affected by the service change prior to implementation in December, 2018. The plan for outreach is discussed in the Board Action Information Summary (BAIS).

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<sup>1</sup> Based on 2014 Metrobus Passenger Survey





# CITY OF FALLS CHURCH

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October 2, 2018

Mr. Paul Wiedefeld  
General Manager and Chief Executive Officer  
Washington Metropolitan Area Transit Authority  
600 Fifth Street NW  
Washington, DC 20001

RE: Restoration of Route 3T Metrobus Service in the City of Falls Church.

Dear Mr. Wiedefeld:

The City of Falls Church is requesting that WMATA restore Metrobus Route 3T peak period service from the West Falls Church Metrorail Station to the East Falls Church Metrorail Station, serving the City of Falls Church, Fairfax County, and Arlington County. Operating funds for the service extension and expansion are being provided by a grant from the I-66 Commuter Choice Program that was awarded in July 2018.

Specifically, the City of Falls Church requests that peak period service on Metrobus Route 3T be extended from the West Falls Church Metrorail station along W. Broad Street and N. Washington Street to the East falls Church Metrorail Station with 24-minute headways. City staff has been working with WMATA staff on the service expansion, and WMATA staff has proposed a starting date for new service of late December 2018.

I understand that the total annual operating costs for the additional service for the Route 3T is projected to be \$422,877. The I-66 Commuter Choice grant provides for two years of operating funds bringing the total grant to \$845,754. This will result in an estimated additional 4,016 platform hours annually.



October 2, 2018

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The City looks forward to continuing to work with WMATA on enhanced bus service.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Wyatt Shields". The signature is fluid and cursive, with the first name "Wyatt" being more prominent than the last name "Shields".

Wyatt Shields  
City Manager

cc: Greg Potts, WMATA  
James Hamre, WMATA  
Kate Mattice, NVTC  
Melissa Ryland, City of Falls Church  
Paul Stoddard, City of Falls Church  
Jeffrey Sikes, City of Falls Church