

Washington Metropolitan Area Transit Authority
Board Action/Information Summary

<input checked="" type="radio"/> Action <input type="radio"/> Information	MEAD Number: 100064	Resolution: <input type="radio"/> Yes <input checked="" type="radio"/> No
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TITLE:

WMATA Technical Staff Travel to Belgium

PURPOSE:

Request Board of Directors approval to allow WMATA staff to travel to the Van Hool factory in Belgium.

DESCRIPTION:

DDOT has requested WMATA to purchase 14 additional Van Hool 30` buses on their behalf. DDOT has transferred appropriate funds to purchase buses and reimburse WMATA for staff time and overhead costs, including travel overseas.

WMATA has a variety of experienced staff members who have been involved with bus procurement. We recommend a technical staff member of WMATA be present upon the initial build of the new buses and remain on site for two weeks. In addition, we recommend a technical staff person return to the site prior to the completion of the first few buses to review the fit, form and finish of the new Circulator buses.

FUNDING IMPACT:

No impact on funding. DDOT has already provided the money to be used for staff travel, time and expenses. \$35,600 is budgeted for staff travel arrangements, time and expenses. The buses will be decalced in Belgium and coming into the Baltimore port; therefore, staff will not need to travel to Orlando as originally planned. WMATA recommends one staff member with technical skills go to Belgium for two weeks in August to inspect bus materials and beginning stages of the bus build. WMATA also recommends a technical staff member visit the factory in December to inspect the fit, form and finish, again for two weeks.

RECOMMENDATION:

Approve WMATA staff travel to Van Hool Factory in Belgium.