

To: Springer, ADM

OFFICE OF THE SECRETARY  
CORRESPONDENCE CONTROL TICKET

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AUTHOR: HARVEY GANTT  
AFFILIATION: NCPC  
ADDRESSEE: RICHARD MESERVE  
SUBJECT: INVITATION TO ATTEND A FEDERAL TRANSPORTATION MANAGMENT  
WORKSHOP  
ACTION: Appropriate  
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**Commission Members**

Appointed by the  
 President of the United States  
 Harvey B. Gantt, Chairman  
 Robert A. Gaines  
 Margaret G. Vanderhye

Appointed by the Mayor of the  
 District of Columbia  
 Arrington Dixon  
 Dr. Patricia Elwood

REC'D BY

30 MAY 00

Secretary of Defense  
 The Honorable William S. Cohen

Secretary of the Interior  
 The Honorable Bruce Babbitt

Administrator of General Services  
 The Honorable David J. Barram

Chairman, Committee on  
 Governmental Affairs  
 United States Senate  
 The Honorable Fred Thompson

Chairman, Committee on  
 Government Reform  
 U.S. House of Representatives  
 The Honorable Dan Burton

Mayor, District of Columbia  
 The Honorable Anthony A. Williams

Chairman, Council of the  
 District of Columbia  
 The Honorable Linda W. Cropp

**Executive Director**  
 Reginald W. Griffith

MAY 24 2000

The Honorable Richard A. Meserve  
 Chairman  
 Nuclear Regulatory Commission  
 11555 Rockville Pike  
 Rockville, MD 20852

Dear Mr. Chairman:

Please accept my invitation to attend a Federal Transportation Management Workshop, scheduled for the morning of June 15, 2000. This workshop, which is sponsored by the National Capital Planning Commission (NCPC), the U.S. Department of Transportation (DOT), the U.S. General Services Administration (GSA), and the U.S. Office of Personnel Management (OPM) in cooperation with the Metropolitan Washington Council of Governments (MWCOC) and the Washington Metropolitan Area Transit Authority (WMATA), has been prepared in response to the recent signing of Executive Order 13150, which directs federal agencies to provide transit and vanpool benefits to all their employees by October 1, 2000. This workshop will build upon the foundation that was begun with the Federal Transportation Management Workshop held in April 1999 which provided information to federal agencies about the importance of transportation management planning.

Comprehensive transportation management planning is one of the most effective tools we have to help reduce congestion and improve mobility in our region. This workshop will provide the critical information that federal agencies need to implement transit and vanpool programs that comply with Executive Order 13150. I hope that both senior managers and individuals responsible for implementation of agency transit benefit programs—including those from agencies that already have programs in place—will be able to attend.

The June 15 workshop will include an initial session featuring comments from senior officials, from the sponsoring agencies, on federal agency transportation policies and strategies. Anticipated speakers include Rodney Slater, Secretary of DOT, Nelson B. Alcalde, Regional Administrator of the National Capital Region, GSA, Janice Lachance, Director of OPM, Richard White, General Manager of WMATA, and Margaret Vanderhye, Commission Member of NCPC. These opening remarks will be followed by presentations on implementing transit and vanpool programs that comply with Executive Order 13150, as well as other transportation management tools, including ridesharing, guaranteed ride home programs, and alternate work schedules.

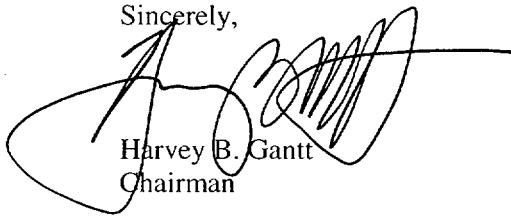
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As we anticipate that there will be a significant demand for this information, we have scheduled three additional workshops that will repeat the technical information included in the June 15 session. These additional workshops, which will not include the morning program of speakers from June 15, have been scheduled for June 21, July 11, and July 13.

The June 15 and 21 workshops will be held in GSA's auditorium at 7<sup>th</sup> and D Streets, SW while the July 11 and 13 workshops will be held at the offices of the National Capital Planning Commission, 801 Pennsylvania Avenue, NW, Suite 301. The workshops will be held in the morning, starting at 8:00AM (with specific times identified on the enclosed registration form). As space in the workshops is limited, please register for one of the four dates by completing the enclosed registration form and faxing it to Mallie Burruss at OPM, (202) 606-2091. If you have any specific questions about these workshops please contact Bill Dowd, NCPC Director, Office of Plans Review, at (202) 482-7240.

On behalf of the cooperating agencies and the National Capital Planning Commission, I look forward to your participation at this informative event.

Sincerely,

A handwritten signature in black ink, appearing to read "Harvey B. Gantt", is written over a large, stylized circular flourish.

Harvey B. Gantt  
Chairman

Enclosures:  
Executive Order 13150  
Registration Form  
Agenda: June 15  
Agenda: June 21, July 11, and July 13

EXECUTIVE ORDER

THE WHITE HOUSE

Office of the Press Secretary

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Embargoed for Release  
Until 10:06 am EDT  
Saturday, April 21, 2000

EXECUTIVE ORDER  
13150

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FEDERAL WORKFORCE TRANSPORTATION

By the authority vested in me as President by the Constitution and the laws of the United States of America, including the Transportation Equity Act for the 21st Century (Public Law 105-178), section 1911 of the Energy Policy Act of 1992 (Public Law 102-486), section 531(a)(1) of the Deficit Reduction Act of 1984 (26 U.S.C. 132), and the Federal Employees Clean Air Incentives Act (Public Law 103-172), and in order to reduce Federal employees' contribution to traffic congestion and air pollution and to expand their commuting alternatives, it is hereby ordered as follows:

Section 1. Mass Transportation and Vanpool Transportation Fringe Benefit Program. (a) By no later than October 1, 2000, Federal agencies shall implement a transportation fringe benefit program that offers qualified Federal employees the option to exclude from taxable wages and compensation, consistent with section 132 of title 26, United States Code, employee commuting costs incurred through the use of mass transportation and vanpools, not to exceed the maximum level allowed by law (26 U.S.C. 132(f)(2)). These agency programs shall comply with the requirements of Internal Revenue Service regulations for qualified transportation fringe benefits under section 1.132-9 of title 26, Code of Federal Regulations, and other guidance.

(b) Federal agencies are encouraged to use any nonmonetary incentive that the agencies may otherwise offer under any other provision of law or other authority to encourage mass transportation and vanpool use, as provided for in section 7905(b)(2)(C) of title 5, United States Code.

Sec. 2. Federal Agencies in the National Capital Region. Federal agencies in the National Capital Region shall implement a "transit pass" transportation fringe benefit program for their qualified Federal employees by no later than October 1, 2000. Under this program, agencies shall provide their qualified Federal employees, in addition to current compensation, transit passes as defined in section 132(f)(5) of title 26, United States Code, in amounts approximately equal to employee commuting costs, not to exceed the maximum level allowed by law (26 U.S.C. 132(f)(2)). The National Capital Region is defined as the District of Columbia; Montgomery, Prince George's, and Frederick Counties

in Maryland; Arlington, Fairfax, Loudon, and Prince William Counties in Virginia; and all cities now or hereafter existing in Maryland or Virginia within the geographic area bounded by the outer boundaries of the combined area of said counties.

Sec. 3. Nationwide Pilot Program. The Department of Transportation, the Environmental Protection Agency, and the Department of Energy shall implement a "transit pass" transportation fringe benefit program, as described in section 2 of this order, for all of their qualified Federal employees as a 3 year pilot program by no later than October 1, 2000. Before determining whether the program should be extended to other Federal employees nationwide, it shall be analyzed by an entity determined by the agencies identified in section 4 of this order to ascertain, among other things, if it is effective in reducing single occupancy vehicle travel and local area traffic congestion.

Sec. 4. Guidance. Federal agencies shall develop plans to implement this order in consultation with the Department of the Treasury, the Department of Transportation, the Environmental Protection Agency, the Office of Personnel Management, the General Services Administration, and the Office of Management and Budget. Federal agencies that currently have more generous programs or benefits in place may continue to offer those programs or benefits. Agencies shall absorb the costs of implementing this order within the sums received pursuant to the President's FY 2001 budget request to the Congress.

Sec. 5. Judicial Review. This order is not intended to and does not create any right or benefit, substantive or procedural, enforceable at law by any party against the United States, its agencies or instrumentalities, its officers or employees, or any other person.

WILLIAM J. CLINTON

THE WHITE HOUSE,  
April 21, 2000.

# # #

# **FEDERAL TRANSPORTATION MANAGEMENT WORKSHOP**

## **JUNE & JULY 2000**

### **REGISTRATION FORM**

Sponsored by the U.S. Department of Transportation, the U.S. General Services Administration,  
the U.S. Office of Personnel Management, and the National Capital Planning Commission

*In cooperation with the Metropolitan Washington Council of Governments and  
the Washington Metropolitan Area Transit Authority*

NAME \_\_\_\_\_

TITLE \_\_\_\_\_

AGENCY \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

\_\_\_\_\_

TELEPHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

**Please check *one* of the following workshop dates:**

☐

**Thursday, June 15, 2000**

Time: 8:00AM-12:45PM

Place: GSA Auditorium, 7<sup>th</sup> & D Streets, SW,  
Washington, D.C. (use D Street entrance)

☐

**Wednesday, June 21, 2000**

Time: 8:00AM -12:30PM

Place: GSA Auditorium, 7<sup>th</sup> & D Streets, SW  
Washington, D.C. (use D Street entrance)

☐

**Tuesday, July 11, 2000**

Time: 8:00AM-12:30PM

Place: NCPC, 801 Pennsylvania Ave., NW,  
Suite 301, Washington, D.C.

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**Thursday, July 13, 2000**

Time: 8:00AM-12:30PM

Place: NCPC, 801 Pennsylvania Ave., NW,  
Suite 301, Washington, D.C.

**As space is limited, please register by June 9, 2000.  
Fax this form, or email your registration information, to:**

Mallie Burruss  
U.S. Office of Personnel Management  
Fax: 202-606-2091  
Email: mtburrus@opm.gov

GSA Auditorium - 7<sup>th</sup> and D Streets, SW  
Washington, D.C.

**IN COOPERATION WITH THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS AND THE  
WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY**

8:00 – 8:30	Registration
8:30 – 9:20	Opening Session
	<p>Rodney Slater – Secretary, U.S. Department of Transportation</p> <p>Margaret Vanderhye – Commission Member, National Capital Planning Commission</p> <p>Nelson Alcalde, Regional Administrator, National Capital Region, General Services Administration</p> <p>Janice Lachance – Director, Office of Personnel Management</p> <p>Richard White – General Manager, Washington Metropolitan Area Transit Authority</p>
9:20 – 10:10	<p>Executive Order 13150 and Federal Statutory Requirements</p> <p>Presenter: William B. Menczer, Team Leader, Federal Transit Administration</p>
10:10 – 10:15	Break
10:15 – 11:15	<p>Metrochek Transit Benefit Program</p> <p>Presenter: Lorraine Taylor, Assistant Sales Manager, Washington Metropolitan Area Transit Authority</p> <p>Program Administration and Options</p> <p>Presenter: Eric Smith, Manager, TASC TRANServe, U.S. Department of Transportation</p>
11:15 – 11:20	Break
11:20 – 12:45	<p>Ridesharing and Guaranteed Ride Home Programs</p> <p>Presenter: Nick Ramfos, Chief, Alternative Commute Programs, Metropolitan Washington COG</p> <p>Alternate Work Schedules</p> <p>Presenter: Mallie Burruss, Work/Life Program Specialist, Office of Personnel Management</p> <p>Teleworking</p> <p>Presenter: Wendell Joice, Team Leader, Government Wide Telework and Workplace Initiatives, General Services Administration</p> <p>Biking Programs</p> <p>Presenter: Ellen Jones, Executive Director, Washington Area Bicyclists Association</p> <p>Workshop Wrap-up</p> <p>Presenter: Bill Dowd, Director, Office of Plans Review, National Capital Planning Commission</p>

**FEDERAL TRANSPORTATION MANAGEMENT WORKSHOP  
ON EXECUTIVE ORDER 13150  
June 21, July 11, and July 13**

**SPONSORED BY THE U.S. DEPARTMENT OF TRANSPORTATION,  
THE U.S. GENERAL SERVICES ADMINISTRATION,  
THE U.S. OFFICE OF PERSONNEL MANAGEMENT, AND  
THE NATIONAL CAPITAL PLANNING COMMISSION**

**IN COOPERATION WITH THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS AND THE  
WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY**

## TENTATIVE AGENDA

8:00 – 8:45      Registration

8:45 – 9:50      **Executive Order 13150 and Federal Statutory Requirements**  
                          **Presenter: William B. Menczer, Team Leader, Federal Transit Administration**

9:50 – 10:00      Break

10:00 – 10:50 Metrochek Transit Benefit Program  
Presenter: Lorraine Taylor, Assistant Sales Manager, Washington Metropolitan Area  
Transit Authority

**Program Administration and Options**  
**Presenter: Eric Smith, Manager, TASC TRANServe, U.S. Department of Transportation**

10:50 – 11:00 Break

11:00 – 12:30 Ridesharing and Guaranteed Ride Home Programs  
Presenter: Nick Ramfos, Chief, Alternative Commute Programs, Metropolitan Washington COG

**Alternate Work Schedules**  
**Presenter: Mallie Burruss, Work/Life Program Specialist, Office of Personnel Management**

**Teleworking**  
**Presenter: Wendell Joice, Team Leader, Government Wide Telework and Workplace Initiatives, General Services Administration**

**Biking and Walking Programs**  
Presenter: Jim Sebastian, Transportation Planner, Metropolitan Washington COG

**Workshop Wrap-up**  
**Presenter: Bill Dowd, Director, Office of Plans Review, National Capital Planning Commission**