Virginia Department of Transportation

HUB-CAP, A-HOW-TOOL TO MEET LEGAL CHALLENGES FOR LANE RENTAL DURING THE CONSTRUCTION (Session 13A)

Presented at the 13th TRB Transportation Planning Application Conference, Reno Nevada, May 8-12, 2011

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Background ...

VDOT's standardization of the Road User Costs calculation puts a process into effect to ensure Road User Fees are uniformly calculated and substantiated. Prior to the development of this tool, several projects' User Fees were challenged on the basis of technicality and inconsistency in their calculation and assessment. Consequently, the G.A. Office couldn't go forward with the case. So, how done was Before?

 Therefore, a Road User Cost Committee was formed in November 2007 with members from FHWA, VDOT's Construction, Project Control, and Transportation Planning Divisions.



Papers Review

- Five (5) States and two (2) Canadian User Benefit Guidelines & Policies were reviewed:
 - California
 - Kentucky
 - Maryland
 - New Jersey
 - Texas
 - Canada: Transport Canada & Victoria Transport Policy Institute
- AASHTO's 2003 User Benefit Analysis for Highway "The Red Book"
- All findings and recommendations were submitted to the Committee for review and recommendation



The Committee Recommendations

- Produce Guideline Manual to standardize a statewide approaches
- Each district ability to input their local rates and figures
- Minimize inter-departmental data dependency
- Stands the legal challenges



User Benefit Analysis Modules Created (Before & After)

- Module 1A Daily Value of Time Module (*With 4 Detour Facilities*)
- Module 1B Hourly Value of Time Module (*With 4 Detour Facilities*)
- Module 2 Accident Module (With 6 Accident Prediction Methods)
- Module 3 Operation & Ownership Module (Out-of-pocket Expense)

Module Refinement and Programming

- Creation of HUB-CAP
- Program written in MS Excel
- User-friendly and crystal clear output



Modules General Inputs

- Project Information
- Project Length (mi, Km)
- Facility Type (Freeway/Xway, Major-, Minor-Arterial, Collecor & Pkway)
- Area Type (Urban, Rural)
- ADT, Average Daily Traffic (Before & After)
- Seasonal Factor (ADT/AADT)
- Free-Flow Speed: 85th Percentile Method (7.675+0.98*PS)
 Where Posted Speed (PS) >= 35 mph
- Percent Detour (0%-100% to max. 4 facilities)





INPUTS ARE HIGHLIGHTED IN YELLOW

Input Module:	Module 1A]	Detour:	75%	Fa	cility Name:	e: <mark>I-66</mark>		4/21/203	
Project Type:	i-66 Highway l	For Life			Fa	cility Type:	Minor Arte	rial	Project Year:	2009
Project Number:	UPC				An	alyst Name:	EA		Area Type:	Urban
Project Limit:	VA Route 243 to US Route 50					District:	9. Northern Virginia		Licer Menuel	
Mod. 1A Calc Method:	Speed-Oper		Length:	1.00	mi. 📘	County:	Fairfax		User Wanual	
Directional ADT:	BEFORE:	25,000	AFTER:	25,000	ADT/A	ADT Rate:	1.00	Capacity/h/l:	Selected	Recommended
Directional AADT:	BEFORE:	25,000	AFTER:	25,000	Speed:	BEFORE:	30	BEFORE:	1,000	1,000
Directional VMT:	BEFORE:	25,000	AFTER:	25,000	(mph)	AFTER:	30	AFTER:	1,000	1,000
Directional lane #:	BEFORE:	2	AFTER:	1	F-F Speed (I	f PS >= 35):	BEFORE:	30	AFTER:	30

Additional comment here....

Detour Facility Name	Posted Speed, mph	Length, mi.	Detour Facility Name	Posted Speed, mph	Length, mi.
Road 1	45	0.50	Road 3	30	0.75
Road 2	35	1.00	Road 4	35	1.25



Module 1A – Daily Value of Time Module

- Change in Daily Travel Time is valued (Before & After)
- Offers Three (3) Methods for Calculation of Benefit-Cost:
 - 1- Delay 2- Operating Speed

Method 1 (Auto & Truck)

- Hourly Wages & % Compensation
- Vehicle Occupancy Rate
- Percent Truck
- Delay (Before & After), min.

Method 2 (Auto & Truck)

- Hourly Wages & % Compensation
- Vehicle Occupancy Rate
- Percent Truck

3- Posted Speed

- Op. Speed (Before & After)

Method 3 (Auto & Truck)

- Hourly Wages & % Compensation
- Vehicle Occupancy Rate
- Lane Capacity/Hr. (Before & After)
- PH K-factor

- Posted Speed (Before & After)
- Dir. No. of Lane (Before & After)
- Percent Truck



Module 1B – Hourly Value of Time Module

- Change in Hourly Travel Time is valued (Before & After)
- Directional No. of Lane (Before & After)
- Lane Capacity/Hr. (Before & After)
- Posted Speed, mi/hr or km/hr (Before & After)
- Percent Truck ADT, 2X-6T, SU & Tractor Trailer (Before & After)
- PCE, Passenger Car Equiv. Rate, Auto & 3 Truck Classes (Before & After)
- Vehicle Occupancy Rate, Auto, 2X-6T, SU & Tractor Trailer (Before & After)
- Value of Time/Hr., Auto, 2X-6T, SU & Tractor Trailer (Before & After)
- Additional Input: Hourly Traffic Volume or Hourly Rate (K-factor) for up to 24 hours required.



	M	[0 D	ULE	1 B -	Hourly Time	Saving	Benefi	t-Cost	Input
		<u>Class 4-5</u>	<u>Class 6-7</u>	<u>Class 8+</u>		<u>Auto</u>	<u>Class 4-5</u>	<u>Class 6-7</u>	<u>Class 8+</u>
% Truck	BEFORE:	2.0%	1.0%	2.0%	PCE Rate:	1.0	1.0	2.0	3.0
70 I fuck:	AFTER:	2.0%	1.0%	2.0%	Auto Occupancy Rate:	1.2	1.1	1.1	1.0
Ŋ	/eekday to V	/eekly Expa	nsion Factor:	5.00	Value of Time \$/hr.:	\$10.67	\$21.24	\$21.24	\$25.00



Module 1A & 1B – Utilized Volume-Delay Function (BPR Formulation)

- Base = 1 + 0.15 (v/c)⁴
- Updated Freeway = 1 + 0.2 (v/c)¹⁰
- Updated Arterial (Signalized) = 1 + 0.05 (v/c)¹⁰
- Updated Collector = 1 + 0.075 (v/c)¹⁰
- FHWA = $0.87 + 0.13 (v/c)^4$
- HCM Updated

F-F Speed	Freeway	<u>Multi-lane Hwy</u>
<u>70 mph</u>	1 + 0.88 (v/c) ^{9.8}	1 + 1.0 (v/c) ^{5.4}
<u>60 mph</u>	1 + 0.83 (v/c) ^{5.5}	1 + 0.83 (v/c) ^{2.7}
<u>50 mph</u>	1 + 0.56 (v/c) ^{3.6}	1 + 0.71 (v/c) ^{2.1}



Module 2 – Accident Module

- Potential safety costs during and/or after construction
- Accident Prediction Methods
 - VA Historical Accident Rates, per million VMT
 - > Latest Single- & Ten-year Statewide historical crash data
 - Functional Class: Freeway, Primary & Secondary
 - Selected District
 - HSIS (Highway Safety Information System)

 $A_p = Exp-3.6323 \times AADT^{0.5722} \times Length^{0.7182}$)



Module 2 – Accident Module Cont.

- IHSDM 2-lane Rural Hwy Model

- ~ Length
- > Base Model: $A_p = AADT \times 365 \times 0.6148 \times L \times 10^{-6}$
- > AMFs: Accident Modification Factors (Default)
 - 1. Lane width (12')
 - 2. Shoulder width, (6')
 - 3. Roadside hazard rating (3)
 - 4. Driveway density (5/mi)
 - 5. H-V curvature (No)
 - 6. Level grade (%)



Module 2 – Accident Module (Cont.)

- NCHRP Report 420, Impacts of Access Mgmt. Techniques, TRB 1999
 - > Median type: Undivided, TWLTL & Non-traversable, *option 1*
 - > ADT, Acc./mi/yr Based on Avg. of 7 Computer Models, option 2
 - > No. of Access/mile, *Driveway density*
 - **Location**, *Urban & Rural*







Module 3 – Operating and Ownership Module

- Out of Pocket Expenses
 - Effects on driving behavior
 - Includes driving expenses
- Operating Costs
 - Fuel & Oil
 - > Maintenance
 - > Tires
- Ownership Costs
 - Insurance
 - License & Registration Fees and Taxes
 - Economic Depreciation
 - Finance charges
 - > Cost of Cargo on the vehicle



MODU	ULE	3 - 0	peration	1 & Ov	vnership	Benet	fit-Cost	Input	
Oper. Speed, mph: Auto:	BEFORE:	45	AFTER:	60	Truck:	BEFORE:	35	AFTER:	50
Finance Rate: 10,0%	APR	<u>Auto</u>	<u>Truck</u>	Truck	Cargo Value:	\$200,000		<u>Auto</u>	<u>Truck</u>
FuelCo	st per Gallon:	\$1.50	\$1.40			Vehicl	e Life (Years) :	10	8
Fuel Consumption nor Miles	BEFORE:	0.042	0.182				Vehicle Cost:	\$20,000	\$60,000
r dei consumption per Mile.	AFTER:	0.040	0.166		Vehicle Salvage Value:			\$2,000	\$5,000
Other Operating Costs per Mile: \$0.0			\$0.050	Vehicle Insurance Cost per Year:			\$1,000	\$1,500	
Driving M	iles per Year:	15,000	50,000				Percent ADT	: 95.0%	5.0%



Modules Output Refinement

• MOE Adjustment Matrix

	ROAD USER CO	ST MOE-MATRIX O	UTPUT
Facility Type	Interstate	X Primary	Secondary
COST OF CONSTRUCTION	◯ ≤ 500	500 - 2,000	X 2,000 - 8,000
(\$1,000)	8,000 - 15,000	0 15,000 - 45,000	>45,000
LOCATION SETTING	🗴 Urban	🔿 Rural	O Suburbs
AADT	O ≤ 10K	X 10K to 50K	○ > 50K
RISK	🔘 High	X) Medium	O Low
APPLICATION	🗴 🛛 Lane Closure	O Interim Milestone	Substantial / Final Completion dates
Note: The MOE Matrix result	s a 28 percent reduction	in hourly User Cost value ca	alculated in Module 1B.

Summary

- A Comprehensive Road User Guideline Manual is Developed
- Blessed by VDOT Districts' Admin., A.G. Office, State Districts' & Construction Engineers and FHWA.
- Enables VDOT to plan more effective lane closure based on specific needs.
- HUB-CAP Standardized the process, and easily determine the lane closure guideline for a given roadway.
- User friendly, crystal clear, low data entry and high quality output



HUB-CAP Module 1A Output - Auto

H U B Modul	e 1B M	lodule 2	Module 3	MOE-Matri	ix	1	Lookup Tables	Print			
HUB-CAP © - Value of Time (VoT) by Day Output Sheet											
Facility Name:	I-66					District:	9. Northern V	/irginia			
Project Type:	i-66 Highway	For Life				County:	Select				
Project Number:	UPC		With 75 9	o Detour		Length:	1 mi.	Detour: 3.5 mi.			
Project Limit:	VA Route 243	VA Route 243 to US Route 50			A	Analyst Name:	EA	Version 11.04			
Mod. 1A Calc Method:	2009		Calc. Method:	Speed-Post	Project Year:	4/27/2011	Area Type:	Urban			
Facility Type:	Minor Arteri	al	K-factor:	8.0%	Lane Ca	nacity (nhnt):	BEFORE:	1,000			
Directional # of Lane:	BEFORE:	2	AFTER:	3		ipacity (pripi).	AFTER:	1,000			
	AUTO										
Percentage of I	Hourly Wage:	50%	Hamle VOT			Travel Time	BEFORE:	2.52			
Average	hourly wage:	\$10.67	- Auto	Truck	per Vehicle	Routed After	2.04				
Average vehic	le occupancy:	1.20	\$40 -			(min.):	Detour After	6.02			
Calc. Method: Po Speed	BEFORE	AFTER	¥10			Net Delay/	Vehicle (min.):	-5.54			
Posted Speed (mph):	30	30				Use	er Hourly VoT:	\$6.40			
Operating Speed (mph):	24	29	¢20	8		User Hourl	y VoT/V _R MT:	\$6.40			
Routed AADT:	23,800	11,900	φ20			User Hourl	y VoT/V _D MT:	\$1.83			
Routed VMT:	23,800	11,900				User Benef	fit Routed Veh.:	\$5,660			
Detoured AADT:	n/a	35,600	# 0			User Cost De	etoured Vehicle:	-\$20,342			
Detoured VMT:	n/a	124,600	20 -				Net User Cost:	-\$14,682			



HUB-CAP Module 1A Output - Truck

			TR	UCK			
Percentage of F	Hourly Wage:	100%	р	miect Daily B.C	Travel Time	BEFORE:	2.52
Average	hourly wage:	25.00	Auto DT	ruck ETotal NAdi Total	per Vehicle	Routed After	2.04
Average vehicl	e occupancy:	1.05	\$0 -		(min.):	Detour After	6.02
Calc. Method: Po Speed	BEFORE	AFTER			Net Delay/	Vehicle (min.):	-5.54
Posted Speed (mph):	30	30	-\$5,000 -		Use	r Hourly VoT:	\$26.25
Operating Speed (mph):	24	29	-\$10.000 -		User Hourf	y VoT/V _R MT:	\$26.25
Routed AADT:	1,200	600	*10,000		User Hourl	y VoT/V _D MT:	\$7 <i>.</i> 50
Routed VMT:	1,200	600	-\$15,000 -		User Benet	fit Routed Veh.:	\$1,170
Detoured AADT:	n/a	1,900	#10.000			etoured Vehicle:	-\$4,482
Detoured VMT:	n/a	6,650	-\$20,000 -			Net User Cost:	-\$3,312
		P	ROJECT	SUMMARY			
Additional comment here				Virginia Dapartment	Da	aily User Cost:	-\$17,994
			VD	of Transportation	Adjusted Da	ily User Cost	-\$17 994
					(0	%):	-017934
			V _R MT= Route	V _R MT= Routed VMT		outed AADT:	12,500
			V <mark>p</mark> MT= Detou	ired VMT	Detoured AADT:		37,500
For customer care, suggest	ion and/or con	nment, please co	ntact:	Ed.Azimi@VDOT.Virginia.gov	Voice: 703	3-259-2942, Fa	x: 703-815-3219



HUB-CAP Module 1B Output

HUB	Module 1A	Module 2	Module 3	Lookup Tab	les Print B-C	C MOE-Matrix				
	HUB-0	CAP © Val	lue of Time	by Hour Oi	utput Sheet					
Facility Name: Project Type:	I-66 i-66 Higkway For Li	fe	<u>NOTE:</u> The Yellow highlighted cells	District: County:	9. Northern Virginia Select	Version 11.04				
Project Number:	UPC		ngnignicu cens require kourly	Area Type:	Urban	With 75 % Detour				
Project Limit:	VA Route 243 to US	Route 50	volume or rate (K.	Project Year:	4/27/2011					
d. 1A Calc Method:	. 1A Calc Method: 2009			Analyst Name:	EA	ADT/AADT Nate. T				
Length:	l mi.		,	Facility Type:	Minor Arterial					
This Worksheet Uses Bureau of Public Roads & Updated Models using: 1+a*(v/c) ^b Formula For the calculation of Travel Time, the BPR, Modified BPR and HCM Modified BPR Models are utilized										
Vehicle Type	BEFORE	AFTER	PCE Rates	Value of Time \$/hr.	BEFORE	AFTER				
Auto	95.0%	95.0%	1.0	\$10.67	Lane Capa	city (phpl)				
Truck-Class 4-5	2.0%	2.0%	2.0	\$21.24	1,000	1,000				
Truck-Class 6-7	1.0%	1.0%	3.0	\$21.24	Total#	oflanes				
Truck Class 8+	2.0%	2.0%	1.0	\$25.00	2	3				
Posted Speed, mph	30	30	PCE Weighted Avg.	\$20.27	Total Hour	rly Capacity				
Auto Occup. Rate	1.20	Weekday to We	ekly Expansion Factor	5.00	2,000	3,000				
Additional commen	t here									
		Highwa	y User Benefit-	Cost Analysis						
		BEFORE			AFTER					
Starting Time	Hourly Rate		Total PCF		Total PCF	User Costw/o				
	(K-factor)	Total Vehicles	TOTALICE	Total Vehicles	TOTATION	Adjustment				
12:00 AM	0.013	337	350	674	701	-\$656				
1:00 AM	800.0	205	213	410	426	-\$399				
2:00 AM	0.007	163	170	326	339	-\$318				
3:00 AM	0.005	130	135	259	270	-\$253				



HUB-CAP Module 1B Output Contd.

8:00 PM	0.043	1,074	1,117	2,148	2,234	-\$2,079					
9:00 PM	0.038	953	991	1,906	1,982	-\$1,851					
10:00 PM	0.033	827	860	1,653	1,719	-\$1,611					
11:00 PM	0.022	559	582	1,119	1,164	-\$1,090					
AADT	1.000	25,000	26,000	50,000	52,000	-\$47,526					
Summary: User cos	t value with asterisk	(*) indicates conge	sted hour (total O hour	rs) with speed <=	Weekly Cost	-\$237,629					
50% of the Free-Flow speed of 30 mi/hr. & Travel Time Index (Actual TT/F-F TT) value > 2. The Monthly Cost -\$1,032,553											
hourly user cost adj	justed by 0 percent.				Annual Cost	-\$12,390,632					
For customer care, s	uggestion and/or com	ment, please contact:	Ed.Azimi@VD0	T.Virginia.gov	703-259-2942]	Fax: 703-815-3219					
The highligh	ted cells provided	d below are for m	aking charts up to	5 Benefit-Cost so	enarios comparisor	n. After each B-C					
scenario, click on appropriate "Copy Scen. #" button or type manually.											
I-66 Scenario Comparison											
Starting Time	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5						
12:00 AM	\$0	\$0	\$0	\$0	\$0	Copy Scen. 1					
1:00 AM	\$0	\$0	\$0	\$0	\$0						
2:00 AM	\$0	\$0	\$0	\$0	\$0	Copy Scen. 2					
3:00 AM	\$0	\$0	\$0	\$0	\$0						
4:00 AM	\$0	\$0	\$0	\$0	\$0	Copy Scen. 3					
5:00 AM	\$0	\$0	\$0	\$0	\$0						
6:00 AM	\$0	\$0	\$0	\$0	\$0	Copy Scen. 4					
7:00 AM	\$0	\$0	\$0	\$0	\$0						
8:00 AM	\$0	\$0	\$0	\$0	\$0	Copy Scen. 5					
9:00 AM	\$0	\$0	\$0	\$0	\$0						
10:00 AM	\$0	\$0	\$0	<u>\$0</u>	\$0						
11:00 AM	\$0	\$0	\$0	\$0	\$0	Scen. Chart					
12:00 PM	\$0	\$0	\$0	\$0	\$0						



HUB-CAP Module 2 Output

HUB	Module	1A Mod	lule 1B	Module 3	MOE-Matrix L	ookup Tables	Print	
	I	HUB-CA	P © Acci	ident Ou	tput Sheet			
Facility Name:	I-66 VA Route 2	243 to US Route	50		District: 9. Northern Virginia			
Project Type:	i-66 Highway Fo	or Life			County:	Select		
Project Number:	UPC		AMF ¹ :	0.73	Length:	1.00	mi.	
Calc. Method:	IHSDM & HSIS		Grade (%) :	2.00	Analyst Name:	EA	Version 11.04	
Area Type:	Urban	Drive	Driveway Density/mi: 5.00		Median Type:	Select	YEISION 11,04	
Project Year:	2009		Lane width (ft.): 12.00			SECONDARY		
Date:	4/27/2011	Sho	oulder width (ft.):	State/Local Ad	ljustment Factor:	1.00		
1 - AMF, Accident	Modification Fa	ctor applied to th	ie model results i	f IHSDM Accide	ent Model selected.			
BEFORE	AADT	25,000	UMT	25,000	Cost/Acc.: Fatal	հյայ	PDO	
AFTER	AAD1	50,000	V 101 1	50,000	\$3,760,000	\$86,000	\$6,500	
	BEFO	O R E			A F T	ER		
Fatal	Injury	PDO	Total	Fatal	Injury	PDO	Total	
	Annual Acc	ident and Co	st Prediction 1	using F H W A	A - IHSDM 2-I	Lane Hwy		
0	2	2	4	0	3	5	8	
\$125,795	\$134,954	\$16,081	\$276,829	\$251 <i>,</i> 590	\$269,907	\$32,161	\$553,659	
Ar	mual Accident	t and Cost Pre	ediction using	Highway Saf	ety Information	System, HSI	s	
0	3	5	9	0	5	8	13	

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HUB-CAP Module 2 Output Contd.

An	Annual Accident and Cost Prediction using Highway Safety Information System, HSIS											
0	3	5	9	0	5	8	13					
\$268,148	\$287,671	\$34,278	\$590,097	\$398,680	\$427,706	\$50,964	\$877,349					
Accident Analysis A												
	FATAI	# Accidents	0	Net Annual Accident and Cost	EATAI	# Accidents	0					
Net Annual	FAIAL	Cost	\$125,795		FAIRL	Cost	\$130 <i>,</i> 532					
Accident and Cost Prediction using F H W A -	INJURY	# Accidents	2		INJURY	# Accidents	2					
		Cost	\$134,954	using Highway		Cost	\$140,035					
IHSDM 2-Lane	PDO	# Accidents	2	Safety	PDO	# Accidents	3					
(BEFORE -	FDO	Cost	\$16,081	System, HSIS		Cost	\$16,686					
AFTER)	T - 4 - 1	# Accidents	4	(BEFORE -		# Accidents	4					
	lotal	Cost	\$276,829	мна	1 Otal	Cost	\$287,257					
Additional comment here Virginia Department of Transportation												
For Customer ca	are, suggestion a	nd/or comment,	please contact:	Ed.Azimi@VD	OT.Virginia.gov	703-259-2942, Fa	ax: 703-815-3219					

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HUB-CAP Module 3 Output

HUB-CAP © Operating and Ownership Output Sheet								
version 11.04								
al users out of ocket cost:								
-\$127								
Rates?								
<u>rtatoo .</u>								
TRUCK								
1.40								
0.1820								
0.1660								
0.0500								
8								
ersi al u ock								



HUB-CAP Module 3 Output Contd.

Vehicle Life (Year)			10	Vehicle Life (Year)			8	
Vehicle Cost			\$20,000	Vehicle Cost		\$60,000		
Vehicle Salvage Value			\$2,000	Vehicle Salvage Value		\$5,000		
Driving mi. per Year			15,000	Driving mi. per Year			50,000	
Insurance Cost per Year			\$1,000	\$ 1,500 Cargo Value		Cargo Value	\$200,000	
Evel Cent v		BEFORE	\$0.063		BEFORE	\$0.255		
FuelCost	per vivi i	AFTER	\$0.060	FuelCost	FuelCost per VIVI I		\$0.232	
	BEFORE	\$0.103	Tetal One section - Construction WAT		BEFORE	\$0.305		
I otal Operating Cost per VIVI I		AFTER	\$0.100	I otal Operating Cost per VIVI I		AFTER	\$0.282	
	Amortized Vehicle Cost per Year \$3,12			Amortized Vehicle Cost per Year			\$10,809	
Additional comment here				Inventory Cost per Hour			\$2.283	
				Lange de la com Mile		BEFORE	\$0.065	
				AFTER		AFTER	\$0.046	
Amortized Vehicle Cost per VMT \$0.21				Vehicle Cost per VMT			\$0.216	
Insurance Cost per VMT \$0.07				Insurance Cost per VMT			\$0.030	
Ownership Cost per VMT		BEFORE	\$0.28	Ormanshin Cost and IDAT		BEFORE	\$0 <i>5</i> 51	
		AFTER	\$0.28	Ownersnip Cost per VIVI I		AFTER	\$0 <i>.</i> 529	
Operation & Ownership Cost per VMT		BEFORE	\$0.38	Operation & Ownership Cost per VMT		BEFORE	\$0.856	
		AFTER	\$0 <i>.</i> 38			AFTER	\$0.811	
Operation & Ownership Saving per VMT \$0.00			Operation & Ownership Saving per VMT			\$0.045		
BEFORE	Auto VMT	– Auto VMT	23,750	- Truck VMT	1,250	Total Operation	\$127	\$1.27
AFTER			47,500		2,500	with 0 % Adj.	\$255	-912)
For Customer care, suggestion and/or comment, please contact: Ed.A)T.Virginia.gov	703-259-2942, Fa	x: 703-815-3219	

