

AGENDA ITEM 9-E
ACTION ITEM

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: JUNE 15, 2007

RE: AUTHORIZATION TO ISSUE A TASK ORDER FOR ENVIRONMENTAL AND DESIGN WORK FOR A PARKING EXPANSION AT THE BROOKE VRE STATION

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to authorize a task order to DMJM Harris for an environmental assessment and 30% design of a parking expansion at the Brooke VRE station. This task order is being requested in an amount not to exceed \$239,239, plus a 15% contingency of \$35,885, for a total amount not to exceed \$275,124.

BACKGROUND:

Over the past several months, VRE and Stafford County have been working to initiate a parking expansion at the Brooke VRE station. In addition to this project being a priority for Stafford County, it was also included in the list of mitigation projects adopted as part of the upcoming governance and master agreement amendments.

Following a meeting with Supervisor Milde, Stafford County staff and VDOT, VRE made a task order request to one of the GEC's for environmental analysis and 30% design. Tasks include preparation of an Environmental Assessment (EA), as required by the National Environmental Policy Act (NEPA), alternatives analysis, public outreach, agency coordination, and preparation of design documents to the 30% level.

VRE will manage the project, which will be coordinated with both Stafford County and VDOT, who is the property owner of the existing parking facility. Expansion potential is

approximately 245 spaces and property will need to be acquired. Task order work is estimated to take between 12 -18 months. VRE will return to the Operations Board for additional authorization for property acquisition and the subsequent phases of design and construction.

FISCAL IMPACT:

Funding for this task order is being provided using CMAQ funds currently obligated to VDOT for parking expansion at the Brooke VRE station. As Stafford County requested that VRE manage the project directly, this funding is being flexed to VRE via PRTC by VDOT. This task order will be executed once that funding has been received.

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FROM: DALE ZEHNER
DATE: JUNE 15, 2007
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**RESOLUTION
9E-06-2007
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD**

WHEREAS, VRE and Stafford County have been working to initiate a parking expansion at the Brooke VRE station; and,

WHEREAS, a task order request to one of the GEC's was made for environmental analysis and 30% design; and,

WHEREAS, tasks include preparation of an Environmental Assessment (EA), alternatives analysis, public outreach, agency coordination, and preparation of design documents to the 30% level.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to authorize a task order to DMJM Harris for an environmental assessment and 30% design of a parking expansion at the Brooke VRE station. This task order is being requested in an amount not to exceed \$239,239, plus a 15% contingency of \$35,885, for a total amount not to exceed \$275,124.