

AGENDA ITEM 8-A
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: APRIL 18, 2008

RE: AUTHORIZATION TO MODIFY VRE'S FARES

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to amend VRE's tariff to increase fares by 3% beginning on June 30, 2008, without any change to the current ticket discount structure. The VRE Operations Board is also being asked to recommend that the Commissions authorize the Chief Executive Officer to revise the official tariff to include past amendments and initiate the fare indexing policy as part of the FY 2010 budget process.

BACKGROUND:

During the FY 2009 budget process, the VRE Operations Board authorized a fare increase of up to 3% to offset increases in fuel, insurance, and maintenance costs. VRE staff subsequently proposed an across the board increase of up to 3% without any change to the current ticket discount structure. On January 18, 2008, VRE received authorization to conduct public hearings in Washington, D.C. and other locations on both lines.

VRE solicited public comment via e-mail, public hearings, letters and faxes. The comment period began on February 6 and concluded on March 14, 2008. Eighty-six e-mails were received during the process and 19 people attended the public hearings. In addition to comments regarding the change in fares, passengers also took the opportunity to relay opinions regarding on-time performance, the

discount on ten trip tickets, FRC distribution, and adding more service/capacity. A summary of the comments received is shown below:

Summary of Comments	Number of Comments
Positive comments on proposed increased fare	24
Negative comments on proposed increased fare	68
Commented that the need to increase fares was understandable	13
On-time performance needs to improve	17
Opposed to the fare indexing proposal	5
VRE needs to improve overall service	12

Note: Summary of comments totals more than number of comments as in some cases, more than one topic was addressed.

After reviewing the comments, VRE is recommending that fares be increased 3%. Reduced fares for seniors and persons with disabilities have also been recalculated per federal requirements. Revised fare tables are attached along with the revised tariff. As the tariff has not been updated since 2003, the Operations Board is being asked to officially adopt the revised tariff so that past Board adopted changes can be officially integrated into the document. All changes have been previously approved by the Operations Board and include things such as changing the FRC program from 30 minutes to 60 minutes and changing the Step-Up policy.

A change is not being recommended to the existing ticket discount structure. Currently, VRE offers an 8% discount on the Ten-Trip ticket as compared to the Single-Ride ticket. While not as substantial as the discount for a Monthly Ticket (34%), VRE staff feels that it is competitive. VRE has found that several other transit systems, including SEPTA, NJ Transit and Metro North, offer no discount on a ten-trip ticket compared to a single trip ticket, on a per mile basis.

Finally, as part of this process, comments were solicited on the fare indexing proposal. As the comments were minimal (5), VRE staff is recommending that the following policy be implemented as part of the FY 2010 budget. Specific recommendations would be worked through the CAO Task Force and presented to the Operations Board next year.

Fare Indexing Policy

Future fare increases would be based on the Six-Year Plan that is required by the Master Agreement and provided as part of the annual budget process. The fare increase would be adjusted year-to-year as part of the budget process. The six-year plan takes into consideration service and ridership levels, capital

requirements, federal and state funding levels, and anticipated increases in various cost components. As such, it provides a comprehensive snap-shot of future funding needs and estimates the future fare revenue necessary to achieve financial stability.

Based on these discussions, VRE recommends the following approach to fare indexing:

1. As part of the annual budget process, develop a calculation of the average annual increase needed in fare and subsidy funds over a six year period, beginning in FY 2010.
2. Provide information on historical increases to relevant standard indices including the Association of American Railroads (AAR) QMPW Index and the Bureau of Labor Statistics (BLS) Consumer Price Index – All Urban Consumers, U.S. Transportation only and U.S. All Items.
3. If a fare increase for the proposed budget year is recommended, it will be within the general range of the Six-Year Plan average annual increase, with the following considerations:
 - a. The impact of fare increases on ridership and total fare revenue
 - b. The pros and cons of annual vs. biannual fare increases
 - c. The extent to which year to year variability can be managed by adjusting annual subsidy levels
 - d. Other special circumstances

FISCAL IMPACT:

Funding for the marketing of the proposed changes is included in the FY 2009 operating budget. It is anticipated that the marketing costs will be about \$10,000, and that the fare changes will generate \$630,000 in additional fare revenue in FY 2009.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: APRIL 18, 2008
RE: AUTHORIZATION TO MODIFY VRE'S FARES

**RESOLUTION
8A-04-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD**

WHEREAS, as part of the FY 2009 VRE budget, VRE must increase revenue to cover increasing costs; and,

WHEREAS, the VRE Operations Board authorized a fare increase of up to 3% on which public hearings were held; and,

WHEREAS, passengers and interested parties commented via e-mail, letter, fax, and in person at any one of the seven public hearings held.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to amend VRE's tariff to increase fares by 3% beginning on June 30, 2008, without any change to the current ticket discount structure.

BE IT FURTHER RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to revise the official tariff to include past amendments and initiate the fare indexing policy as part of the FY 2010 budget process.

AGENDA ITEM 8-B
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: APRIL 18, 2008

**RE: AUTHORIZATION TO AWARD CONTRACT FOR INSURANCE
BROKERAGE SERVICES**

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to enter into a three year contract, with two additional one-year options, with **Aon Risk Services, or the next responsive and responsible proposer,** for the provision of insurance brokerage services. The total contract value will not exceed **\$908,600** over the five-year period. Net fees may be less than this amount as the result of contract negotiations.

BACKGROUND:

The state Division of Risk Management (DRM) has been responsible for procuring insurance coverage for the operation of the Virginia Railway Express, as an adjunct to their duties under the Commuter Rail Operations Liability Insurance Plan. In 2003, DRM entered into an agreement with Marsh USA, Inc. for brokerage services for a five year period ending June 30, 2008. During recent negotiations on changes and clarifications to the Insurance Plan, VRE and DRM agreed that this function could be more efficiently handled by VRE.

On March 20, 2008, VRE issued a solicitation for insurance brokerage services and proposals were due on April 10, 2008. Four proposals were received and evaluated by a selection committee composed of staff from VRE, DRM and the Prince William County Division of Risk Management.

The contract with **Aon Risk Services** will commence for the year that begins July 1, 2008. **Aon** will arrange for all required property and liability insurance for VRE, make recommendations regarding the use of self-insurance, and serve as liaison between VRE, the state Division of Risk Management (DRM) and the insurers. **Aon is one of the largest transportation insurance brokers in the world and their clients include WMATA, MTA, and CSX Corporation.**

VRE is requesting authorization for the total five-year term of the contract, with the VRE CEO exercising the option years at his discretion.

FISCAL IMPACT:

The costs of insurance brokerage services are budgeted in the Insurance Trust Fund.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: APRIL 18, 2008
RE: AUTHORIZATION TO AWARD CONTRACT FOR INSURANCE
BROKERAGE SERVICES

RESOLUTION
8B-04-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the state Division of Risk Management (DRM) has been responsible for procuring insurance coverage for the operation of the Virginia Railway Express, as an adjunct to their duties under the Commuter Rail Operations Liability Insurance Plan; and,

WHEREAS, VRE and DRM have agreed that this function could be more efficiently handled by VRE; and,

WHEREAS, in 2003, DRM entered into an agreement with Marsh USA, Inc. for brokerage services for the five year period ending June 30, 2008; and,

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to enter into a three year contract, with two additional one-year options, with **Aon Risk Services, or the next responsive and responsible proposer**, for the provision of insurance brokerage services. The total contract value will not exceed **\$908,600** over the five-year period.

AGENDA ITEM 8-C
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: APRIL 18, 2008

RE: AUTHORIZATION TO AWARD A CONTRACT FOR AUDITING SERVICES

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to award a contract to PBGH LLP for auditing services for three years with options to extend for up to four additional years, in two year increments, in an amount not to exceed \$347,525 over the seven-year period.

BACKGROUND:

In April, 2003, the Northern Virginia Transportation Commission (NVTC) entered into a contract with PBGH for the audit of the financial statements of NVTC and VRE. The contract was for a three-year period with an optional two-year extension and the agreement was between NVTC and PBGH for the audit of both organizations. The last year of the extension was for the recently completed audit of the FY 2007 financial statements.

On February 15, 2008, NVTC issued a Request for Proposals for the provision of auditing services for NVTC and VRE, with the intention of each organization entering into a separate contract with the selected auditor. Proposals were due on March 14, 2008. Three proposals were received and evaluated by a selection committee made up of financial staff from NVTC, VRE, PRTC and DRPT. The evaluation process incorporated the best practices of the Government Finance Officers Association and the policies and practices of local jurisdictions.

Following the evaluation, the committee recommended award to PBGH. The proposed price for the first year of VRE's contract is \$44,000, with increases between 3% and 4% in subsequent years. Additional fees as the result of new auditing pronouncements applicable to the engagement and fees for an audit under the Single Audit Act, when required for VRE, will be negotiated based upon specified hourly rates.

PBGH's current audit clients include PRTC, the City of Fairfax, Northern Virginia Regional Park Authority, the Prince William County School Board and the Town of Leesburg. The firm is a member of the McGladrey Network, which gives them access to the extensive resources of the sixth largest accounting firm in the country.

The VRE Audit and Finance Committee concurred with the staff recommendation at their meeting on April 18, 2008, prior to the Operations Board meeting. NVTC approved the award of the contract to PBGH for auditing services to NVTC at their meeting on April 3, 2008.

FISCAL IMPACT:

Funds for this contract are available annually in the operating budget.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: APRIL 18, 2008
RE: AUTHORIZATION TO AWARD A CONTRACT FOR AUDITING SERVICES

**RESOLUTION
8C-04-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD**

WHEREAS, in April 2003 the Northern Virginia Transportation Commission (NVTC) entered into a contract with PBGH for the audit of the financial statements of NVTC and VRE; and,

WHEREAS, the contract was for a three-year period with an optional two-year extension; and

WHEREAS, the last extension was for the audit of the FY 2007 financial statements; and

WHEREAS, on February 15, 2008 the Northern Virginia Transportation Commission issued a Request for Proposals for the provision of auditing services to both NVTC and VRE; and,

WHEREAS, the intention is for VRE and NVTC to have separate contracts and the NVTC contract was approved on April 3, 2008; and,

WHEREAS, the VRE Audit and Finance Committee has recommended approval of this contract award.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to award a contract for auditing services to PBGH LLB for three years with options to extend for up to four additional years, in two year increments, in an amount not to exceed \$347,525 for the seven-year period.

AGENDA ITEM 8-D
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: APRIL 18, 2008

**RE: AUTHORIZATION TO PURCHASE AN AIR COMPRESSOR
SYSTEM FOR THE CROSSROADS YARD**

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to purchase an air compressor system for the Crossroads yard from **Kaeser Compressors, Inc. of Fredericksburg, Virginia** in an amount not to exceed **\$70,000.**

BACKGROUND:

VRE is currently building an engine house and train washer at the Crossroads yard as part of the yard expansion project. Construction of the maintenance facility component of the project includes installation of yard air, which is required for operation of the train air brake system.

VRE determined that direct purchase of the materials needed for the air system would be less expensive than purchase of these materials by a contractor. As such, the air compressors and associated components were priced through eVa, the State procurement program. As this purchase is being made using federal funds, eVA allowed use of both federal and state procurement terms and conditions.

FISCAL IMPACT:

Funding for this project is included in VRE's Capital Improvement Program (CIP) as part of the Crossroads Yard Expansion/Maintenance Facility project. The local match is provided for using state and local funds.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: APRIL 18, 2008
RE: AUTHORIZATION TO PURCHASE AN AIR COMPRESSOR
SYSTEM FOR THE CROSSROADS YARD

RESOLUTION
8D-04-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the installation of yard air at the Crossroads yard is part of the construction program for an engine house and train washer; and,

WHEREAS, VRE can purchase the necessary hardware directly at a price lower than via a contractor; and,

WHEREAS, a competitive purchase process through eVA was completed.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to purchase an air compressor system for the Crossroads yard from **Kaeser Compressors, Inc. of Fredericksburg, Virginia** in an amount not to exceed **\$70,000.**

AGENDA ITEM 8-E
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: APRIL 18, 2008

**RE: AUTHORIZATION TO INCREASE CONTRACT AMOUNT AND
EXERCISE FINAL OPTION YEAR FOR LOCOMOTIVE FUEL
SUPPLY AT THE BROAD RUN YARD**

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to amend the existing contract, ending July 5, 2008, with Mifco Heating Oil of Manassas, Virginia for the delivery of diesel fuel to the Broad Run Yard by \$250,000, for an annual authorization not to exceed \$1,850,000. The VRE Operations Board is also being asked to recommend that the Commissions authorize the Chief Executive Officer to exercise the final option year of the contract, ending July 5, 2009, in an amount not to exceed \$2,300,000.

BACKGROUND:

In May of 2007, the VRE Operations Board authorized execution of the third option year to Mifco Heating Oil in an amount not to exceed \$1,600,000. Due to both an increase in price and increase in usage, an amendment to the current option year contract value is needed.

During the last nine months, the price VRE paid for fuel rose from \$2.24 per gallon to \$2.80 per gallon, and is expected to go to \$3.00 per gallon, or more, by the end of this contract year. Without the purchase of fixed price contracts, this price would have been considerably higher. To date, VRE has spent nearly \$1.3

million of the approved \$1.6 million for this contract. The higher than projected level of expenditures can also be attributed to more fuel usage than in months past. This increase is attributable to the addition of cars needed to manage VRE's increasing ridership and changes to maintenance practices. At the time the contract was executed, usage was projected at 630,000 gallons for the year. Usage has been recalculated and is now estimated at 695,000 gallons for the year.

Finally, VRE staff is requesting permission to exercise the fourth and final option year of the contract early in order to allow for the purchase of fixed price contracts. Currently, the contracts can only be purchased through June, which is the end of the current option year. Exercising the fourth option year early will allow VRE's fuel consultant to purchase in larger blocks of time, which results in less fuel cost volatility. Savings in FY 2008 from the purchase of fixed price contracts is estimated at \$350,000. VRE staff is recommending award in the amount of \$2.3 million, which assumes consumption of 733,000 gallons during the contract period.

FISCAL IMPACT:

Funding will be provided by the FY 2008 and FY 2009 Operating budgets. For FY 2008, funding from the 2004 sale of the Mafersa cars, originally intended for the reserve fund, will be used. FY 2009 expenditures will be finalized when all budget factors are known, including the state budget.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: APRIL 18, 2008
RE: AUTHORIZATION TO INCREASE CONTRACT AMOUNT AND
EXERCISE FINAL OPTION YEAR FOR LOCOMOTIVE FUEL
SUPPLY AT THE BROAD RUN YARD

RESOLUTION
8E-04-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, in May of 2007, the VRE Operations Board authorized execution of the third option year to Mifco Heating Oil in an amount not to exceed \$1,600,000; and,

WHEREAS, current estimates place the projected expenditures on fuel beyond this authorization limit by the end of the contract year; and,

WHEREAS, this increase is attributable to both an increase in price and increase in usage; and,

WHEREAS, an amendment to the current option year contract value is needed; and,

WHEREAS, a subsequent extension of the fourth option year will allow VRE to purchase these contracts at a substantial cost savings.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to amend the existing contract, ending July 5, 2008, with Mifco Heating Oil of Manassas, Virginia for the delivery of diesel fuel to the Broad Run Yard by \$250,000, for an annual authorization not to exceed \$1,850,000.

BE IT FURTHER RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to exercise the final option year of the contract, ending July 5, 2009, in an amount not to exceed \$2,300,000.

AGENDA ITEM 8-F
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: APRIL 18, 2008

**RE: AUTHORIZATION TO INCREASE CONTRACT AMOUNT AND
EXERCISE FINAL OPTION YEAR FOR LOCOMOTIVE FUEL
SUPPLY AT THE CROSSROADS YARD**

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to amend the existing contract, ending October 4, 2008, with Quarles Petroleum Company of Fredericksburg, Virginia for the delivery of diesel fuel to the Crossroads Yard by \$850,000, for an annual authorization not to exceed \$3,000,000. The VRE Operations Board is also being asked to recommend that the Commissions authorize the Chief Executive Officer to exercise the final option year of the contract, ending October 4, 2009, in an amount not to exceed \$3,000,000.

BACKGROUND:

In May of 2007, the VRE Operations Board authorized execution of the third option year to Quarles Petroleum Company in an amount not to exceed \$2,150,000. Due to both an increase in price and increase in usage, an amendment to the current option year contract value is needed.

During the last nine months, the price VRE paid for fuel rose from \$2.24 per gallon to \$2.80 per gallon, and is expected to go to \$3.20 per gallon, or more, by the end of this contract year. Without the purchase of fixed price contracts, this

price would have been considerably higher. To date, VRE has spent nearly \$1.1 million of the approved \$2.1 million for this contract.

The higher than projected level of expenditures can also be attributed to more fuel usage than in months past. This increase is attributable to the addition of cars needed to manage VRE's increasing ridership and changes to maintenance practices. At the time the contract was executed, usage was projected at 860,000 gallons for the year. Usage has been recalculated and is now estimated at 990,000 gallons for the year.

Finally, VRE staff is requesting permission to exercise the fourth and final option year of the contract early in order to allow for the purchase of fixed price contracts. Currently, these contracts can only be purchased through September, which is the end of the current option year. Exercising the fourth option year early will allow VRE's fuel consultant to purchase in larger blocks of time, which results in less fuel cost volatility. Estimated savings in FY 2008 from the purchase of fixed price contracts is estimated at \$350,000. VRE staff is recommending award in the amount of \$3 million, which assumes consumption of 933,000 gallons during the contract period. A projected decrease in the number of gallons consumed is due to maintenance and equipment changes which are programmed for the Crossroads yard following completion of the maintenance facility.

FISCAL IMPACT:

Funding will be provided by the FY 2008, FY 2009 and FY 2010 Operating budgets. For FY 2008, funding from the 2004 sale of the Mafersa cars, originally intended for the reserve fund, will be used. FY 2009 expenditures will be finalized when all budget factors are known, including the state budget.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: APRIL 18, 2008
RE: AUTHORIZATION TO INCREASE CONTRACT AMOUNT AND
EXERCISE FINAL OPTION YEAR FOR LOCOMOTIVE FUEL
SUPPLY AT THE CROSSROADS YARD

RESOLUTION
8F-04-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, in May of 2007, the VRE Operations Board authorized execution of the third option year to Quarles Petroleum Company in an amount not to exceed \$2,150,000; and,

WHEREAS, current estimates place the projected expenditures on fuel beyond this authorization limit by the end of the contract year; and,

WHEREAS, this increase is attributable to both an increase in price and increase in usage; and,

WHEREAS, an amendment to the current option year contract value is needed.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to amend the existing contract, ending October 4, 2008, with Quarles Petroleum Company of Fredericksburg, Virginia for the delivery of diesel fuel to the Crossroads Yard by \$850,000, for an annual authorization not to exceed \$3,000,000.

BE IT FURTHER RESOLVED THAT, VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to exercise the final option year of the contract, ending October 4, 2009, in an amount not to exceed \$3,000,000.

AGENDA ITEM 8-G
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: APRIL 18, 2008

**RE: AUTHORIZATION TO AWARD A CONTRACT FOR THE
CONSTRUCTION OF A SECOND PLATFORM AT THE WOODBRIDGE
STATION**

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to enter into a contract with Costello Construction of Columbia, Maryland for the construction of a second platform at the Woodbridge Station in the amount of \$3,517,000, plus a 10% contingency of \$351,700, for a total amount not to exceed \$3,868,700. The VRE Operations Board is also being asked to recommend that the Commissions authorize the Chief Executive Officer to execute any related documents necessary to implement the project.

BACKGROUND:

The Woodbridge Second Platform and Kiss and Ride project has been under design since early 2002. The design was delayed due to several issues including; land acquisition, coordination with CSX Transportation to allow shifting of tracks, and coordination with the Route 1/123 Interchange project underway by Prince William County.

The access points from the planned Kiss and Ride onto the new Route 123 ramp are still being finalized with Prince William County and VDOT. As such, the design of the Kiss and Ride cannot be finalized at this time, so VRE staff have pushed forward the design for the second platform portion of the project. Upon resolution of the Kiss and

Ride access issue, the design for the Kiss and Ride will be completed and a separate IFB will be released.

The Woodbridge Second Platform and Kiss and Ride project will construct a platform on the west side of the tracks along with an overhead pedestrian bridge connecting into the existing parking garage on the east side. At the November 2006 meeting, the Board authorized the issuance of an Invitation for Bids (IFB). On March 7, 2008 six bids were received and the lowest bidder was Costello Construction. The bid has been evaluated and is both responsive and within the engineer's estimate.

Upon authorization, a construction contract will be executed. Construction will be managed by VRE. Construction is expected to begin in April 2008 and be completed by spring of 2009. A separate agreement with CSX for track work and associated costs will be brought to the Operations Board in future months.

FISCAL IMPACT:

Funding for this project is included in VRE's Capital Improvement Program (CIP) as part of the Woodbridge Second Platform project. Funding is from a FY 2003 federal grant. The local match is provided for using state and local funds.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: APRIL 18, 2008
RE: AUTHORIZATION TO AWARD A CONTRACT FOR THE
CONSTRUCTION OF A SECOND PLATFORM AT THE WOODBRIDGE
STATION

RESOLUTION
8G-04-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the Woodbridge second platform and Kiss and Ride project has been under design since early 2002; and,

WHEREAS, at the November 2006 meeting, the Board authorized issuance of an Invitation for Bids (IFB); and,

WHEREAS, on March 7, 2008 six bids were received and the lowest bidder was Costello Construction.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to enter into a contract with Costello Construction of Columbia, Maryland for the construction of a second platform at the Woodbridge Station in the amount of \$3,517,000, plus a 10% contingency of \$351,700, for a total amount not to exceed \$3,868,700.

BE IT FURTHER RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to execute any related documents necessary to implement the project.