

AGENDA ITEM 8-A
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MAY 16, 2008

RE: AUTHORIZATION TO ISSUE A SOLICITATION FOR SECURITY SERVICES

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a solicitation for security services at VRE facilities.

BACKGROUND:

In September of 2003, the Operations Board authorized a five year contract for security services that included evening and weekend security coverage at both the Crossroads and Broad Run yards and on-call services at other locations. This contract expires November 30, 2008 and a solicitation must be reissued to ensure uninterrupted coverage.

The solicitation will be structured as a labor hours contract and include evening and weekend coverage at the yards, on-call services, and the option for round the clock security coverage at the yards. Following the solicitation, a recommendation for award will be brought back to the Operations Board for action.

FISCAL IMPACT:

Funding will be provided through the Operating Budget.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MAY 16, 2008
RE: AUTHORIZATION TO ISSUE A SOLICITATION FOR SECURITY SERVICES

**RESOLUTION
8A-05-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD**

WHEREAS, VRE remains committed to protecting passengers, employees, and equipment from security risks at VRE facilities; and,

WHEREAS, security services are currently provided through a contract that will expire November 30, 2008; and,

WHEREAS, a solicitation must be issued at this time to maintain continuing security coverage.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to issue a solicitation for security services at VRE facilities.

AGENDA ITEM 8-B
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MAY 16, 2008

**RE: AUTHORIZATION TO ISSUE A TASK ORDER FOR
LOCOMOTIVE TOP DECK REBUILD WORK**

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the VRE Chief Executive Officer to issue a task order to Transportation Technologies, Inc. (TTI) to perform top deck rebuild work on two locomotives in an amount not to exceed \$450,000, plus a contingency of \$45,000, for a total of \$495,000.

BACKGROUND:

Since April 2006, the VRE Operations Board has approved top deck rebuilds on eight of VRE's locomotives under a contract with TTI to maintain and repair locomotives. Two additional locomotives have received top deck repairs through separate task order work. As such, only five more of VRE's fifteen GP-type locomotives require top deck rebuilds. This authorization will allow two of these units to be rebuilt.

In January of 2008, Motive Power was awarded a contract to supply two new locomotives to VRE, with an option for eighteen more. These new locomotives are currently not expected to enter VRE service until mid-2010. Additionally, since funding for the option order was to include HB 3202 funding and remains uncertain, top deck rebuild work on the existing fleet must continue.

This task order may include a comprehensive rebuilding of the top deck; installation of a new hot start; repair of the turbo charger, if needed; repair of the main generator bearing and extensive testing on the engine for additional hidden

faults. The task order also includes freight to and from the repair facility. The work will take approximately two months from the time a locomotive leaves VRE's facility to being returned to VRE property for service.

FISCAL IMPACT:

Funding is available from the locomotive overhaul project in the VRE capital budget. Funding is provided using FY 2007 and FY 2008 federal grants. Local match is being provided using state and local funds.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MAY 16, 2008
RE: AUTHORIZATION TO ISSUE A TASK ORDER FOR
LOCOMOTIVE TOP DECK REBUILD WORK

RESOLUTION
8B-05-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, VRE has an existing contract with Transportation Technologies, Inc. (TTI) to perform top deck rebuild work; and,

WHEREAS, since April 2006, the VRE Operations Board has approved top deck rebuilds on eight of VRE's locomotives; and,

WHEREAS, given the schedule for the new locomotive delivery, top deck rebuild work on the existing fleet must continue; and,

WHEREAS, VRE is recommending approval of work on two of the remaining five locomotives for top deck overhaul rebuild work.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to issue a task order to Transportation Technologies, Inc. (TTI) to perform top deck rebuild work on two locomotives in an amount not to exceed \$450,000, plus a contingency of \$45,000, for a total of \$495,000.

AGENDA ITEM 8-C
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MAY 16, 2008

RE: AUTHORIZATION TO ISSUE A PURCHASE ORDER FOR PRINTING SERVICES FOR THE VRE UPDATE

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a purchase order to Lake Litho Printing and Marketing Services of Manassas, Virginia in an amount not to exceed \$50,000 for printing services related to the publication of VRE's bi-weekly on-board newsletter.

BACKGROUND:

In October 2004, VRE brought the publication of the on-board, bi-weekly *VRE Update* in-house. While VRE staff writes and lays out the newsletter, the services of an outside printing company must be obtained in order to publish the newsletter.

In September 2006, the Board authorized a \$50,000 purchase order to Lake Litho Printing and Marketing Services for the printing and delivery of the *VRE Update*. There is presently less than \$5,000 in funding under this prior authorization. As a result, VRE staff has obtained quotes from four vendors to arrive at the lowest possible printing cost for a new purchase order. The work scope includes copying, folding, and delivery to the outlying train yards.

Staff continues to sell the back page of the newsletter and a small space on the inside back cover to advertisers. Advertising is sold and managed by VRE and conforms to Operations Board approved advertising guidelines. All of the small advertising spaces have been reserved for the remainder of 2008. We have several of the large ad spaces reserved as well.

FISCAL IMPACT:

Printing costs are funded through the FY 2008 Operating budget. The approximately \$15,000 in advertising revenue is used to offset these costs.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MAY 16, 2008
RE: AUTHORIZATION TO ISSUE A PURCHASE ORDER FOR
PRINTING SERVICES FOR THE VRE UPDATE

RESOLUTION
8C-05-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, in September of 2006, the Operations Board authorized a purchase order for the publication of the bi-weekly newsletter, the *VRE Update*; and,

WHEREAS, there is presently less than \$5,000 in funding under this prior authorization; and,

WHEREAS, staff has obtained quotes from four vendors and is recommending award to the lowest bidder.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to issue a purchase order to Lake Litho Printing and Marketing Services of Manassas, Virginia in an amount not to exceed \$50,000 for printing services related to the publication of VRE's bi-weekly on-board newsletter.

AGENDA ITEM 8-D
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MAY 16, 2008

RE: AUTHORIZATION TO SELL FIVE GALLERY CARS

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to sell five Gallery cars to Chicago Metra for \$5,500 per car.

BACKGROUND:

In March of 2007, the Operations Board granted authority to sell up to 25 railcars in anticipation of the new railcar delivery that began this past December. The available equipment was subsequently posted on VRE's web site for public sale and existing and developing commuter rail agencies were notified of the sale. To-date, 20 of the 25 cars have been sold.

On May 8, 2008, VRE received a proposal from Metra to purchase the final five cars for \$5,500 each. This transaction includes the buyer paying freight to remove the cars from VRE property. Previous gallery car sales were approved at \$1 per car (for cars without working air conditioning) and \$4,000 per car (for cars with working air conditioning).

If approved for sale, VRE estimates that the cars will be shipped by the end of May. While VRE has calculated that no federal or state interest will remain in these cars at the time of sale, formal approval from the Federal Transit Administration is still pending. Sale of these cars is contingent on this approval and will not occur until this approval is received.

FISCAL IMPACT:

This additional revenue will be allocated to the restoration of the operating reserve as required by the bond indenture.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MAY 16, 2008
RE: AUTHORIZATION TO SELL FIVE GALLERY CARS

RESOLUTION
8D-05-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, in March 2007, the Operations Board recommended that the Commissions grant the VRE Chief Executive Officer authority to sell up to 25 railcars in anticipation of the new railcar delivery that began this past December; and,

WHEREAS, the cars were posted for public sale; and,

WHEREAS, VRE received an offer to purchase the last five of the gallery cars addressed in that authority; and,

WHEREAS, no federal or state interest will remain in these cars at the time of the sale.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to sell five Gallery cars to Chicago Metra, for \$5,500 each.

BE IT FURTHER RESOLVED THAT, this sale is contingent upon disposition approval from the Federal Transit Administration and will not occur until such approval is received.

AGENDA ITEM 8-E
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MAY 16, 2008

**RE: AUTHORIZATION TO EXERCISE MARKETING CONTRACT
OPTION YEAR**

RECOMMENDATION:

The VRE Operations Board is recommending that the Chief Executive Officer exercise the fifth option year of the marketing contract with Williams Whittle Associates in an amount not to exceed \$550,000 during the contract year.

BACKGROUND:

In May of 2004, the Operations Board approved a marketing, advertising and public relations contract with Williams Whittle Associates of Alexandria, Virginia. Since that time, four of the seven contract option years have been executed, with the current year of the contract to expire on June 30, 2008.

All of the four previous contract years were executed in the amount of \$450,000. This year, the total annual contract value is being recommended at \$550,000 due to the addition of a second advertising campaign to increase ridership. In addition to these two radio and print advertising campaigns, other work will include a courtesy campaign and the re-printing of schedules, posters, Rider's Guides, and brochures.

FISCAL IMPACT

This contract is funded through the marketing line item of the FY 2008 and FY 2009 VRE operating budget.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MAY 16, 2008
RE: AUTHORIZATION TO EXERCISE MARKETING CONTRACT
OPTION YEAR

RESOLUTION
8E-05-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, in May of 2004, the Operations Board approved a marketing, advertising and public relations contract with Williams Whittle Associates; and,

WHEREAS, since that time, four of the seven contract option years have been executed, with the current year of the contract to expire on June 30, 2008; and,

WHEREAS, work will include two radio and print advertising campaigns, a courtesy campaign and the re-printing of schedules, posters, Rider's Guides, and brochures.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Chief Executive Officer exercise the fifth option year of the marketing contract with Williams Whittle Associates in an amount not to exceed \$550,000 during the contract year.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MAY 16, 2008
**RE: SUPPORT FOR TRANSPORTATION FUNDING IN THE SPECIAL
SESSION OF THE VIRGINIA GENERAL ASSEMBLY**

**RESOLUTION
8F-05-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD**

WHEREAS, the 2007 General Assembly enacted HB 3202 establishing a dedicated funding program for the Northern Virginia Transportation Authority which would have provided \$25 million in annual funding for Virginia Railway Express (VRE) projects; and,

WHEREAS, the Supreme Court of Virginia declared HB 3202 unconstitutional; and,

WHEREAS, Governor Kaine has called for a special session of the Virginia General Assembly to address transportation funding on June 23, 2008; and,

WHEREAS, there is a clear and immediate need for transportation funding in Northern Virginia to accommodate regional growth on an already over burdened transportation network; and,

WHEREAS, the Northern Virginia area, as part of the National Capitol Region, already ranks as one of the most congested metropolitan areas in the United States; and,

WHEREAS, VRE, as part of the regional transportation network is made up of the Counties of Arlington, Fairfax, Prince William, and Stafford and the Cities of Alexandria, Fredericksburg, Manassas and Manassas Park; and,

WHEREAS, VRE has seen significant ridership growth over the years and currently carries over 15,500 passenger trips per day, exceeding its original ridership projections; and,

WHEREAS, this ridership growth is expected to continue into the future; and,

WHEREAS, substantial capital investment will be necessary for VRE to expand service, add trains, purchase locomotives and add automobile parking to meet expected future ridership demands.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge the efforts of Governor Kaine and the Virginia General Assembly to correct the transportation funding problem; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby urge the General Assembly to adopt a dedicated funding program that is simple, sustainable, and which funds transportation at levels equal or greater than the amounts approved in HB 3202 beginning in FY 2009; and,

BE IT FURTHER RESOLVED THAT, Northern Virginia regional revenues should come from sources that can be used for the issuance of transportation revenue bonds; and,

BE IT FURTHER RESOLVED THAT, said funding should maintain an allocation formula that is supportive of regional needs while keeping in place the \$25 million annually for VRE for capital and operating needs; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board Chairman will transmit this resolution to the Governor and General Assembly, including the President of the Senate, Speaker of the House, Chairman of the Senate Financing Committee and Chairman of the House Appropriations Committee.