

AGENDA ITEM 8-A
CONSENT AGENDA ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MARCH 21, 2008

**RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS (RFP)
FOR LOCOMOTIVES AND RAILCAR EXTERIOR WASHING**

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for locomotive and railcar exterior washing.

BACKGROUND:

In June of 2005, VRE awarded a contract for locomotive and railcar exterior washing that included one base year, plus two option years. This contract was executed due to Amtrak's train washing facility being overcommitted and not working as designed. This contract provided an average of three power washings per year and is set to expire in November 2008. As such, a new procurement must be initiated at this time. The proposed contract would also be for three years (one base year, plus two option years).

As a permanent solution to this need, a train washer is planned for both of VRE's yards. The train washer at Crossroads is expected to be operational by the end of the year and design of the Broad Run facility is underway. While operational plans will allow equipment from both lines to be rotated to Crossroads for washing, the retention of this contract is needed to bridge the gap as well as provide supplement washings. The contract will be structured to allow for pricing on a per car, per wash basis. VRE staff will return to the Operations Board following the procurement process with a recommendation for award.

FISCAL IMPACT:

Funding is available from the Operating Budget throughout the three-year period.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MARCH 21, 2008
RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS (RFP)
FOR LOCOMOTIVES AND RAILCAR EXTERIOR WASHING

RESOLUTION
8A-03-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the VRE fleet has had its exteriors cleaned via a power washing contractor for nearly three years; and,

WHEREAS, the current contract for these services expires in November of 2008.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to issue a Request for Proposals (RFP) for locomotive and railcar exterior washing.

AGENDA ITEM 8-B
CONSENT AGENDA ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MARCH 21, 2008

**RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS (RFP)
FOR INTERIOR CLEANING OF RAILCARS**

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for interior cleaning of railcars.

BACKGROUND:

Despite daily cleaning of VRE's car fleet, a more comprehensive and detailed cleaning must also be undertaken twice per year, which focuses on areas such as corner locations, walls and arm rests, light fixtures and seat pedestals. In June of 2005, a contract was awarded for this work. The contract, a base year contract with two option years, will expire in October of 2008.

The RFP for the interior cleaning of railcars is again being proposed as a one-year contract with two one-year options. VRE staff will return to the Operations Board following the procurement process with a recommendation for award.

FISCAL IMPACT:

Funding is available from the Operating Budget throughout the three-year period.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MARCH 21, 2008
RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS (RFP)
FOR INTERIOR CLEANING OF RAILCARS

RESOLUTION
8B-03-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the VRE coach fleet receives daily interior cleaning which still allows a buildup of dirt; and,

WHEREAS, a current contract exists to provide detailed cleaning twice per year; and,

WHEREAS, the existing contract expires in October of 2008.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to issue a Request for Proposals (RFP) for interior cleaning of railcars.

AGENDA ITEM 8-C
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MARCH 21, 2008

**RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS
(RFP) FOR SEPTIC TANK PUMPING AND FLUSHING
SERVICES**

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for septic tank pumping and flushing services.

BACKGROUND:

VRE currently operates ten former Chicago Gallery cars that have bathrooms with waste retention tanks. Each car requires dumping and flushing three times per week for approximately half of the year and two times per week for the balance of the year.

In August of 2005, VRE awarded a contract for these services as a base year contract with two option years. The last option year ends in December of 2008. The fleet management plan has assumed the use of these cars for at least three additional years.

FISCAL IMPACT:

Funding will be provided through the Operating budget.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MARCH 21, 2008
RE: AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS
(RFP) FOR SEPTIC TANK PUMPING AND FLUSHING
SERVICES

RESOLUTION
8C-03-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, VRE has several cars in its fleet that contain retention type toilet tanks; and,

WHEREAS, retention tanks require dumping and flushing two to three times per week; and,

WHEREAS, the contract for these services expires this calendar year.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to issue a Request for Proposals for septic tank pumping and flushing services.

AGENDA ITEM 8-D
ACTION ITEM

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MARCH 21, 2008

**RE: AUTHORIZATION TO SOLICIT PROPOSALS FOR AVAILABLE
LEASE SPACE AT THE QUANTICO VRE STATION**

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the VRE Chief Executive Officer to solicit proposals for available lease space at the Quantico Station.

BACKGROUND:

In April of 2005, renovations on the Quantico Station were completed and included two independent vendor spaces. One space, approximately 915 square feet in size, is located at the south end of the building and is currently being leased by the Prince William Model Railroad Club. This lease includes renewal options through 2010.

The second space, approximately 196 square feet in size, is located in the old ticket office inside the passenger waiting area. A lease was authorized in July of 2005 with Quantico Whistle Stop, Inc. and included renewal options through 2010. The business has since been sold and as the lease agreement is not transferable; the space must be readvertised as part of a competitive solicitation. Following the procurement process, a recommendation for award will be brought to the Operations Board for approval. In the interim, and in an attempt to provide continuing service to VRE passengers, a temporary lease arrangement is being pursued with the new owner.

FISCAL IMPACT:

There is no fiscal impact associated with this procurement.

TO: CHAIRMAN JENKINS AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: MARCH 21, 2008
RE: AUTHORIZATION TO SOLICIT PROPOSALS FOR AVAILABLE LEASE SPACE AT THE QUANTICO VRE STATION

**RESOLUTION
8D-03-2008
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD**

WHEREAS, renovation of the Quantico Station resulted in two independent spaces available for lease; and,

WHEREAS, one of the previously awarded leases must be readvertised as the business was sold and the lease is not transferable.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the VRE Chief Executive Officer to solicit proposals for available lease space at the Quantico Station.