

**CONSENT AGENDA ITEM 8-A**  
**ACTION ITEM**

**TO: CHAIRMAN ZIMMERMAN AND THE VRE OPERATIONS BOARD**

**FROM: DALE ZEHNER**

**DATE: JUNE 19, 2009**

**RE: AUTHORIZATION TO ISSUE AN RFP FOR CUSTODIAL AND FACILITY MAINTENANCE SERVICES**

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**RECOMMENDATION:**

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a solicitation for custodial and facility maintenance services.

**BACKGROUND:**

The current facilities maintenance contract was initiated in 2004 and will expire on October 31, 2009. The scope of services involves daily custodial work (cleaning of stations, trash pickup, landscaping, snow removal, etc.) and facility maintenance (elevator maintenance, generator maintenance, building maintenance, etc.).

Similar to the current contract, the RFP will be structured as a five-year contract (base year, plus four one-year renewable options). Different from the existing structure, the RFP will separate daily custodial services and routine maintenance into two separate contracts, allowing specialized firms to bid either or both scopes of work. VRE staff expects this approach to produce a more efficient and cost effective contract.

Following receipt of proposals this summer, VRE staff will return to the Operations Board with a recommendation for award.

**FISCAL IMPACT:** This contract is funded through the facilities line item of the FY 2010 VRE Operating budget and project specific grants in the VRE Capital Budget.

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**FROM: DALE ZEHNER**  
**DATE: JUNE 19, 2009**  
**RE: AUTHORIZATION TO ISSUE AN RFP FOR CUSTODIAL AND FACILITY MAINTENANCE SERVICES**

**RESOLUTION  
8A-06-2009  
OF THE  
VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD**

**WHEREAS**, the VRE facilities require essential custodial service and maintenance; and,

**WHEREAS**, the existing facilities maintenance contract expires October 31, 2009, and,

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board authorizes the Chief Executive Officer to issue a solicitation for custodial and facility maintenance services.