

**PART A**  
**BACKGROUND INFORMATION**

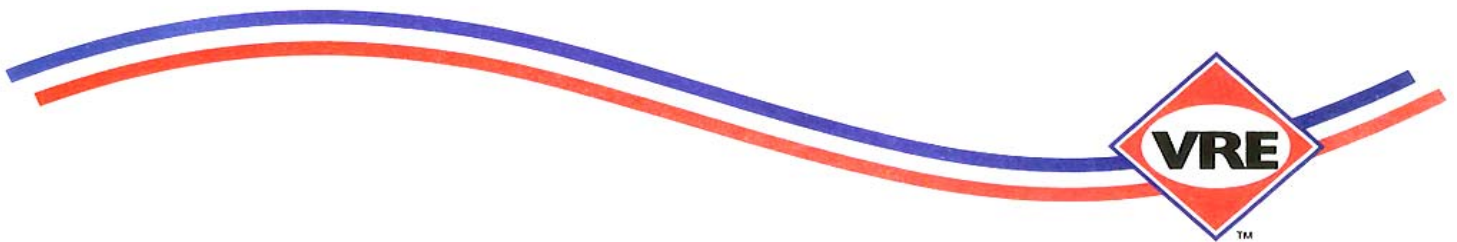
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**SECTION**

**TITLE**

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1	Introduction
2	Scope of Work
3	Procurement Overview of the Project
4	Project Schedule
5	Pre-Qualification Meeting



# SECTION 1

## INTRODUCTION

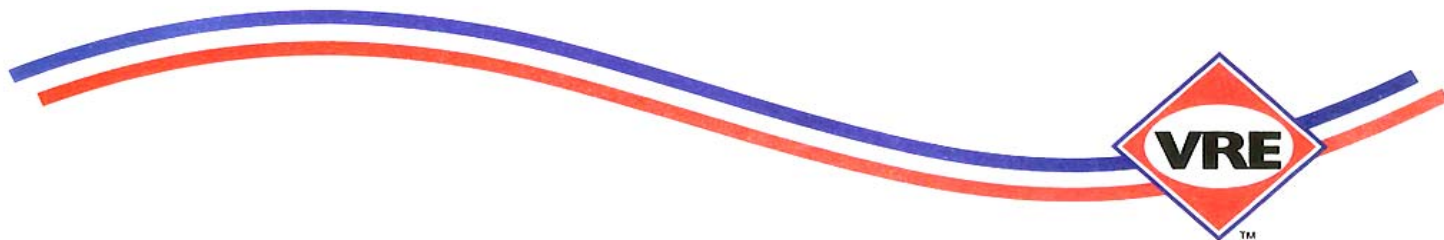
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### 1.1 **PURPOSE**

- A. Virginia Railway Express (VRE) submits this Request for Qualifications (“RFQ”) to solicit Statements of Qualifications (“SOQ”) from those entities (“Offerors”) interested in contracting to serve as the Design-Builder for the Arkendale-Powells Creek (Cherry Hill) Third Track Project (“Project”).
- B. The information requested from potential Offerors will enable VRE to determine the following:
  - 1. Best qualified Offerors to execute successfully the design and construction of the Project; and
  - 2. Offerors to be invited to submit proposals in response to VRE’s Request for Proposals (“RFP”).

### 1.2 **VRE BACKGROUND**

- A. The Virginia Railway Express (VRE) operates commuter rail service to the District of Columbia from Northern Virginia. The Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC) jointly sponsor this service.
- B. VRE began operations in 1992 and carries an average of 17,000 daily passengers. In addition, growth and service changes have added many new facilities and infrastructure enhancements to VRE’s program of projects. Opportunities to enhance performance and safety through system and railroad improvements exist and may be pursued using the expertise of the consulting firm. VRE is committed

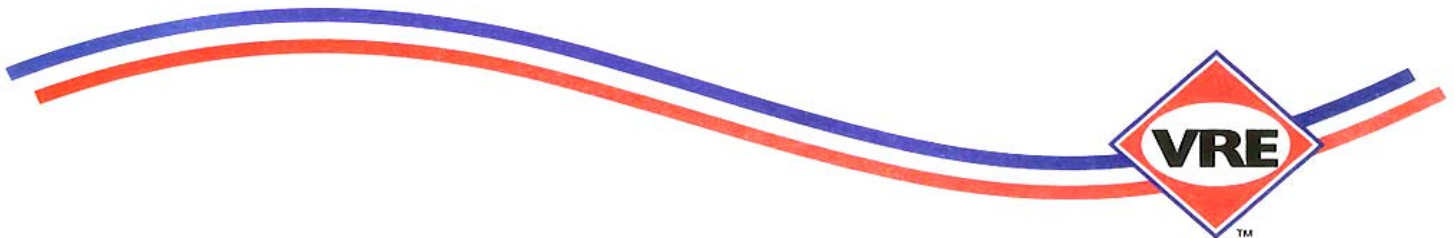


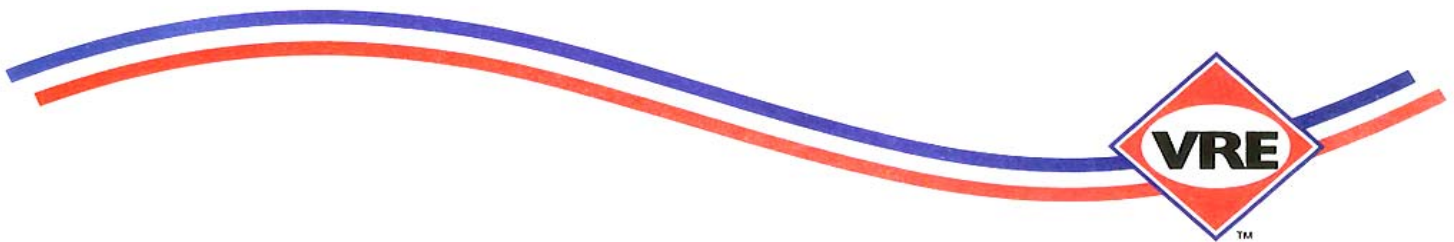
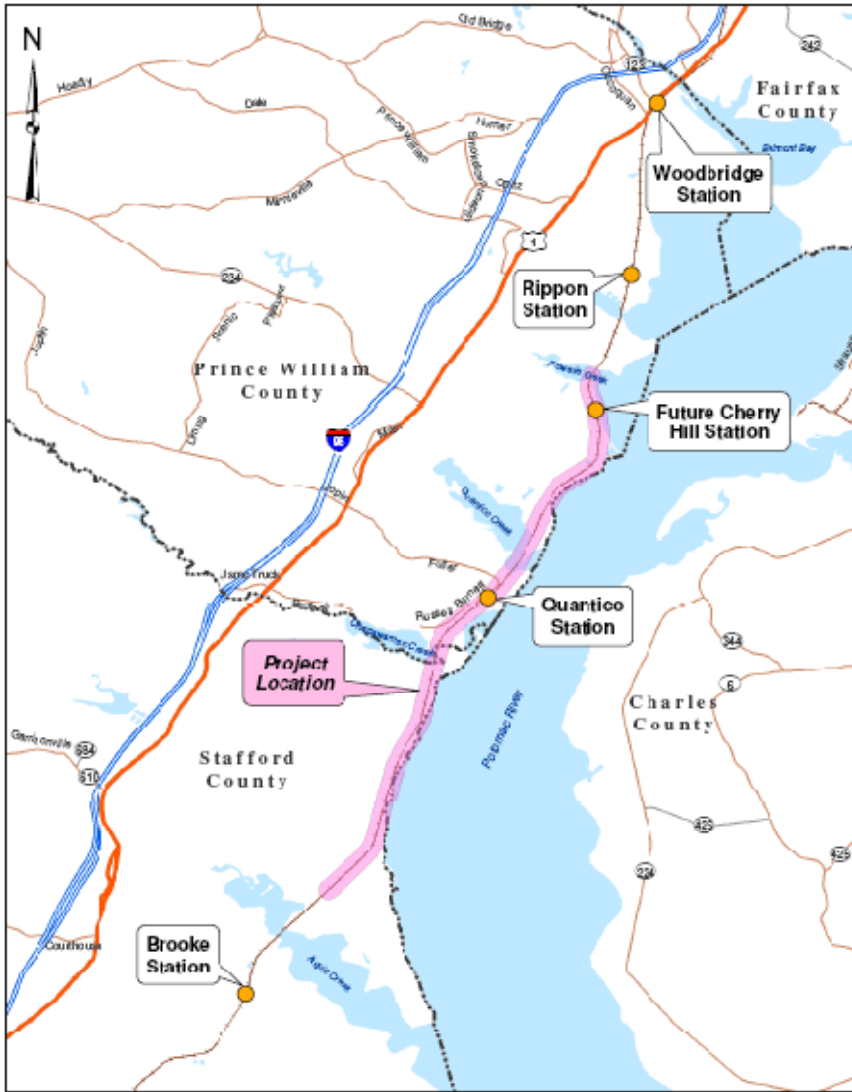
to continued infrastructure and operational improvements, as the future growth of VRE will depend upon service reliability and the ability to expand to accommodate additional passengers.

- C. For informational purposes only, **ATTACHMENT A – AERIAL PHOTOGRAPHS** and **ATTACHMENT B – DESIGN PLANS** are included herein this RFQ.

### **1.3 PROJECT OVERVIEW**

- A. In compliance with the on-going initiative to construct a third track within the CSX Transportation corridor, on October 21, 2005 VRE submitted an application for project funding to the Virginia Department of Rail and Public Transportation (DRPT) Rail Enhancement Fund to begin work on approximately 11.4 miles of mainline third track within the CSX Transportation RF&P between Arkendale (at or about CFP 72.0) and Powell’s Creek (at or about CFP 83.4).
- B. On December 15, 2005, the Commonwealth Transportation Board approved funding for the Cherry Hill Station/Third Track project. This funding was used to complete a feasibility study, and environmental assessment (EA), and preliminary engineering design (30% plans). Furthermore, permitting efforts are underway.
- C. On January 28, 2010, VRE received notification that the Federal Railroad Administration (FRA) recognized Virginia’s role in advancing high speed rail in the U.S. with a grant award for \$74.8 million to support rail improvements in the Richmond-Washington, D.C. corridor. The Virginia Department of Rail and Public Transportation (DRPT) applied for federal funds to support rail improvements in this corridor, which is the highest priority for high speed rail expansion in Virginia.
- D. The expected cost for the design build Contract is approximately \$55 million.





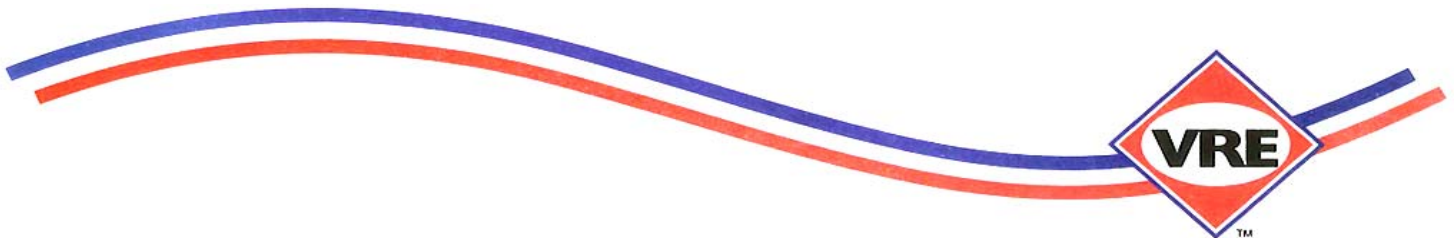
## SECTION 2

### SCOPE OF WORK

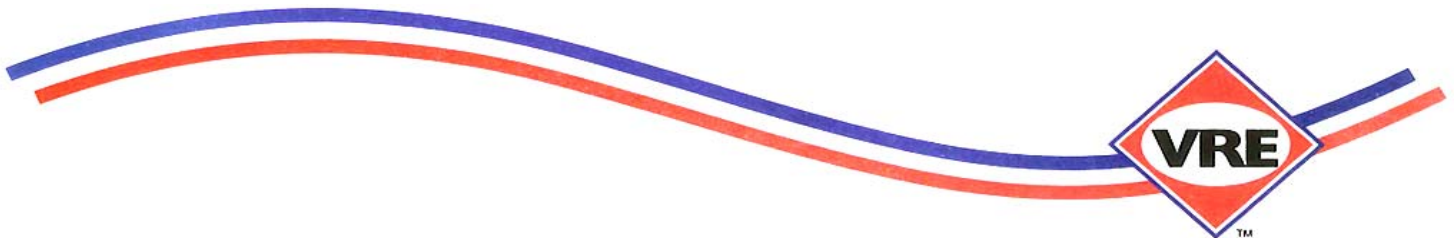
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#### 2.1 GENERAL REQUIREMENTS

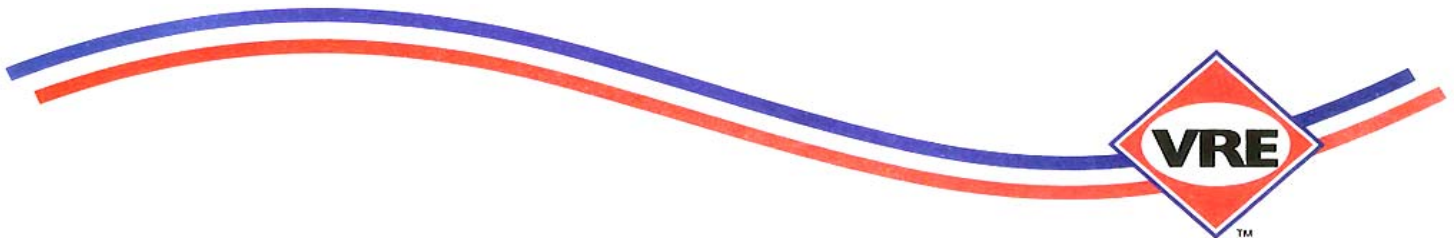
- A. The detailed scope of work will be identified in the Request for Proposals, which will be issued in accordance with **SECTION 4 - PROJECT SCHEDULE**.
- B. The scope of work shall include, but not be limited to the following:
  - 1. Technical submittals;
  - 2. Final design of track and track bed, drainage, railroad and overhead vehicular bridges, along with modifications to existing structures;
  - 3. Overall permitting and regulatory coordination;
  - 4. Compliance with environmental commitments and final permitting;
  - 5. Permanent easements, construction easements, railroad right of entry permits, and other land uses not specifically identified herein, but required for the execution of the work;
  - 6. Utility coordination;
  - 7. Coordination with third party agencies such as: CSX Transportation, (DRPT), Quantico Marine Corps Base, Town of Quantico, Prince William County, Stafford County and the FRA;
  - 8. Track and bridge construction including all drainage and drainage structures, site work, retaining walls and supporting infrastructure as generally shown on the plans herein;



9. Quality assurance and quality control for design and construction; and
  10. Overall project management.
- C. The Contractor shall note that all work performed on this Project shall be completed using English units and in compliance with FRA, DOT, AASHTO and CSX Transportation standards.
- D. Design services shall address all items necessary for construction of an operable 11 miles of third track. It is anticipated that design services shall include, but are not limited to, supplemental surveying and geotechnical work, utility verification, roadway and railroad bridge design, hydraulic design, track design, retaining wall design, and design of any other necessary elements to achieve adequate detail for VRE's final review and approval.
- E. The Contractor shall note that VRE completed an Environmental Assessment ("EA") on behalf of the Federal Railroad Administration in accordance with the requirements of the National Environmental Policy Act ("NEPA"). The Contractor shall comply with the environmental commitments as identified in the EA/FONSI, which will be made available as part of the RFP.
- F. Any changes in the scope or footprint as expressed in the EA/FONSI may require additional environmental technical studies and analysis. The Contractor shall be responsible for necessary environmental studies, analyses and documentation of reevaluation(s) of the EA/FONSI, including any costs or schedule delays due to these efforts as a result of the Contractor's design changes.



- G. Based on the preliminary design plans, the estimated potential total permanent impacts to jurisdictional surface waters are 2.15 acres of wetlands and 1,328 linear feet of stream channel within the study corridor. A Joint Permit Application (“JPA”) has been prepared for the study corridor and will be submitted in July 2010, based on **ATTACHMENT B – DESIGN PLANS**, included herein this RFQ. Through early coordination with the permitting agencies, it is anticipated that the permits to be issued include a Section 404 Individual Permit from the U.S. Army Corps of Engineers, a Virginia Water Protection Individual Permit from the Virginia Department of Environmental Quality and a subaqueous bottom permit from the Virginia Marine Resources Commission. It is further anticipated that the permits mentioned above will be obtained prior to Contract award.
- H. It will be the responsibility of the Contractor to comply with permitting conditions, special provisions, environmental stipulations and practices outlined in the permits. Conditions are expected to include time-of-year restrictions on pile driving activities to protect the bald eagle and on instream work at Chopawamsic Creek for anadromous fish. A copy of the JPA with further details will be made available as part of the RFP.
- I. The Contractor shall complete the compensatory mitigation requirements outlined in the permits. Preliminary arrangements have been made to reserve credits for the permanent impacts included in the JPA at an approved mitigation bank; however, there has been no formal commitment. Any additional compensatory mitigation required is the responsibility of the Contractor.
- J. The Contractor shall obtain and/or secure any additional permits or approvals necessary to complete all aspects of the scope of work. Any modifications of or extensions to a permit or approval is the responsibility of the Contractor. The Contractor shall be solely responsible for any costs or schedule delays due to permit modification(s) associated with the Contractor’s design changes.



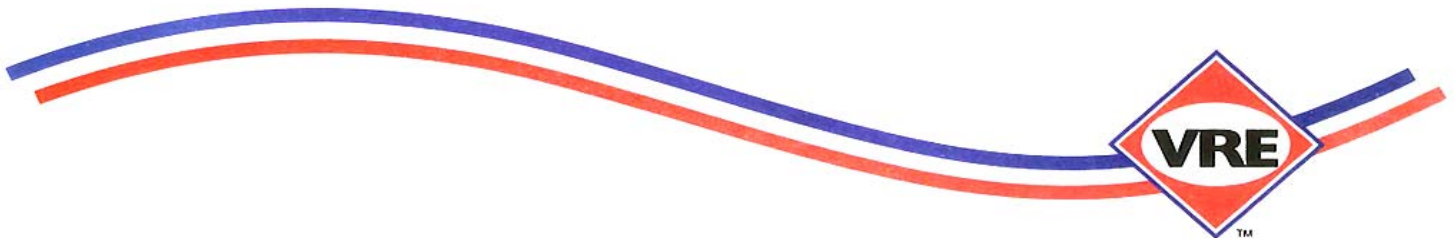
## SECTION 3

### PROCUREMENT OVERVIEW OF THE PROJECT

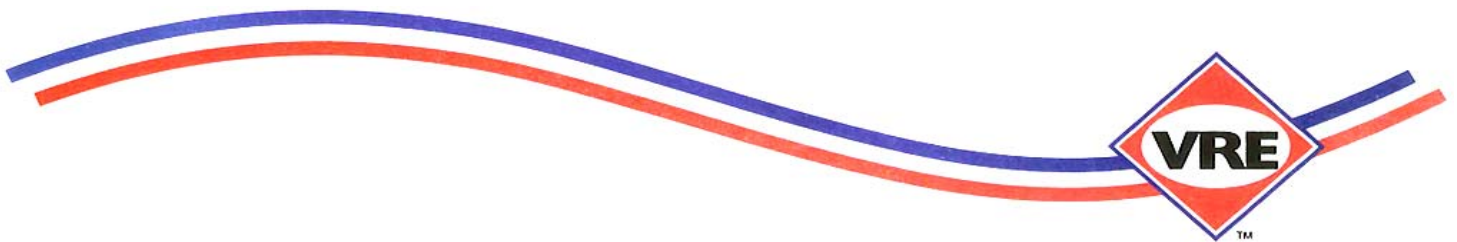
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#### 3.1 TWO-PHASE SELECTION PROCESS

- A. First Phase - VRE will use a two-phase selection process for this Contract. The first phase is a Request for Qualifications process, with selections made based on qualifications and abilities to execute the work. VRE intends to shortlist the highest-ranked Offerors and only those shortlisted will be allowed to proceed to the second phase of the procurement. The information contained in the solicitation is to provide all potential Offerors with adequate information regarding the Project in order for the shortlisted Offerors to complete their second phase proposals in an expedient manner.
- B. Second Phase – Only the shortlisted Offerors will be allowed to submit Technical and Cost Proposals in response to the Request for Proposals in the second phase. While the RFP will contain specific requirements for the Technical and Cost Proposals, as well as specific selection criteria, VRE anticipates that:
1. Technical Proposals shall include information that will provide VRE with a clear understanding of the Offeror’s approach in executing the work, including, but not limited to, team organizational structure, project schedule and sequencing plan, permitting and environmental mitigation plan, design approval plan, coordination plan, easement and land use plan, identify any design changes, project quality assurance, and safety plan.
  2. Sealed Cost Proposals shall include the total price of the Project by phase of work itemized to allow adequate review and understanding of all cost items. Cost Proposals shall also include subcontractor and supplier costs showing markup. Costs shall be broken down to specific phases of the Project to allow progress payments to be made based on actual work performed.



- C. VRE further anticipates that upon completion of the evaluations of the Technical and sealed Cost Proposals, the Selection Committee will recommend the top-ranked Offeror for award of a firm fixed price Contract.
- D. Offerors are on notice that VRE may, at its sole discretion, negotiate and award a Design-Build Contract to an Offeror, if upon a written determination, VRE determines that such Offeror is the only Offeror fully qualified to perform the proposed Design-Build Contract, or that such Offeror is clearly more highly qualified than the others under consideration.



## SECTION 4

### PROJECT SCHEDULE

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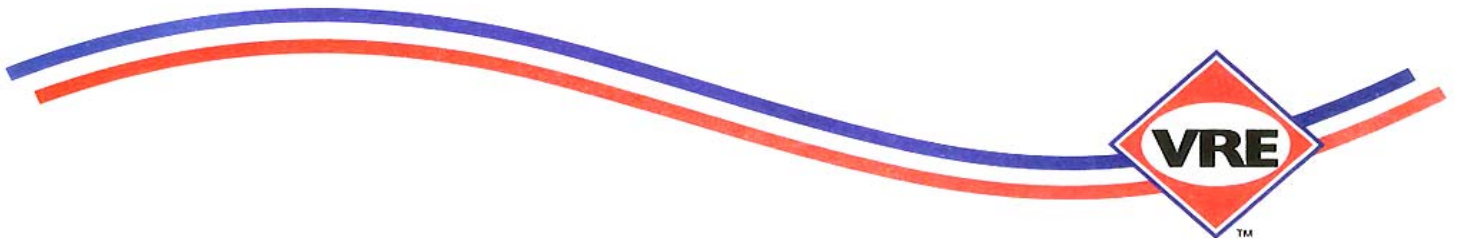
#### 4.1 GENERAL

- A. The Design-Build Contractor will be required to meet a milestone schedule as provided in the RFP that will allow the Project to reach substantial completion within two (2) years of the Notice-To-Proceed.
- B. It is expected that a Notice-To-Proceed will be issued during the first quarter of 2011.

#### 4.2 PROCUREMENT SCHEDULE

VRE currently anticipates conducting this procurement in accordance with the following list of milestones. At its sole discretion, VRE reserves the right to modify this schedule.

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|--|--------------------|
| A. Advertise RFQ                             | June 22, 2010      |
| B. Pre-Qualification Meeting                 | July 14, 2010      |
| C. Deadline to Submit Questions              | July 19, 2010      |
| D. SOQs due                                  | July 30, 2010      |
| E. Evaluation and recommendations complete   | August 16, 2010    |
| F. Notification to Offerors of the shortlist | August 17, 2010    |
| G. Anticipated RFP Release                   | August 18, 2010    |
| H. Proposals due                             | September 24, 2010 |



## SECTION 5

### PRE-QUALIFICATION MEETING

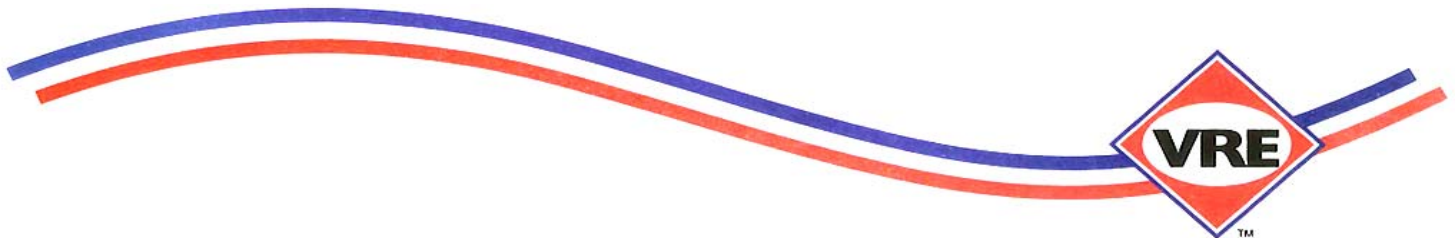
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#### 5.1 MANDATORY PRE-QUALIFICATION MEETING

- A. A **pre-qualification meeting** will be held for potential Offerors at VRE's Alexandria Office located at:
- 1500 King Street, Suite 202  
Alexandria, Virginia 22314
- B. The meeting ***date and time is specified on Page 2*** of this RFQ.

#### 5.2 ATTENDANCE

- A. Offerors ***must*** confirm their attendance by contacting Kristin Vivian at (703) 838-5441 or kvivian@vre.org prior to the ***date and time specified on Page 2*** of this RFQ.
- B. **NOTE:** If the response is greater than VRE can accommodate, the meeting may potentially be relocated. Therefore, Offerors must monitor the website for this notification.
- C. Attendance at the pre-qualification meeting is **mandatory** and shall be limited to no more than three (3) representatives of each firm.
- D. Attendance at the pre-qualification meeting is a prerequisite to submitting an SOQ. SOQs will only be accepted from those Offerors who are represented at the meeting. The representative's signature on the attendance roster will be evidence of attendance.
- E. No one will be admitted fifteen (15) minutes after the specified time of the pre-qualification meeting.



### 5.3 QUESTIONS, INQUIRIES, OR REQUESTS FOR CLARIFICATION

- A. Any explanation desired by any Offeror regarding the meaning or interpretation of this RFQ and other solicitation documents must be submitted to the VRE Contract Administration Manager, via electronic mail no later than the *date and time specified on Page 2* of this RFQ.
- B. VRE's responses to questions and request for clarifications shall be in writing and will be accomplished by a formal document. Questions and answers will be posted on VRE's website at [www.vre.org](http://www.vre.org).
- C. It shall be the obligation of the Offeror to exercise due diligence to discover and bring to the attention of VRE, at the earliest possible time, any ambiguities, discrepancies, inconsistencies, or conflicts in or between any of the technical, pricing, or contractual provisions in the RFQ.
- D. Oral responses provided by VRE at the pre-qualification meeting shall not be considered official until posted on the website. Any interpretation of a question made by VRE will be in the form of an addendum to the RFQ and will be available to all interested Offerors through the VRE website.

