TO: CHAIRMAN SMEDBURG AND THE VRE OPERATIONS BOARD

FROM: DOUG ALLEN

DATE: MAY 17, 2013

RE: AUTHORIZATION TO AMEND THE CONTRACT FOR THE EMPLOYEE COMPENSATION STUDY

_____________________________________________________________________

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Potomac and Rappahannock Transportation Commission (PRTC) authorize a contract amendment with The Segal Company of Washington, DC for the employee compensation study. The contract amendment will be in the amount not to exceed $10,750 (10% contingency), for a total contract value not to exceed $118,250.

BACKGROUND:

On February 15, 2013, the Operations Board recommended that PRTC enter into a contract with The Segal Company for a compensation study for all PRTC employees, including those staff employed through PRTC as Virginia Railway Express (VRE) employees. The original contract was approved in the amount of $107,500 and did not include a contingency.

Since that time, The Segal Company was asked to increase the number of comparative agencies to include one additional rail system and two additional bus systems for the peer portion of the study. The total cost for the amendment is $3,000.

A contingency of $10,750 is requested to accommodate the three additional comparative agencies as well as any other unforeseen changes to the scope of services in order to complete the study.
FISCAL IMPACT:

Funding will be provided through the FY 2013 operating budgets of both PRTC and VRE.
RESOLUTION
9D–5–2013
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, on March 7, 2013, the Potomac and Rappahannock Transportation Commission approved the contract in the amount not to exceed $107,500 for a compensation study for all PRTC employees, including those staff employed through PRTC as Virginia Railway Express (VRE) employees; and,

WHEREAS, the contract did not include a contingency amount and additional services are desirable for the effort.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board requests the Potomac and Rappahannock Transportation Commission amend the contract with The Segal Company of Washington, DC for the employee compensation study in an amount not to exceed $10,750 (10% contingency), for a total contract value not to exceed $118,250.

Approved this 17th day of May, 2013.

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Paul Smedberg
Chairman

John Cook
Secretary