TO:        CHAIRMAN SMEDBERG AND THE VRE OPERATIONS BOARD
FROM:      DOUG ALLEN
DATE:      MAY 17, 2013
RE:        AUTHORIZATION TO AMEND TASK ORDERS FOR THE BROOKE
           AND LEELAND PARKING EXPANSION DESIGN

RECOMMENDATION:

    The VRE Operations Board is being asked to authorize the Chief Executive Officer to
eexecute task order amendments with AECOM for final design of the parking expansion
at the Brooke and Leeland VRE stations. This authorization is to reduce the Brooke
task order by $9,490, from $255,200 to $245,710 and to increase the Leeland task
order by $9,490, from $298,100 to $307,590.

BACKGROUND:

    On November 20, 2009, the Board authorized a task order with AECOM for the final
design of the parking expansion at the Leeland Road VRE Station in the amount of
$298,100. On April 16, 2010, the Board authorized a task order with AECOM for the
final design of the parking expansion at the Brooke VRE Station in the amount of
$255,200.

    Final design and construction of the two parking expansion projects were done at the
same time and both projects were completed. Additional engineering was required in
the second round of construction bidding to reduce the amount of fill required at the
Leeland project. During the contract closeout process it was identified that these
additional engineering costs in the amount of $9,490 were billed to Brooke rather than
to Leeland and that the Leeland task order was fully expended, so the costs could not
be transferred without Board Authorization.
The overall cost of both projects is unchanged and these projects were completed within the budgeted grant amounts. Sufficient funds are available in the Brooke task order to transfer the $9,490 to the Leeland project.

**FISCAL IMPACT:**

Funding for both task orders is being provided using CMAQ funds. No local match is required.
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RESOLUTION
9G–05–2013
OF THE VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD

WHEREAS, the engineering and construction have been completed for a parking expansion at the Brooke and Leeland VRE stations; and,

WHEREAS, further engineering was required during the second round of rebidding for the Leeland project; and,

WHEREAS, budget between the Brooke and Leeland task orders to be shifted and no additional funding is needed for the project; and,

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to execute task order amendments with AECOM for final design of the parking expansion at the Brooke and Leeland VRE stations. This authorization is to reduce the Brooke task order by $9,490 and increase the Leeland task order by $9,490.

Approved this 17th day of May 2013

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Paul Smedberg
Chairman

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John Cook
Secretary