Agenda Item 8-C
Consent Item

To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: December 19, 2014

Re: Authorization to Issue a Request for Proposals for Architectural / Engineering Services for Facility Design Guidelines and Standard Specifications

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for architectural / engineering services to develop Facility Design Guidelines and Standard Specifications for VRE stations and facilities.

Background:

In accordance with VRE Public Procurement Policies and Procedures, an RFP is the preferred method of procurement for this solicitation since there are different approaches to the desired service and an evaluation of technical merit is required. Upon completion of evaluation of proposals, negotiations are conducted with the two highest ranked firms deemed to be fully qualified and best suited among those submitting Proposals, on the basis of the factors specified in the evaluation criteria. Price will be considered in context of technical performance for this service to achieve a best value determination. After receipt of the best and final offer from the top-ranked firm, a cost analysis is performed to compare the proposed cost with the independent cost estimate to determine that the proposed cost is fair and reasonable.
VRE Station Design Guidelines were developed in 2002, focused primarily on existing stations platform and parking design. While improvements to existing station facilities such as platform extensions are continuing to be advanced, a wide range of new station improvements are also being advanced that are not covered by the current set of design guidelines. Major improvements such as second platforms, pedestrian bridges and tunnels, and parking structures are being planned and designed to expand system capacity and implement the VRE System Plan 2040. Therefore, an update of station-related design guidelines is warranted.

Regulatory requirements such as the Americans with Disabilities Act (ADA) and VRE plans such as the System Safety Program Plan (SSPP) also have an effect on station and site design. The updated design guidelines will address regulatory changes and internal requirements that have come about since 2002.

A number of design elements (i.e., signage, lighting, fencing, audio-visual communications systems, bicycle facilities) found at VRE stations and other VRE facilities are not addressed in the 2002 Design Guidelines. The updated guidelines will be expanded to include these additional elements.

Except for historic stations (Fredericksburg, Manassas, Quantico, Alexandria and Washington Union Station), VRE station platforms were designed and constructed based upon a common design module with relatively little variability from station to station. Having a standardized design for features that will be replicated at multiple locations – platform extensions, second platforms, new stations – will facilitate the timely and cost-effective implementation of VRE’s aggressive program to expand system capacity. The preparation of standard design drawings for such features is included in the scope of the architectural / engineering services provided under this contract.

The updated guidelines and standards will emphasize safety and follow accepted engineering practices used by CSXT, Norfolk Southern, AREMA, and Amtrak. A design review process will also be developed for use by VRE staff in advancing the design and construction of improvements at VRE stations and facilities. A user-friendly document with extensive graphics, including illustrations and photographs, will be developed to provide clear direction on station design, design of certain other VRE facilities and serve as VRE’s policy document for design development and review. The guidelines will reinforce and augment the design standards and specifications of VRE’s host railroads (i.e., Amtrak, CSXT and Norfolk Southern), as well as the localities and agencies having jurisdiction in the areas occupied by VRE.

Upon receipt of the proposals, VRE will return to the Board with a request for authorization to award the contract.
**Fiscal Impact:**

Funding for the project is provided in the FY 2015 Budget and approved Capital Improvement Program using VRE system funds for Project Development.
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WHEREAS, in January 2014 the VRE Operations Board adopted the VRE System Plan 2040 which calls for expanding VRE system capacity to support long-term growth in ridership and service expansion; and,

WHEREAS, the design and construction of an extensive program of improvements to VRE stations and other facilities is required to accommodate the planned ridership growth; and,

WHEREAS, a current, consistent, comprehensive set of design guidelines and standards is necessary to facilitate the timely and cost-effective implementation of planned VRE system improvements; and,

WHEREAS, funds for the architectural / engineering services necessary to develop the design guidelines and standards are available through the FY 2015 Budget and approved Capital Improvement Program using VRE system funds for Project Development;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the VRE Chief Operating Officer to issue a Request for Proposals for Architectural / Engineering Services for Facility Design Guidelines and Standard Specifications.

Approved this 19th day of December 2014

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Paul Milde
Chairman

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Gary Skinner
Secretary