Agenda Item 8-B
Consent Item

To: Chairman Milde and the VRE Operations Board
From: Doug Allen
Date: November 21, 2014
Re: Authorization to Award a Supplemental Task Order for Handyman Services

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to award Supplemental Task Order 1B for Handyman Services. This is a supplemental task order to Fresh Air’s Task Order 1 under the custodial and seasonal services contract. Task Order 1 was executed in the amount of $25,000 with Supplemental Task Order 1A adding $24,000. Supplemental Task Order 1B is an additional amount of $75,000, plus a 5% contingency of $6,200, for a total amount (Task Order 1 plus Task Order 1A plus Task Order 1B) not to exceed $130,200.

Background:

In April of 2013, the Operations Board approved a new five-year contract with one base year and four one-year options for the custodial and seasonal services contract with Fresh Air. The Operations Board approved the first option year in April of 2014.

The contract includes base work along with task order work on an as-needed basis to address custodial, landscaping, snow removal, station and platform cleaning, trash removal and various handyman services.
The first task order executed under the contract was Task Order 1, Handyman Services, in the amount of $25,000. The purpose of that task order was to address non-routine tasks such as minor painting, carpet cleaning, bench repairs and door and window repairs, among others. In November of 2013, VRE executed Supplemental Task Order 1A, in the amount of $24,000.

During the course of the work, the amount expended has approached the task order total and a supplement is necessary for Fresh Air to continue performing handyman services through the end of the first option year, which is set to expire at the end of May 2015.

**Fiscal Impact:**

The FY 2015 Operating budget for Facilities Maintenance includes a budget amount of $470,000 for Non-Routine Maintenance. The not-to-exceed amount of $130,200 for handyman services is available within this budget.
Virginia Railway Express
Operations Board

Resolution
8B-11-2014

Authorization to Award a Supplemental
Task Order for Handyman Services

WHEREAS, in April of 2013, the Operations Board approved a new five-year contract with one base year and four one-year options for the custodial and seasonal services contract with Fresh Air; and,

WHEREAS, the Operations Board approved the first option year in April of 2014; and,

WHEREAS, the amount expended for Task Orders 1 and 1A, Handyman Services, has approached the task order total; and,

WHEREAS, this supplemental task order will allow Fresh Air to continue performing handyman services through the end of the first option year.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to award Supplemental Task Order 1B under the custodial and seasonal services contract to Fresh Air for Handyman Services in an additional amount of $81,200 over the current amount for Task Orders 1 and 1A of $49,000, for a total amount not to exceed $130,200.

Approved this 21st day of November 2014

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Paul Milde
Chairman

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Gary Skinner
Secretary