To: Chairman Milde and the VRE Operations Board
From: Doug Allen
Date: November 21, 2014
Re: Authorization to Execute a Lease Agreement for Parking at Broad Run

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a Lease Agreement with the City of Manassas, through its Airport Director, for a 34,022 square foot parcel of land adjacent to the Broad Run Station platform in an amount not to exceed $95,009 over a period of fifty-nine (59) months. The leased land shall be used for the purposes of providing parking to VRE riders.

Background:

The Broad Run Station is heavily utilized, with parking demands currently at 91% of available capacity. There are presently a total of 1,081 parking spaces serving the Broad Run Station, including eighty-one (81) spaces previously constructed by VRE on the land leased from the City of Manassas through the Airport Authority.

In 2003, VRE was awarded funding through the Governor’s Congestion Relief Program to complete parking expansion projects and access improvements at the Manassas and Broad Run Stations. As part of this project, property was identified adjacent to the north end of the platform at Broad Run that is owned by the Manassas Regional Airport Authority. In February 2005, VRE entered into a fifty-nine (59) month Lease Agreement with the City of Manassas and parking spaces were subsequently constructed by VRE on the leased land.
With the authorization of the Operations Board in November 2009, the term of the Lease Agreement was extended for an additional fifty-nine (59) months.

VRE staff recommends maintaining the surface parking lot afforded by this Lease Agreement, which will expire on December 14, 2014, and is thus requesting authorization to execute a new agreement to be effective December 15, 2014 for a term of fifty-nine (59) months in an amount not to exceed $95,009, which is inclusive of 3% annual escalation as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of Spaces</th>
<th>Total Monthly Cost</th>
<th>Annual Cost</th>
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<tbody>
<tr>
<td>1</td>
<td>81</td>
<td>$1,518.10</td>
<td>$18,217.20</td>
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<td>5</td>
<td>81</td>
<td>$1,708.64</td>
<td>$18,795.04**</td>
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<tr>
<td></td>
<td></td>
<td><strong>Total:</strong></td>
<td><strong>$95,008.96</strong></td>
</tr>
</tbody>
</table>

**Eleven (11) months.**

**Fiscal Impact:**

Funding is provided for in the FY 2015 operating budget for Facilities and the operating budget for subsequent fiscal years.
Virginia Railway Express  
Operations Board  

Resolution  
9E-11-2014  

Authorization to Execute a Lease Agreement for Parking at Broad Run

WHEREAS, in February 2005, VRE entered into a fifty-nine (59) month Lease Agreement with the City of Manassas and parking spaces were subsequently constructed by VRE on the leased land; and, 

WHEREAS, the Lease Agreement was extended for an additional term of fifty-nine (59) months through December 14, 2014; and, 

WHEREAS, VRE staff recommends executing a new Lease Agreement with the City of Manassas to commence on December 15, 2014.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Lease Agreement with the City of Manassas, through its Airport Director, for a 34,022 square foot parcel of land adjacent to the Broad Run Station platform in an amount not to exceed $95,009 over a period of fifty-nine (59) months.

Approved this 21st day of November 2014

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Paul Milde  
Chairman

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Gary Skinner  
Secretary