VRE OPERATIONS BOARD

November 21, 2014

VRE Audit Committee Meeting - 9:00 am
Executive Committee Meeting – TBD (Tentative)
Operations Board Meeting - 9:30 am
Joint Audit Committee Meeting – TBD
Capital Committee Meeting - TBD

PRTC Headquarters
14700 Potomac Mills Road
Woodbridge, VA 22192

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes from the October 17, 2014 VRE Operations Board Meeting
5. Chairman’s Comments
6. Chief Executive Officer’s Report
7. Virginia Railway Express Riders’ and Public Comments
8. Consent Items

A. Authorization to Award a Supplemental Task Order for Electrical Repair Services
B. Authorization to Award a Supplemental Task Order for Handyman Services

C. Authorization to Award a Supplemental GEC VI Task Order for Cherry Hill Third-Track Preliminary Engineering Revisions

9. Action Items

A. Authorization to Forward the FY 2014 Audited Financial Statements and Auditor’s Report

B. Authorization to Award a Contract and Task Orders for Fence Installation and Repair Services

C. Authorization to Execute an Amendment to the Project Addendum to the Construction agreement with CSX for the L’Enfant Storage Track Project

D. Approval of the 2015 VRE Legislative Agenda

E. Authorization to Execute a Lease Agreement for Parking at Broad Run

10. Information Items

A. Mobile Ticketing Update

B. Step-Up Ticket Program

C. Budget Update and Discussion

11. Operations Board Members’ Time

The Next VRE Operations Board Meeting
December 19, 2014 - 9:30 am at PRTC
M I N U T E S

VRE Operations Board Meeting
PRTC Headquarters – Prince William County, Virginia
October 17, 2014

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Jurisdiction</th>
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<tbody>
<tr>
<td>Sharon Bulova (NVTC)</td>
<td>Fairfax County</td>
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<tr>
<td>Maureen Caddigan (PRTC)</td>
<td>Prince William County</td>
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<tr>
<td>John Cook (NVTC)</td>
<td>Fairfax County</td>
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<tr>
<td>John D. Jenkins (PRTC)*</td>
<td>Prince William County</td>
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<td>Paul Milde (PRTC)</td>
<td>Stafford County</td>
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<td>Jennifer Mitchell</td>
<td>DRPT</td>
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<td>Martin Nohe (PRTC)</td>
<td>Prince William County</td>
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<td>Gary Skinner (PRTC)</td>
<td>Spotsylvania County</td>
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<td>Paul Smedberg (NVTC)</td>
<td>City of Alexandria</td>
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<td>J. Walter Tejada (NVTC)</td>
<td>Arlington County</td>
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<td>Bob Thomas (PRTC)</td>
<td>Stafford County</td>
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<td>Jonathan Way (PRTC)</td>
<td>City of Manassas</td>
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<tr>
<th>Members Absent</th>
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<tr>
<td>Matt Kelly (PRTC)</td>
<td>City of Fredericksburg</td>
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<td>Suhas Naddoni (PRTC)</td>
<td>City of Manassas Park</td>
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<tr>
<td>Marc Aveni (PRTC)</td>
<td>City of Manassas</td>
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<tr>
<td>Meg Bohmke (PRTC)</td>
<td>Stafford County</td>
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<tr>
<td>Brad Ellis</td>
<td>City of Fredericksburg</td>
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<tr>
<td>Jay Fisette (NVTC)</td>
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<tr>
<td>Frank C. Jones (PRTC)</td>
<td>City of Manassas Park</td>
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<tr>
<td>Tim Lovain (NVTC)</td>
<td>City of Alexandria</td>
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<tr>
<td>Michael C. May (PRTC)</td>
<td>Prince William County</td>
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<tr>
<td>Jeff McKay (NVTC)</td>
<td>Fairfax County</td>
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<tr>
<td>Kevin Page</td>
<td>DRPT</td>
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<td>Paul Trampe (PRTC)</td>
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<th>Staff and General Public</th>
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<tr>
<td>Doug Allen – VRE</td>
<td>Tom Hickey – VRE</td>
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<tr>
<td>Julia Angelotti – Rep. Wittman’s staff</td>
<td>Christine Hoefner – VRE</td>
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<td>Anthony Ayala – VRE</td>
<td>Pierre Holloman – Alexandria</td>
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<td>Monica Backmon – NVTA</td>
<td>Karen Jeffers – Rep. Wittman’s staff</td>
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<td>Gregg Baxter – Keolis</td>
<td>Bryan Jungwirth – VRE</td>
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<td>Nancy Collins – Stafford County</td>
<td>Ann King – VRE</td>
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<tr>
<td>Kelley Coyer – NVTC staff</td>
<td>Mike Lake – Fairfax County</td>
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<tr>
<td>Rich Dalton – VRE</td>
<td>Lezlie Lamb – VRE</td>
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<tr>
<td>James Davenport – Prince William County</td>
<td>Bob Leibbrandt – Prince William County</td>
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<tr>
<td>John Duque – VRE</td>
<td>Steve Maciaas – VRE legal counsel</td>
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<tr>
<td>Patrick Durany - Prince William County</td>
<td>Dick Peacock – Citizen</td>
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<td>Paul Garnett – Keolis</td>
<td>Scott Schenk – Free Lance-Star</td>
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<td>Rhonda Gilchrest – NVTC staff</td>
<td>Brett Shorter – VRE</td>
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<tr>
<td>Al Harf – PRTC staff</td>
<td>Joe Swartz – VRE</td>
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* Delineates arrival following the commencement of the Board meeting. Notation of exact arrival time is included in the body of the minutes.
Chairman Milde called the meeting to order at 9:32 A.M. Following the Pledge of Allegiance, Roll Call was taken.

Approval of the Agenda – 3

Mr. Way moved, with a second by Mr. Nohe, to approve the Agenda. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Milde, Mitchell, Nohe, Skinner, Smedberg, Tejada, Thomas and Way.

Approval of the Minutes of the September 19, 2014 Operations Board Meeting – 4

Mr. Cook moved approval of the minutes and Ms. Bulova seconded. The vote in favor was cast by Board Members Bulova, Cook, Milde, Mitchell, Skinner, Smedberg, Tejada, Thomas and Way. Ms. Caddigan and Mr. Nohe abstained.

Chairman’s Comments – 5

Chairman Milde reminded Board Members that the Capital Committee will meet following this meeting. He also reported that the VRE Master Agreement Amendment has been approved by seven of the nine jurisdictions. Prince William County Board of Supervisors has scheduled it for action on October 21st and VRE staff is working with the City of Fredericksburg to bring it forward for City Council approval.

Chairman Milde announced that Mr. Covington has resigned from the Prince William County Board of Supervisors to accept an appointment by the General Assembly to serve as a Judge in the General District Court of Prince William County. On behalf of the entire Operations Board, Chairman Milde thanked Mr. Covington for his outstanding leadership on the Board.

Ms. Caddigan moved, with a duel second by Mr. Skinner and Mr. Smedberg, to approve the resolution commending Mr. Covington for his distinguished service on the VRE Operations Board. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Milde, Mitchell, Nohe, Skinner, Smedberg, Tejada, Thomas and Way. Chairman Milde then presented Mr. Covington with a framed copy of the resolution and a framed photograph of a VRE train.

[Mr. Jenkins arrived at 9:39 A.M.]

On behalf of staff, Mr. Allen also thanked Mr. Covington for his leadership on the Board. Mr. Allen stated that Mr. Covington served as Board Chairman during his transition as the new CEO.
Mr. Covington expressed his appreciation for the opportunity to serve on the VRE Operations Board, which truly functions as a bipartisan group where Board Members come together and accomplish great things for VRE. He stated that serving on the VRE Operations Board is truly one of the highlights of his political career.

Chairman Milde welcomed Martin Nohe from the Prince William County Board of Supervisors who has been appointed to serve as a VRE Operations Board Member. Chairman Milde observed that Mr. Nohe is no stranger to transportation issues in general and VRE specifically. He serves on the Potomac and Rappahannock Transportation Commission and is the Chairman of the Northern Virginia Transportation Authority.

Remarks from Congressman Rob Wittman – 6

Chairman Milde introduced Congressman Wittman and welcomed him to the VRE Operations Board meeting. Congressman Wittman stated that VRE is an important part of the transportation system for the entire region. VRE has great potential for additional capacity and he stated that he appreciates what VRE and the Operations Board does. He asked if Board Members had any questions for him.

Ms. Bulova asked about his views on federal funding for rail in general and VRE specifically. Congressman Wittman stated that there are several different issues related to funding. It is important to make sure there is parity for commuters. He is co-sponsoring the Commuter Parity Equity Act, which would provide equity between parking and transit benefits. There are also discussions about what will happen with the reauthorization of the Federal Transportation Act. He has had discussions with Congressman Shuster who serves as Chairman of the Transportation and Infrastructure Committee on how to make the Highway Trust Fund more sustainable. Several ideas include indexing fuels tax, using repatriation tax proceeds, looking at arbitrage rules, and looking at construction requirements for federal highway funds. Congressman Wittman also explained that Virginia is a donor state, which means it only receives 98-cents on every dollar that is sent to Washington. Changing that in and of itself will not provide enough funding, but it could be part of the puzzle. He stated that there is probably no one solution; rather it will need to be a combination of solutions.

Ms. Bulova noted that the VRE Operations Board truly works as a bipartisan body to accomplish things for the system and the region. She asked Congressman Wittman to let the Board know how they can be helpful, including contacting other members of Congress, to affect changes that will be positive for the region and VRE.

Mr. Cook stated that it is his understanding that there has been talk of replacing the gas tax with a vehicle use tax, which would not be impacted by fuel efficiency and would better reflect use of the road. Congressman Wittman responded that conceptually it may sound good but from an implementation standpoint it is a firestorm on how to track it because of privacy issues. It is also a rural versus urban issue.
Mr. Skinner asked for Congressman Wittman’s assistance to look at expanding the pool of funding in the next reauthorization for FTA Core Capacity funding. Congressman Wittman responded that he will discuss this with members of the Transportation and Infrastructure Committee and its Chairman, Congressman Shuster, to look at increasing this funding. For Northern Virginia, it is difficult because Virginia does not have a member on this committee.

Mr. Way asked Congressman Wittman about his views on high-speed rail in general and specifically the Washington, D.C. to Richmond high-speed rail initiative. Congressman Wittman stated that it would be important to look at investment costs and cost per passenger mile, usage, space in the corridor, and how to sustain ridership. It should be in relation to how we move people among spectrums of alternatives. It is also important to look for different ways to move freight traffic along the I-95 corridor because truck traffic is an issue along this corridor.

Ms. Mitchell stated that the Operations Board is interested in making sure transit funding is protected and that core capacity funds come from general funds and not at Virginia’s expense. She asked for Congressman Wittman’s help to protect these funds as VRE seeks federal funding for the Gainesville-Haymarket extension project and other core capacity projects. She stated that DRPT is leading the High Speed Rail initiative between Washington, D.C. and Richmond. She invited him to learn more about the project as the state would like his help to seek federal funding.

Mr. Harf asked about the Market Place Fairness Act, which if enacted provides a revenue stream to transit with state funding. Congressman Wittman stated that Congressman Goodlatte is the Chairman of the Judiciary Committee, which is where this legislation currently rests. He has had many conversations with Chairman Goodlatte about moving this legislation forward. He stated that Chairman Goodlatte understands that a sustainable revenue stream is important.

Mr. Tejada stated that with the significant federal government presence in the region, it is important to acquire more transit funding. He observed that the FTA grant process is a long process. Congressman Wittman agreed that the grant process does take a long time from the time a project is drafted to implementation. Fast tracking projects or simplifying the process would be helpful, while still making sure it is done properly and safely. He also stated that it is important to pass a multi-year long-term Federal Transportation and Infrastructure Authorization Bill.

Chairman Milde stated that there will need to be significant investments to implement VRE’s System Plan in order to increase capacity. The Long Bridge project is a big ticket item. Congressman Wittman stated that the Long Bridge is an important project and he will do all that he can to support this project. He stated that it needs to be part of a network of systems.

Mr. Allen stated that he appreciates this dialogue with Congressman Wittman and thanked him for his continued support of VRE.
Chief Executive Officer’s Comments – 7

Mr. Allen reported that on-time performance (OTP) for the month of September was at 94 percent and ridership remained solid. VRE will run its annual Santa Trains on December 13th in coordination with the Marine Corps Toys for Tots campaign. Tickets go on sale at 9:00 A.M. on November 24th. He also reported that VRE ran excursion trains for Clifton Days this past weekend. Mr. Allen stated that he is working with Monica Backmon, NVTA’s Executive Director, and NVTA’s Chairman, Marty Nohe, to communicate VRE’s priority projects for funding. VRE is working to leverage these funds with other funding sources to implement projects. Mr. Allen announced that at the APTA Annual Conference, VRE received a first place Ad Wheel award for VRE’s RIDE Magazine.

VRE Riders’ and Public Comment – 8

Mr. Peacock expressed his appreciation for Congressman Wittman’s comments. He encouraged Congressman Wittman to take a tour of the VRE system. He stated that VRE needs to persuade Amtrak to stop at Woodbridge for riders with step-up fares. Woodbridge has plenty of parking and this would be a simple way to increase capacity.

Ms. Bulova asked staff to look into this suggestion. Mr. Allen stated that it can be discussed at VRE’s next meeting with Amtrak.

Authorization to Award a Contract for State Legislative Services – 9A

Mr. Allen stated that Resolution #9A-10-2014 would authorize him to execute a contract with The Hillbridge Group of Richmond, Virginia for state legislative services for a three year base at $45,000 per year and two one-year options, for an authorization amount not to exceed $225,000 over the five year period, with the CEO exercising the option years at his discretion.

Mr. Cook stated that he will recuse himself from this vote because of clients in litigation. Although he does not feel the reason requires recusal, he will err on the side of caution.

Mr. Skinner moved, with a second by Ms. Bulova, to approve Resolution #9A-10-2014. The vote in favor was cast by Board Members Bulova, Caddigan, Jenkins, Milde, Nohe, Skinner, Smedberg, Tejada, Thomas and Way. Ms. Mitchell abstained. Mr. Cook did not participate in the vote.

2015 Legislative Agenda – 10A

Mr. Jungwirth highlighted the draft 2015 Legislative Agenda for state and federal, which will come back to the Operations Board in November for approval. He reviewed three state legislative issues: 1) Avoid the Commonwealth Transit Capital Funding Cliff; 2) Amend state law to allow VRE to earn interest on funds it has invested in the State Insurance Trust Fund; and 3) Amend state law to better leverage state and federal grant funds for railroad
infrastructure projects. Federal issues include: 1) Commuter Benefits Equity; and 2) Support reauthorization of a long-term Federal Transportation and Infrastructure Authorization Bill.

Chairman Milde asked about the downside of requesting better leverage of state and federal grant funds. Mr. Jungwirth stated that when the legislation was first enacted it created a benefit for freight railroads. Ms. Mitchell stated that it is her understanding that when the law was first enacted there was a strong sense that the freight railroads needed to take ownership in the funding. She is not sure that it would be the same for today.

Ms. Mitchell stated that DRPT is actively working on the Transit Capital Cliff issue. It is important for local governments to understand that it will significantly impact Northern Virginia. She believes it is a bigger deal for rural Virginia because they don't have the same transit resources. There are several years to identify a solution, but DRPT has a great sense of urgency to resolve this quickly. In response to a question from Ms. Bulova, Ms. Mitchell stated that it will be difficult to find enough funding sources to fill the funding gap without some new revenue source. Ms. Coyner stated that this underscores the need to build the case for transit and VRE has a distinct opportunity to articulate the need. She suggested distributing the webinar information that was developed for the Virginia Transit Association.

Mr. Way observed that the Legislative Agenda is clear and focused and is a very useful document. Other Board Members agreed.

Preliminary FY 2016 Operating and Capital Budget Discussion – 9A

As requested by the Board at the last meeting, Mr. Shorter stated that staff prioritized the eight positions that were recommended in the budget. He reviewed each position. Mr. Allen stated that he would like to advance the Safety and Security position. Hiring this position out as a consultant is not an option. The planner position is also crucial but it could be filled through a contract situation as part of the GEC contract.

Mr. Smedberg asked if VRE is deficient in any security requirements. Mr. Allen replied not now, but there are new security requirements that will be implemented in the near future and that is why the new position is needed. VRE’s existing workforce does not have the skill sets for this level of work and it is not a position to turn over to Keolis.

Mr. Way expressed his opinion that the project planner position should not be a contract employee. Mr. Cook commented on Mr. Allen’s suggestion that if both positions can’t be funded in the budget he will use some GEC contract funds. This seems to imply that the funds are being spent either way. He asked what line item in the budget would provide the authority to do this. Mr. Allen responded it would come from the General Engineering Consultant Contract. He explained that he is trying to be responsive to Board Member’s concerns and still fill the need. Ms. Mitchell asked if projects would not advance if these positions are not filled. Mr. Allen replied that it could delay the advancement of projects, like the Alexandria Pedestrian Tunnel project, or deadlines for grant funds might not be
met. Chairman Milde asked if grant funds can be used to fund part of these positions. Mr. Allen replied that there could be opportunity to fund a percentage of these positions from grants.

Ms. Bulova stated the jurisdictions prefer not to increase subsidies or fares. However, she stated that Mr. Allen has made a compelling case for the need for these positions. She suggested finding more savings in other areas of the budget. In response to a question from Mr. Smedberg about the IT position, Mr. Allen stated that the new position includes a different level of complexity because of Positive Train Control (PTC), which is a federal requirement, and cyber security. Mr. Thomas observed that in this case it may make sense to contract with a specialized consultant. Mr. Allen replied that staff feels that this position should be a VRE employee.

Mr. Allen stated that staff has already identified $900,000 in reductions that can help close the $3.9 million budget gap. Staff has provided three budget options, which include different configurations with fare and subsidy increases. Mr. Way observed that these recommendations should have come to the Capital Committee first but because of timing issues it had to come directly to the Operations Board. He hopes that will be avoided in the future. He stated that the deferred FTE’s should be stricken from the budget chart showing budget reductions. There is no budget reduction if these positions will be filled either through the budget or through the GEC contract.

Mr. Cook stated that the Capital Committee discussed the capital reserve and he feels it is important that it not be eliminated from the budget to help close the gap. He stated that in his opinion that it is unrealistic to think that the budget can be balanced without a fare increase. He stated that VRE should budget a fare increase every year. Ms. Bulova stated that she does not necessarily agree that VRE needs to budget a fare increase every year. The Board may wish to revisit fare indexing. She asked if the jurisdictions and CAO Task Force have provided any recommendations. Mr. Shorter stated that the CAO Task Force recommends a fare increase over a subsidy increase. Ms. Bulova suggested staff and jurisdictional staff look at line items in the budget to find savings to continue to close the budget gap.

[Mr. Smedberg left the meeting at 11:00 A.M. and did not return.]

Mr. Allen asked for general direction from the Board on fare and subsidy increases. Mr. Way stated that he does not like subsidy increases, but if fares are increased then subsidies should also increase to keep it equitable. Mr. Cook suggested the Board take a straw vote on a fare increase at the November meeting. Consensus was reached that a fare increase should remain on the table for consideration. Staff was directed to continue to identify reductions in the budget to close the gap. Chairman Milde asked staff to identify how much grant funding could be used to fund the new positions and for Board Members to talk with their jurisdictions about potential subsidy increases. Board Members also discussed the importance of conveying to the riders in the newsletter that a fare increase is being considered and the issues that are driving these difficult budget decisions, including PTC and reduced state assistance.
Closed Session: Procurement Discussion – 8

Mr. Cook moved, with a second by Mr. Jenkins, the following motion:

  Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (7) of the Code of Virginia); the VRE Operations Board authorizes a Closed Session for the purpose of consultation with legal counsel concerning the requirements of the Virginia Procurement Act and related provisions to the state and local Conflict of Interest Act.

The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Jenkins, Milde, Mitchell, Nohe, Skinner, Tejada, Thomas and Way.

The Board entered into Closed Session at 11:20 A.M. and returned to Open Session at 11:55 A.M.

Mr. Cook moved, with a second by Ms. Bulova, the following certification:

  The VRE Operations Board certifies that, to the best of each member’s knowledge and with no individual member dissenting, at the just concluded Closed Session:

  1. Only public business matters lawfully exempted from open meeting requirements under Chapter 37, Title 2.2 of the Code of Virginia were discussed; and

  2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered.

The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Jenkins, Milde, Mitchell, Nohe, Skinner, Tejada, Thomas and Way.

Operations Board Members’ Time – 11

There were no comments.

Adjournment

Mr. Nohe moved, with a second by Chairman Milde, to adjourn. Without objection, Chairman Milde adjourned the meeting at 11:56 A.M.

Approved this 23rd day of November, 2014.
CERTIFICATION

This certification hereby acknowledges that the minutes for the October 17, 2014 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

Rhonda Gilchrest
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: November 21, 2014

Re: Authorization to Award a Supplemental Task Order for Electrical Repair Services

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to award Supplemental Task Order 1A for Electrical Repair Services. This is a supplemental task order to NV Enterprises' Task Order 1 under the facilities maintenance contract. Task Order 1 was executed in the amount of $75,000 and Supplemental Task Order 1A will be an additional $90,000, plus a 5% contingency of $8,250, for a total amount (Task Order 1 plus Supplemental Task Order 1A) not to exceed $173,250.

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 facility maintenance services contract with NV Enterprises. 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 various facility repairs, as well as routine and preventive maintenance related projects. The first task order executed under the contract was Task Order 1, Electrical Repair Services, in the amount of $75,000. The purpose of this task order
is to address routine electrical repairs, including those related to lighting and power outages, among others.

During the course of the work, the amount expended has approached the task order total and a supplement is necessary for NV Enterprises to continue performing electrical repair 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 $430,000 for Routine Maintenance. The not-to-exceed amount of $173,250 for electrical repair services is available within this budget.
Virginia Railway Express  
Operations Board

Resolution  
8A-11-2014

Authorization to Award a Supplemental  
Task Order for Electrical Repair 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 facility maintenance services contract with NV Enterprises; and,

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

WHEREAS, the amount expended for Task Order No. 1, Electrical Repair Services, has approached the task order total; and,

WHEREAS, this supplemental task order will allow NV Enterprises to continue performing electrical repair 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 1A under the facilities maintenance contract to NV Enterprises for electrical repair services in an amount of $98,250 over the original amount for Task Order 1 of $75,000, for a total amount not to exceed $173,250.

Approved this 21st day of November 2014

______________________________
Paul Milde  
Chairman

______________________________
Gary Skinner  
Secretary
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

______________________________
Paul Milde
Chairman

______________________________
Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board  
From: Doug Allen  
Date: November 21, 2014  
Re: Authorization to Award a Supplemental GEC VI Task Order for Cherry Hill Third-Track Preliminary Engineering Revisions  

Recommendation:  
The VRE Operations Board is being asked to authorize the Chief Executive Officer to award Supplemental Task Order 8B for revising preliminary engineering documents. This is a supplemental task order under the GEC VI contract to STV/Ralph Whitehead Associates for Task Order 8 revising preliminary engineering documents for the Cherry Hill Third-Track in order to incorporate station improvements at Quantico and Potomac Shores. Task Order 8 was executed in the amount of $29,715 and Supplemental Task Order 8A for $20,052 was subsequently awarded for a total of $49,767. Supplemental Task Order 8B will be an additional amount of $37,203, plus a 10% contingency of $8,697 for a total amount (Task Order 8 plus Supplemental Task Order 8A plus Supplemental Task Order 8B) not to exceed $95,667.  

Background:  
In July 2009, VRE completed preliminary engineering and environmental evaluation to construct 11.4 miles of mainline third track within the CSX Transportation (CSXT)
right-of-way between Arkendale and Powell’s Creek on the CSXT RF&P Subdivision. The Commonwealth of Virginia Department of Rail and Public Transportation (DRPT) adopted the VRE preliminary engineering documents as the basis for design for a follow-on design-build project (Arkendale to Powell’s Creek Third Track – Track 1a Final Design/Construction Project) currently being implemented by CSXT under contract to DRPT.

In May 2014, VRE, DRPT, and CSXT met to discuss how best to implement mainline third-track improvements over the entirety of the RF&P Subdivision inclusive of the Arkendale-Powell’s Creek segment. The three parties determined that the safest and most operationally flexible arrangement of stations in three-track territory would be one that permits a train on any track to access a platform (prior design assumptions only provided platform access from two of the three tracks). This configuration required changes in the third-track design in the vicinity of Quantico and the proposed Potomac Shores stations from the design provided in the VRE preliminary engineering documents.

On July 27, 2014, VRE issued Task Order #8 under the GEC VI contract for $29,715 to STV/Ralph Whitehead Associates to revise the preliminary engineering documents to include the requisite changes in station configuration. STV completed the revisions to the preliminary engineering documents on time and within budget. A supplement in the amount of $20,052 was provided to the initial task order amount in order to analyze further modification of design and evaluation of bridge structural elements in response to questions raised by the Federal Railroad Administration. An additional supplement of $37,203 is now necessary for STV/Ralph Whitehead Associates to advance the revised track plans to meet the current level of completeness (60 percent) of the CSXT design in a timely manner for implementation at a later date.

**Project Budget:**

The estimated total amount for this task order is $95,667. The remaining VRE project budget for Cherry Hill Third-Track Preliminary Engineering is $138,000, the amount unexpended from the 2009 Preliminary Engineering project grant.

**Fiscal Impact:**

Funds for the project are included in the VRE Capital Improvement Program. Grant funds are DRPT Rail Enhancement Funds with an in-kind match provided through developer contribution. No VRE funds are being allocated for this project at this time.
WHEREAS, in July of 2014 the CEO executed Task Order #8 to STV/Ralph Whitehead Associates for $29,715 under the GEC VI contract for revisions to the Cherry Hill Third-Track Preliminary Engineering documents; and,

WHEREAS, in November of 2014 VRE executed a supplemental task order to STV/Ralph Whitehead Associates for $20,052 contingency under the GEC VI contract in order to modify design concepts and evaluate bridge structural elements; and,

WHEREAS, the revised preliminary engineering documents requires $37,203 to further modify the concepts, evaluate bridge structural elements, and advance track plans to meet the level of completeness (60 percent) of the CSXT design; and,

WHEREAS, this supplemental task order will allow work on revisions to continue in a prompt and timely manner.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to award a Supplemental Task Order under the GEC VI contract to STV/Ralph Whitehead Associates for Task Order #8 for further revisions to the Cherry Hill Third-Track Preliminary Engineering documents for an amount of $86,970, plus a 10% contingency of $8,697, for a total amount not to exceed $95,667.

Approved this 21st day of November 2014

_____________________________
Paul Milde
Chairman

_____________________________
Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board  
From: Doug Allen  
Date: November 21, 2014  
Re: Authorization to Forward the FY 2014 Audited Financial Statements and Auditor’s Report  

**Recommendation:**

The VRE Operations Board is being asked to accept the FY 2014 Comprehensive Annual Financial Report (CAFR) and associated information from the auditors and to authorize the Chief Executive Officer to forward this information to the Commissions for their consideration.

**Background:**

The audit of VRE’s FY 2014 financial statements has been completed and the auditors have issued an unqualified opinion. Their opinion letter states that VRE’s statements, in all material respects, fairly and accurately present the financial position of the organization. This opinion is the best possible outcome of a financial audit.

The FY 2014 audit was conducted by the firm of PBMares, LLP. PBMares (formerly PBGH, LLC) has served as the auditors for VRE, PRTC and NVTC for the last several years. A new three year contract for the audit of the VRE and NVTC financial statements was approved in April 2008, with four years of optional renewals.
The audited financial statements and associated reports were forwarded to all members of the Operations Board prior to the November 21st meeting. The auditors met with the VRE Audit Committee on November 21, 2014, prior to the Operations Board meeting to review the statements and their opinion.

**Fiscal Impact:**

There is no financial impact to the VRE Operating Budget from the presentation of these audited financial statements.
Virginia Railway Express
Operations Board

Resolution
9A-11-2014

Authorization to Forward the FY 2014 Audited Financial Statements and Auditor’s Report

WHEREAS, the VRE Operations Board has contracted with the firm of PBMares, LLC (formally PBGH) for the audit of its financial statements; and,

WHEREAS, the audit of VRE’s FY 2014 financial statements has been completed; and,

WHEREAS, the auditors have issued an unqualified opinion that VRE’s statements, in all material respects, fairly and accurately present the financial position of the commuter rail operation.

NOW, THEREFORE BE IT RESOLVED, that the VRE Operations Board accepts the FY 2014 Comprehensive Annual Financial Report (CAFR) and associated information from the auditors and authorizes the Chief Executive Officer to forward this information to the Commissions for their consideration.

Approved this 21st day of November 2014

______________________________
Paul Milde
Chairman

______________________________
Gary Skinner
Secretary
To: Chairman Milde and the VRE Operations Board

From: Doug Allen

Date: November 21, 2014

Re: Authorization to Award a Contract and Task Orders for Fence Installation and Repair Services

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a contract with Hercules Fence Company, Inc. of Manassas Park, VA for fence installation and repair services in an amount of $800,000, plus a 10% contingency of $80,000, for a total amount not to exceed $880,000. That amount is the total for a base year and two option years, with the CEO exercising the option years at his discretion.

The VRE Operations Board is also being asked to authorize the Chief Executive Officer to award two task orders under the fence installation and repair services contract to Hercules Fence Company, Inc. of Manassas Park, VA. Task Order 1 is for new fencing installation in an amount of $200,000, plus a 10% contingency of $20,000, for a total amount not to exceed $220,000. Task Order 2 is for repairs of existing fencing in an amount of $100,000, plus a 10% contingency of $10,000, for a total amount not to exceed $110,000.

Background:

On June 20, 2014, the VRE Operations Board approved a request to issue a Request for Proposals (RFP) for fence installation and repair services.
A solicitation for competitive sealed Proposals for fence installation and repair services was necessary because the scope of work included requirements for both new installation and repair of existing fences throughout the VRE service area. Each project will include different requirements depending on location and degree of work. As such, the Contract will include provisions for work to be assigned through the VRE task order process included within the procurement guidelines for a Request for Proposals. Invitation for Bids procedures do not allow for task order work.

Therefore, an evaluation was made of both technical merit and price. Upon completion of the evaluation of the proposals, negotiations were conducted with the highest ranked firm. Price shall be considered, but need not be the sole or primary determining factor.

A mailing list of twelve (12) prospective Offerors was established for the solicitation to ensure access to adequate sources of services. Additionally, the solicitation was advertised through eVA.

On September 16, 2014, an RFP was issued and Proposals were due on October 16, 2014. Two (2) responses were received.

Evaluation of the Proposal(s) received was performed by the Technical Evaluation Team (TET), which consisted of three (3) VRE staff members.

The TET met to discuss and evaluate the Proposals using the following criteria:

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Demonstrated understanding of the Scope of Work and RFP requirements and methodology for satisfying the requirements of VRE, including the ability to respond within twenty-four (24) hours to emergency repair requests.</td>
<td>25</td>
</tr>
<tr>
<td>B. Demonstrated experience of the company in providing fence installation and repair services, including emergency fence repairs.</td>
<td>35</td>
</tr>
<tr>
<td>C. Demonstrated experience of the company holding similar on-call services Contracts.</td>
<td>10</td>
</tr>
</tbody>
</table>
The TET agreed that Offeror interviews were unnecessary since the Proposal from Hercules Fence Company, Inc. was technically compliant and unanimously selected to be best value for the project.

Final Ranking of Offerors

<table>
<thead>
<tr>
<th>Offeror</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hercules Fence Company, Inc. of Manassas Park, VA</td>
</tr>
<tr>
<td>2. Hurricane Fence Company of Richmond, VA</td>
</tr>
</tbody>
</table>

Hercules Fence Company, Inc. performed work during the past year for VRE to address emergency fence repairs and on-call maintenance on an as-needed basis under VRE’s micro purchase threshold of $5,000.

Hercules Fence Company’s pricing is within approximately 14 percent of the cost estimate for the Contract.

The Contract will be for a Base Period of one (1) year with the option to extend for two (2) additional one-year periods, not to exceed three (3) years.

As VRE has compiled a list of potential new fencing installation projects and also anticipates necessary repairs of existing fencing on a periodic basis, VRE is also seeking through this request the Operation Board’s authorization for the Chief Executive Officer to award two (2) initial task orders under this contract. The first task order will address new fencing installations, while the second task order will address the repairs of existing fencing. Authorization to award these task orders, concurrent with authorization to execute the contract, will allow installation and repair work to begin sooner.

**Fiscal Impact:**

The FY 2015 budget for Facilities Maintenance includes a budget amount for routine station maintenance and repairs including fence repairs. A portion of the new fence
installations will be funded by local jurisdictions. Additional new fence installations and repair work will be budgeted in subsequent fiscal years.
Virginia Railway Express  
Operations Board  

Resolution  
9B-11-2014  

Authorization to Award a Contract and Task Orders for Fence Installation and Repair Services  

WHEREAS, fencing in and around VRE stations and other facilities are routinely in need of repair; and,  

WHEREAS, requirements for new fence installations and replacement of existing fencing have been identified; and,  

WHEREAS, on June 20, 2014, the VRE Operations Board approved a request to issue a Request for Proposals (RFP) for fence installation and repair services; and,  

WHEREAS, on September 16, 2014, an RFP was issued and two (2) Proposals were received on October 16, 2014.  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with Hercules Fence Company, Inc. of Manassas Park, VA for fence installation and repair services in an amount of $800,000, plus a 10% contingency of $80,000, for a total amount not to exceed $880,000, for a base year and two option years, with the CEO exercising the option years at his discretion.  

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to award two (2) task orders under the fence installation and repair services contract to Hercules Fence Company, Inc. of Manassas Park, VA, for: New fencing installation in an amount of $200,000, plus a 10% contingency of $20,000, for a total amount not to exceed $220,000; and, repairs of existing fencing in an amount of $100,000, plus a 10% contingency of $10,000, for a total amount not to exceed $110,000.  

Approved this 21st day of November 2014  

______________________________________________  
Paul Milde  
Chairman  

______________________________________________  
Gary Skinner  
Secretary
To: Chairman Milde and the VRE Operations Board  
From: Doug Allen  
Date: November 21, 2014  
Re: Authorization to Execute an Amendment to the Project Addendum to the Construction Agreement with CSX for the L’Enfant Storage Track Project

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute an Amendment to the Project Addendum to the Construction Agreement with CSX Transportation for the L’Enfant Storage Track project in the amount of $3,147,824, plus a 10% contingency of $314,782, for a total amount not to exceed $3,462,606.

Background:

The Operations Board previously authorized an agreement with CSX Transportation to construct a storage track at the L’Enfant VRE station. The track has since been constructed with a manual switch at the south end, limiting access to southern approaches only. This effectively requires any train that would be stored at L’Enfant to terminate there.

In June of 2011, the Operations Board approved the execution of a task order with CSX Transportation to modify the storage track design with a second switch to the north. This new switch will be tied into the mainline signal system, allowing for
dispatcher control and better operational capabilities currently not provided with the existing switch.

This switch will also enable trains traveling to Union Station to return to L’Enfant for storage. The design also includes a tail track to the south, providing temporary emergency storage of equipment.

The authorization being sought through this action will allow CSX Transportation to construct the storage track improvements, including a second switch to the north, a tail track to the south and signal system modifications.

**Project Budget:**

The current VRE project budget is estimated at $3,969,000.

**Fiscal Impact:**

Funding is provided through several federal formula grants (VA-05-0038, VA-05-0041 & 0042, VA-90-X307, VA-90-352, and VA-90-X401) with accompanying state and local match, including a contribution of $40,000 from the capital reserve.
Virginia Railway Express  
Operations Board  

Resolution  
9C-11-2014  

Authorization to Execute an Amendment to the Project  
Addendum to the Construction Agreement with  
CSX for the L’Enfant Storage Track Project  

WHEREAS, the Operations Board previously authorized an agreement with CSX Transportation to construct a storage track at the L’Enfant VRE station; and,  

WHEREAS, the track was constructed with a switch to the south, limiting access; and,  

WHEREAS, on June 17, 2011, the Operations Board approved the execution of a force account agreement with CSX Transportation to modify the storage track design; and,  

WHEREAS, design modifications include a switch to the north, a tail track to the south for emergency equipment storage and signal system modifications.  

WHEREAS, this authorization will allow CSX Transportation to construct the storage track improvements, including a second switch to the north, a tail track to the south and signal system modifications.  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute an Amendment to the Project Addendum to the Construction Agreement with CSX Transportation to provide construction services for the L’Enfant Storage Track project in the amount of $3,147,824, plus a 10% contingency of $314,782, for a total amount not to exceed $3,462,606.  

Approved this 21st day of November 2014  

______________________________  
Paul Milde  
Chairman  

______________________________  
Gary Skinner  
Secretary
Agenda Item 9-D
Action Item

To: Chairman Milde and the VRE Operations Board
From: Doug Allen
Date: November 21, 2014
Re: Approval of the 2015 VRE Legislative Agenda

Recommendation

The VRE Operations Board is being asked to recommend the Commissions approve the 2015 Legislative Agenda and authorize the Chief Executive Officer to actively pursue the elements set forth in the document.

Background:

The VRE Legislative Agenda is formulated in coordination with the Commissions and local jurisdictional staff to communicate VRE’s legislative priorities. Advocacy positions related to specific federal and state legislative issues are presented.

Fiscal Impact:

There is no direct funding impact associated with adopting this agenda item.
State Legislative Issues:

**Issue 1: Avoid the Commonwealth “Transit Capital Funding Cliff”**
- In FY 2019, the CTB will allocate the last of the Transportation Revenue Bond revenue authorized by the 2007 act. Starting in fiscal year 2018, unless the Transit Capital Funding Cliff issue is resolved, the Commonwealth's transit capital funding will be reduced by 62%.
- Begin discussions with transportation partners, DRPT, CTB, the Governor's office, and General Assembly members to advocate the benefit and need for continued capital funding to avoid the Transit Capital Funding Cliff.

**Issue 2: Amend State Law to allow VRE to earn interest on funds it has invested in the State Insurance Trust Fund**
- VRE retains over $10M in the Insurance Trust Fund to pay operations related claims. Prior to 2011, VRE received interest earnings from the funds invested in the pool. Change law so VRE can earn interest earnings on the funds it has deposited.

**Issue 3: Amend State Law to better leverage State and Federal grant funds for railroad infrastructure projects**

Federal Legislative Issues:

**Issue 1: Commuter Benefits Equity**
- Advocate for passage of currently proposed legislation (H.R. 2288 and S. 1116) to establish parity between parking and transit benefits.
- Advocate for legislation to make commuter benefits permanently equal to parking benefits in the Internal Revenue Code.

**Issue 2: Support Reauthorization of a Long-term Federal Transportation and Infrastructure Authorization Bill**
- MAP-21, the current authorization law, expires May 31, 2015. At that time, the Highway Trust Fund and its Mass Transit Account will again be depleted.
- Support long-term, dedicated funding mechanisms that ensure the solvency and supplement the Highway Trust Fund and its Mass Transit Account.
Virginia Railway Express
Operations Board

Resolution
9D-11-2014

Approval of the 2015 VRE Legislative Agenda

WHEREAS, VRE is an essential part of regional transportation network for the Northern Virginia and DC Metropolitan region; and,

WHEREAS, VRE serves residents throughout the Commonwealth to provide a meaningful public transportation option; and,

WHEREAS, it is essential for VRE to advocate its funding needs and legislative concerns with members and staff in Congress, in the Virginia General Assembly and with the Governor; and,

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend that the Commissions approve the 2015 VRE Legislative Agenda and authorize the Chief Executive Officer to actively pursue the elements set forth in the document.

Approved this 21st day of November 2014

______________________________
Paul Milde
Chairman

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Gary Skinner
Secretary
Agenda Item 9-E
Action Item

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>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>81</td>
<td>$1,518.10</td>
<td>$18,217.20</td>
</tr>
<tr>
<td>2</td>
<td>81</td>
<td>$1,563.64</td>
<td>$18,763.68</td>
</tr>
<tr>
<td>3</td>
<td>81</td>
<td>$1,610.55</td>
<td>$19,326.60</td>
</tr>
<tr>
<td>4</td>
<td>81</td>
<td>$1,658.87</td>
<td>$19,906.44</td>
</tr>
<tr>
<td>5</td>
<td>81</td>
<td>$1,708.64</td>
<td>$18,795.04**</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total: $95,008.96**</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  

___________________________________  
Paul Milde  
Chairman  

___________________________________  
Gary Skinner  
Secretary
Agenda Item 10-A
Information Item

To: Chairman Milde and the VRE Operations Board
From: Doug Allen
Date: November 21, 2014
Re: Mobile Ticketing Update

Chris Henry, VRE’s Director of Rail Operations and Nat Parker, CEO of GlobeSherpa, will give a brief presentation and demonstration of the VRE Mobile Ticketing App. Mobile Ticketing is currently scheduled for Beta testing in late January 2015 with a full system rollout slated for April 2015.
Agenda Item 10-B
Information Item

To: Chairman Milde and the VRE Operations Board
From: Doug Allen
Date: November 21, 2014
Re: Step-Up Ticket Program

In March 2013, as part of the I-95 High Occupancy/Toll (HOT) Lanes project's Transportation Management Plan (TMP), VRE began receiving state funding to offset $2 of each Step-Up ticket used by a VRE customer to ride one of the designated AMTRAK trains. VRE pays AMTRAK $10 for each Step-Up ticket it receives. That $10 cost is covered as follows: VRE provides $5, the customer provides $3, and the TMP provides $2.

Because the I-95 HOT Lanes project is coming to a close, the TMP funding will not be available after December 2014. VRE has budgeted sufficient funds to cover the $2 buy down through the end of FY 2015, allowing the cost to the customer to remain $3. However, the current 2016 Draft Budget does not provide any funding to continue the extra $2 buy down. It does contain funding to continue VRE's regular $5 buy down, thus the cost to the customer for each Step-Up ticket will revert back to $5 on July 1, 2015.

VRE will work with its Commonwealth partners to investigate other options for continuing a more robust buy down program.
To: Chairman Milde and the VRE Operations Board  
From: Doug Allen  
Date: November 21, 2014  
Re: Budget Update and Discussion

At the October 17th Operations Board meeting the Board Members asked for a presentation and discussion to be held in order to reach a consensus in advance of being asked to approve the proposed FY 2016 VRE Operating and Capital Budget in December.

Brett Shorter, VRE’s Deputy Director of Finance and Administration, will give a presentation on the current status of the Preliminary FY 2016 VRE Operating and Capital Budget.