Agenda Item 9-B
Action Item

To: Chairman Cook and the VRE Operations Board
From: Doug Allen
Date: March 20, 2015
Re: Authorization to Execute a Contract for Planning and Engineering Consultant Services for the Gainesville-Haymarket Extension

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract to *(name of firm to be provided at meeting via bluesheet)* for planning and engineering services for the Gainesville-Haymarket Extension project in the amount of *(cost to be provided at the meeting via bluesheet)* plus a 10% contingency, for a total amount not to exceed *(total to be provided at the meeting via bluesheet)*.

Background:

On April 18, 2014, the Operations Board authorized issuing a Request for Proposals (RFP) for consultant Planning and Engineering Services for the VRE Gainesville-Haymarket Extension. The consultant will assist in undertaking the following planning and engineering activities to advance the project development for the VRE Gainesville-Haymarket extension: update the ridership forecasts, identify potential station locations, refine the operating plan, confirm the necessary railroad infrastructure requirements, update capital and operating cost estimates, and evaluate extension alternatives to select a preferred extension alternative. The environmental effects of the preferred alternative will be assessed as well as the
impact of the extension on system-wide operating and financial capacity. Preliminary engineering design for the preferred alternative will also be completed. In accordance with Virginia Public Procurement Act (VPPA) and the Federal Brooks Act, professional architecture and engineering services must be procured by a competitive negotiation process. Only after first evaluating the technical merit and qualifications of the prospective Offerors can negotiations be initiated with the top-ranked Offeror to determine price. Therefore, an evaluation must be made of both technical merit and price to achieve a best value determination. Price alone may not be the basis of an award for this Contract.

A mailing list of eighty-four (84) prospective Offerors was established for the solicitation to ensure access to adequate sources of services. Additionally, the RFP was advertised on eVA, the Commonwealth of Virginia’s online procurement website.

On December 22, 2014, an RFP was issued with proposals due on February 18, 2015. Five (5) responses were received.

Evaluation of the Proposals received were performed by a Technical Evaluation Team (TET), which consisted of three VRE staff members and one Prince William County Department of Transportation staff member. The TET met to discuss and evaluate the Proposals using the following criteria:

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Possible Points</th>
<th>Weight (Multiplier)</th>
<th>Maximum Possible Score</th>
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<tbody>
<tr>
<td>Proposals may earn up to 1000 points for responses to the requirements of the RFP.</td>
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<tr>
<td>A. Demonstrated knowledge and qualifications of the proposed Project Manager including demonstrated experience on similar projects and applicable technical skills.</td>
<td>0 - 10</td>
<td>20</td>
<td>200</td>
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<tr>
<td>B. Demonstrated knowledge and qualifications of the personnel proposed for the project team including demonstrated experience in complex rail transit planning and design projects.</td>
<td>0 - 10</td>
<td>25</td>
<td>250</td>
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<tr>
<td>C. Demonstrated project approach and management plan demonstrating an understanding of the project, scope of services, technical requirements and quality assurance/quality control procedures.</td>
<td>0 - 10</td>
<td>25</td>
<td>250</td>
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<tr>
<td>D. Demonstrated capability and expertise of the proposed firm(s) to perform project development planning, NEPA analyses, and conceptual and preliminary design for major rail transit capital investment projects.</td>
<td>0 - 10</td>
<td>20</td>
<td>200</td>
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Interviews were conducted with the three (3) highest ranked Offerors. Formal negotiations with the top ranked firm were subsequently conducted. It is determined the proposal from *(name of firm to be provided at meeting via bluesheet)* is technically compliant and the best value for the project.

Firms who submitted a proposal for Planning and Engineering Services for the VRE Gainesville-Haymarket Extension are listed below:

<table>
<thead>
<tr>
<th>Offeror</th>
<th>Location</th>
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<tbody>
<tr>
<td>AECOM, Arlington, VA</td>
<td></td>
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<tr>
<td>Gannett Fleming/VHB Joint Venture, Baltimore, MD</td>
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<tr>
<td>Kimley-Horn and Associates, Inc., Reston, VA</td>
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<tr>
<td>Parsons Transportation Group, Inc., Tysons, VA</td>
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<tr>
<td>STV, Inc., Richmond, VA</td>
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Once the Contract is executed, VRE staff will meet with *(name of firm to be provided at meeting via bluesheet)* to develop a detailed project schedule and work plan. It is expected the initial planning phase of the study will be completed within twelve (12) months. The environmental analysis and engineering design is expected to take eighteen (18) months to complete although some tasks may overlap and be completed concurrent with the planning phase. The full study is expected to take about 24 to 30 months to complete.

**Fiscal Impact:**

The total project cost is included in the FY 2015 Capital Budget, through a Virginia Rail Enhancement Fund (REF) grant and funding from the Northern Virginia Transportation Authority (NVTA).
Virginia Railway Express
Operations Board

Resolution
9B-03-2015

Authorization to Execute a Contract for Planning and Engineering Consultant Services for the Gainesville-Haymarket Extension

WHEREAS, the VRE System Plan 2040 recommends extending VRE service to the Gainesville-Haymarket area of Prince William County to improve regional travel choice and mobility; and,

WHEREAS, the VRE Operations Board authorized a Request for Proposals (RFP) on April 18, 2014 for consultant services to assist in undertaking the planning and engineering activities to advance the project development for the VRE Gainesville-Haymarket extension; and,

WHEREAS, on December 22, 2104 an RFP was issued and five (5) responses were received on February 18, 2015; and,

WHEREAS, subsequent to a review by the Technical Evaluation Committee (TET), the TET unanimously recommends that the Operations Board award a contract to (name of firm to be provided at meeting via bluesheet);

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract to (name of firm to be provided at meeting via bluesheet) for planning and engineering consultant services for the Gainesville-Haymarket Extension project in the amount of (cost to be provided at the meeting via bluesheet), plus a 10% contingency, for a total amount not to exceed (total to be provided at the meeting via bluesheet).

Approved this 20th day of March 2015

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John C. Cook
Chairman

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Paul Smedberg
Secretary