To: Chairman Cook and the VRE Operations Board

From: Doug Allen

Date: May 15, 2015

Re: Authorization to Issue an Invitation for Bids for Automatic Parking Counter System

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for an Automatic Parking Counter System.

Background:

Invitation for Bids (IFB) is the preferred and normal method of procurement suitable when seeking bids to provide goods and services at a firm-fixed price. This method is utilized when there is a complete, adequate, precise specification or purchase description. Award is made on the basis of price alone without discussions or negotiations with the Bidders.

Currently, the number of vehicles at each VRE parking lot are counted manually once per day during the morning commute hours. This project will implement technology for tracking vehicles entering and leaving each parking lot throughout the day. Automatic parking count information will be used to accurately account for parking lot capacity in real-time on a daily basis. Other potential uses of the real-time daily information might be direct communication with passengers through the use of the VRE Mobile App. Over time, this information will be used to accurately capture parking capacity trends to plan for parking expansions and other capacity related projects. The detailed, real-time information can be used for:
• Safety and Security – in conjunction with security cameras, the real-time parking information can be used to document and track parking lot activity during non-peak hours.
• Customer Service – real-time parking lot status can be provided directly to passengers through VRE.org or through VRE Mobile to assist with planning on which station to use, or which train to ride.
• Planning – real-time parking data can be utilized to determine parking needs, capacity utilization, and arrival trends. This can assist in determining not just the capacity of future lots, but also how to manage the expected traffic flow within the lot and as it feeds on and off local roads.

The scope of work for the IFB includes hardware, software, sensors, hosted web services, integration engineering, installation and testing. Each VRE parking lot will be equipped with the necessary equipment to provide an accurate count of the number of cars parked.

Upon receipt of the bids, staff will return to the Operations Board for authorization to award the contract.

**Fiscal Impact:**

Funding for the project is provided for in the FY 2016 CIP budget for Automated Passenger Counters – Parking, using FY 2016 federal formula funds, with state and local match.
Virginia Railway Express
Operations Board

Resolution
8D-05-2015

Authorization to Issue an Invitation for Bids for
Automatic Parking Counter System

WHEREAS, a daily count of all cars parked at VRE stations are conducted manually
during the morning commute; and,

WHEREAS, having accurate and real-time counts of the number of cars located at
VRE parking lots will allow for accurate reporting of daily parking capacity; and,

WHEREAS, accurate daily accounting of current capacity of VRE parking lots will
provide the necessary information to accurately plan for parking expansions and
other capacity related projects; and,

WHEREAS, this solicitation will include hardware, software, sensors, hosted-web
services, integration engineering, installation and testing for the Automatic Parking
Counter System;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does
hereby authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for
Automatic Parking Counter System.

Approved this 15th day of May 2015

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John C. Cook
Chairman

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Paul Smedberg
Secretary