To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: January 15, 2016

Re: Authorization to Issue an Invitation for Bids for Station Lighting Enhancements

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for the supply of light emitting diode (LED) lighting fixtures and associated supplies for seven stations that have been identified for lighting improvements in VRE’s most recent Threat and Vulnerability Assessment (TVA). These stations (L’Enfant, Woodbridge, Lorton, Rolling Road, Manassas Park, Manassas and Fredericksburg) employ legacy mercury vapor or incandescent lighting and the lighting levels are inadequate relative to modern safety and security standards.

Background:

Invitation for Bids 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.

The scope of work for the IFB includes the provision of LED lighting fixtures and associated materials such that a separate contractor can remove existing lighting and install new. Upon receipt of the bids, staff will return to the Board to request authorization to award the contract.
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**Fiscal Impact:**

Project funding is provided through the required use of 1% (approximately $100,000) of each year’s FTA 5307 grant for transit security projects. Unspent prior year funds along with the FY 2016 allocation will be used to initiate the project. Future funding will be included in each capital budget as part of future allocations of 5307 funds.
Virginia Railway Express
Operations Board

Resolution
9A-01-2016

Authorization to Issue an Invitation for Bids for
Station Lighting Enhancements

WHEREAS, VRE employs a formal Threat and Vulnerability Assessment (TVA) process to identify measures to improve safety and security; and,

WHEREAS, seven stations currently using legacy lighting system have been identified through the TVA process for lighting improvements as an important step in continuous safety and security improvement; and,

WHEREAS, initial program funding has been provided through the required 1% set aside of each year’s Federal Transit Administration (FTA) grants for transit security projects;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for station lighting enhancements.

Approved this 15th day of January 2016

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Gary Skinner
Chairman

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Maureen Caddigan
Secretary