Agenda Item 9-C  
Action Item

To:       Chairman Skinner and the VRE Operations Board
From:    Doug Allen
Date:   July 15, 2016
Re:  Authorization to Execute a Contract for Environmental and Design Services for a Midday Train Storage Facility

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract with Vanasse Hangen Brustlin, Inc. (VHB) of Vienna, Virginia, to provide Environmental and Design Services for a Midday Storage Facility in the amount of $2,883,272, plus a 10% contingency of $288,327, for a total amount not to exceed $3,171,599.

Background:

From the start of service in 1992, VRE has stored nearly all of its trains in midday on tracks leased from Amtrak in its Ivy City Maintenance Facility north of Washington Union Station. On July 15, 2015, VRE and Amtrak entered into an Agreement for the Continuation of Commuter Rail Passenger Service Access to Washington Union Terminal and Station and Storage of Commuter Rail Passenger Equipment, the terms of which permit Amtrak to reduce VRE storage in Ivy City starting in July 2018.

A recent Master Plan for Washington Union Terminal Yard, conducted by Amtrak in collaboration with VRE, and Maryland Transit Administration's MARC Train Service, confirmed the future demand for maintenance and storage space at Ivy City will soon exceed the space currently available. VRE and Amtrak concur that VRE midday storage is
the logical candidate to be relocated to vacant Amtrak property, approximately 8.6 acres in size, on the south side of the Northeast Corridor in the District along New York Avenue NE.

VRE subsequently conducted an alternatives analysis of 20 potential yard sites in the District of Columbia, Maryland, and Virginia within 12 miles, and a feasibility study to assess the suitability of the proposed New York Avenue NE yard site (NYY). The alternative analysis concluded that the NYY site was by far the preferred site for VRE midday storage. The feasibility study concluded that, with the addition of approximately 2.9 acres of District right-of-way and two privately owned parcels totaling approximately 1.0 acres, the NYY site would be sufficient to meet VRE’s immediate and long-term midday storage needs consistent with the System Plan 2040.

On June 19, 2015, the VRE Operations Board approved a request to issue a Request for Proposals (RFP) to provide Engineering and Environmental Services for Midday Train Storage Facility. In accordance with Section 2.2-4303 of the Virginia Public Procurement Act, these services must be procured through a Request for Proposals (RFP). Upon completion of evaluation of proposals, negotiations are conducted with the highest ranked firm deemed to be fully qualified and best suited among those submitting Proposals, on the basis of the factors specified in the evaluation criteria. Price is considered in context of technical performance for this service to achieve a best value determination. After receipt of the best and final offer from the top-ranked firm, a cost analysis is performed to compare the proposed cost with the independent cost estimate to determine the proposed cost is fair and reasonable.

A mailing list of 68 prospective Offerors was established for the solicitation to ensure access to adequate sources of services. VRE also advertised on the Commonwealth of Virginia’s electronic procurement service (eVA). On May 12, 2016, an RFP was issued and Proposals were due on June 13, 2016. Five responses were received.

Evaluation of the Proposals received was performed by the Technical Evaluation Team (TET), which consisted of four VRE staff. The TET met to discuss and evaluate the Proposals using the following criteria:

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project approach and management plan.</td>
</tr>
<tr>
<td>Capability and expertise of the proposed firm(s).</td>
</tr>
<tr>
<td>Knowledge and qualifications of the proposed Project Manager.</td>
</tr>
</tbody>
</table>
Knowledge and qualifications of the proposed key personnel for the project team.

Availability of the proposed Project Manager and key personnel assigned to the project relative to their competing workloads.

Interviews were conducted with the three highest ranked Offerors. Following the interview process, it was determined the Proposal from VHB was technically compliant and unanimously selected to be the best value for the project.

Below is the final ranking of firms who submitted a proposal to provide Environmental and Design services for a Midday Storage Facility:

<table>
<thead>
<tr>
<th>Offerors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Vanasse Hangen Brustlin, Inc.</td>
</tr>
<tr>
<td>3. Johnson, Mirmiran &amp; Thompson, Inc.</td>
</tr>
<tr>
<td>4. Gannett Fleming</td>
</tr>
<tr>
<td>4. HDR Engineering, Inc.</td>
</tr>
</tbody>
</table>

The VHB price is within the CIP Budget for Development and Final Design (see table below), and the BAFO has been determined to be fair and reasonable by VRE Staff based on internal review and Cost/Price Analysis (Reasonableness Determination) documentation as part of standard procurement procedures. The term of the Contract shall be for a period of 24 months from the date set forth in the written Notice-to-Proceed.

**Fiscal Impact:**

This project is included in VRE's Capital Improvement Program under Midday Train Storage with funds drawn from VRE's FY 2014 to 2016 Federal Formula (5307 and 5337) funds.
Virginia Railway Express
Operations Board

Resolution
9C-07-2016

Authorization to Execute a Contract for Environmental and Design Services for a Midday Train Storage Facility

WHEREAS, VRE requires midday storage in the District of Columbia north of Washington Union Station in order to operate passenger train service in a cost-effective manner; and,

WHEREAS, VRE and Amtrak agree that future demand for maintenance and storage space at the Ivy City Maintenance Facility that VRE presently uses will soon exceed the space currently available; and,

WHEREAS, on July 15, 2015, VRE and Amtrak entered into an Agreement for the Continuation of Commuter Rail Passenger Service Access to Washington Union Terminal and Station and Storage of Commuter Rail Passenger Equipment, the terms of which permit Amtrak to reduce VRE storage in Ivy City starting in July 2018; and,

WHEREAS, VRE and Amtrak have collectively identified and determined the feasibility of a suitable alternative midday storage site in the District along New York Avenue NE; and,

WHEREAS, VRE issued a request for proposals for Engineering and Environmental Services for engineering and environmental services for a Midday Train Storage Facility on May 12, 2016; and,

WHEREAS, the Operations Board’s approval of this procurement does not represent its independent assessment of the candidate’s responses to the solicitation or of each step in the procurement process followed by staff; rather, the Operations Board’s action is premised upon its conclusion, after review of the information before it, that the process used by the staff was in accordance with law and that the staff recommendation appears to be reasonable;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with Vanasse Hangen Brustlin, Inc. of Vienna, Virginia, to provide Environmental and Design Services for a Midday Storage Facility in the amount of $2,883,272, plus a 10% contingency of $288,327, for a total amount not to exceed $3,171,599
Resolution 9C-07-2016
Page 2

Approved this 15th day of July, 2016

______________________________
Gary Skinner
Chairman

______________________________
Maureen Caddigan
Secretary