To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: June 17, 2016

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

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue Supplemental Task Order 1D under the Facilities Maintenance Contract to NV Enterprises for electrical repair services in an amount of $90,000, plus a 5% contingency of $4,500, for a total of $94,500. This brings the total not to exceed amount for Task Order 1 (plus Supplemental Task Orders 1A, 1B, 1C and 1D) to $439,500.

Background:

In addition to base work, the Facilities Maintenance Services Contract allows for Task Order work on an as-needed basis to address various facility repairs, as well as routine and preventive maintenance related projects. The on-call electrical repair services provided through this contract with NV Enterprises are done through a Task Order and subsequent Supplemental Task Orders.

The purpose of this Task Order is to address routine electrical repairs, including lighting and conduit repairs, electrical circuit and component troubleshooting, and power restoration services at 18 stations and associated parking lots, two rail storage yards, headquarters and satellite office spaces.
The first Task Order executed under the contract was Task Order 1, Electrical Repair Services, in the amount of $75,000. As Task Order work is completed and additional work is required, subsequent Supplemental Task Orders have been approved by the Operations Board as follows:

- 1A - November 2014 in the amount of $90,000.
- 1B - June 2015 in the amount of $90,000.
- 1C - December 2015 in the amount of $90,000.

The requested authorization for Supplemental Task Order 1D will allow NV Enterprises to continue performing electrical repair services through the end of the third option year.

**Fiscal Impact:**

Funding for the requested supplemental amount of $94,500 for electrical repair services is included in the FY 2016 and FY 2017 Operating budgets for Facilities Routine Maintenance.
Virginia Railway Express  
Operations Board  
Resolution  
8A-06-2016  

Authorization to Issue a Supplemental  
Task Order for Electrical Repair Services

WHEREAS, in April of 2013, the Operations Board approved a five-year contract with one base year and four one-year options for the Facilities Maintenance Services Contract with NV Enterprises; and,

WHEREAS, the Operations Board approved the first option year in April of 2014, the second option year in April of 2015 and the third option year in April of 2016; and,

WHEREAS, routine electrical repairs, including lighting and conduit repairs, electrical circuit and component troubleshooting, and power restoration services at stations, parking lots, rail storage yards, and office spaces are necessary for safe operations; and,

WHEREAS, the Operations Board previously approved Task Order 1 for $75,000, Supplemental Task Order 1A for $90,000, Supplemental Task Order 1B for $90,000 and Supplemental Task Order 1C for $90,000; and,

WHEREAS, the amount expended for Task Order 1 and Supplemental Task Orders 1A, 1B and 1C, Electrical Repair Services, has approached the approved Task Order total; and,

WHEREAS, this Supplemental Task Order 1D will allow NV Enterprises to continue performing electrical repair services through the end of the third option year;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 1D under the Facilities Maintenance Contract to NV Enterprises for electrical repair services in an amount of $94,500 ($90,000, plus a 5% contingency of $4,500), for a total amount (Task Order 1 plus Supplemental Task Orders 1A, 1B, 1C and 1D) not to exceed $439,500.

Approved this 17th day of June 2016

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Gary Skinner  
Chairman

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Maureen Caddigan  
Secretary