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

____________________________________
Gary Skinner
Chairman

____________________________________
Maureen Caddigan
Secretary
To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: June 17, 2016

Re: Authorization to Issue a Supplemental Task Order for Handyman Services

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue Supplemental Task Order 2D under the Facilities Maintenance Contract to NV Enterprises for handyman services in an amount of $30,000, plus a 5% contingency of $1,500, for a total of $31,500. This brings the total not to exceed amount for Task Order 2 (including Supplemental Task Orders 2A, 2B, 2C and 2D) to $130,500.

Background:

In addition to base work, the Facilities Maintenance Contract allows for Task Order work on an as-needed basis to address various facility repairs. The purpose of this Task Order is to address routine minor repairs to benches, signage, windscreens, gutters and downspouts, flashing, windows, doors and locks, and other amenities at 18 stations, two rail storage yards, and headquarters and satellite office spaces.

The first Task Order executed under the contract was Task Order 2, Handyman Services, in the amount of $30,000. As Task Order work is completed and additional work is required, subsequent Supplemental Task Orders have been issued under the CEO’s spending authority as follows:

- 2A - November 2014, in the amount of $15,000.
- 2B - July 2015, in the amount of $40,000.
- 2C - November 2015, in the amount of $14,000.

The requested authorization for Task Order 2D will allow NV Enterprises to continue performing handyman services through the end of the third option year.

**Fiscal Impact:**

Funding for the requested supplemental amount of $31,500 for handyman services is included in the FY 2016 and FY 2017 Operating budgets for Facilities Routine Maintenance.
Virginia Railway Express  
Operations Board  

Resolution  
8B-06-2016  

Authorization to Issue a Supplemental  
Task Order for Handyman 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 minor repairs to benches, signage, windscreens, gutters and downspouts, flashing, windows, doors and locks, and other amenities at stations, rail storage yards, and office spaces are necessary for operations; and,  

WHEREAS, Task Order 2 for $30,000, Supplemental Task Order 2A for $15,000, Supplemental Task Order 2B for $40,000 and Supplemental Task Order 2C for $14,000, were issued under the Chief Executive Officer’s authority; and,  

WHEREAS, authorization for Task Order 2D will allow NV Enterprises to continue performing handyman 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 2D under the Facilities Maintenance Contract to NV Enterprises for handyman services in an amount of $31,500 ($30,000, plus a 5% contingency of $1,500), for a total amount (Task Order 2 plus Supplemental Task Orders 2A, 2B, 2C and 2D) not to exceed $130,500.  

Approved this 17th day of June 2016  

______________________________  
Gary Skinner  
Chairman  

______________________________  
Maureen Caddigan  
Secretary
Agenda Item 8-C  
Action Item

To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: June 17, 2016

Re: Authorization to Execute a Contract for Engineering and Environmental Services for the Manassas Park Station Parking Expansion Project

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract with Vanasse Hangen Brustlin, Inc., of Vienna, Virginia, to provide engineering and environmental services for the VRE Manassas Park Station Parking Expansion project in the amount of $165,584, plus a 10% contingency of $16,558, for a total amount not to exceed $182,142.

Background:

The utilization rate for the existing 616-space surface parking lot at the Manassas Park VRE station ranges from 94 percent to over 100 percent. The lot typically fills up by about 7:45 AM, prior to the departure of the last morning train. Additionally, riders have been observed routinely parking in the vicinity of Manassas Park City Hall and Park Center Drive. Preliminary parking demand projections developed in conjunction with the VRE System Plan 2040 indicate parking demand at the station through 2040 could reach as high as 1,000 spaces.

The scope of work for the RFP includes a Base Task of assessing future parking demand for the Manassas Park station and evaluation of concepts for expanding parking. Preparation of preliminary design plans for the preferred alternative, and preparation of National
Environmental Policy Act (NEPA) documentation to evaluate the potential impacts of expanding parking are included as Optional Task A. The preparation of final engineering plans is included as Optional Task B, pending funding availability.

On October 16, 2015, the VRE Operations Board approved a request to issue a Request for Proposals (RFP) to provide for Engineering and Environmental Services for Expansion of Parking at the Manassas Park station. 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 will be 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 that the proposed cost is fair and reasonable.

A mailing list of 96 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 April 15, 2016, an RFP was issued and Proposals were due on May 16, 2016. Five responses were received.

Evaluation of the Proposals received was performed by the Technical Evaluation Team (TET), which consisted of four (3) VRE staff and one (1) City of Manassas Park 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>A.</td>
</tr>
<tr>
<td>Project approach and management plan including a clear understanding of the project scope, technical requirements and VRE’s needs.</td>
</tr>
<tr>
<td>B.</td>
</tr>
<tr>
<td>Familiarity of the proposed firm(s), Project Manager and key personnel in evaluating parking demand in a mixed-use, transit oriented development.</td>
</tr>
<tr>
<td>C.</td>
</tr>
<tr>
<td>Ability of the proposed firm(s), Project Manager and key personnel to develop comprehensive cost estimates and funding plans for public parking facilities that serve transit and economic development.</td>
</tr>
</tbody>
</table>

2
D. Experience of the proposed firm(s), Project Manager and key personnel performing engineering services for surface and structured parking, to include innovative designs and solutions to serve transit and economic development, as well as pedestrian bridges and tunnels.

E. Knowledge and relevant experience of the proposed firm(s), Project Manager and key personnel with Federal, State and Local laws, regulations, policies and guidance applicable to performing environmental analysis and design for surface and structured parking, as well as pedestrian bridges and tunnels.

Interviews were conducted with the three highest ranked Offerors. Following the interview process, it was determined that the Proposal from Vanasse Hangen Brustlin, Inc., 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 engineering and environmental services for the VRE Manassas Park Station Parking Expansion:

<table>
<thead>
<tr>
<th>Offerors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Vanasse Hangen Brustlin, Inc., Vienna, VA</td>
</tr>
<tr>
<td>2. Dewberry Consultants LLC, Fairfax, VA</td>
</tr>
<tr>
<td>3. Johnson, Mirmiran &amp; Thompson Inc., Richmond, VA</td>
</tr>
<tr>
<td>4. AECOM Technical Services Inc., Arlington VA</td>
</tr>
<tr>
<td>4. Stantec Consulting Services Inc., Laurel, MD</td>
</tr>
</tbody>
</table>

The VHB price is within approximately 10% percent of the independent cost estimate prepared for the Contract. 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:**

Funding to complete alternatives analysis, preliminary engineering, and NEPA documentation is provided by NVTA in their FY 2015-2016 program. A request for additional NVTA funding to complete the final engineering design phase of the project was submitted in November 2015 for NVTA’s FY 2017 program.
Authorization to Execute a Contract for Engineering and Environmental Services for the Manassas Park Station Parking Expansion Project

WHEREAS, the environmental and engineering studies are needed to refine the future parking demand estimates for the station, conduct an alternatives analysis, complete required NEPA analyses, and prepare engineering design documents for a parking expansion at the VRE Manassas Park station; and,

WHEREAS, NVTA has provided funding through their FY2015-2016 program to complete an alternatives analysis, preliminary engineering, and NEPA documentation, and additional NVTA funding has been requested to complete final engineering design for the parking expansion; and,

WHEREAS, VRE issued a Request for Proposals for Engineering and Environmental Services for the VRE Manassas Park Station Parking Expansion on April 15, 2016; and,

WHEREAS, on May 16, 2016, five responses were received; and,

WHEREAS, subsequent to a review by a technical evaluation team, review of the references and financial suitability, VRE staff recommends that the Operations Board award a contract to Vanasse Hangen Brustlin, Inc.; 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 Vanasse Hangen Brustlin, Inc., of Vienna, Virginia, to provide Engineering and Environmental Services for the VRE Manassas Park Station Parking Expansion in the amount of $165,584, plus a 10% contingency of $16,558, for a total amount not to exceed $182,142
Resolution 8C-06-2016

Page 2

Approved this 17th day of June, 2016

____________________________
Gary Skinner
Chairman

____________________________
Maureen Caddigan
Secretary
To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: June 17, 2016

Re: Authorization to Execute a Contract for Station Platform LED Lighting Upgrades

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract with Capital Tristate Lighting and Supply of Upper Marlboro, MD for an initial order of 70 lamps and associated supplies in the amount of $120,335, plus a 10% contingency of $12,034, for a total amount not to exceed $132,369.

Background:

On January 15, 2016, the VRE Operations Board approved a request to issue an Invitation for Bids (IFB) for the purchase and delivery of a base order of LED lighting supplies for the seven stations identified for lighting improvements in VRE’s most recent Threat and Vulnerability Assessment. 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. The IFB requested option pricing for additional lighting supplies as funding becomes available.

The IFB requested unit prices on a base order of 29 lamp units, 19 arms and 19 lamp posts. It also requested unit prices for an option of up to 250 lamp units, 150 arms, 150 lamp posts and 250 LED wall sconces.
A mailing list of seven prospective Bidders was established for the solicitation to ensure access to adequate sources of services. On May 2, 2016, an IFB was issued and bids were due on June 2, 2016. Only one response was received. The staff conducted a survey to determine why only one bid was received and is satisfied with the result.

The following reasons were given for why Bidders did not respond to the solicitation:

- *Terms were more suited to a contractor rather than a distributor.*
- *Unable to provide competitive pricing for the specified items.*
- *Unaware of the ability to submit a bid electronically*
- *Notice of solicitation was overlooked*

Staff conducted an historical and market price analysis to determine the Independent Cost Estimate (ICE). Proposed costs were less than the ICE and therefore certified to be fair and reasonable.

The bid tabulation is as follows:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Bid Amount (Base order plus all Options)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Capital Tristate Lighting/Supply</td>
<td>$722,718</td>
</tr>
</tbody>
</table>

In addition to being the only bidder, it should be noted this vendor has also provided the lighting for several other VRE station upgrade projects.

Current funding allows this initial authorization amount, not to exceed $132,369, to include the base order and some additional optional items. During the five year period, as funding becomes available, staff will return to the Board requesting authorization to purchase more optional items.

**Fiscal Impact:**

Initial project funding for the base order is provided through an FTA grant for station lighting improvements. Additional funding will be included in each proposed annual budget.
Virginia Railway Express  
Operations Board

Resolution  
8D-06-2016

Authorization to Execute a Contract for Station  
Platform LED Lighting Upgrades

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

WHEREAS, seven VRE stations currently 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 Federal Transit Administration grants for lighting improvements; and,

WHEREAS, VRE staff completed a competitive procurement process to establish a unit price for lighting supplies; and,

WHEREAS it was determined that Capital Tristate Lighting and Supply was the only responsive-responsible bidder;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with Capital Tristate Lighting and Supply of Upper Marlboro, MD for an initial order of 70 lamps and associated supplies in the amount of $120,335, plus a 10% contingency of $12,034, for a total amount not to exceed $132,369.

Approved this 17th day of June 2016

______________________________
Gary Skinner  
Chairman

______________________________
Maureen Caddigan  
Secretary
To: Chairman Skinner and the VRE Operations Board
From: Doug Allen
Date: June 17, 2016
Re: Authorization to Amend the General Engineering Consulting Services Contracts (GEC VII)

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to amend 14 separate General Engineering Consulting Services Contracts (GEC VII) in accordance with the recently revised Virginia Public Procurement Act (VPPA). The VPPA amendment increased the maximum aggregate value of all Task Orders initiated under the 14 GEC contracts from $500,000 to $6,000,000 per year. Since it is possible for one contract to use all of the aggregate $6,000,000 limit, each contract will be amended to allow this increase to the aggregate limit of $6,000,000 per year for a one-year base period and four annual renewals for a total not to exceed $30,000,000.

Background:

VRE uses General Engineering Consulting (GEC) contracts to provide on-call engineering, planning, environmental and construction support services. VRE has found the use of GEC contracts to be more efficient than completing numerous, separate procurements. GEC contracts help VRE access specialized skills and expertise from consultants as an extension of staff on an as-needed basis.

Services, Inc., Rummel, Klepper & Kahl, LLP, and STV Incorporated) for on-call general engineering consultant services related to project implementation in the following seven task areas.

<table>
<thead>
<tr>
<th>GEC VII Task Areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>A - Construction Management Support</td>
</tr>
<tr>
<td>B - Design Services: Shops and Yards</td>
</tr>
<tr>
<td>C - Design Services: Passenger Facilities</td>
</tr>
<tr>
<td>D - Design Services: Track, Structures and Signals</td>
</tr>
<tr>
<td>E - Design Services: Telecomm and Security</td>
</tr>
<tr>
<td>F - Geotechnical and Permitting Services</td>
</tr>
<tr>
<td>G - Land and Survey Services</td>
</tr>
</tbody>
</table>

The term of each Contract is for a base period of one year with the option to extend for four additional one-year periods, not to exceed five years. The Request for Proposals indicated VRE would initiate Task Orders for services as needed up to the limit allowed by the Virginia Public Procurement Act (VPPA), which was set, at the time of contracting, at a maximum of $500,000 per year, in aggregate for the 14 contracts.

HB 907, which was passed during the 2016 legislative session and was signed by the Governor in March of 2016, amended the VPPA to allow transportation commissions a higher procurement limit for General Engineering-type contracts by including them in an already existing exception to the limit. Under the new provision, VRE is allowed to initiate Task Orders for services as needed up to a maximum of $6,000,000 per year, in aggregate for the 14 contracts.

**Fiscal Impact:**

The funding for each Task Order issued under GEC VII is identified at the time the Task Order is approved. Depending on the project for which the Task Order is issued, funding may come from grant funds, VRE operating or capital funds, or a combination thereof.
Virginia Railway Express  
Operations Board  

Resolution  
8E-06-2016  

Authorization to Amend the General Engineering Consulting Services Contracts (GEC VII)  

WHEREAS, it is the experience of VRE that General Engineering Consulting (GEC) contracts are an efficient and cost-effective means of performing engineering, planning, environmental and construction related activities required for a limited duration or needed in a timely manner on an as-needed basis; and,  


WHEREAS, the aggregate value of all Task Orders initiated under the 14 GEC contracts was set at a maximum of $500,000 per year, in accordance with the Virginia Public Procurement Act (VPPA); and,  

WHEREAS, HB 907, which passed during the 2016 legislative session and was signed by the Governor in March 2016, amended the VPPA granting Transportation Commissions, and thus VRE, an exception that allows the aggregate value of all Task Orders initiated under the 14 GEC contracts to be set at a maximum of $6,000,000 per year;  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the above-referenced General Engineering Consulting Services Contracts to the increased maximum limit of $6,000,000 per year for one-year base period and four annual renewals for a total not to exceed of $30,000,000.  

Approved this 17th day of June 2016  

__________________________________  
Gary Skinner  
Chairman  

_____________________________  
Maureen Caddigan  
Secretary
To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: June 17, 2016

Re: Authorization to Execute a Revised Agreement for Utility Relocation for the Lorton Station Platform Extension Project

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a revision to the previously authorized Utility Relocation Agreement with CenturyLink for the Lorton Station Platform Extension project. The increase is for $89,772, plus a 10% contingency of $8,977, for a total of $98,749. The revised agreement requires Board authorization to increase from $66,664 to an amount not to exceed $165,413.

Background:

In 2010, VRE, in conjunction with Fairfax County, initiated a program of improvements at Lorton Station that includes extending the existing platform to accommodate longer trains, add a second platform for additional railroad operations flexibility, and add parking.

The existing 400-foot platform can only accommodate a five-car train. The Lorton Station Platform Extension project will extend the existing platform an additional 250 feet to accommodate eight-car trains.

In March 2014, the VRE Operations Board authorized award of the construction contract to Hammerhead Construction of Virginia, Inc. This contract was executed in April of 2014. Notice to Proceed (NTP) for construction was delayed, however, due to:
Further analysis needed to resolve potential physical conflicts between the present platform location and the future third track being designed by the Virginia Department of Rail and Public Transportation as part of the DC2RVA project; and,

Difficulty acquiring a Right of Entry and flagging support from CSX Transportation due to concurrent commitments of qualified personnel to other construction projects on the RF&P Subdivision.

These two issues have been satisfactorily resolved and VRE is ready to issue NTP for the Lorton Platform Extension Project.

The platform extension project requires the relocation of communications utilities. The authorization being sought through this action will allow CenturyLink to relocate their communications facilities.

A relocation agreement amendment is necessary to account for scope, schedule, and price increases over the two years since the relocation agreement was originally executed. These changes include:

- Price increases for Fiber Optic Relocation;
- New Fiber Optic Relocation Contractor to replace the original contractor that went out of business; and,
- Safety and Shoring concerns the new contractor raised in regards to the depth of trench in relationship to the live #1 mainline track north of the existing platform, which necessitated adjusting the shoring projected and the methodology for relocation employed. This increased the anticipated timetable for relocation from one week of effort to three weeks of effort.

*The price increases total $89,772 and were submitted by CenturyLink to VRE. A review of these changes by VRE's staff and construction management consultant indicated these charges are fair and justified when compared to both the scope and schedule changes as well as to cost increases incurred by other similar projects in Northern Virginia over a similar period of time.*

Construction of the platform extension is expected to commence in June and be completed by the end of 2016.
**Fiscal Impact:**

The current Lorton Station Platform Extension Project is included in the Capital Improvement Program at $2,500,000, which is sufficient to accommodate this contract amendment. Funding is provided through a state mass transit grant, matched by Fairfax County, and federal and state CMAQ funds.
WHEREAS, due to current ridership demand along with future growth projections, VRE and Fairfax County have initiated a platform extension project at Lorton VRE Station that will accommodate ridership growth as well as provide flexibility for railroad operations; and,

WHEREAS, in March 2014, a contract for the Lorton Station platform extension was executed with Hammerhead Construction; and,

WHEREAS, the project was delayed for further analysis to resolve potential physical conflicts between the present platform location and the future third track being designed by the Virginia Department of Rail and Public Transportation as part of the DC2RVA project; and,

WHEREAS, the project was further delayed by difficulty acquiring a Right of Entry and flagging support from CSX Transportation due to concurrent commitments of qualified personnel to other construction projects on the RF&P Subdivision; and,

WHEREAS, the platform extension project requires the relocation of communications utilities; and,

WHEREAS, this authorization will allow CenturyLink to relocate their communications facilities presently in conflict with the proposed platform extension; and,

WHEREAS, a revised utility relocation agreement is required to account for the scope, schedule, and price increases;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a revision to the previously authorized Utility Relocation Agreement with CenturyLink for the Lorton Station Platform Extension project in an amount of $89,772, plus a 10% contingency of $8,977, for a total amount of $98,749, increasing the existing Board authorization from $66,664 to an amount not to exceed $165,413.
Resolution 8F-06-2016
Page 2

Approved this 17th day of June 2016

______________________________
Gary Skinner
Chairman

______________________________
Maureen Caddigan
Secretary
To: Chairman Skinner and the VRE Operations Board  
From: Doug Allen  
Date: June 17, 2016  
Re: Recommend Authorization to Amend the Contract for New Passenger Railcars and to Execute an Assignment Agreement to Assign Options to Purchase Additional Railcars to Chicago Metra  

Recommendation:  
The VRE Operations Board recommends the Commissions authorize the Chief Executive Officer to execute a contract amendment with Sumitomo Corporation of the Americas to assign up to 21 passenger railcar options to Metra in a form approved by legal counsel and to also enter into an assignment agreement with Metra to assign the options.

Background:  
In March of 2012, VRE executed a five year Contract with Sumitomo Corporation of the Americas (SCOA) for a base order of eight Gallery style passenger railcars. The contract included the option for 42 passenger railcars to be exercised by VRE if funding was made available during the five-year term of the Contract. To date, VRE has amended the original agreement three times and exercised 21 options. There are options for 21 passenger railcars remaining on this Contract.

The current Contract expires in March of 2017. VRE will not exercise the additional options in this Contract prior to this date. VRE is unable to extend the current Contract due to the limitations for multi-year rolling stock contracts as stated in 49 USC 5325(e)(1):
"(e) Multiyear Rolling Stock. — (1) CONTRACTS. — A recipient procuring rolling stock with Government financial assistance under this chapter may make a multiyear contract to buy the rolling stock and replacement parts under which the recipient has an option to buy additional rolling stock or replacement parts for not more than 5 years after the date of the original contract."

The Commuter Rail Division of the Regional Transportation Authority and the Northeast Illinois Regional Commuter Rail Corporation ("Metra"), the commuter rail system serving the Chicago area, uses the same Gallery style passenger railcars manufactured by Nippon-Sharyo. Metra approached VRE about assigning to them the remaining options from VRE’s Contract with Sumitomo. From this, Metra would be able to purchase passenger railcars from VRE’s Contract so long as Metra executes the order with SCOA prior to March of 2017. VRE, Metra and SCOA are working to develop a contract amendment to accomplish this in a form approved by VRE’s legal counsel.

**Fiscal Impact:**

There is no fiscal impact to VRE.
Recommend Authorization to Amend the Contract for New Passenger Railcars and to Execute an Assignment Agreement to Assign Options to Purchase Additional Railcars to Chicago Metra

WHEREAS, in March of 2012 the VRE CEO executed a Contract with Sumitomo Corporation of the Americas (SCOA) for a base order of eight passenger railcars with the option for 42 additional passenger railcars; and,

WHEREAS, the Contract has been amended three times to exercise options for the purchase of 21 passenger railcars; and,

WHEREAS, the current Contract expires in March of 2017; and,

WHEREAS, VRE will not exercise the remaining options for 21 passenger railcars prior to March of 2017; and,

WHEREAS, Metra of Chicago approached VRE requesting VRE assign to them the remaining options; and,

WHEREAS, VRE, SCOA and Metra are currently working to finalize agreements to assign these options to Metra in a form approved by VRE’s legal counsel;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to execute a contract amendment with Sumitomo Corporation of the Americas to assign options for up to 21 passenger railcars to Metra in a form approved by legal counsel, and to execute an assignment agreement with Metra assigning the options for up to 21 passenger railcars in a form approved by legal counsel.

Approved this 17th day of June 2016

______________________________
Gary Skinner
Chairman

_____________________________
Maureen Caddigan
Secretary
Agenda Item 8-H
Action Item

To: Chairman Skinner and the VRE Operations Board
From: Doug Allen
Date: June 17, 2016
Re: Recommend Authorization to Execute an Agreement After Certificate to Transfer Property at the Woodbridge VRE Station to the Virginia Department of Transportation and to Accept VDOT Permit for Continued Operation of Kiss and Ride at Woodbridge VRE Station

Recommendation:

The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to execute an Agreement After Certificate to complete the transfer of VRE property at the Woodbridge VRE Station to the Virginia Department of Transportation and to accept a VDOT permit for continued operation of the bus loop and kiss-and-ride area at VRE Woodbridge Station.

Background:

The Virginia Department of Transportation (VDOT) has been working with VRE and PRTC since 2014 to acquire property at the VRE Woodbridge Station for Phases I and II of a grade-separated highway interchange for the intersection of US Route 1 and VA Route 123. Phase I work is presently on-going and has no effect on the station. For Phase II, VDOT needs the VRE property presently used for a bus loop and short-term kiss-and-ride parking along Route 1. VDOT needs to acquire property for Phase II at this time but is amenable to VRE continuing to use the property until Phase II begins at an undetermined time in the future.
On July 2015, VDOT filed a certificate of take for this acquisition in the Prince William Circuit Court. The filing of the certificate had the effect of transferring title to the property and improvements to VDOT, and left remaining only the issue of the amount of compensation due VRE. VDOT and VRE subsequently were able to resolve all of the issues regarding the acquisition and reach agreement on a settlement. VDOT agreed to compensate VRE for the property in an amount equal to VRE’s appraisal, specifically, $1,068,280. Because the original property purchase and bus loop and kiss and ride project was federally funded VRE was required to obtain, and received, approval from the Federal Transit Administration (FTA) of the proposed compensation. A copy of the agreement with VDOT (an “Agreement after Certificate” or “AAC”) is attached.

VDOT has also agreed to issue a permit allowing VRE to continue to operate the bus loop and kiss-and-ride area until such time as the property is needed for Phase II. This point in time is not known since Phase II will not begin until the project is funded. The purpose of this item is to request that the Operations Board recommend the Commissions authorize the CEO to execute the agreement with VDOT for payment of just compensation for the VRE property, and to accept a VDOT permit for continued operation of the bus loop/kiss-and-ride area.

**Fiscal Impact:**

VDOT will compensate VRE for the property in an amount of $1,068,280, which is equal to VRE’s appraisal. Because the original project was federally funded, the FTA share of the proceeds, calculated on 80% of the land value and 80% of the depreciated value of the original improvements, must be reimbursed to FTA or applied to another future eligible project.
Recommend Authorization to Execute an Agreement After Certificate to Transfer Property at the Woodbridge VRE Station to the Virginia Department of Transportation and to Accept VDOT Permit for Continued Operation of Kiss and Ride at Woodbridge VRE Station

WHEREAS, the Virginia Department of Transportation requires property at VRE Woodbridge Station for improvements to the highway intersection of US Route 1 and Virginia Route 123; and,

WHEREAS, the Virginia Department of Transportation, in accordance with its property acquisition policies, filed a Certificate of Take for this acquisition in the Prince William Circuit Court; and,

WHEREAS, VDOT and VRE subsequently resolved all of the issues regarding the property acquisition and reached agreement on the terms of an agreement which compensates VRE for the property and improvements in an amount equal to its appraisal; and,

WHEREAS, the Virginia Department of Transportation has agreed to issue a permit that allows VRE to continue to operate the bus loop and kiss-and-ride area until such time as the property is needed for Phase II of the interchange improvement;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board hereby recommends the Commissions authorize the Chief Executive Officer to execute an Agreement After Certificate to complete the transfer of VRE property at the Woodbridge VRE Station to the Virginia Department of Transportation in the amount of $1,068,280, and to accept a VDOT permit for continued operation of the bus loop and kiss-and-ride area at VRE Woodbridge Station.

Approved this 17th day of June 2016

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Gary Skinner
Chairman

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Maureen Caddigan
Secretary
To: Chairman Skinner and the VRE Operations Board  
From: Doug Allen  
Date: June 17, 2016  
Re: Spending Authority Report

On May 15, 2015, the VRE Operations Board approved increasing the Chief Executive Officer’s spending authority from $50,000 to $100,000. It was resolved any purchase of greater than $50,000 would be communicated to the Board as an information item.

- On April 26, 2016, VRE issued a Blanket Purchase Order to MotivePower for Central Diagnostic Services (CDS) for VRE Locomotives in the amount of $100,000. This was a Sole Source purchase from the original equipment manufacturer for a proprietary product called the Central Diagnostic System. The system monitors and transmits real-time operational data to VRE and MotivePower and provides preventative maintenance and troubleshooting information. The CDS system services were provided through the original locomotive purchase contract. The term of that agreement expired at the end of CY 2015. VRE now obtains these proprietary services on a month-to-month basis via Purchase Orders.

- On May 4, 2016, VRE issued a Purchase Order to Nippon Sharyo for Gallery IV Car Repairs in the amount of $80,194. This is a Sole Source purchase from the original equipment manufacturer for repairs to two VRE Gallery IV cars involved in a side-swipe incident in September 2015.
To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: June 17, 2016

Re: Gainesville-Haymarket Extension Update

A work session with the VRE Operations Board is planned as part of the July 2016 Board meeting to gain input on Operations Board preferences for specific station, service, and maintenance and equipment storage alternatives and refinements desired to optimize those alternatives. GHX-specific goals and how the extension contributes to achieving them as well as how it aligns with the long-term vision set out in the VRE System Plan 2040 will also be discussed. An overview of the GHX study will be provided at the June Operations Board meeting to provide the context for the upcoming July work session discussions.