Agenda Item 8-A
Action Item

To: Chairman Skinner and the VRE Operations Board
From: Doug Allen
Date: October 21, 2016
Re: Recommend Approval of the 2016/17 VRE Legislative Agenda

Recommendation:

The VRE Operations Board is asked to recommend the Commissions approve the attached 2016/17 Legislative Agenda and authorize the Chief Executive Officer to actively pursue the elements set forth in the attached document.

Background:

Annually, VRE prepares a Legislative Agenda to communicate VRE’s legislative priorities in coordination with the Commissions and member jurisdictions. The proposed Legislative Agenda is attached.

Fiscal Impact:

There is no direct funding impact associated with adopting this agenda item.
Virginia Railway Express
Operations Board

Resolution
8A-10-2016

Recommend Approval of the 2016/17 VRE Legislative Agenda

WHEREAS, VRE is a vital part of regional transportation network for the Northern Virginia and DC Metropolitan region; and,

WHEREAS, VRE serves residents throughout the Commonwealth to provide a meaningful public transportation option; and,

WHEREAS, it is essential for VRE to advocate for its funding needs and legislative/regulatory concerns with members and staff in Congress, with staff of federal entities, in the Virginia General Assembly and with the Governor and his administration; and,

WHEREAS, VRE has coordinated its Legislative Agenda with the staffs of the Commissions and member jurisdictions;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions approve the 2016/17 VRE Legislative Agenda and authorize the Chief Executive Officer to actively pursue the elements set forth in the attached document.

Approved this 21st day of October 2016

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Gary Skinner
Chairman

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Maureen Caddigan
Secretary
VRE 2016/17 Legislative Agenda

**Federal Legislative Issues:**

**Issue 1: Positive Train Control (PTC) Implementation**
- VRE will continue monitoring PTC legislative and regulatory activity

**Issue 2: FAST Act Rule Making and Funding Opportunities**

**Actions:**
- VRE will monitor and participate in the rule making process.
- VRE will look for funding opportunities within the FAST Act.

**Background:**
- On December 4, 2015, President Obama signed into law the Fixing America’s Surface Transportation Act, or “FAST Act.”
- The FAST Act includes new programs and changes to existing programs that will require agencies to go through the federal rule making process.

**Issue 3: Surface Transportation Board (STB) policy on Amtrak On-Time-Performance (OTP)**

**Action:**
- VRE will monitor current legal action and work with industry groups and STB staff if necessary.

**Background:**
- The STB recently finalized their rule regarding Amtrak OTP on host railroads. OTP will now be calculated based on every station. Previously it had been based only on the terminal station.
- Staff has analyzed the possible impacts of this rule and believe there may be negative unintended consequences for VRE operations.
- The Association of American Railroads and three Class I Railroads have filed suit in federal court challenging the STB’s authority to implement the rule.
State Legislative Issues:

Issue 1: Protective Floor for the Regional 2.1% Motor Fuels Tax

Action:
- VRE will continue to support its parent commissions and jurisdictions on the creation of a “protective floor” for the regional 2.1% motor fuels tax.

Background:
- Currently without a protective floor, the existing regional 2.1% motor fuels tax generates far less revenue than expected due to the drop in fuel prices. The situation is a threat to PRTC bus service and creates serious operational constraints for VRE.

Issue 2: Critical Need for Increased Commonwealth Funding Support of VRE Capacity in Corridors of Statewide Significance.

Actions:
- VRE will educate Members of the Virginia General Assembly on the cost to the Commonwealth of losing or replacing the peak period capacity provided by VRE in Corridors of Statewide Significance (CoSS).
- VRE will actively work with the General Assembly and Administration to identify opportunities for additional monies to sustain current service and increase service levels to keep up with planned growth as outlined in System Plan 2040:
  - $14M per year through 2040 in Operating support from the Commonwealth
  - $52M per year through 2040 in non-local Capital support

Background:
- VRE developed a long-range System Plan 2040 and accompanying Financial Plan that identifies capital and operating requirements needed to implement the full plan and two reduced scenarios.

### Results of Financial Planning – March 2016

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Avg. Daily Ridership</th>
<th>Average Annual Operating Gap</th>
<th>Average Annual Capital Gap</th>
<th>Total Average Annual Gap</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steady State</td>
<td>19,200</td>
<td>21.2M</td>
<td>20.5M</td>
<td>41.7M</td>
</tr>
<tr>
<td>Natural Growth</td>
<td>31,137</td>
<td>9.7M</td>
<td>34.8M</td>
<td>44.5M</td>
</tr>
<tr>
<td>System Plan 2040</td>
<td>52,240</td>
<td>14.3M</td>
<td>52.1M</td>
<td>66.4M</td>
</tr>
</tbody>
</table>
A key finding of the Financial Plan is the clear need for increased funding just to maintain current service levels (Steady State Scenario). Without increased funding, VRE will be forced to cut back service and ultimately terminate all service by 2032.

The local jurisdiction members of VRE are financially constrained in their ability to fund existing VRE operating and capital needs and have no capacity to increase funding for operating and capital costs identified in the System Plan.

In 2016, language in the budget instructed the Commonwealth Transportation Board to review VRE’s System Plan and Financial Plan and report back to the legislature. That review found:

- VRE has demonstrated the ability to provide appropriately costed, efficient services that attract increasing levels of ridership.
- The current service operated by VRE provides economic benefits to the Commonwealth by mitigating congestion on the I-95 and I-66 CoSS. Furthermore, the additional service included in System Plan 2040 will provide further benefits towards reducing traffic on these CoSS. This benefit could be equivalent to as much as 96 lane miles of travel demand.
- VRE’s concerns regarding the long-term financial viability of service are founded.
Agenda Item 8-B
Action Item

To: Chairman Skinner and the VRE Operations Board
From: Doug Allen
Date: October 21, 2016
Re: Authorization to Issue a Task Order for Replacement of Anti-Slip Flooring in the VRE Gallery IV Cars

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a task order to Keolis Rail Services Virginia, LLC (KRSV), under the Maintenance of Equipment and Facilities Contract, to replace the anti-slip flooring in 71 VRE Gallery IV railcars in the amount of $313,820, plus a 10% contingency of $31,382, for a total amount not to exceed $345,202.

Background:

On February 12, 2015, the Commissions authorized the VRE CEO to execute a contract with KRSV for Maintenance of Equipment and Facilities for a 5-year base term with two subsequent five-year option periods. The Commissions approved a Contract amendment on June 2, 2016 to change the start date of the first year to July 1, 2016, and amend the total contract amount for the first year to a total amount not to exceed $7,252,371.

The scope of this task order includes removing and replacing the anti-slip tape from the floors of 71 Gallery IV railcars. The material to be removed is an oxide coated paper which was applied with adhesive. Due to normal wear and tear, the paper has broken down rendering it ineffective and unsightly. The new material is a mineral coated, high-friction aluminum that is expected to resist wear and tear. This anti-slip material is applied to the
vestibule steps, vestibule landings, gallery steps, and in the passenger seating areas near the end and center doors. The railcars included in this task order are V710 - V730, V800 - V819 and V850 - V879. This project will take approximately twelve to eighteen months to complete and is part of the life cycle maintenance plan.

**Fiscal Impact:**

Funding is provided under the current six year CIP budget for the Equipment Asset Management Program – State of Good Repair Grant.
Virginia Railway Express
Operations Board

Resolution
8B-10-2016

Authorization to Issue a Task Order for
Replacement of Anti-Slip Flooring in the VRE Gallery IV Cars

WHEREAS, VRE has a Contract with Keolis Rail Services Virginia (KRSV) for Maintenance of Equipment and Facilities; and,

WHEREAS, the existing anti-slip flooring on 71 VRE Gallery IV cars is worn and must be replaced; and,

WHEREAS, this project is part of the VRE life cycle maintenance strategy;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order to Keolis Rail Services Virginia, LLC, under the Maintenance of Equipment and Facilities Contract, to replace the anti-slip flooring in the VRE Gallery IV railcars in the amount of $313,820, plus a 10% contingency of $31,382, for a total amount not to exceed $345,202.

Approved this 21st day of October 2016

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Gary Skinner
Chairman

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Maureen Caddigan
Secretary
Agenda Item 8-C
Action Item

To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: October 21, 2016

Re: Authorization to Issue an MEC VI Task Order for Oversight and Engineering for PTC Testing and Hosted Back Office Services

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Task Order to STV, Inc. under the MEC VI Contract to provide engineering and oversight work for Positive Train Control (PTC) testing and hosted back office services in the amount of $429,375, plus a 10% contingency of $42,938, for a total not to exceed $472,313.

Background:

The Rail Safety Improvement Act of 2008, as amended, mandates the implementation of Positive Train Control (PTC) by December 31, 2018. VRE has been working to implement PTC prior to the deadline.

In August of 2011, the Operations Board authorized a Task Order with STV, Inc. to provide the necessary engineering and design work for the installation of the on-board PTC equipment in the Gallery IV Cab Control Railcars and MP36 Locomotives. In March of 2013, the Operations Board authorized a Task Order with STV, Inc. to provide engineering and oversight work for the procurement and installation of the on-board equipment. In September of 2016, all VRE locomotives and cab control cars had PTC on-board equipment installed. VRE is now ready to begin the next phase of PTC implementation.
The scope of work for this Task Order includes developing protocols and coordinating with our host railroads to validate, test and certify VRE locomotives and cab control cars in the PTC environment. This includes an extremely complex and detailed interoperability validation and testing process. STV, Inc. will also provide engineering and oversight for the hosted PTC back office services that will provide VRE with the ability to initialize VRE trains with the ITC Federated Network, provide VRE host railroads crew and train consist information, download PTC software updates and access reports in compliance with the Rail Safety Improvement Act of 2008, as amended. All work will be conducted in accordance with Federal regulations governing PTC Implementation to assure final approval of VRE’s PTC Implementation and full compliance with the mandate requirements. This work will occur over the course of the next two calendar years.

**Fiscal Impact:**

Funding is provided for in the current six-year CIP budget for PTC Implementation.
Virginia Railway Express
Operations Board

Resolution
8C-10-2016

Authorization to Issue an MEC VI Task Order for Oversight and Engineering for PTC Testing and Hosted Back Office Services

WHEREAS, VRE has a Contract with STV, Inc. for Mechanical Engineering Services; and,

WHEREAS, VRE is mandated to implement Positive Train Control (PTC) by the Rail Safety Improvement Act of 2008, as amended, by December 31, 2018; and,

WHEREAS, VRE is coordinating with our host railroads, CSX Transportation and Norfolk Southern Railway, to implement PTC; and,

WHEREAS, STV, Inc. will develop protocols and coordinate testing with VRE’s host railroads and provide engineering and oversight for the implementation of the hosted back office service;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order to STV, Inc. under the MEC VI Contract to provide engineering and oversight work for Positive Train Control testing and hosted back office services in the amount of $429,375, plus a 10% contingency of $42,938, for a total not to exceed $472,313.

Approved this 21st day of October 2016

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Gary Skinner
Chairman

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Maureen Caddigan
Secretary
Agenda Item 8-D
Action Item

To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: October 21, 2016

Re: Authorization to Issue a Supplemental Task Order for Broad Run Station Pavement Repairs

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue Supplemental Task Order 60A under the Facilities Maintenance Contract to NV Enterprises for Broad Run Station pavement repairs in an amount of $42,826, plus a 5% contingency of $2,141, for a total of $44,967. This brings the total not to exceed amount for Task Order 60 (including Supplemental Task Order 60A) to $143,903.

Background:

The five parking lots that serve the Broad Run station were assessed in May 2016 for necessary pavement repairs, including repaving sections in the worst condition, crack filling to minimize water intrusion and associated pavement degradation, and seal coating in preparation for restriping. It was determined that partial repaving and crack filling were necessary in the three parking lots closest to the station, and that seal coating was needed in the main lot directly in front of the station.

In August 2016, Task Order 60 was issued for the above referenced work under the CEO's spending authority.
In September 2016, it became apparent that cracks in the pavement of the two parking lots farthest from the station had worsened since the initial assessment was performed and were in need of crack filling. The requested authorization for Task Order 60A will allow NV Enterprises to perform crack filling in the two lots farthest from the station.

**Fiscal Impact:**

Funding for the requested supplemental amount of $44,967 for pavement repairs at the Broad Run station is included in the FY 2017 Operating budget for Facilities Non-Routine Maintenance.
Virginia Railway Express
Operations Board

Resolution
8D-10-2016

Authorization to Issue a Supplemental
Task Order for Broad Run Station Pavement Repairs

WHEREAS, in May 2016, the five parking lots that serve the Broad Run station were assessed for necessary pavement repairs; and,

WHEREAS, it was determined that partial repaving and crack filling were necessary in the three parking lots closest to the station, and that seal coating was needed in the main lot directly in front of the station; and,

WHEREAS, in August 2016, Task Order 60 was issued for the above referenced work under the CEO’s spending authority; and,

WHEREAS, in September 2016, it became apparent that cracks in the pavement of the two parking lots farthest from the station had worsened since the initial assessment was performed and were in need of crack filling; and,

WHEREAS, the requested authorization for Task Order 60A will allow NV Enterprises to perform crack filling in the two lots farthest from the station;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 60A under the Facilities Maintenance Contract to NV Enterprises for Broad Run Station pavement repairs in an amount of $42,826, plus a 5% contingency of $2,141, for a total of $44,967. This brings the total not to exceed amount for Task Order 60 (including Supplemental Task Order 60A) to $143,903.

Approved this 21st day of October 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: October 21, 2016

Re: Authorization to Extend and Amend the Vendor Agreement for Sale of Fare Media with The Convention Store (Commuter Direct)

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a one-year extension of the Vendor Agreement for Sale of Fare Media with The Convention Store, Inc., owner and operator of Commuter Direct, the Commuter Store at Crystal City and various smaller outlets including the Springfield Connector Store; and to amend the agreement to increase the sales payment processing fee at their retail stores.

Background:

VRE tickets are sold by a variety of independent vendors under the terms of negotiated sales agreements. Commuter Direct, which also provides ticket sales services to MARC, WMATA and DASH, has sold VRE tickets since it was established in 1998.

Following WMATA’s termination of the paper voucher program in November 2011, the majority of VRE tickets were sold through either Commuter Direct, which allows passengers to assign their electronic benefits online and receive their tickets by mail or through the Commuter Store at Crystal City, which accepts electronic benefits for ticket pick-up at that location. Both Commuter Direct and the Commuter Store at Crystal City,
along with other smaller outlets that sell VRE tickets, are owned and operated by The Convention Store, Inc.


Last spring, VRE launched the VRE Mobile Ticketing application, which has since captured 17 percent of fare revenue. Staff recommends extending the ticket sales agreement with The Convention Store, Inc. for an additional year to allow continued monitoring of the impact of VRE Mobile on fare revenue, and the potential impact of WMATA’s discontinuation of the New Electronic Payments Program (NEPP) contract. The Convention Store, Inc. has agreed to a one-year extension with an increase to the sales payment processing fee from 1.5 percent to 3.0 percent for their retail stores to fully cover their cost of sales processing. All other terms are the same.

**Fiscal Impact:**

Based on FY 2016 ticket sales, this amended agreement is projected to cost VRE $46,000 more in commissions for FY 2017. The commission rates for the agreement with The Convention Store, Inc. are outlined below with a note about the proposed increase for the two retail locations. The differential rates are based on the services performed at each location.

<table>
<thead>
<tr>
<th>Location</th>
<th>Commission Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crystal City Commuter Store</td>
<td>$2.25/ticket or $0.25/Step-Up and 3.0% (up from 1.5%) of sales for payment processing</td>
</tr>
<tr>
<td>Arlington Commuter Direct</td>
<td>6% of sales for commission and 0.9% of sales for payment processing</td>
</tr>
<tr>
<td>Springfield Commuter Store</td>
<td>$2.25/ticket or $0.25/Step-Up and 3.0% (up from 0.9%) of sales for payment processing</td>
</tr>
<tr>
<td>Transit Link Card Sales</td>
<td>$11.00 Per TLC</td>
</tr>
</tbody>
</table>
Virginia Railway Express
Operations Board

Resolution
8E-10-2016

Authorization to Extend and Amend the Vendor Agreement for Sale of Fare Media with The Convention Store (Commuter Direct)

WHEREAS, VRE tickets are sold by a variety of independent vendors under the terms of negotiated vendor agreements; and,

WHEREAS, the Convention Store, Inc., owner and operator of Commuter Direct, the Commuter Store at Crystal City and various smaller outlets including the Springfield Connector Store, now sells the majority of VRE vendor provided tickets; and,

WHEREAS, VRE has a Vendor Agreement with the Convention Store, Inc. that expires in November 2016; and,

WHEREAS, VRE implemented a VRE Mobile Ticketing System that has had an impact on paper ticket sales; and,

WHEREAS, staff recommends monitoring the level of impact to fare revenue for another year before negotiating a new ticket sales agreement;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a one-year extension of the Vendor Agreement for Sale of Fare Media with The Convention Store, Inc., owner and operator of Commuter Direct, the Commuter Store at Crystal City and various smaller outlets including the Springfield Connector Store; and to amend the Agreement to increase the sales payment processing fee at their retail stores.

Approved this 21st day of October 2016

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Gary Skinner
Chairman

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Maureen Caddigan
Secretary

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Agenda Item 8-F
Action Item

To: Chairman Skinner and the VRE Operations Board
From: Doug Allen
Date: October 21, 2016
Re: Authorization to Amend Contract for Wayside Power Construction at L’Enfant North Storage Track

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to amend the contract with C3M Power Systems, LLC of Capitol Heights, Maryland, for the construction of the L’Enfant North Storage Track Wayside Power in the amount of $76,000, plus a 10% contingency of $7,600, for a total amount of $83,600, increasing the total amount not to exceed $578,050.

Background:

The L’Enfant Storage Track is located on the CSX Transportation (CSXT) RF&P Subdivision in the District of Columbia, immediately north of the VRE L’Enfant Station. VRE has been working in collaboration with CSXT to modify the storage track to accommodate VRE train sets during the mid-day or in the event of an emergency. That effort entails new or upgraded switches, signals, track by CSXT and the installation by VRE of wayside power appliances for train sets using the storage track.

In June 2015, the VRE Operations Board authorized the execution of a contract with C3M Power Systems, for the construction of wayside power appliances on the L’Enfant North Storage Track for an amount of $449,500, plus a 10% contingency of $44,950, for a total amount not to exceed $494,450. The contract with C3M Power Systems was subsequently
increased from the original board authorization amount by $32,503 to a total of $482,003 in order to provide additional unanticipated materials needed to complete the contract.

Notice to proceed (NTP) was delayed until permitting with the District of Columbia and the extension of power by Pepco could be accomplished. C3M Power Systems has presented VRE with an estimate of an additional $76,000 for the costs associated with the contract delay and further material quantity adjustments. A detailed review of these changes by VRE’s construction management consultant concluded these charges were necessary and fair when compared to costs incurred by similar projects.

With the execution of this contract amendment, construction of the wayside power elements is expected to be completed by November 28, 2016. Use of the storage track by VRE is dependent on CSXT installation of signals and a signal box, anticipated after January 1, 2017.

**Fiscal Impact:**

The additional costs are offset by decreased costs in other aspects of the project under a different contract. Funding for the project is provided in the approved Capital Improvement Program through federal formula grants (VA-05-0038, VA-05-0041 & 0042, VA-90-X307, VA-90-352, and VA-90- X401) with accompanying state and local match.
Virginia Railway Express  
Operations Board  

Resolution  
8F-10-2016  

Authorization to Amend Contract for Wayside Power Construction at L’Enfant North Storage Track

WHEREAS, the VRE Operations Board authorized execution of a contract for Wayside Power Construction on the L’Enfant North Storage Track Wayside Power with C3M Power Systems, LLC, on June 19, 2015, for a total not to exceed $494,450; and,

WHEREAS, the project was delayed due to permitting with the District of Columbia and the extension of power Pepco; and,

WHEREAS, the contract was previously increased within the original board authorization by $32,503 to $482,003 for additional materials needed for project completion that were not anticipated in the original bid; and,

WHEREAS, the contractor has requested an additional funds for the costs associated with the contract delay and further material quantity adjustments; and,

WHEREAS, a detailed review of the changes by VRE’s construction management consultant concluded the charges were necessary and fair when compared to costs incurred by similar projects;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the current contract with C3M Power Systems, LLC for L’Enfant Storage Track Wayside Power to increase the contract amount by $76,000, plus a 10% contingency of $7,600, for a total amount of $83,000, increasing the total amount not to exceed $578,050.

Approved this 21st day of October 2016.

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Gary Skinner  
Chairman

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Maureen Caddigan  
Secretary
Agenda Item 8-G  
Action Item

To: Chairman Skinner and the VRE Operations Board
From: Doug Allen
Date: October 21, 2016
Re: Authorization to Execute a Contract for General Planning Consulting Services

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute contracts with Vanasse Hangen Brustlin, Inc. (VHB) of Watertown, Massachusetts, as the primary contractor and Michael Baker International, Inc. of Alexandria, Virginia, as the alternate contractor for General Planning Consulting (GPC) services in an amount not to exceed $6,000,000 per year in aggregate for all task orders, for a base period of one year and four option years, for a potential cumulative value of $30,000,000, with the CEO exercising the option years at his discretion.

Background:

On September 19, 2014, the VRE Operations Board approved a request to issue a Request for Proposals (RFP) for GPC services. The purpose of the RFP was to procure firms to provide on-call services to support development projects for VRE facility and planning initiatives, including operational planning, strategic planning, conceptual design, preliminary design, and to conduct evaluations to ensure compliance with the National Environmental Policy Act (NEPA).

Previously, these services were provided through General Engineering Consulting (GEC) on-call services contracts. VRE has found the use of on-call services contracts to be more
efficient than completing numerous, separate procurements. On-call services contracts help VRE access specialized skills and expertise from consultants as an extension of staff on an as-needed basis. GEC VI was the last contract to support project development services. The decision to divide work between two contracts (a GPC for project development services and a GEC for project implementation services related to repairs or construction) was made in order to procure a more specific range of consultant services for each contract.

A solicitation for competitive sealed Proposals was necessary to comply with the provisions of the Virginia Public Procurement Act (VPPA), which applies to public bodies in the Commonwealth of Virginia, and the Federal Brooks Act. As such, the Contract will include provisions for work to be assigned through the VRE task order process included within the procurement guidelines for a RFP. Upon completion of evaluation of proposals, negotiations are conducted with the highest ranked firms deemed to be fully qualified and best suited among those submitting Proposals, on the basis of the factors specified in the evaluation criteria. 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 98 prospective Offerors was established for the solicitation to ensure access to adequate sources of services. On August 16, 2016, an RFP was issued and Proposals were due on September 15, 2016. Seven responses were received.

Evaluation of the Proposals received was performed by the Technical Evaluation Team (TET), which consisted of three VRE staff members and one City of Fredericksburg member.

The TET met to discuss and evaluate the Proposals using the following criteria:

- Project approach and management plan
- Capability and expertise of the proposed firm(s).
- Knowledge and qualifications of the proposed Project Manager.
- Knowledge and qualifications of the key personnel proposed for the project team.

Interviews were conducted with the four highest ranked Offerors. Following the interview process, it was determined that the Proposal from Vanasse Hangen Brustlin, Inc. (VHB) and Michael Baker International, Inc. were technically compliant and unanimously selected to be the best qualified for the project.

Below is the final ranking of firms who submitted a proposal for General Planning Consulting Services.
VRE is awarding two Contracts to the two highest ranked firms. One contract will be awarded to the highest ranked firm as a primary contractor and one contract will be awarded to the second highest ranked firm as an alternate contractor in the event the primary contractor declines acceptance of a particular task order.

The term of the Contracts shall be for a base period of one year with the option to extend for four additional one-year periods, not to exceed five years. The base period will commence on the date set forth in the written Notice-To-Proceed.

VRE will initiate task orders for a base period and each option year period as needed up to a maximum of $6,000,000 per year in aggregate. VRE will exercise the option years at the discretion of the CEO. Task Orders over the CEO's spending authority will be brought to the Operations Board for approval.

**Fiscal Impact:**

There is no fiscal impact associated with the award of GPC I as it represents only the authority to contract. Funding for individual task orders for GPC I would be drawn from federal, state and/or local funds defined for specific projects in the VRE operating and capital budgets.
Virginia Railway Express  
Operations Board  
Resolution  
8G-10-2016  

Authorization to Execute a Contract for  
General Planning Consulting Services  

WHEREAS, it is the experience of VRE that on-call services 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 VRE Operations Board authorized issuance of a Request for Proposals for a General Planning Consulting contract in September 2014 with the Request for Proposal issued on August 16, 2016; and,  

WHEREAS, seven proposals were received from offerors on September 15, 2016 and evaluated by the Technical Evaluation Team; 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 contracts with Vanasse Hangen Brustlin, Inc. (VHB) of Watertown, Massachusetts, as the primary contractor, and Michael Baker International, Inc. of Alexandria, Virginia, as the alternate contractor for GPC services not to exceed $6,000,000 per year in aggregate for all task orders. The contract will be for a base year and four option years, with the VRE CEO exercising the option years at his discretion.  

Approved this 21st day of October 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: October 21, 2016

Re: Gainesville Haymarket Extension Update

The VRE System Plan 2040 identified the need to study a possible extension of VRE to the Gainesville-Haymarket area in western Prince William County. The Gainesville-Haymarket Extension Study (GHX Study) began last year and is analyzing a range of alternatives for serving the Innovation, Gainesville and Haymarket areas as well as an alternative that would relocate the Broad Run Station to accommodate a larger Broad Run Yard.

The first phase of the GHX Study is nearing completion. Estimates of the potential demand, costs, benefits and impacts of each of the alternatives have been developed and will be presented and discussed with the Operations Board. A copy of the draft presentation is attached.

Meetings are set for November and December with the GHX stakeholder committees and the public to present the results of the initial study phase, answer questions, and receive input. After receiving this input, but before moving into the next phase of the project, VRE staff will request that the Operations Board provide direction on which alternative(s) should proceed into the more detailed analysis. This second phase will examine the environmental impacts and mitigation associated with the alternative(s) and select a preferred alternative to be implemented. A more refined assessment of the funding potential for the final alternative(s) and updated cost estimates based on more detailed engineering design will also be conducted in this next phase.
It should be noted: VRE does not have an agreement with Norfolk Southern Railway for any of the alternatives presented and will need to obtain their formal approval to advance any improvements as they relate to the Norfolk Southern Railway right-of-way and operations.
VRE Gainesville-Haymarket Extension (GHX) Study

Update VRE Operations Board
October 21, 2016
Strategic Direction

Follow Natural Growth profile to run longer trains

Continue to pursue funding for System Plan 2040 service concepts

- Additional peak trains
- Reverse peak and off-peak service
- Gainesville Haymarket Extension
Project Goals

1. Add capacity to the I-66 corridor
2. Accommodate current and future freight operations
3. Provide cost-effective and reliable mobility options
4. Enhance service on existing line for current and future riders
5. Support local and regional economic development and plans
Project Overview

Contingent upon Norfolk Southern approval and funding availability.

Schedule as of June 2016
Selecting a Preferred Alternative

1. **Alternatives Analysis**
   - Initiate Alternatives Analysis
   - Evaluate Wide Range Initial Alternatives
   - VRE Ops Board Recommends NEPA Alternative(s) for Add’l Study

2. **NEPA**
   - Initiate NEPA
   - Publish Draft EA Recommend Draft Locally Preferred Alternative (LPA)

3. **PE**
   - Publish FONSI Recommend Final LPA
   - VRE Ops Board Adopts LPA
Track Arrangement

- Norfolk Southern B-Line (Existing single track)
- Additional tracks needed to accommodate VRE service and growth in freight traffic
Land Use and Economic Development Benefits

- Local land use and economic development plans, policies affect funding competitiveness

- VRE station can:
  - Support greater tax revenues
  - Minimize sprawl and conserves open space

Source: LHB Communications, Inc.
Ridership and Mobility Benefits

- VRE Manassas Line service is an important alternative to I-66 and US 50/29 for east-west regional travel
- VRE provides a more reliable commute time, even with I-66 improvements

![Person Throughput by Travel Mode](image)

*Although I-66 Express Lanes and transit/TDM improvements will reduce congestion, travelers will still need alternative travel choices.*

*Note: Graphic adapted from Transform 66 Outside the Beltway, Tier 2 Final Environmental Assessment, 6/21/2016.*
# Service Plans

## Existing Service
(16 trains per day)

- **Broad Run Terminus**
- **Extension to Innovation**
- **Extension to Gainesville (2 stations)**
- **Extension to Gainesville (3 stations)**
- **Extension to Haymarket**

## Enhanced Service Options:
6 additional daily trains (22 Trains Per Day)

- **Allowed under current railroad operating agreements**
  - Relocates Broad Run station
  - Expands existing yard
  - Realigns Manassas Line to Innovation terminus
  - Eliminates Broad Run station
  - New end-of-line yard
  - Realigns Manassas Line to Gainesville-Prince William Station terminus
  - Eliminates Broad Run station
  - New end-of-line yard
  - Realigns Manassas Line to Gainesville-US 29 terminus
  - Eliminates Broad Run station
  - New end-of-line yard
  - Realigns Manassas Line to Haymarket terminus
  - Eliminates Broad Run station
  - New end-of-line yard
Potential Station and Yard Sites

- **H-1**: Haymarket Station Area
- **H-2**: Haymarket Station Area
- **G-1**: Gainesville Station Area
- **G-2**: Gainesville Station Area
- **I-1**: Innovation / Sudley Station Area
- **I-2**: Innovation / Sudley Station Area
- **B-1**: Potential Relocated Broad Run Station Sites
- **B-2**: Potential Relocated Broad Run Station Sites

Legend:
- Hx: Yard Site
- Gx: Station Site
- VRE: Existing VRE Station
- Orange: Rural Crescent
- Green: Park / Open Space
- Red Dashed: Proposed VRE GHX Route
- Blue: Existing VRE Manassas Line

Virginia Railway Express
Gainesville-Haymarket Extension
Broad Run Equipment Storage Facility
Expanded
Broad Run Equipment Storage Facility Expanded
Broad Run Terminus

- Expanded Broad Run Yard
- Broad Run Station (Relocated)
- Site B-1
- Manassas Gateway
- Manassas Regional Airport

VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension
Innovation Terminus
Gainesville Terminus

Gainesville Terminus

Gainesville Terminus

Gainesville Terminus

Gainesville Terminus

Gainesville Terminus

Gainesville Terminus

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Gainesville Terminus

Gainesville Terminus

Gainesville Terminus
Haymarket Terminus

Haymarket Yard Site H-1

Haymarket Station Site H-2

Haymarket Station Site H-1

Google earth © 2016 Google

VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension
Ridership Forecasts

Existing Service (16 trains) | Broad Run Relocated (22 trains) | Extension Innovation Terminus (22 trains) | Extension Gainesville Terminus 2 stations (22 trains) | Extension Gainesville Terminus 3 stations (22 trains) | Extension Haymarket Terminus (22 trains)

- GHX Stations (2040)
- Manassas Line (2015)
- Manassas Line (2040)

Source: VRE/MWCOG Travel Demand Model, results as of 9/26/16
Estimated % Manassas Line Riders by Jurisdiction

<table>
<thead>
<tr>
<th></th>
<th>Existing Service 16 Trains (2016)</th>
<th>Broad Run Relocated 22 Trains (2040)</th>
<th>Innovation 22 Trains (2040)</th>
<th>Gainesville 22 Trains (2040)</th>
<th>Haymarket 22 Trains (2040)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prince William</td>
<td>39%</td>
<td>33%</td>
<td>36%</td>
<td>36%</td>
<td>37%</td>
</tr>
<tr>
<td>Fairfax</td>
<td>36%</td>
<td>41%</td>
<td>40%</td>
<td>39%</td>
<td>38%</td>
</tr>
<tr>
<td>Manassas</td>
<td>9%</td>
<td>9%</td>
<td>8%</td>
<td>8%</td>
<td>8%</td>
</tr>
<tr>
<td>Manassas Park</td>
<td>6%</td>
<td>4%</td>
<td>4%</td>
<td>4%</td>
<td>3%</td>
</tr>
<tr>
<td>Fauquier</td>
<td>5%</td>
<td>6%</td>
<td>5%</td>
<td>6%</td>
<td>7%</td>
</tr>
<tr>
<td>Loudoun</td>
<td>1%</td>
<td>~0%</td>
<td>1%</td>
<td>1%</td>
<td>1%</td>
</tr>
<tr>
<td>Other Jurisdictions</td>
<td>4%</td>
<td>7%</td>
<td>6%</td>
<td>6%</td>
<td>6%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>
### Capital and Operating Cost

<table>
<thead>
<tr>
<th></th>
<th>Broad Run Relocated</th>
<th>Innovation Terminus</th>
<th>Gainesville Terminus</th>
<th>Haymarket Terminus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>2 stations</td>
<td>3 stations</td>
</tr>
<tr>
<td><strong>Stations</strong></td>
<td>$31 M</td>
<td>$36 - 40 M</td>
<td>$51 – 60 M</td>
<td>$64 – 78 M</td>
</tr>
<tr>
<td><strong>Railroad ROW</strong></td>
<td>NA</td>
<td>$22 M</td>
<td>$27 – 29 M</td>
<td>$27 – 29 M</td>
</tr>
<tr>
<td><strong>Track and Signals * One additional B Line track</strong></td>
<td>$11 M</td>
<td>$97 – 154 M</td>
<td>$144 – 195 M</td>
<td>$146 – 197 M</td>
</tr>
<tr>
<td><strong>Equipment Storage and Maintenance Facility</strong></td>
<td>$63 M</td>
<td>$181 M</td>
<td>$101 M</td>
<td>$101 M</td>
</tr>
<tr>
<td><strong>Rolling Stock</strong> Diesel locomotives, cab cars, coaches incl. spares</td>
<td>$240 M</td>
<td>$240 M</td>
<td>$240 M</td>
<td>$240 M</td>
</tr>
<tr>
<td><strong>Total Capital Cost</strong></td>
<td>$345 M</td>
<td>$580 – 633 M</td>
<td>$572 – 616 M</td>
<td>$592 – 631 M</td>
</tr>
<tr>
<td><strong>Annual Operating Cost</strong></td>
<td>$36 M</td>
<td>$37 M</td>
<td>$40 M</td>
<td>$40 M</td>
</tr>
<tr>
<td><strong>Current Manassas Line Annual Operating Cost</strong></td>
<td>$29 M</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

DRAFT results based on analysis through 9/26/16

* Subject to Norfolk Southern review and approval
# Cost Effectiveness

<table>
<thead>
<tr>
<th></th>
<th>Existing Service</th>
<th>Broad Run Relocated</th>
<th>Innovation Terminus</th>
<th>Gainesville Terminus</th>
<th>Haymarket Terminus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>2 stations</td>
<td>3 stations</td>
<td></td>
</tr>
<tr>
<td>Revenue Trains</td>
<td>16</td>
<td>22</td>
<td>22</td>
<td>22</td>
<td>22</td>
</tr>
<tr>
<td>Daily Riders (2040)</td>
<td>10,220</td>
<td>15,350</td>
<td>15,820</td>
<td>16,100</td>
<td>16,340</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>16,460</td>
</tr>
</tbody>
</table>

## Cost Per Rider

<table>
<thead>
<tr>
<th></th>
<th>Operating Cost Per Rider ($)</th>
<th>Capital Cost Per Rider ($)</th>
<th>Total Cost Per Rider ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$11.31</td>
<td>NA</td>
<td>$11.31</td>
</tr>
<tr>
<td></td>
<td>$9.34</td>
<td>$3.03</td>
<td>$12.37</td>
</tr>
<tr>
<td></td>
<td>$9.23</td>
<td>$5.44</td>
<td>$14.66</td>
</tr>
<tr>
<td></td>
<td>$9.98</td>
<td>$5.53</td>
<td>$15.51</td>
</tr>
<tr>
<td></td>
<td>$9.83</td>
<td>$5.51</td>
<td>$15.35</td>
</tr>
<tr>
<td></td>
<td>$10.89</td>
<td>$5.80</td>
<td>$16.69</td>
</tr>
</tbody>
</table>

## Incremental Cost Per Incremental Rider vs. Existing Service

<table>
<thead>
<tr>
<th></th>
<th>Incremental Operating Cost Per Incremental Rider</th>
<th>Incremental Capital Cost Per Incremental Rider</th>
<th>Incremental Total Cost per Incremental Rider</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NA</td>
<td>$9.06</td>
<td>NA</td>
</tr>
<tr>
<td></td>
<td>$5.44</td>
<td>$15.36</td>
<td>$14.49</td>
</tr>
<tr>
<td></td>
<td>$5.43</td>
<td>$15.36</td>
<td>$20.79</td>
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<tr>
<td></td>
<td>$7.68</td>
<td>$15.36</td>
<td>$22.82</td>
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<tr>
<td></td>
<td>$7.38</td>
<td>$15.36</td>
<td>$22.10</td>
</tr>
<tr>
<td></td>
<td>$10.22</td>
<td>$15.36</td>
<td>$25.52</td>
</tr>
</tbody>
</table>

1. Projections based on VRE Travel Demand Model 2015; MWCOG Round 8.4 Cooperative Land Use Forecasts, 9/26/16
2. Operating costs based on VRE FY15 average cost per train mile
3. Annualized capital costs based on FTA useful life estimates and assume 251 service days/year
4. No additional capital investments assumed for Broad Run station/yard complex.
FTA New Starts & Core Capacity Process

New Starts Project Rating Framework

Overall Project Rating

50%

Project Justification Rating*

Mobility Improvements
Cost-Effectiveness
Congestion Relief
Environmental Benefits
Land Use
Economic Development

Criteria

50%

Local Financial Commitment Rating*

Reliability/Capacity (50%)
Commitment of Funds (25%)
Current Condition (25%)

Criteria

FTA New Starts/Core Capacity Eligibility
FTA eligibility based on average score for all rating criteria categories. Must be at least a “Medium” or better to be evaluated as an FTA New Starts or Core Capacity funding candidate.
## Capital Funding Sources

<table>
<thead>
<tr>
<th></th>
<th>Broad Run Terminus</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Federal</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Starts</td>
<td>Not eligible</td>
<td>Unlikely</td>
</tr>
<tr>
<td>Core Capacity</td>
<td>✓</td>
<td>Not eligible</td>
</tr>
<tr>
<td>CMAQ/RSTP</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>FAST Act programs</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>TIGER</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td><strong>State</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REF</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Transit Capital</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Smart Scale</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td><strong>Regional/Local</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NVTA</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Proffers</td>
<td>Uncertain</td>
<td>✓</td>
</tr>
</tbody>
</table>
# Operating Funding Sources

<table>
<thead>
<tr>
<th></th>
<th>Broad Run Terminus</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fare Revenue (50%)</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>State Operating Assistance</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>VRE Member Jurisdiction Subsidy</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Future Dedicated Funding/Other Sources</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
</table>
Upcoming Meetings

- November 9\textsuperscript{th}, Policy Advisory Committee and Executive Steering Committee
- November 15\textsuperscript{th}, Technical Advisory Committee
- November 29\textsuperscript{th}, Community Advisory Committee
- December 7\textsuperscript{th}, Public Meeting
Timeline for Decision-making

Alternatives Analysis

Initiate Alternatives Analysis
JUL 2015

Evaluate Wide Range Initial Alternatives
OCT 2016

Evaluate Refined Alternatives
DEC 2016

VRE Ops Board Recommends NEPA Alternative(s) for Add'l Study
JAN 2017

Initiate NEPA

NEPA

Mid-2017

Publish Draft EA Recommend Draft Locally Preferred Alternative (LPA)

Fall 2017

VRE Ops Board Adopts LPA

PE

Fall 2017

Publish FONSI Recommend Final LPA
Questions
To: Chairman Skinner and the VRE Operations Board

From: Doug Allen

Date: October 21, 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.

There were no reportable expenditures made in September 2016.