To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: December 15, 2017

Re: Authorization to Issue an Invitation for Bids for the Purchase and Delivery of Seat Bottoms for Passenger Railcars

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for the purchase and delivery of seat bottoms for 21 Cab Cars and 50 Trailer cars.

Summary:

The original seat bottom cushions on VRE’s 21 Cab Cars, and 50 Trailer Cars are approaching the end of their useful life.

Background:

VRE Gallery IV passenger cars are equipped with variable combinations of three types of seats: double-passenger seats, single-passenger seats and flip-seats. After years of use, the bottom part of the seats have become worn and the foam padding has deteriorated, making the seat bottoms hard and uncomfortable for passengers to sit on. VRE’s Life Cycle Maintenance team recommends replacing these seat bottoms.

An IFB is the preferred and normal method of procurement suitable when seeking bids to provide goods and services at a firm-fixed price. This method is utilized when there is a complete, adequate, precise specification or purchase description. Award is made based on price alone without discussions or negotiations with the Bidders.

The scope of work for this IFB includes a one-time delivery of 2,848 double-passenger seat bottoms, 2,977 single-passenger seat bottoms, and 710 flip seat bottoms. The seat bottoms
will connect to the existing frames without modification, meet current Code of Federal Regulations (CFR) and American Public Transportation Association (APTA) standards, and will meet or exceed flammability, smoke emission and toxicity requirements. Upon receipt of the bids, staff will return to the Board to request authorization to award the contract.

**Fiscal Impact:**

Funding is provided through the Equipment Asset Management Program, which is funded through an annual allocation of FTA 5337 (State of Good Repair) grants and state and local matching funds.
Virginia Railway Express
Operations Board

Resolution
8A-12-2017

Authorization to Issue an Invitation for Bids for the
Purchase and Delivery of Seat Bottoms for Passenger Railcars

WHEREAS, each of VRE’s Gallery IV Cab and Trailer Cars are equipped with variable combinations of three types of seats; and,

WHEREAS, the original seat bottoms on 21 Cab Cars and 50 Trailers Cars have become worn and the foam padding has deteriorated; and,

WHEREAS, VRE’s lifecycle maintenance team recommends the replacement of seat bottoms for 71 cars;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for the purchase and delivery of 21 Cab Car and 50 Trailer car seat bottoms for passenger railcars.

Approved this 15th day of December 2017

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Paul Smedberg
Chairman

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Katie Cristol
Secretary