To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: March 17, 2017

Re: Authorization to Issue an Invitation for Bids for Modernization of the Woodbridge Station East Elevator

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Modernization of the Woodbridge Station East Elevator.

Background:

In recent years, the frequency of failures and required maintenance service calls for the east elevator at the Woodbridge station has increased, creating an inconvenience to VRE riders. The failures are due to an aging elevator cab and associated equipment. The scope of work for the IFB includes the rehabilitation or replacement of the elevator cab, controls, support structures and systems.

Invitation for Bids 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 on the basis of price alone without discussions or negotiations with the Bidders.

Upon receipt of the bids, staff will return to the Board to request authorization to award the contract.
Fiscal Impact:

Funding is provided through Federal FY 2017 State of Good Repair formula grants (5337), matched with state and local funds.
Virginia Railway Express
Operations Board

Resolution
8C-03-2017

Authorization to an Issue Invitation for Bids for Modernization of the Woodbridge Station East Elevator

WHEREAS, the east elevator at the Woodbridge station has experienced increased failures and required maintenance service calls due to an aging elevator cab and associated equipment; and,

WHEREAS, the scope of work includes the rehabilitation or replacement of the elevator cab, controls, support structures and systems;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Modernization of the Woodbridge Station East Elevator.

Approved this 17th day of March 2017

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Paul Smedberg
Chairman

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Katie Cristol
Secretary