Agenda Item 8-E
Action Item

To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: March 17, 2017

Re: Authorization to Issue a Supplemental Task Order for General On-Call Services Under the Facilities Maintenance Contract

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue Supplemental Task Order 44B under the Facilities Maintenance Contract to NV Enterprises for general on-call services in an amount of $50,000, plus a 5% contingency of $2,500, for a total of $52,500. This brings the total not to exceed amount for Task Order 44 (including Supplemental Task Orders 44A and 44B) to $151,500, which is above the CEO’s spending authority.

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 Task Order 44, General On-Call Services, is to address medium-effort repairs, installation and inspection services, including plumbing and sewage system repairs, glass replacements, steel railing repairs, fire extinguisher replacements, emergency generator inspections, general station inspections and other services at 18 stations, two rail storage yards, and headquarters and satellite office spaces.
Task Order 44, General On-Call Services, was originally in the amount of $49,000. As Task Order work was completed and additional work was required, Supplemental Task Order 44A was issued under the Chief Executive Officer’s (CEO) spending authority in June 2016, in the amount of $50,000.

The authorization of Task Order 44B will allow NV Enterprises to continue performing general on-call services through the end of the third option year, but will take the total authorized amount above the CEO’s spending authority, thus requiring Operations Board approval.

**Fiscal Impact:**

Funding for the requested supplemental amount of $52,500 for general on-call services is included in the FY 2017 Operating budget for Facilities Routine Maintenance.
Virginia Railway Express
Operations Board

Resolution
8E-03-2017

Authorization to Issue a Supplemental Task Order for General On-Call Services Under the Facilities Maintenance Contract

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 third option year in April of 2016; and,

WHEREAS, medium-effort repairs, installation and inspection services, including plumbing and sewage system repairs, glass replacements, steel railing repairs, fire extinguisher replacements, emergency generator inspections, general station inspections and other services at stations, rail storage yards, and office spaces are necessary for operations; and,

WHEREAS, authorization for Supplemental Task Order 44B will allow NV Enterprises to continue performing general on-call services through the end of the third option year; and,

WHEREAS, authorization of Supplemental Task Order 44B will take the total authorized amount above the Chief Executive Officers spending authority, thus requiring Operations Board approval;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 44B under the Facilities Maintenance Contract to NV Enterprises for general on-call services in an amount of $52,500 ($50,000, plus a 5% contingency of $2,500), for a total amount (Task Order 44 plus Supplemental Task Orders 44A and 44B) not to exceed $151,500.

Approved this 17th day of March 2017

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Paul Smedberg
Chairman

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Katie Cristol
Secretary