To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: March 17, 2017

Re: Authorization to Issue an Invitation for Bids for the Rehabilitation of Wheelsets and Traction Motor Assemblies

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Rehabilitation of Wheelsets and Traction Motor Assemblies.

Background:

VRE locomotives and railcars operate approximately 312 miles on the Fredericksburg Line and 185 miles on the Manassas Line each week. Over the course of operations, wheelsets and traction motors incur normal wear and tear requiring regular maintenance and occasional replacement to support safe and efficient operations.

On August 11, 2014, VRE awarded a contract to UTCRAS, Inc. for Wheelset Rehabilitation. The last extension of this contract will expire on August 10, 2017. Therefore, VRE must now complete a competitive solicitation for continuation of the service.

The scope of work for the IFB includes rehabilitation services for wheelset and traction motor assemblies. Wheelset services include: replacement, repair, or overhaul of complete wheelsets consisting of axles, wheels, journal bearings, and journal boxes. Traction motor assembly services include: new wheels, wheel reprofile, combo disassemble/reassemble, and traction motor repair.
Invitation for Bids is the preferred and normal method of procurement 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:**

The FY 2018 budget for equipment operations includes funding for the base year of this contract. Additional funding will be requested in the FY 2019 and FY 2020 equipment operations budget for the option year.
Authorization to Issue an Invitation for Bids for the Rehabilitation of Wheelsets and Traction Motor Assemblies

WHEREAS, in order to support safe and efficient service VRE passenger railcars and locomotives require frequent maintenance and occasional replacement of wheelsets and traction motor assemblies; and,

WHEREAS, the current contract to provide these services will expire in August 2017;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Rehabilitation of Wheelsets and Traction Motor Assemblies.

Approved this 17th day of March 2017

______________________________
Paul Smedberg
Chairman

______________________________
Katie Cristol
Secretary
To: Chairman Smedberg and the VRE Operations Board  
From: Doug Allen  
Date: March 17, 2017  
Re: Authorization to Issue an Invitation for Bids for Canopy Replacement at Backlick Road and Rolling Road Stations

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for canopy replacement at the Backlick Road and Rolling Road stations.

Background:

The platform canopies, gutters and downspouts at Backlick Road and Rolling Road VRE stations, after years of exposure to the elements, are experiencing rusting, leaking, peeling and flaking. It has been determined their current condition warrants replacement rather than continued repair. The scope of work for the IFB includes the replacement of canopy roofing, gutters and downspouts at both stations. Similar replacements at additional stations will occur in subsequent years as necessary to maintain optimal performance and appearance.

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
8B-03-2017

Authorization to Issue an Invitation for Bids for Canopy Replacement at Backlick Road and Rolling Road Stations

WHEREAS, the platform canopies, gutters and downspouts at the Backlick Road and Rolling Road stations are experiencing rusting, leaking, peeling and flaking; and,

WHEREAS, it has been determined these times warrant replacement rather than continued repair; and,

WHEREAS, a scope of work including replacement of canopy roofing, gutters and downspouts at both stations has been prepared;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Canopy Replacement at Backlick Road and Rolling Road stations.

Approved this 17th day of March 2017

______________________________
Paul Smedberg
Chairman

______________________________
Katie Cristol
Secretary
Agenda Item 8-C
Consent Item

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

__________________________________________
Paul Smedberg
Chairman

__________________________________________
Katie Cristol
Secretary
Consent Item 8D-03-2017 was pulled
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

______________________________
Paul Smedberg
Chairman

_____________________
Katie Cristol
Secretary
To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: March 17, 2017

Re: Approval of Gainesville-Haymarket Extension Study
Alternative for Preliminary Engineering and National
Environmental Policy Act Evaluation and Authorization of
Funds from Capital Reserves to Supplement Existing Study
Funding

Recommendation:

The VRE Operations Board is asked to approve advancing either Alternative 1 - Broad Run Terminus or Alternative 4 – Gainesville Terminus (Option B) to enter Phase B of the GHX Study to complete Preliminary Engineering and prepare National Environmental Policy Act evaluation. The Operations Board is also asked to authorize the use of funds from VRE capital reserves in the amount of $750,000 for Alternative 1 or Alternative 4 to supplement existing study funding and enable completion of Phase B.

Background:

The VRE Gainesville-Haymarket Extension (GHX) Study was initiated in July 2015. As background, a VRE extension to Haymarket has been a part of VRE’s long-range growth plans since 2004. The VRE System Plan 2040, adopted in 2014, outlined the need to expand VRE capacity and service to provide expanded VRE travel options, including the Gainesville-Haymarket area of Prince William County, as regional population and employment grows and highway congestion increases on I-66 and parallel roadways. The VRE System Plan Financial Plan, completed in 2015, identified the Natural Growth scenario,
16 in addition to the full System Plan, as a short-term growth path that focuses on expanding VRE capacity by running longer trains while VRE continues to pursue funding for the implementation of System Plan 2040 service concepts (e.g., additional peak trains, extension, reverse peak and off-peak trains).

The purpose of the GHX study is to evaluate alternatives for serving the western end of the Manassas Line to cost effectively meet future ridership growth while accommodating freight rail needs. Other objectives include adding capacity to the I-66 corridor of statewide significance and supporting local economic development goals. The study consists of two phases:

**Phase A:** Develop and evaluate service, station, and railroad alignment alternatives, resulting a recommendation of one or more alternatives for further investigation in Phase B; and

**Phase B:** Develop preliminary engineering and environmental documentation in accordance with the National Environmental Policy Act (NEPA) for the Phase A alternative(s), resulting in a recommendation of a Locally Preferred Alternative (LPA).

After 18 months, Phase A is complete. A long list of alternatives was winnowed down to five short-list alternatives, which were subjected to more detailed planning, analysis, outreach and evaluation:

1. **Broad Run Terminus:** Operate Manassas Line service out of a larger Broad Run Station and expanding the capacity of the existing Broad Run Maintenance and Storage Facility (MSF).

2. **Innovation Terminus:** Operate Manassas Line service out of a new station on the Norfolk Southern (NS) B-Line in the vicinity of Innovation Park with a new MSF nearby. The existing Broad Run MSF and station would be closed.

3. **Gainesville Terminus (Option A):** Operate Manassas Line service out of a new station on the NS B-Line east of University Boulevard, with one additional new station (Innovation) and a new MSF west of Lee Highway (US 29). The existing Broad Run MSF and station would be closed.

4. **Gainesville Terminus (Option B):** Operate Manassas Line service out of a new station on the NS B-Line west of Lee Highway (US 29) with two additional new stations (Innovation and Gainesville) and a new MSF west of Lee Highway (US 29). The existing Broad Run MSF and station would be closed.

5. **Haymarket Terminus:** Operate Manassas Line service out of a new station on the NS B-Line near Haymarket with a new MSF nearby and two additional new stations (Innovation and Gainesville). The existing Broad Run MSF and station would be closed.
For consistency, all alternatives were evaluated on the basis of 22 daily VRE trains (the maximum allowable under VRE’s current railroad agreements), an increase from the 16 daily trains presently operated on the Manassas Line. The actual level of future Manassas Line service would be set by the VRE Operations Board independent of this study as part of the annual budgeting process and subject to NS approval. It should be noted that pursuing any VRE expansion plans, including Natural Growth, require increasing the capacity of the Broad Run MSF. That facility will reach capacity when the expansion coaches currently being manufactured are received beginning in FY2018. Three of the 14 expansion coaches will be assigned to the Manassas Line in order to lengthen current train consists. Expansion beyond that point – whether continuing to lengthen existing trains consistent with the Natural Growth scenario or adding new trains – requires construction of additional yard tracks at the Broad Run facility to accommodate storage of the longer trains, which also could necessitate relocation of the Broad Run Station platform.

Based on the GHX Study Phase A analysis, Alternative 1 (Broad Run Terminus) was determined to be the most cost-effective means, on a cost per rider basis, to meet ridership growth on the western end of the Manassas Line. In 2040, this alternative would yield about 5,100 more daily passenger trips compared to a “no-build” alternative. It enables expansion of VRE station and MSF capacity to support multiple future growth scenarios, including the Natural Growth scenario as well as the 22 train scenario evaluated in the GHX Study.

In contrast, the four alternatives that would extend Manassas Line service over the B-Line would yield from 470 to 1,110 more daily passenger trips than Alternative 1 but at considerably more capital and operating expense. Furthermore, the Phase A analysis concluded the four B-Line alternatives would not be competitive for federal funding, a critical funding source for a capital investment of this size.

On December 16, 2016 Operations Board Member Nohe, representing Prince William County, asked that a decision be deferred to allow the County to reach consensus on which alternative is best for the County. Since then the County has had several internal discussions on this issue to reach consensus on the best approach.

Shortly after the December Operations Board meeting, one of the sites under study for a relocated Broad Run station was sold. It does not appear to be a viable alternative site due to this action. Subsequently VRE staff was directed to revisit the earlier analysis to see if the existing Broad Run location could be modified to accommodate the needed yard expansion while retaining the station at the existing site. This analysis indicated that remaining at the Broad Run complex is a viable option.

The Phase A planning and alternatives analysis required greater analysis and effort on the part of VRE’s planning and engineering consultant to complete than envisioned at the start of the study. This included evaluation of a greater number of VRE expansion alternatives, more extensive ridership forecast modeling, and significant public and stakeholder outreach efforts. As a result, the cost to complete Phase A is greater than budgeted.
Modification of the existing agreement with NS relating to impacts of VRE service extension on NS operations, infrastructure and property is anticipated for additional NS analyses and support during Phase B. The currently estimated cost to complete the full study – for either Alternative 1 or Alternative 4 – exceeds the available grant funding. The need for the following additional funding has been identified:

<table>
<thead>
<tr>
<th>Estimated Cost to Complete</th>
<th>Alternative 1, Broad Run Terminus</th>
<th>Alternative 4, Gainesville Terminus (Option B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study Phase A</td>
<td>$2,792,953</td>
<td>$2,792,953</td>
</tr>
<tr>
<td>Study Phase B</td>
<td>$2,787,650</td>
<td>$4,118,085</td>
</tr>
<tr>
<td>Total</td>
<td>$5,580,603</td>
<td>$6,911,038</td>
</tr>
</tbody>
</table>

Existing Funding Sources

| DRPT REF                                    | $2,785,714                        | $2,785,714                                    |
| NVTA                                       | $1,500,000                        | $1,500,000                                    |
| VRE Capital Planning Fund                  | $450,000                          | $450,000                                      |
| Other Grant Sources                        | $94,862                           | $94,862                                       |
| Total Committed Funding                    | $4,830,576                        | $4,830,576                                    |
| Funding Shortfall                          | $750,027                          | $2,080,462                                    |

Because both Alternative 1 - Broad Run Terminus and Alternative 4 – Gainesville Terminus (Option B) are still under consideration and a decision on one of these options is anticipated at the March 2017 Operations Board meeting, two resolutions have been prepared. The VRE Operations Board is requested to approve advancing either Alternative 1 (Broad Run Terminus) or Alternative 4 – Gainesville Terminus (Option B) for analysis in Phase B of the GHX Study. The approved Alternative will be evaluated along with a No Build alternative to identify potential impacts to the natural and built environment. Preliminary engineering plans will also be prepared in Phase B. A key early part of the next phase of this effort will be to work with the Norfolk-Southern (NS) to obtain their approval of a design concept for their railroad. It is also recommended that $750,000 from the VRE Capital Reserve be allocated to complete the study if Alternative 1 is selected to advance to complete preliminary engineering and NEPA evaluation. If Alternative 4 is selected to advance, it is recommended that $750,000 be allocated from the VRE Capital Reserve with the remaining balance required, $1,330,462, to be provided by Prince William County.

**Fiscal Impact:**

The GHX Study was included in the FY 2015 capital budget, through a Virginia Rail Enhancement Fund (REF) grant and funding from the Northern Virginia Transportation Authority (NVTA). An additional $450,000 from the VRE Capital Planning Fund to allow Norfolk Southern to conduct analyses of the impact of an extension on their operations was approved by the Operations Board in July 2015 and included in the 2016 amended VRE capital budget. The additional funding recommended would come from the VRE Capital Reserve and would be included in the amended FY 2018 capital budget which will be
presented to the Operations Board in December 2017 for approval and referral to the Commissions.
Virginia Railway Express
Operations Board

Resolution
9A.1-03-2017

Approval of Gainesville-Haymarket Extension Study Alternative 1 – Broad Run Terminus for Preliminary Engineering and National Environmental Policy Act Evaluation and Authorization of Funds from Capital Reserves to Supplement Existing Study Funding

WHEREAS, the VRE Gainesville-Haymarket Extension (GHX) Study was initiated in July 2015 to address the natural growth potential of VRE Manassas Line ridership and evaluate VRE’s role in contributing to the I-66 Corridor of Statewide Significance; and,

WHEREAS, the GHX study consists of Phase A, Alternatives Analysis, and Phase B, National Environmental Policy Act (NEPA) evaluation and Preliminary Engineering (PE) design; and,

WHEREAS, Phase A is now complete and has resulted in five short-list alternatives which were subjected to detailed planning, analysis, outreach and evaluation; and,

WHEREAS, Alternative 1, Broad Run Terminus, is the most cost-effective means of addressing the future needs of the VRE Manassas Line service area on the basis of cost per rider and other metrics; and,

WHEREAS, Alternative 1, Broad Run Terminus, addresses the need for additional train storage capacity to serve the future needs for the entire VRE Manassas Line service area; and,

WHEREAS, additional funding in the amount of $750,000 is required to supplement committed grant funds to complete the Phase B analyses;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby approve advancing Alternative 1 (Broad Run Terminus) to Phase B of the GHX Study to complete Preliminary Engineering and prepare National Environmental Policy Act evaluation; and,
BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the use of additional funds from the Capital Reserve in the amount of $750,000 for the GHX Study.

Approved this 17th day of March 2017.

________________________________
Paul Smedberg
Chairman

_______________________________
Katie Cristol
Secretary
Virginia Railway Express
Operations Board

Resolution
9A.2-03-2017

Approval of Gainesville-Haymarket Extension Study Alternative 4 – Gainesville Terminus (Option B) for Preliminary Engineering and National Environmental Policy Act Evaluation and Authorization of Funds from Capital Reserves to Supplement Existing Study Funding

WHEREAS, the VRE Gainesville-Haymarket Extension (GHX) Study was initiated in July 2015 to address the natural growth potential of VRE Manassas Line ridership and evaluate VRE’s role in contributing to the I-66 Corridor of Statewide Significance; and,

WHEREAS, the GHX study consists of Phase A, Alternatives Analysis, and Phase B, National Environmental Policy Act (NEPA) evaluation and Preliminary Engineering (PE) design; and,

WHEREAS, Phase A is now complete and has resulted in five short-list alternatives which were subjected to detailed planning, analysis, outreach and evaluation; and,

WHEREAS, Alternative 4 – Gainesville Terminus (Option B), is the preferred means of addressing the goals of Prince William County as outlined in the adopted county Comprehensive Plan while also acknowledging the funding challenges associated with the alternative; and,

WHEREAS, Alternative 4 – Gainesville Terminus (Option B), addresses the need for additional train storage capacity to serve the future needs for the entire VRE Manassas Line service area; and

WHEREAS, additional funding in the amount of $2,080,462 is required to supplement committed grant funds to complete the Phase B analyses, with $1,330,462 to be provided by Prince William County;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby approve advancing Alternative 4 – Gainesville Terminus (Option B) to Phase B of the GHX Study to complete Preliminary Engineering and prepare National Environmental Policy Act evaluation; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the use of additional funds from the Capital Reserve in the amount of $750,000 for the GHX Study; and,
BE IT FURTHER RESOLVED THAT, this approval is subject to Prince William County commitment of supplemental funding in the amount of $1,330,462 to complete Phase B.

Approved this 17th day of March 2017.

________________________________
Paul Smedberg
Chairman

_______________________________
Katie Cristol
Secretary
To: Chairman Smedberg and the VRE Operations Board  
From: Doug Allen  
Date: March 17, 2017  
Re: Authorization to Execute a Contract for Security Camera Equipment

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a Contract with Resolute Partners of Southington, CT for Security Camera Equipment in the amount of $462,123, plus a 10% contingency of $46,212, for a total amount not to exceed $508,335.

Background:

VRE is undergoing a modernization of its current surveillance camera system as recommended in our most recent Threat and Vulnerability Assessment (TVA). VRE’s current legacy system consists of a mix of analog and digital camera equipment, much of which is approaching the end of its useful life. The purchase made through this IFB is intended to replace some existing cameras and supplement the physical coverage of others.

On May 15, 2015, the VRE Operations Board approved a request to issue an Invitation for Bids (IFB) for Security Camera Equipment. A mailing list of five prospective Bidders was established for the solicitation to ensure access to adequate sources of services. On January 27, 2017, an IFB was issued and bids were due on February 27, 2017. Five responses were received.
The IFB requested unit prices on a base order of 130 security camera units, 22 network video recorders (NVR), assorted cabling, housing and mounting components and back-office user software licenses.

A mailing list of five prospective Bidders was established for the solicitation to ensure access to adequate sources of services. On January 27, 2017, an IFB was issued and bids were due on February 27, 2017. Five bidders responded.

Staff conducted a historical 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>Bidders</th>
<th>Bid Amount (Base order plus all Options)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Resolute Partners</td>
<td>462,123</td>
</tr>
<tr>
<td>2. Stanley Security Solutions</td>
<td>479,000</td>
</tr>
<tr>
<td>3. MCW Solutions</td>
<td>483,369</td>
</tr>
<tr>
<td>4. Axis Global Enterprises</td>
<td>499,753</td>
</tr>
<tr>
<td>5. Star Asset Security</td>
<td>532,107</td>
</tr>
</tbody>
</table>

After review of the bids, it was determined that Resolute Partners was the lowest responsive-responsible bidder.

**Fiscal Impact:**

Funding for this contract is provided in the FY 2017 CIP budget for Security Cameras, under Asset Management.
Virginia Railway Express
Operations Board

Resolution
9B-03-2017

Authorization to Execute a Contract for Security Camera Equipment

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

WHEREAS, the sophistication and coverage levels of our security camera system have been identified through the TVA process as an important step in continuous safety and security improvement; and,

WHEREAS, VRE staff completed a competitive procurement process to establish a unit price for security camera equipment; and,

WHEREAS it was determined that Resolute Partners was the lowest 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 Resolute Partners of Southington, CT for Security Camera Equipment in the amount of $462,123, plus a 10% contingency of $46,212, for a total amount not to exceed $508,335.

Approved this 17th day of March 2017

____________________________
Paul Smedberg
Chairman

____________________________
Katie Cristol
Secretary
To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: March 17, 2017

Re: Authorization to Amend the Contract for Wheelset Rehabilitation

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to amend the contract with UTCRAS, Inc. of Morton, Pennsylvania, for ongoing maintenance of wheelsets and traction motor/wheel/axle assemblies, increasing the current contract amount of $862,333 by $320,000, for a total contract value not to exceed $1,182,333.

Background:

In June 2014, following a competitive procurement process, the Operations Board authorized VRE to enter into a contract with UTCRAS, Inc. for Wheelset Rehabilitation in the amount of $783,939, plus a 10% contingency of $78,394, for a total amount not to exceed $862,333.

In March of 2016, the scope of the contract was amended to add Traction Motor Services. The additional scope included Wheel Renewal, Wheel Reprofile, Disassembly and Reassembly of the motor from the wheel/axle combination, and Basic Overhaul Motor Services on an as-needed basis.

When the scope was amended, it was unclear exactly how much work would be performed under the additional scope and therefore how much additional spending authorization
would be needed. With only five months left of the contract term, and 12 months of actual expense data, the project manager is able to give an informed estimate on additional authorization required. This amendment increases the authorization amount to allow work to continue through the end of the contract term of August 2017. An earlier consent item (8A) authorized staff to issue an Invitation for Bids for this work in order to have a new contract in place by August 2017.

**Fiscal Impact:**

Funding is provided in the FY 2017 budget for equipment operations.
WHEREAS, VRE contracted for as-needed wheelset replacement, repair, and overhaul services; and,

WHEREAS, VRE amended the scope of that contract to include traction motor/wheel/axle assembly services; and,

WHEREAS, additional funding authorization for the Wheelset Contract is needed to maintain UTCRAS, Inc.’s services through Contract expiration in August 2017;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the Contract with UTCRAS, Inc. for ongoing maintenance of wheelsets and traction motor/wheel/axle assemblies by increasing the current contract amount of $862,333 by $320,000, for a total contract value not to exceed $1,182,333.

Approved this 17th day of March 2017

__________________________________________
Paul Smedberg
Chairman

__________________________________________
Katie Cristol
Secretary
To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: March 17, 2017

Re: Authorization to Issue a GPC Task Order for the FY 2017 National Transit Database Data Collection

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a General Planning Consultant (GPC) Task Order to Vanasse Hangen Brustlin, Inc. (VHB) to conduct National Transit Database (NTD) ridership data collection for FY 2017 in an amount of *(amount to be provided at the meeting via bluesheet).*

Background:

As a recipient of Federal Urbanized Area Formula (§5307) grant funds, VRE is required to report ridership, passenger miles and other performance data to the NTD on an annual basis. To gather the data to report these statistics, VRE conducts boarding/alighting surveys on each train. The survey data is used to determine ridership levels on each train, average trip lengths and passenger miles for NTD reporting purposes.

The last boarding/alighting survey was conducted in FY 2014. Since that time the Spotsylvania station has opened and an additional train has been added to the Fredericksburg Line schedule. While the survey ideally is conducted on an annual basis, it was not conducted immediately following the opening of the Spotsylvania station and service expansion to allow ridership patterns to stabilize. As Fredericksburg ridership patterns are now considered stable, the survey is being completed.
VHB is the prime consultant for the VRE GPC contract (VRE Contract No. 017-002-A). A Task Order Proposal to complete the data collection was requested from VHB, who returned a proposal to perform the requested services for *(amount to be provided at the meeting via bluesheet).* Following review of the proposal, VRE recommends award to VHB.

**Fiscal Impact:**

Funding for this task order is included in the FY 2017 operating budget.
Virginia Railway Express  
Operations Board  
Resolution  
9D-03-2017  

Authorization to Issue a GPC Task Order for the FY 2017  
National Transit Database Data Collection

WHEREAS, as a recipient of Federal Urbanized Area Formula (§5307) grant funds, VRE is required to report ridership, passenger miles and other performance data to the National Transit Database on an annual basis; and,  

WHEREAS, the data required to report these statistics is collected via a boarding/alighting survey of VRE trains; and,  

WHEREAS, Vanasse Hangen Brustlin, Inc., VRE’s General Planning Consultant contractor, has the qualifications to collect this data and has presented an acceptable proposal to perform said services;  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a General Planning Consultant Task Order to Vanasse Hangen Brustlin, Inc. to conduct National Transit Database data collection for FY 2017 in an amount of (amount to be provided at the meeting via bluesheet.)  

Approved this 17th day of March 2017.  

________________________________  
Paul Smedberg  
Chairman  

_______________________________  
Katie Cristol  
Secretary
To: Chairman Smedberg and the VRE Operations Board
From: Doug Allen
Date: March 17, 2017
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 February 15, 2017, VRE issued a Task Order in the amount of $99,320 to NV Enterprises for L’Enfant Station Lighting Replacement.