To: Chairman Smedberg and the VRE Operations Board  
From: Doug Allen  
Date: October 20, 2017  
Re: Authorization to Issue a Supplemental Task Order for General On-Call Services

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue Supplemental Task Order 44C 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, 44B and 44C) to $201,500.

Summary:

This Task Order is for medium-effort repair, installation and inspection services at 18 rail stations, two rail storage yards, headquarters and satellite office spaces.

Background:

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. In addition to base work, the contract allows for Task Order work on an as-needed basis to address various facility repairs. The purpose of this Task Order 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 rail stations, two rail storage yards, headquarters and satellite office spaces.

The first Task Order executed under the contract was Task Order 44, General On-Call Services, in the amount of $49,000. As Task Order work was completed and additional work was required, subsequent Supplemental Task Order 44A was issued under the CEO’s
spending authority in June 2016 in the amount of $50,000, and the Operations Board approved Supplemental Task Order 44B in March 2017 in the amount of $50,000.

The requested authorization for Task Order 44C will allow NV Enterprises to continue performing general on-call services through the end of the fourth option year.

**Fiscal Impact:**

Funding for the requested supplemental amount of $52,500 for general on-call services is included in the FY 2018 operating budget for facilities routine maintenance.
Virginia Railway Express
Operations Board

Resolution
9A-10-2017

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Task Order for General On-Call Services

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 first option year in April of 2014, the second option year in April of 2015, the third option year in April of 2016 and the fourth option year in April of 2017; 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 space are necessary for operations; and,

WHEREAS, Task Order 44 for $49,000 and Supplemental Task Order 44A for $50,000 were issued under the Chief Executive Officer’s authority, and the Operations Board approved Supplemental Task Order 44B for $50,000; and,

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

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 44C 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, 44B and 44C) to $201,500.

Approved this 20th day of October 2017

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Paul Smedberg
Chairman

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Katie Cristol
Secretary