Agenda Item 8-A
Action Item

To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: May 19, 2017

Re: Authorization to Issue an Invitation for Bids for Electronic Fuel Injector Assemblies

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Locomotive Electronic Fuel Injector Assemblies for a period of 30 calendar days.

Background:

In 2011, VRE received 20 new MP36PH-3C diesel locomotives that comply with locomotive emissions regulations as established by the Environmental Protection Agency (EPA). To maintain compliance, VRE must replace the electronic fuel injectors during the three-year maintenance cycle. Each locomotive will require replacement of 16 electronic fuel injector assemblies.

The IFB will be developed for the purchase of qualified electronic unit injector (EUI) assemblies to obtain a fixed-firm unit price contract.

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 based on price alone without discussions or negotiations with the Bidders.
The scope of work for the IFB includes the purchase of 320 Electronic Unit Injectors.

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

**Fiscal Impact:**

Funding is provided for in the FY 2018 budget for locomotive maintenance. Funding for future years will be included in each proposed annual budget.
Virginia Railway Express  
Operations Board  

Resolution  
8A-05-2017  

Authorization to Issue an Invitation for Bids for  
Electronic Fuel Injector Assemblies  

WHEREAS, VRE received twenty new locomotives in 2011; and,  

WHEREAS, the new locomotives were delivered in compliance with the Environmental Protection Agency regulations for emissions reduction for locomotives; and,  

WHEREAS, VRE must replace the electronic fuel injectors during the 3-year maintenance cycles to maintain the locomotive engines in compliance with Environmental Protection Agency regulations; and,  

WHEREAS, the electronic fuel injectors will be purchased from a qualified source;  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Electronic Fuel Injector Assemblies  

Approved this 19th day of May 2017

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Paul Smedberg  
Chairman

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

From: Doug Allen

Date: May 19, 2017

Re: Authorization to Execute a Contract for Financial Advisory Services

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a Contract with PFM Financial Advisors, LLC (PFM), headquartered in Philadelphia, Pennsylvania for Financial Advisory Services, to be done on a Task Order basis, in the amount not to exceed $300,000 for a base year and nine option years, with the CEO exercising the option years at his discretion.

Background:

Prince William County issued a Request for Proposals (RFP) for the services of a financial advisor on behalf of the County, the Potomac and Rappahannock Transportation Commission (PRTC), the Northern Virginia Transportation Authority (NVTA) and VRE. The RFP specified VRE and PRTC together could select the same or a different financial advisor than the County. A similar provision applied to the selection of a financial advisor by NVTA. The financial advisor is responsible for assisting in the development of financing alternatives; for implementing the chosen alternative; for assisting in managing existing debt; for the development and review of financial policies; and for other consulting services such as the development of financial plans and forecasts.

The issuance of the solicitation and the selection process were carried out by Prince William County in accordance with their own procedures and in compliance with the
Virginia Public Procurement Act. Prince William County determined that an RFP was the preferred method of procurement for this solicitation because there are different approaches to the desired service and an evaluation of technical merit is required. Upon completion of the evaluation of proposals by PRTC and VRE, interviews were held and negotiations were conducted with the highest ranked firm deemed to be fully qualified and best suited among those submitting Proposals, based on the factors specified in the evaluation criteria. Price was considered in the context of technical performance for this service to achieve a best value determination.

On February 28, 2017, the RFP was issued and proposals were due on March 22, 2017. Two responses were received.

Evaluation of the Proposals received was performed by the PRTC/VRE Selection Committee, which consisted of one VRE staff member and one PRTC staff member.

The PRTC/VRE Selection Committee met to discuss and evaluate the Proposals using the following criteria:

- Understanding the PRTC/VRE requirements – 20 points
- Approach and work plan – 15 points
- Management plan and timetable – 10 points
- Project team qualifications and experience – 30 points
- Firm experience and capabilities – 25 points

It was determined that the proposal from PFM was technically compliant and unanimously selected to be best value for the project. Following negotiations, a best and final offer was submitted by PFM. In accordance with the terms of the RFP, VRE and PRTC will have separate contracts with PFM.

Below is the final ranking of firms who submitted a proposal for financial advisor services.

<table>
<thead>
<tr>
<th>Offerors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. PFM Financial Advisors, LLC</td>
</tr>
<tr>
<td>2. First Tryon Advisors</td>
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</tbody>
</table>

The current contracts for financial advisor services are with The PFM Group, including Public Financial Management, Inc. (the forerunner to PFM Financial Advisors, LLC). PFM has served as a financial advisor to Prince William County and PRTC since 2001 and to VRE since VRE’s inception.
The proposed pricing is based on a per transaction amount for public debt issuance in the range of $90,000 to $195,000, based on the services provided. Financial planning and other consulting services will be carried out through individual Task Orders, based on the submitted hourly rate for such services. Complete pricing information may not be publicly disclosed until after execution of a contract. VRE staff has certified that the highest ranked Offeror’s price is fair and reasonable.

VRE only periodically requires the services of a financial advisor to develop financing alternatives or for other purposes. VRE is requesting authorization for an amount not to exceed $300,000 over the contract period. If additional approvals are needed, VRE will return to the Operations Board for supplemental authorization.

The contract will be for a base year and nine option years, with the CEO exercising the option years at his discretion. This authorization allows work to begin.

**Fiscal Impact:**

Funding for these services will be provided from debt proceeds, where appropriate; from the Capital Planning Fund; or from the operating budget.
Virginia Railway Express
Operations Board

Resolution
8B-05-2017

Authorization to Execute a Contract for Financial Advisory Services

WHEREAS, Prince William County issued a Request for Proposals (RFP) on February 28, 2017 for the provision of financial advisory services on behalf of the County, the Potomac and Rappahannock Transportation Commission (PRTC), the Northern Virginia Transportation Authority (NVTA) and VRE; and,

WHEREAS, the RFP specified that VRE and PRTC together could select the same or a different financial advisor than the County or NVTA; and,

WHEREAS, VRE and PRTC staff determined that the proposal from PFM Financial Advisors, LLC was technically compliant and unanimously selected to be best value for the project; and,

WHEREAS, the Operations Board’s approval of this procurement does not represent its independent assessment of the candidate’s responses to the solicitation or of each step in the procurement process followed by staff; rather, the Operations Board’s action is premised upon its conclusion, after review of the information before it, that the process used by the staff was in accordance with law and that the staff recommendation appears to be reasonable;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Contract with PFM Financial Advisors, LLC, headquartered in Philadelphia, Pennsylvania for Financial Advisory Services, to be done on a Task Order basis, in an amount not to exceed $300,000. The contract will be for a base year and nine option years, with the VRE CEO exercising the option years at his discretion.

Approved this 19th day of May, 2017.

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Paul Smedberg
Chairman

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

From: Doug Allen

Date: May 19, 2017

Re: Authorization to Execute a Contract for the Purchase of Railcar Battery Assemblies

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract with Hoppecke Batteries Inc. of Hainesport, NJ for Railcar Battery Assemblies in the amount of $346,028, plus a 10% contingency of $34,602, for a total amount not to exceed $380,630.

Background:

VRE passenger railcars are equipped with low-voltage, nickel-cadmium batteries, that when connected in a series, establishes a low-voltage battery system on each passenger railcar. The low-voltage battery systems provide DC power to vital components such as radio’s, headlights, ditchlights, interior cab lights, etc. The low-voltage battery systems are nearing the end of their useful life on 21 cab control and 50 trailer cars and need to be replaced.

On July 15, 2016, the VRE Operations Board approved a request to issue an Invitation for Bids (IFB) for the Purchase of Railcar Battery Assemblies. A mailing list of four prospective Bidders was established for the solicitation to ensure access to adequate sources of services. On March 30, 2017, an IFB was issued and bids were due on May 1, 2017. Two responses were received.

The staff has certified the price is fair and reasonable.
The bid tabulation is as follows:

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hoppecke Batteries, Inc.</td>
<td>$346,027.70</td>
</tr>
<tr>
<td>2. Saft America, Inc.</td>
<td>$441,735.00</td>
</tr>
</tbody>
</table>

After review of the bids, it was determined Hoppecke Batteries, Inc. was the lowest responsive-responsible bidder.

**Fiscal Impact:**

The CIP includes the Equipment Asset Management Program, which is funded through an annual allocation of FTA 5337 (State of Good Repair) grants.
Virginia Railway Express
Operations Board

Resolution
8C-05-2017

Authorization to Execute a Contract for the
Purchase of Railcar Battery Assemblies

WHEREAS, passenger railcars are equipped with low-voltage, nickel-cadmium batteries to
provide DC power to various onboard components; and,

WHEREAS, the batteries onboard 21 cab control and 50 trailer cars are nearing the end of
their useful life; and,

WHEREAS, in July of 2016, the VRE Operations Board authorized the issuance of an IFB for
the Purchase of Railcar Battery Assemblies; and,

WHEREAS, a competitive solicitation process was conducted; and,

WHEREAS, it was determined Hoppecke Batteries, Inc. 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 Hoppecke Batteries, Inc. of
Hainesport, NJ for the purchase of Railcar Battery Assemblies in the amount of $346,028,
plus a 10% contingency of $34,602, for a total amount not to exceed $380,630.

Approved this 19th day of May 2017

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Paul Smedberg
Chairman

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

From: Doug Allen

Date: May 19, 2017

Re: Recommend Authorization to Extend the Amended and Restated Operating/Access Agreement with CSX Transportation

Recommendation:

The VRE Operations Board is being asked to recommend the Commissions authorize the Chief Executive Officer to execute a one year extension of the existing Amended and Restated Operating/Access Agreement with CSX Transportation (CSXT) through June 30, 2018.

Background:

The VRE has an Operating/Access Agreement with CSXT related to VRE operations in the Fredericksburg to Washington corridor. That agreement, entered in 1994, has been amended and extended several times. In June 2011, a new amended and restated agreement was executed with a five-year term ending on June 30, 2016.

In May of 2016, the VRE Operations Board recommended, and the Commissions subsequently authorized, the VRE CEO to execute an Amendment to extend the current Agreement through June 30, 2017. As part of VRE’s commitment to the third main line construction, VRE and CSXT worked to identify additional capacity enhancement projects in the corridor including constructing a third main track. Currently, VRE and CSXT are in
discussions to further identify potential capacity improvement projects, funding sources and funding mechanisms for capital improvement projects in the corridor.

Throughout the one-year extension period, VRE, CSXT and DRPT will meet to determine capacity enhancement projects, prioritize these projects, establish methodologies to identify how the capacity enhancements will result in additional service for VRE and identify potential funding sources. VRE staff anticipates these elements will be integrated into the new Amended and Restated Agreement. Furthermore, CSXT has requested during the one-year extension period VRE and CSXT work to identify a mutually agreed upon cost sharing methodology for the implementation and ongoing operations of Positive Train Control (PTC) and update the Master Facilities Lease Agreement.

**Fiscal Impact:**

Funding for the CSXT track access fee has been included in the approved FY 2018 budget for track access fees.
Virginia Railway Express
Operations Board

Resolution
8D-05-2017

Recommend Authorization to Extend the Amended and Restated Operating/Access Agreement with CSX Transportation

WHEREAS, the Commissions currently have an Amended and Restated Operating/Access Agreement with CSX Transportation (CSXT) relating to VRE operations in the Fredericksburg to Washington corridor, with the agreement ending on June 30, 2017; and,

WHEREAS, staff is currently engaged in ongoing discussions with CSXT concerning a new agreement and does not anticipate conclusion of these discussions prior to the expiration of the Amended and Restated Operating/Access Agreement on June 30, 2017; and,

WHEREAS, the purpose of this extension is to allow time to identify and negotiate additional capacity improvement projects in the corridor; and,

WHEREAS, necessary funding has been incorporated into the FY 2018 budget to allow VRE to continue its operations over CSXT tracks via this extension;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends the Commissions authorize the Chief Executive Officer to execute an extension of the existing Restated and Amended Operating/Access Agreement with CSXT through June 30, 2018.

Approved this 19th day of May 2017

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Paul Smedberg
Chairman

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Katie Cristol
Secretary
Agenda Item 8-E
Action Item

To: Chairman Smedberg and the VRE Operations Board
From: Doug Allen
Date: May 19, 2017
Re: Authorization to Execute a Force Account Agreement with CSX Transportation for Design Review of Franconia-Springfield Station Improvements

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a force account agreement with CSX Transportation for design review of improvements to Franconia-Springfield Station in an estimated amount of $85,000, plus a 10% contingency of $8,500, for a total not to exceed $93,500.

Background:

This Force Account Agreement will allow CSX Transportation (CSXT) to perform the required review of plans developed by VRE’s consultant for the Franconia-Springfield Station Improvements.

VRE is initiating platform improvement projects at five Fredericksburg Line stations (Franconia-Springfield, Lorton, Rippon, Brooke, and Leeland Road), which will improve safety, provide flexibility for railroad operations, and accommodate the ridership growth and longer trains proposed in System Plan 2040.

On July 15, 2016, the VRE Operations Board authorized the CEO to execute a contract with STV, Inc., of Fairfax, VA, to provide Engineering and Environmental Services for the five
Fredericksburg Line stations as part of the VRE Penta-Platform Corridor Improvement Project and a Notice to Proceed was issued on August 4, 2016. These preliminary engineering and environmental efforts have been coordinated with CSX as well as DRPT and their Atlantic Gateway Segment A third track project. In an effort for the Franconia-Springfield Station Improvements to stay ahead of the proposed Segment A design and construction schedules, STV is scheduled to have 30% preliminary engineering plans, along with environmental review accomplished by June 2017.

**Fiscal Impact:**

The platform improvements at the Franconia-Springfield VRE Station are included in the CIP, with funding provided through a project agreement with NVTA.
Virginia Railway Express  
Operations Board  

Resolution  
8E-05-2017  

Authorization to Execute a Force Account Agreement with CSX Transportation for Design Review of Franconia-Springfield Station Improvements  

WHEREAS, VRE has initiated platform improvements that will include Franconia-Springfield, Lorton, Rippon, Brooke and Leeland Road stations; and,

WHEREAS, second/lengthened platforms will enhance safety, expedite train operations, accommodate ridership growth, and provide flexibility for railroad operations; and,

WHEREAS, CSXT is required to review and approve the design of the improvements; and;

WHEREAS, a Force Account Agreement between CSXT and VRE is needed for CSXT to conduct a design review;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a force account agreement with CSX Transportation for design review of improvements to Franconia-Springfield Station in an estimated amount of $85,000, plus a 10% contingency of $8,500, for a total not to exceed $93,500.

Approved this 19th day of May 2017

______________________________  
Paul Smedberg  
Chairman

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

From: Doug Allen

Date: May 19, 2017

Re: Authorization to Execute a Force Account Agreement with CSX Transportation for Design Review of Lorton Station Second Platform Improvements

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a force account agreement with CSX Transportation for design review of Lorton Station Second Platform Improvements in an estimated amount of $85,000, plus a 10% contingency of $8,500, for a total not to exceed $93,500.

Background:

This Force Account Agreement will allow CSX Transportation (CSXT) to perform the required review of plans developed by VRE’s consultant for the Lorton Station Second Platform Improvements.

VRE is initiating platform improvement projects at five Fredericksburg Line stations (Franconia-Springfield, Lorton, Rippon, Brooke, and Leeland Road) which will improve safety, provide flexibility for railroad operations, and accommodate the ridership growth and longer trains proposed in System Plan 2040. The second platforms at Lorton, Rippon, Brooke, and Leeland Road are specified as improvements needed as a prerequisite for adding the new Potomac Shores Station in the Second Amendment to the Corridor Improvement Project Memorandum of Understanding, executed between CSXT, the Virginia...
Department of Rail and Public Transportation (DRPT), and VRE, and approved by the Commissions on July 10, 2014.

On July 15, 2016, the VRE Operations Board authorized the CEO to execute a contract with STV, Inc., of Fairfax, VA, to provide Engineering and Environmental Services for the five Fredericksburg Line stations as part of the VRE Penta-Platform Corridor Improvement Project and a Notice to Proceed was issued on August 4, 2016. These preliminary engineering and environmental efforts have been coordinated with CSX as well as DRPT and their Atlantic Gateway Segment A third track project. In an effort for the Franconia Springfield Station Improvements and the Lorton Station Second Platform Improvements to stay ahead of the proposed Segment A design and construction schedules, STV is scheduled to have 30% preliminary engineering plans, along with environmental review accomplished by June 2017.

**Fiscal Impact:**

The second platform at the Lorton VRE station is included in the CIP. Funding is provided through a project agreement with NVTA; federal and state CMAQ grants; and a state Mass Transit grant with match provided by Fairfax County.
WHEREAS, VRE has initiated platform improvements that will include Franconia-Springfield, Lorton, Rippon, Brooke and Leeland Road stations; and,

WHEREAS, second/lengthened platforms will enhance safety, expedite train operations, accommodate ridership growth, and provide flexibility for railroad operations; and,

WHEREAS, VRE has specifically committed through the Second Amendment to the Corridor Improvement Project Memorandum of Understanding with CSX Transportation and the Virginia Department of Rail and Public Transportation to add second platforms at Lorton, Rippon, Brooke, and Leeland Road stations; and,

WHEREAS, CSXT is required to review and approve the design of the improvements; and;

WHEREAS, a Force Account Agreement between CSXT and VRE is needed for CSXT to conduct a design review;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a force account agreement with CSX Transportation for design review of Lorton Station Second Platform Improvements in an estimated amount of $85,000, plus a 10% contingency of $8,500, for a total not to exceed $93,500.

Approved this 19th day of May 2017

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Paul Smedberg
Chairman

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

From: Doug Allen

Date: May 19, 2017

Re: Authorization to Execute a Sole Source Contract for Central Diagnostic Cloud Services for VRE Locomotives

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a Sole Source Contract with MotivePower (a Wabtec Company) for Central Diagnostic System upgrade and monitoring for three years in the amount of $575,766, plus a 10% percent contingency of $57,576, for a total amount not to exceed $633,342.

Background:

The Central Diagnostic System (CDS) is designed to provide real-time information on locomotive performance and alerts technicians to potential issues needing attention. The CDS records and displays fault codes and monitoring data from the Locomotive Control System, Head End Power (HEP) System, and Cab Signal System; it also provides preventive maintenance and troubleshooting data used to diagnose problems; tracks location via GPS and records operator actions. Combined, these features increase locomotive reliability, improves on-time performance and enhances operational safety.

To this point, VRE has been issuing purchase orders for this service on an annual basis; however, in April 2017 MotivePower notified VRE of a needed upgrade to the CDS server from “physical” to “cloud” based storage. This upgrade is necessary for increased security of the database and automated system monitoring. In addition to monthly monitoring, a
One-time fee of $138,504 will be assessed to cover costs to configure the new server operating system and security settings, configure the CDS website and database to function with the upgraded operating system, update locomotive software to redirect data to the new server, escrow the locomotive software and test the system integration with VRE.

VRE staff recommends executing a sole source contract with MotivePower for CDS upgrade and monitoring, for a period of three years.

A sole source determination has been made in accordance with state and federal requirements, and VRE Procurement Policies, and public notice will be provided.

**Fiscal Impact:**

Funding is provided in the FY 2017 and FY 2018 operating budget for Mechanical Operations for Repairs and Maintenance locomotive budget. Funding for subsequent fiscal years will be included in the annual budget process.
Virginia Railway Express
Operations Board

Resolution
8G-05-2017

Authorization to Execute a Sole Source Contract for
Central Diagnostic Cloud Services for VRE Locomotives

WHEREAS, The Central Diagnostic System (CDS) is designed to increase on-time reliability and performance of locomotives; and,

WHEREAS, the system provides preventive maintenance and troubleshooting data used to diagnose problems; and,

WHEREAS, the CDS provides select VRE and MotivePower personnel critical information such as GPS location, fault codes and descriptions, operator action, and other reference information; and,

WHEREAS, in April 2017, MotivePower notified VRE of a needed upgrade to the CDS server from “physical” to “cloud” based storage and monthly service fees; and,

WHEREAS, costs associated with the upgrade will result in a one-time upgrade fee and will increase the cost for this service above the CEO’s spending authority; and,

WHEREAS, in accordance with state and federal requirements, and VRE Procurement Policies, a determination has been made, and public notice thereof will be provided, that because Wabtec-MotivePower is the original equipment manufacturer (OEM) and the only contractor able to provide compatible parts and systems, this qualifies as a sole source procurement;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Sole Source Contract with MotivePower (a Wabtec Company) for Central Diagnostic System (CDS) upgrade and monitoring for three years, in the amount of $575,766, plus a 10% contingency of $57,576, for a total amount not to exceed $633,342.

Approved this 19th day of May 2017

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Paul Smedberg
Chairman

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Katie Cristol
Secretary
Agenda Item 8-H
Action Item

To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: May 19, 2017

Re: Authorization to Execute a Contract Amendment with Scheidt & Bachmann for Automated Fare Collections System

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to amend the contract with Scheidt & Bachmann for the current Europay Master Card Visa Upgrade Project in the amount of $471,813, plus a 10% contingency of $47,181, for a total not to exceed $518,994, increasing the total contract authorization from 13,529,183 to $14,048,177.

Background:

In June, 2000, the VRE Operations Board authorized a contract with Scheidt & Bachmann to provide an Automated Fare Collections System. In October, 2002 the system was accepted and placed in service. In the years since acceptance, the contract has been amended to allow technology upgrades to protect customer data. In 2016, a project to upgrade the Ticket Vending Machines and Ticket Office Machines to the Europay Mastercard Visa (EMV) standard for data protection was authorized. The EMV project included replacing the door, touchscreen, pin pad, card reader, and internal computer to bring the TVMs up to the latest standard, and included user improvements like audio jacks for better accessibility. The MKV (Ticket printer and Magnetic Stripe reader/encoder) was not scheduled to be replaced as a part of this project. The current version of the MKV has since become obsolete and will not function properly with the
new computer and upgraded hardware, necessitating an upgrade of the MKVs to complete the EMV project.

**Fiscal Impact:**

Funding for the initial estimated cost for this project of $1,200,000 is provided with FY 2017 5307 federal formula funds with associated state and local match. The additional costs of $518,994 will be provided from the proceeds of the sale of the Woodbridge Kiss & Ride to VDOT. FTA requires these funds be reinvested in the transit system.
Virginia Railway Express  
Operations Board  

Resolution  
8H-05-2017  

Authorization to Execute a Contract Amendment with Scheidt & Bachmann for Automated Fare Collections System  

WHEREAS, in June, 2000, the VRE Operations Board authorized a contract with Scheidt & Bachmann to provide an Automated Fare Collections System; and,  

WHEREAS, in October, 2002 the system was accepted and placed in revenue service; and,  

WHEREAS, in May, 2016 the VRE Operations Board authorized an amendment to upgrade the system to the Europay Mastercard Visa (EMV) standard for customer data protection; and,  

WHEREAS, the current MKV (Ticket printer and magnetic stripe reader/encoder) will no longer function properly with the upgraded computer and software;  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the contract with Scheidt & Bachmann to for the current Europay Master Card Visa (EMV) Upgrade Project in the amount of $471,813, plus a 10% contingency of $47,181, for a total not to exceed $518,994.  

Approved this 19th day of May, 2017  

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Paul Smedberg  
Chairman  

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Katie Cristol  
Secretary
Agenda Item 8-I
Action Item

To: Chairman Smedberg and the VRE Operations Board
From: Doug Allen
Date: May 19, 2017
Re: Authorization to Execute a Contract Amendment for Station Platform LED Lighting Upgrades

Recommendation:

VRE Operations Board is asked to authorize the Chief Executive Officer to amend the current contract with Capital Tristate Lighting and Supply of Upper Marlboro, MD for LED lighting to exercise the option for an order of 97 additional lamps and associated supplies, increasing the contract amount by $227,000, for a total amount not to exceed $359,369.

Background:

On June 17, 2016, the VRE Operations Board authorized the Chief Executive Officer to execute a contract with Capital Tristate Lighting and Supply of Upper Marlboro, MD for an initial order of 70 lamps and supplies as well as options to purchase more as replacement phasing progressed. The initial authorization was not to exceed $132,369.

VRE has begun to install the lamps purchased for the initial order at L’Enfant and is now developing plans to replace lighting at the next phase of stations where lighting needs are the greatest (City of Manassas, Fredericksburg, Rolling Road). This contract amendment will satisfy upgrade plans through the remainder of calendar year 2017 and midway into 2018.
**Fiscal Impact:**

This project is a part of VRE’s CIP under State of Good Repair and is funded with federal formula funds that must be used for security enhancements.
Virginia Railway Express
Operations Board

Resolution
8I-05-2017

Authorization to Execute a Contract Amendment for
Station Platform LED Lighting Upgrades

WHEREAS, the VRE Operations Board authorized the Chief Executive Officer to execute a contract for station platform LED lighting upgrades with Capital Tristate of Upper Marlboro, MD (VRE 016-018) on June 17, 2016, for a period not to exceed five years and an initial amount not to exceed $132,369; and,

WHEREAS, VRE has begun planning for lighting upgrades in the next phase of its station facilities lighting upgrade plan to include Manassas, Fredericksburg and Rolling Road; and,

WHEREAS, this authorization will allow VRE to exercise an option to order an additional 97 lamps and associated supplies;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the Contract with Capital Tristate Lighting and Supply of Upper Marlboro, MD for LED lighting to exercise the option for an order of 97 additional lamps and associated supplies, increasing the contract amount by $227,000, for a total amount not to exceed $359,369.

Approved this 19th day of May 2017

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Paul Smedberg
Chairman

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Katie Cristol
Secretary
Agenda Item 9-A  
Information Item

To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: May 19, 2017

Re: System Plan 2040 Update

The purpose of this item is to inform the VRE Operations Board of current staff efforts to evaluate possible updates to the System Plan 2040 operating plan. Staff will return to the Board later this year for discussions before asking for approval of a revised plan.

Background:

System Plan 2040, adopted by the Operations Board in January 2014, guides the on-going development of future service levels, fleet size, and infrastructure for the VRE system. Fundamentally, the Plan proposed VRE transition from a traditional commuter rail operating model, in which trains predominately run during peak periods into the Central City in the morning and out in the evening, to more of “regional rail” operating model, typified by bi-directional, all-day train service. A shift to regional rail would offer opportunities for District of Columbia residents to commute to jobs in Virginia, for non-work trips (e.g.: travel to school or for recreational purposes), and/or for travel outside of peak periods. The regional rail operating concept has been successfully applied by several commuter rail agencies throughout North America.

The current operating plan for System Plan 2040 proposes to increase the number of weekday trains operated by VRE from 34 trains today (including two non-revenue movements) to 92 trains in 2040. As illustrated in Table 1, much of the increase would take place during off-peak periods and in the reverse peak direction.

Additional planning and analysis in the three years since System Plan 2040 was adopted suggest that changes to the System Plan 2040 levels of service should be considered:
Demand for peak service. A more detailed analysis of VRE passenger demand conducted as part of the recent Gainesville-Haymarket Expansion Study suggested that ten-car trains operating at 20-minute headways (a train every 20 minutes) instead of the originally approved 15-minute peak headways would be sufficient to handle forecasted passenger volumes in 2040.

<table>
<thead>
<tr>
<th></th>
<th>Today</th>
<th>System Plan 2040</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peak Service</td>
<td>Every 25 - 30 minutes</td>
<td>Every 15 minutes</td>
</tr>
<tr>
<td>Reverse Peak</td>
<td>1 am/2 pm (MSS only)</td>
<td>Every 30 minutes</td>
</tr>
<tr>
<td>Off-Peak (Base)</td>
<td>1 MSS/1 FBG</td>
<td>Every 60 minutes</td>
</tr>
<tr>
<td>Number of trains</td>
<td>34 train trips*</td>
<td>92 train trips</td>
</tr>
<tr>
<td>Midday Storage</td>
<td>12 consists*</td>
<td>11 consists</td>
</tr>
</tbody>
</table>

* Will change to 32 trains/13 consists when the L’Enfant storage tracks open later in 2017.

Schedule reliability of peak service. The System Plan 2040 approved peak service (15-minute headways on each route) would result in a combined 7½-minute headway north of Alexandria, comingled with Amtrak and CSXT trains. A less frequent peak VRE headway of 20-minute headways on each route, which would combine into 10-minute headway, would offer greater schedule reliability along with the ability to better absorb and recover from interference with other trains.

The cost-effectiveness of reverse peak and off-peak service. The adopted Plan includes 30-minute reverse-peak (going south in the morning) and hourly off-peak (in the middle of the day) services. Northern Virginia does not have the long history of suburban rail service of other regional rail systems, thus jobs and schools within a reasonable walking distance of a VRE stations are limited south of Alexandria. There are exceptions (Quantico, Fredericksburg, and Manassas) and other jurisdictions are considering job centers at VRE stations. While these “non-peak” trains enhance regional mobility, projections show they would attract significantly lower ridership per train in comparison to peak service. Analysis conducted as part of the recent VRE Financial Plan suggests that the better crew and equipment utilization associated with the non-peak services may partially offset the cost impact of lower ridership per train. Nonetheless, the cost-effectiveness of non-peak service, coupled with the potential market and operational impact of this service (see next bullet) suggests that hourly reverse-peak service and bi-hourly off-peak service should suffice.

The operational impacts of the proposed off-peak service. CSXT runs less freight trains through VRE territory during peak periods, relying on off-peak periods to “catch up.” A considerable amount of off-peak service is proposed in the Plan, which would interfere with CSXT. The longer bi-hourly off-peak service would present more and longer operating windows for CSXT freight trains.
**Discussion:**

Upon review of these issues, a preliminary operating plan was developed for the System Plan 2040 to address both the concerns identified above and the recent ridership forecasts. A comparison between the original System Plan 2040 levels of service and the preliminary revisions is provided in the following table:

<table>
<thead>
<tr>
<th></th>
<th>System Plan 2040</th>
<th>Preliminary Update</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Peak Service</strong></td>
<td>Every 15 minutes</td>
<td>Every 20 minutes</td>
</tr>
<tr>
<td><strong>Reverse Peak</strong></td>
<td>Every 30 minutes</td>
<td>Every 60 minutes</td>
</tr>
<tr>
<td><strong>Off-Peak (Base)</strong></td>
<td>Every 60 minutes</td>
<td>Every 120 minutes</td>
</tr>
<tr>
<td><strong>Number of trips</strong></td>
<td>92 train trips</td>
<td>66 train trips</td>
</tr>
<tr>
<td><strong>Midday Storage</strong></td>
<td>11 consists</td>
<td>14 consists</td>
</tr>
</tbody>
</table>

The revised operating plan would have no impact on most of the capacity improvements proposed to the railroad and facilities between Alexandria and Washington Union Station (e.g.: Long Bridge, Atlantic Gateway, Crystal City Station, L'Enfant Station). The need for the improvements in the adopted Capital Improvement Program (CIP) is, for the most part, driven either by contractual obligations to CSXT or peak hour VRE, Amtrak, and CSXT train frequencies. Reducing the proposed level of VRE peak hour service from eight to six trains in the peak direction would provide additional operational schedule reliability but would not reduce the need for the additional tracks, signal improvements, or platform improvements presently contained in the CIP.

**Next Steps:**

VRE staff will continue to develop a revision to the System Plan 2040 operating plan and determine its potential impact on financial and capital plans. We anticipate returning to the VRE Operations Board later this year with recommended revised service levels for review and approval.
To: Chairman Smedberg and the VRE Operations Board
From: Doug Allen
Date: May 19, 2017
Re: Long Bridge Project Update

This information item summarizes current efforts to provide additional railroad capacity at Long Bridge.

**Background:**

The two-track CSXT Long Bridge across the Potomac River has long been a critical bottleneck in the Eastern Seaboard railroad network. The VRE System Plan 2040 identified expansion of the bridge as a prerequisite to maintaining VRE operating reliability and to future growth in VRE service.

VRE has been collaborating with the District Department of Transportation (DDOT), Federal Railroad Administration (FRA), CSXT and the Virginia Department of Rail and Public Transportation (DRPT). DDOT has conducted two initial phases of a Long Bridge Expansion Study using a combination of federal grants and its own resources. DDOT applied for and was awarded federal planning funds under the Sixth Round of the US Department of Transportation Transportation Investment Generating Economic Recovery (TIGER VI) grant program for the third phase of the Study. Phase III will advance project development activities, completing National Environmental Policy Act (NEPA) Draft Environmental Impact Statement (DEIS) studies and preliminary engineering for the Long Bridge expansion.

The TIGER VI grant award to DDOT for the Phase III study is $2,800,000 which must be matched with $1,300,000 in non-federal local funds, totaling $4,100,000. DDOT has
committed $700,000 towards the local match while VRE and DRPT have each committed $300,000. A summary of the funding plan is as follows below.

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>Federal Grant Amount</th>
<th>Non-federal Local Match Amount</th>
<th>Local Match Source</th>
<th>Total Grant Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TIGER VI Planning Grant</td>
<td>$2,800,000</td>
<td>$1,300,000</td>
<td>DDOT $700,000</td>
<td>$4,100,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>DRPT $300,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>VRE $300,000</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$2,800,000</td>
<td>$1,300,000</td>
<td>$1,300,000</td>
<td>$1,300,000</td>
</tr>
</tbody>
</table>

The NEPA process was initiated with the publication of a Notice of Intent in the Federal Register on August 26, 2016. The public was invited to provide comments on the study scope at a meeting held on September 14, 2016. The scoping comment period was open until October 14, 2016. The comments received ranged from potential alignments to be considered, number of tracks, potential impacts to sensitive natural resources and view sheds near the District’s Monumental Core and bicycle and pedestrian access opportunities.

VRE has been working closely with the study partners, DDOT the lead local agency, and FRA the lead federal agency along with CXST and DRPT, to identify the most effective railroad capacity enhancements that consider railroad operations, engineering constraints and potential environmental issues. A key activity has been to develop a Purpose and Need Statement that focuses the study efforts on providing railroad capacity.

**Next Steps:**

As part of the NEPA process, a public information meeting will be held on May 16, 2017 to discuss preliminary options and evaluation criteria that will identify and develop project alternatives that will be evaluated in the DEIS scheduled to be completed with a Record of Decision by Spring 2019.
Agenda Item 9-C
Information Item

To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: May 19, 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 April 13, 2017, VRE issued a Task Order in the amount of $96,831 to NV Enterprises for remediation of the embankment along Benchmark Road on the CSX Right-of-Way in Spotsylvania County.

- On April 20, 2017, VRE issued a Purchase Order in the amount of $78,284 to Technical Communities for Wi-Fi radios to support Positive Train Control.