To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: April 20, 2018

Re: Authorization to Issue an Invitation for Bids for Construction of Rolling Road Platform Extension

_____________________________________________________________________

Recommendation:
The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Construction of the Rolling Road Platform Extension.

Summary:
The design for the Rolling Road Platform Extension is 90 percent complete and is anticipated to start construction in Summer 2018. To be prepared to solicit construction services VRE Staff is seeking approval to issue an Invitation for Bids when design is complete and necessary approvals obtained.

Background:
The existing platform at Rolling Road Station can only accommodate trains up to five cars in length, prohibiting train crews from opening all doors on longer trains at the station, which prolongs dwell times at the station and reduces railroad capacity. In June 2016, VRE began design of the following improvements at the station:

1. Extension of the existing platform by approximately 300 feet to accommodate longer trains;
2. Installation of additional canopy coverage with new LED lighting; and

3. Construction of a second walkway access from the parking lot to the extended platform.

The proposed platform improvements will accommodate trains up to eight cars in length and will be constructed entirely within Norfolk Southern right-of-way, involving no additional property acquisition or changes to existing land use and zoning. The improvement design is 90 percent complete and construction is anticipated to begin in Summer 2018.

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 based on price alone without discussions or negotiations with the Bidders.

The scope of work for the proposed IFB will include all labor and materials for construction of the proposed platform extension as shown on the detailed plans and specifications and accepted by the host railroad.

Upon receipt of the bids, VRE Staff will return to the Operations Board to request authorization to award the contract.

**Fiscal Impact:**

Funding for the construction of the Rolling Road Station Platform Extension is provided through a federal Congestion Management/Air Quality (CMAQ) grant VA-90-X046, and associated state match (#72513-12).
Virginia Railway Express
Operations Board

Resolution
8C-04-2018

Authorization to Issue an Invitation for Bids for Construction of Rolling Road Platform Extension

WHEREAS, a platform extension and other improvements are necessary at Rolling Road Station that will accommodate present train consists as well as accommodate longer train consists in the future; and,

WHEREAS, design for Rolling Road Station improvements is 90 percent complete and anticipated to begin construction in Summer 2018; and,

WHEREAS, VRE Staff will thoroughly review and evaluate all bids received through the prescribed IFB process; and,

WHEREAS, VRE staff recommends an IFB for procurement of a contractor to accomplish this work in a timely and cost-effective manner;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Construction of Rolling Road Platform Extension.

Approved this 20th day of April 2018

__________________________________________
Martin Nohe
Chairman

__________________________________________
Maureen Caddigan
Secretary