Agenda Item 8-A
Consent Item

To: Chairman Nohe and the VRE Operations Board
From: Doug Allen
Date: May 18, 2018
Re: Authorization to Issue a Task Order for Renovations to VRE Headquarters Suite 201

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Task Order under the Maintenance Services for VRE Facilities contract to NVE, Inc. for construction services to renovate the newly leased VRE Headquarters Suite 201 in the amount of $195,100, plus a 10% contingency of $19,510, for a total not to exceed $214,610.

Summary:

This task order is for construction services to renovate 1500 King Street Suite 201 in Alexandria, the office space adjacent to the current VRE offices, being leased from the International Association of Refrigerated Warehouses (IARW).

Background:

In July 2017, the VRE Operations Board authorized the Chief Executive Officer to execute a 15-year lease with one 5-year option with IARW, the owner of the office space on the second floor of 1500 King Street in Alexandria, adjacent to the current VRE offices. The additional 4,148 square feet of space will be utilized by VRE’s Office of Development, currently occupying leased office space on South Peyton Street in Alexandria, as well as VRE executive staff. This will allow VRE to house all corporate staff in a single office, eliminating the need to further renew the South Peyton Street lease.
Renovation work is necessary prior to utilizing the new office space, to maximize the efficiency of its use by Office of Development and executive personnel. Planned improvements include the conversion of existing open areas to individual offices, modifying lobby access and creating direct access to the existing VRE offices, kitchen area modifications, door installation for added privacy in existing offices, carpet replacement and the repositioning of certain electrical, HVAC and fire protection system devices to accommodate these improvements.

The requested authorization under the Maintenance Services for VRE Facilities Contract will allow NVE, Inc. to perform the above referenced renovation work.

**Fiscal Impact:**

Funding is provided for in the FY 2018 operating budget for facilities maintenance.
Virginia Railway Express  
Operations Board  

Resolution  
8A-05-2018  

Authorization to Issue a Task Order for Renovations  
to VRE Headquarters Suite 201  

WHEREAS, in July 2017, the VRE Operations Board authorized the Chief Executive Officer  
to execute a 15-year lease with one 5-year option with IARW, the owner of the office space  
on the second floor of 1500 King Street in Alexandria, adjacent to the current VRE offices; and,  

WHEREAS, the additional space will be utilized by VRE’s Office of Development, currently  
occupying leased office space on South Peyton Street in Alexandria, as well as VRE  
executive staff; and,  

WHEREAS, this will allow VRE to house all corporate staff in a single office; and,  

WHEREAS, renovation work is necessary prior to utilizing the new office space, in order to  
maximize the efficiency of its use by Office of Development and executive personnel;  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby  
authorize the Chief Executive Officer to issue a Task Order under the Maintenance Services  
for VRE Facilities contract to NVE, Inc. for construction services to renovate the newly  
leased VRE Headquarters Suite 201 in the amount of $195,100, plus a 10% contingency of  
$19,510, for a total not to exceed $214,610.  

Approved this 18th day of May 2018  

____________________________  
Martin Nohe  
Chairman  

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Maureen Caddigan  
Secretary
Agenda Item 8-B
Consent Item

To: Chairman Nohe and the VRE Operations Board
From: Doug Allen
Date: May 18, 2018
Re: Authorization to Issue a Task Order for Tactile Warning Strip Replacement at L’Enfant Station

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Task Order under the Maintenance Services for VRE Facilities contract to NVE, Inc. for replacement of the tactile warning strip at the L’Enfant station in the amount of $124,000, plus a 10% contingency of $12,400, for a total not to exceed $136,400.

Summary:

This task order is for the replacement of the tactile warning strip along the edge of the L’Enfant Station platform due to having experienced fading, delamination and chipping over years of exposure to the elements.

Background:

The tactile warning strips at VRE stations provide a distinctive surface pattern and color contrast feature used to warn visually impaired riders of both the trackside edge and the ends of the station platforms.

The tactile warning strips at most of VRE’s stations were installed many years ago. Due to years of exposure to the elements, they have experienced fading, delamination and chipping. Currently, the tactile warning strips need replacement at the majority of the
stations in the VRE system. Replacement at the L’Enfant station has been identified as a pilot project because of the current condition of the tactile warning strip as well as the station’s high ridership volume as compared to other stations. Information gathered through the execution of the work, such as materials costs, work methods and scheduling and flagging considerations, will be used by VRE staff to determine the most efficient procurement method moving forward for similar projects at the remaining stations in need of tactile warning strip replacement.

The requested authorization under the Maintenance Services for VRE Facilities Contract will allow NVE, Inc. to perform the above referenced tactile warning strip replacement services.

**Fiscal Impact:**

Funding is provided through FY 2018 State of Good Repair formula grants (5337), matched with state and local funds.
Virginia Railway Express  
Operations Board  

Resolution  
8B-05-2018  

Authorization to Issue a Task Order for Tactile  
Warning Strip Replacement at L’Enfant Station

WHEREAS, the tactile warning strips at most of VRE’s stations were installed many years  
ago; and,  

WHEREAS, due to years of exposure to the elements, they have experienced fading,  
delamination and chipping; and,  

WHEREAS, information gathered through the execution of the work will be used by VRE  
staff to determine the most efficient procurement method moving forward for similar  
replacement projects; and,  

WHEREAS, the requested authorization under the Maintenance Services for VRE Facilities  
Contract will allow NVE, Inc. to perform the above referenced tactile warning strip  
replacement services; 

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby  
authorize the Chief Executive Officer to issue a Task Order under the Maintenance Services  
for VRE Facilities contract to NVE, Inc. for replacement of the tactile warning strip at the  
L’Enfant station in the amount of $124,000, plus a 10% contingency of $12,400, for a total  
not to exceed $136,400.

Approved this 18th day of May 2018

__________________________________________  
Martin Nohe  
Chairman  

__________________________________________  
Maureen Caddigan  
Secretary
Agenda Item 8-C
Consent Item

To: Chairman Nohe and the VRE Operations Board  
From: Doug Allen  
Date: May 18, 2018

Re: Authorization to Issue a Task Order for Pavement Repairs and Striping at Crossroads and Broad Run Yards

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Task Order under the Maintenance Services for VRE Facilities contract to NVE, Inc. for pavement repairs and striping at the Crossroads and Broad Run Yards in the amount of $158,500, plus a 10% contingency of $15,850, for a total not to exceed $174,350.

Summary:

This task order is for pavement repair and striping services at the Crossroads and Broad Run rail storage yards.

Background:

The rail storage yards at Crossroads and Broad Run were assessed in February 2018 for necessary pavement repairs, including repaving sections in the worst condition, crack filling to minimize water intrusion and associated pavement degradation, and sealcoating in preparation for restriping. It was determined that minor pavement repairs, crack filling, sealcoating and restriping were necessary in both yards and that milling and repaving were needed on the access road that serves the Crossroads yard.
The requested authorization under the Maintenance Services for VRE Facilities Contract will allow NVE, Inc. to perform the above referenced pavement repairs and striping services.

**Fiscal Impact:**

Funding is provided through FY 2018 State of Good Repair formula grants (5337), matched with state and local funds.
Virginia Railway Express  
Operations Board

Resolution  
8C-05-2018

Authorization to Issue a Task Order for Pavement Repairs and Striping at Crossroads and Broad Run Yards

WHEREAS, in February 2018, the rail storage yards at Crossroads and Broad Run were assessed for necessary pavement repairs; and,

WHEREAS, it was determined minor pavement repairs, crack filling, sealcoating and restriping were necessary in both yards and milling and repaving were needed on the access road that serves the Crossroads yard; and,

WHEREAS, the requested authorization under the Maintenance Services for VRE Facilities Contract will allow NVE, Inc. to perform the above referenced pavement repairs and striping services;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order under the Maintenance Services for VRE Facilities contract to NVE, Inc. for pavement repairs and striping at the Crossroads and Broad Run Yards in the amount of $158,500, plus a 10% contingency of $15,850, for a total not to exceed $174,350.

Approved this 18th day of May 2018

______________________________  
Martin Nohe  
Chairman

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Maureen Caddigan  
Secretary
To: Chairman Nohe and the VRE Operations Board
From: Doug Allen
Date: May 18, 2018
Re: Authorization to Execute a Contract for Disaster Management Services

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract with FEI Behavioral Health, Inc. of Milwaukee, Wisconsin for Disaster Management Services in the amount of $34,850, plus a 10% contingency of $3,485, for a total amount not to exceed $38,335, for a base year and four option years, with the CEO exercising the option years at his discretion.

Summary:

The contractor will be paid an annual retainer fee of $7,250 for the base year and $6,900 for each of the four option years to provide incident response training to VRE staff as well as to have personnel available to immediately mobilize and provide family assistance services, personal effects inventory and other support services in the event of a rail accident involving a VRE train. Reimbursement shall be provided by VRE on a time and materials basis for all tasks performed by the contractor if mobilized following a VRE rail accident.

Background:

The National Transportation Safety Board (NTSB), along with the railroad industry, collectively, recommends each rail system employ a process to mobilize victim support
services following a rail disaster. Traditionally these services are provided by disaster response practitioner companies who are also generally retained by clients in the aviation sector. VRE maintains these services through contract provider.

On November 17, 2017, the VRE Operations Board authorized the Chief Executive Officer (CEO) to issue a Request for Proposals (RFP) for Disaster Management Services. 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 evaluation of proposals, negotiations were conducted with all firms. Price was considered in context of technical performance for this service to achieve a best value determination. After receipt of the best and final offer from the top-ranked firm, a cost analysis was performed to compare the proposed cost with the independent cost estimate to determine the proposed cost is fair and reasonable.

A solicitation for competitive proposals for Disaster Management Services was necessary because the requirements for how VRE and its stakeholders are supported in a disaster are unique and approach can differ among providers. Therefore, the approach to disaster management must be evaluated to ensure the offeror can offer the best value to VRE.

A mailing list of four prospective Offerors was established for the solicitation to ensure access to adequate sources of services. In addition, a notice of solicitation was advertised in The Washington Post, Mass Transit Magazine and through Virginia’s eProcurement Portal, eVA. The RFP was advertised on March 26, 2018 and proposals were due on April 16, 2018. Two responses were received.

Evaluation of the proposals received was performed by the Technical Evaluation Team (TET), which consisted of three VRE staff members.

The TET met to discuss and evaluate the proposals using the following criteria:

- Overall project approach and management plan.
- Capability and expertise of the proposed firm(s).
- Knowledge and qualifications of the proposed Project Manager.
- Knowledge and qualifications of the proposed key personnel.
- Cost for services.

It was determined the proposal from FEI was technically compliant and unanimously selected to be best value for the project. FEI is the incumbent provider to VRE for this service.

Below is the final ranking of firms who submitted a proposal for Disaster Management Services.
The Offerors’ proposed pricing was in the range of $30,000 to $150,000. Complete pricing information may not be publicly disclosed until after execution of a contract. VRE staff has certified the highest ranked Offeror’s price is fair and reasonable based on the cost estimate for this project.

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

**Fiscal Impact:**

The current budget for disaster response coordination includes funding for the first year of this activity. Funding for future years will be included in each proposed annual budget.

Funding for the variable price elements inherent with the mobilization of services, should they become necessary, would be through a combination of insurance proceeds and operating funds.
Virginia Railway Express
Operations Board

Resolution
9A-05-2018

Authorization to Execute a Contract for Disaster Management Services

WHEREAS, VRE currently retains the services of a professional disaster management provider as recommended by the National Transportation Safety Board; and,

WHEREAS, the VRE Operations Board authorized the CEO to issue a Request for Proposals (RFP) on November 17, 2017 for disaster management services; and,

WHEREAS, a competitive procurement process was undertaken, yielding two proposals; and,

WHEREAS, the proposal received from FEI Behavioral Health Inc. of Milwaukee, Wisconsin was determined by a technical evaluation team to be the most responsive; 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 FEI Behavioral Health Inc. of Milwaukee, Wisconsin for Disaster Management Services in the amount of $34,850, plus a 10% contingency of $3,485, for a total amount not to exceed $38,335. The contract will be for a base year and four option years, with the VRE CEO exercising the option years at his discretion.

Approved this 18th day of May 2018

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Martin Nohe  
Chairman

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Maureen Caddigan  
Secretary
Agenda Item 9-B
Action Item

To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: May 18, 2018

Re: Authorization to Execute a Contract for an Automatic Passenger Count System

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract with Infodev EDI Inc. of Quebec City, Quebec for an Automatic Passenger Count System in the amount of $1,090,911, plus a 10% contingency of $109,091, for a total amount not to exceed $1,200,002.

Summary:

The contract for an Automatic Passenger Count system will provide real-time, accurate passenger load data, which will be used for National Transit Database (NTD) reporting, safety and operational purposes, and planning and analyses for future growth.

Background:

Currently, passenger counts are performed manually by train conductors each morning and evening to comply with National Transit Database (NTD) and internal VRE reporting needs. This contract will provide an Automatic Passenger Counts System which will collect data as VRE passengers board and detrain at each station. This data will be used to identify real-time passenger loads, which are used for safety and operational purposes in addition to planning and analyses for future growth. The detailed, real-time information can be used for:
Safety and Security – real-time information about passenger loads, by car, is critical data for use by first responders in the event of an incident.

Operational – real-time passenger load information can be utilized by onboard crew to help determine platforming strategy to evenly distribute passenger load. This will help to ensure all available seats can be accessed.

Customer Service – real-time alerts can be provided through VRE Mobile of seat availability by car so passengers waiting on the platform will know where to board to better guarantee a seat.

Planning – real-time, accurate boarding information by train can assist with long-term planning for both consist makeup and parking strategies by station.

The contract for an Automatic Passenger Count system will equip all 100 passenger rail cars. Initially, eight passenger rail cars based at the Broad Run Maintenance and Storage Facility for Proof of Concept, where the vendor will install, test and prove accuracy of the system. VRE staff and Maintenance contractors will handle the installation on the remaining passenger rail cars. The data gathered by the system will be used to create status dashboards, and interface with VRE Mobile and VRE.org for customer alerts and information.

An RFP is 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 evaluation of proposals, negotiations are conducted with the highest ranked firms deemed to be fully qualified and best suited among those submitting proposals, based on the factors specified in the evaluation criteria. Price will be considered in context of technical performance for this service to achieve a best value determination. After receipt of the best and final offer from the top-ranked firm, a cost analysis is performed to compare the proposed cost with the independent cost estimate to determine the proposed cost is fair and reasonable.

A solicitation for competitive proposals for an Automated Passenger Counter System was necessary because the scope of project and the varying types of technology which can be used to meet the requirement of the Scope of Work.

A mailing list of six prospective Offerors was established for the solicitation to ensure access to adequate sources of services. On February 2, 2018, an RFP was issued and proposals were due on March 30, 2018. Six responses were received.

Evaluation of the proposals received was performed by the Technical Evaluation Team (TET), which consisted of four VRE staff members and one consultant.

The TET met to discuss and evaluate the proposals using the following criteria:

- Understanding of the project scope and technical requirements.
- Project plan to meet the requirements of the Scope of Work.
- Capability and expertise of the proposed company.
Interviews were conducted with the top three firms. It was determined the proposal from Infodev EDI was technically compliant and unanimously selected Infodev EDI to be best value for the project.

Below is the final ranking of firms who submitted a proposal for Automatic Passenger Count System.

<table>
<thead>
<tr>
<th>Offerors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infodev EDI Inc.</td>
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<tr>
<td>Dilax Systems Inc.</td>
</tr>
<tr>
<td>INIT Innovation for Transportation Inc.</td>
</tr>
<tr>
<td>Urban Transportation Associates, Inc.</td>
</tr>
<tr>
<td>Kratos Public Safety &amp; Security Solutions, Inc.</td>
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<td>Eyeride</td>
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</tbody>
</table>

The Offerors’ proposed pricing was in the range of $500,000 to $2,200,000. Complete pricing information may not be publicly disclosed until after execution of a contract. VRE staff has certified the highest ranked Offeror’s price is fair and reasonable based on the cost estimate for this project.

The term of the contract is as follows:

Within six months from the date set forth in the written Notice-To-Proceed (NTP), the contractor shall complete Phase 1 - Proof of Concept, providing VRE beneficial use of the system installed in eight passenger rail cars.

Within six months from the date set forth in the written NTP for Phase 2 – Optional Material Delivery, the Contractor shall provide to VRE, all equipment, materials and training necessary for VRE to begin installation of the APC for the remaining 92 passenger railcars.

**Fiscal Impact:**

Funding is provided through Federal Formula Funds with State and Local match in the approved CIP for FY2017.
WHEREAS, passenger counts are conducted daily on all VRE trains to comply with National Transit Database (NTD) requirements and VRE reporting needs; and,

WHEREAS, accurate and real-time passenger load data is critical for safety, operational and planning purposes; and,

WHEREAS, on December 16, 2016, the VRE Operations Board approved a Request for Proposals (RFP) for an Automatic Passenger Count System; and,

WHEREAS, on February 2, 2018 an RFP was issued and six proposals were received; and,

WHEREAS, the Technical Evaluation Team determined the proposal from Infodev EDI to be technically compliant and unanimously selected to be the 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 Infodev EDI of Quebec City, Quebec for an Automatic Passenger Count System in the amount of $1,090,911, plus a 10% contingency of $109,091, for a total amount not to exceed $1,200,002.

Approved this 18th day of May 2018

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Martin Nohe
Chairman

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Maureen Caddigan
Secretary
To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: May 18, 2018

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

Recommendation:

The VRE Operations Board is 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, 2019.

Summary:

VRE’s current Amended and Restated Operating/Access Agreement expires on June 30, 2018, and staff recommends extending the current agreement for one-year. During the one-year extension, VRE staff will continue to work with CSXT on a long-term agreement to include elements to meet VRE’s commitment to constructing a third main line.

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 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. In May of 2017, 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, 2018. As part of VRE’s commitment to the third main line construction, VRE, CSXT and DRPT worked to identify additional capacity enhancement projects in the corridor including constructing a third main track. Currently, VRE, CSXT and DRPT are in discussions to further identify potential capacity improvement projects, funding sources and funding mechanisms for capital improvement projects.

Throughout the one-year extension period, VRE, CSXT and DRPT will continue to work 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 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 continue to work to identify a mutually agreed upon cost sharing methodology for the implementation and ongoing operations for Positive Train Control (PTC) and update the Master Facilities Lease Agreement. VRE will also work with CSXT to incorporate the scheduling of VRE trains into, and out of, the L’Enfant storage tracks. These changes will have no impact to the passenger train schedules.

**Fiscal Impact:**

Funding is provided for in the approved FY 2019 budget for CSXT track access fees.
Virginia Railway Express
Operations Board

Resolution
9C-05-2018

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 June 30, 2018; and,

WHEREAS, VRE 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, 2018; 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 2019 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, 2019.

Approved this 18th day of May 2019

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Martin Nohe
Chairman

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Maureen Caddigan
Secretary
To: Chairman Nohe and the VRE Operations Board  
From: Doug Allen  
Date: May 18, 2018  
Re: Recommend Authorization to Submit VRE Projects to USDOT for FY 2018 BUILD Funding Consideration and Authorization of VRE Funds for Required Match  

**Recommendation:**

The VRE Operations Board is asked to recommend the Commissions authorize the VRE Chief Executive Officer to submit, on behalf of the Commissions, application(s) for VRE station improvements under the U.S. Department of Transportation (USDOT) Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants program, to make any necessary corrections to project amounts or descriptions in the application, and execute all project funding agreements that may result from consideration of the projects.

The Operations Board is also asked to authorize the commitment of VRE funds up to $5,270,000, as the match for the BUILD Transportation Discretionary Grants program application(s).

**Summary:**

The Crystal City Station Improvements project and the L’Enfant Station Improvements / VA to LE Fourth Track project are identified in the VRE Capital Improvement Program and System Plan 2040. Funding has already been identified to complete the initial Preliminary Engineering Design and Environmental Review phases for each project using Virginia Rail...
Enhancement Fund (REF) grants, VRE Capital Reserve funds, and Northern Virginia Transportation Authority funds. The BUILD grant application(s), if selected, would provide funding to complete the engineering design for the projects.

**Background:**

On April 25, 2018 the USDOT issued a Notice of Funding Opportunity (NOFO) to solicit applications for the BUILD program, previously known as the Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grants program. Funds for the FY 2018 BUILD program will be awarded on a competitive basis for projects that will have a significant local or regional impact. Applications are due on July 19, 2018.

The BUILD program allows up to $15 million of the total program funding for the planning, preparation, or design of surface transportation projects, referred to as BUILD Transportation Planning grants. In order to keep pace with the associated Alexandria Fourth Track Project and the Long Bridge Project, the following VRE projects are recommended for submission for consideration under the BUILD Transportation Planning grant program, for Final Design.

1. Crystal City Station Improvements: relocated and expanded station with longer platform for full-length trains and service on two tracks.
2. L’Enfant Station / VA to LE Fourth Track Improvements: relocated and expanded station with longer platform for full-length trains from two tracks and addition of related fourth through the station from Virginia (VA) interlocking to L’Enfant (LE) interlocking.

Federal BUILD grant funds may be used for up to 80% of the project cost. The balance of the project cost must be from non-Federal sources including State funds originating from programs funded by State revenue, local funds originating from State or local revenue-sources, or private funds.

Staff, along with our consultants, will develop the required Benefit/Cost Analysis (BCA) and analyze the results prior to submission. To be more competitive, a Non-Federal overmatch (a match greater than the 20% minimum) may be required. Therefore, the authorization request for VRE funds is for up to 50% of the total cost, but may be as little as 20%. If the application is successful, a formal amendment to the FY 2019 Operating and Capital Budget for the use of VRE funds for the grant match would be presented to the Operations Board for approval and referral to the Commissions.

<table>
<thead>
<tr>
<th></th>
<th>Total Final Design Cost</th>
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<tbody>
<tr>
<td>Crystal City Station Improvements</td>
<td>$4,285,000</td>
</tr>
<tr>
<td>L’Enfant Station / VA to LE Fourth Track Improvements</td>
<td>$6,253,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$10,538,000</strong></td>
</tr>
<tr>
<td>Non-Federal Match (20%)</td>
<td><strong>$2,108,000</strong></td>
</tr>
<tr>
<td>BUILD Grant Request (80%)</td>
<td><strong>$8,430,000</strong></td>
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</tr>
<tr>
<td><strong>Non-Federal Match (50%)</strong></td>
<td>$5,270,000</td>
</tr>
<tr>
<td><strong>BUILD Grant Request (50%)</strong></td>
<td>$5,270,000</td>
</tr>
</tbody>
</table>

**Fiscal Impact:**

The submission of a project funding request has no fiscal impact. If selected for BUILD grant funding, a formal amendment to the FY 2019 Operating and Capital Budget to reflect the receipt of the BUILD grant funds and use of VRE funds for the grant match would be presented to the Operations Board in December 2018 for approval and referral to the Commissions.
Virginia Railway Express
Operations Board

Resolution
9D-05-2018

Recommend Authorization to Submit VRE Projects to USDOT for FY 2018 BUILD Funding Consideration and Authorization of VRE Funds for Required Match

WHEREAS, the VRE Crystal City Station Improvements and L'Enfant Station and VA to LE 4th Track projects are high-priority projects that are partially funded through the completion of Preliminary Engineering and Environmental Review; and,

WHEREAS, funding is needed to allow the Final Design for the Crystal City and L'Enfant projects to be completed; and,

WHEREAS, the U.S. Department of Transportation issued a Notice of Funding Opportunity for Better Utilizing Investments to Leverage Development Transportation Discretionary Grants program on April 25, 2018 to solicit applications for grants to be awarded on a competitive basis for projects that will have a significant local or regional impact; and,

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the VRE Chief Executive Officer to submit, on behalf of the Commissions, application for VRE station improvements under the U.S. Department of Transportation Better Utilizing Investments to Leverage Development Transportation Discretionary Grants program, to make any necessary corrections to project amounts or descriptions in the application(s), and execute all project funding agreements that may result from consideration of the projects; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby commit the use of VRE funds up to $5,270,000, as the match for the Better Utilizing Investments to Leverage Development Transportation Discretionary Grants program application(s).

Approved this 18th day of May 2018

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Martin Nohe
Chairman

Maureen Caddigan
Secretary
To: Chairman Nohe and the VRE Operations Board
From: Doug Allen
Date: May 18, 2018
Re: Publication of Proposed Disadvantaged Business Enterprise Overall Annual Goal for Federal Fiscal Years 2019 - 2021

Summary:

At their meeting on May 3, 2018, the PRTC Board authorized the publication of the proposed Disadvantaged Business Enterprise (DBE) goal of 11.3 percent for Federal Fiscal Years (FFY) 2019 - 2021 and provisionally adopted the goal for FTA-assisted contracts.

Background:

PRTC and VRE have established a DBE program in accordance with Regulations of the United States Department of Transportation (DOT), 49 CFR Part 26 ("the Regulations"). The DBE program intends to provide contracting opportunities to small businesses owned and controlled by socially and economically disadvantaged individuals. The goal of the program is to "level the playing field" on which DBE businesses compete for contracts and subcontracts in the transportation industry.

The Regulations specify that DOT grantees must establish an overall triennial goal for DBE participation in federally assisted contracts, and prescribe implementation methods for achieving this goal. The methodology for determining the triennial goal is attached.
The FTA requires all agencies with a DBE program to advertise their proposed goal for the upcoming fiscal years through various media (e.g. local newspapers and industry publications) for a period of 30 days and seek public comment for 45 days from the date of publication. A copy of the public notice is attached.

In addition to advertising the proposed goal, PRTC and VRE are required to provide for consultation with minority, women’s and general contractor groups, which could be expected to provide information concerning the availability of disadvantaged and non-disadvantaged businesses. The consultation must include a scheduled, direct, interactive exchange with as many stakeholders as possible.

The proposed FFY 2019 - 2021 DBE goal of 11.3 percent for FTA-assisted contracts is based on an assessment of projected expenditures for FFY 2019 – 2021; a review of U.S. Census and other sources concerning the availability of DBE companies in the industries and geographic markets relevant to PRTC and VRE; and consideration of PRTC’s and VRE’s historical utilization of DBE companies. Management believes this goal is a reasonable projection of overall DBE participation for the upcoming fiscal years.

At their meeting on May 3, 2018, the PRTC Board authorized the publication of the proposed FFY 2019 - 2021 goal and provisionally adopted the goal, subject to the condition that the public inspection and consultation process does not result in any public comments that necessitate reconsideration or modification of the proposed goal. If reconsideration is needed, the Commission will be asked to review and adopt the final FFY 2019 - 2021 goal after completion of the consultative process and the public comment period. PRTC is required to submit the proposed FFY 2019 - 2021 DBE overall goal to the FTA by August 1, 2018. The goal, once adopted, will be posted on the PRTC and VRE websites and included in relevant procurement documents involving FTA-assisted contracting opportunities.
To: Chairman Nohe and the VRE Operations Board
From: Doug Allen
Date: May 18, 2018
Re: Broad Run Expansion Project Update

Summary:

VRE has initiated the design of near-term (2022) improvements for the Broad Run Maintenance and Storage Facility (MSF), Broad Run station, and a third main track between Broad Run and Manassas. Several expansion concepts have been evaluated and discussed. The purpose of this item is to continue the discussion and reach consensus on the preferred alternative to advance into preliminary engineering (PE) and National Environmental Policy Act (NEPA) review.

Broad Run Expansion Project Background:

In March 2017, VRE’s Operations Board unanimously adopted their preferred alternative for the Gainesville-Haymarket Extension study, which was expansion of the current Broad Run terminus. The Broad Run Expansion (BRX) alternative continues the operation of Manassas Line service out of a larger Broad Run Station and expands the capacity of the existing Broad Run MSF.

Proposed improvements include:

- Additional railcars and expansion of the existing Broad Run MSF to accommodate more and longer trains;
- Additional parking spaces at Broad Run Station;
A new third mainline track between Manassas and Broad Run within the existing Norfolk Southern Railway (NS) right-of-way; and

- Adjustments to the Broad Run platform to accommodate the above changes.

Design objectives include: accommodating near-term growth and a long-term focus consistent with proposed System Plan 2040 service expansion.

The near-term plans will be implemented using funds from the I-66 Outside the Beltway (OTB) Express Lanes concessionaire payment and have been developed to minimize impacts to facilities and operations as future, long-term improvements are constructed.

The design process resulted in two concepts for the Broad Run station and MSF expansion:

- “South” concept expands the Broad Run complex within and adjacent to the existing station and MSF footprint, on land already owned by PRTC or Prince William County.
- “North/South” concept expands the MSF within and adjacent to existing facilities and locates additional station parking north of the Broad Run complex and the Norfolk Southern (NS) railroad right-of-way.

Selection of a preferred development concept for the Broad Run complex, including the specific location for parking expansion, is needed before more detailed PE plans can be initiated and NEPA review completed.

**Project Update:**

Staff will provide an update to facilitate further discussion on this project.
To: Chairman Nohe and the VRE Operations Board

From: Doug Allen

Date: May 18, 2018

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 17, 2018, VRE issue a Task Order for $74,500, to Vanasse Hangen Brustlin, Inc., for development of a preliminary Master Program Schedule encompassing VRE’s capital projects as well as related ancillary projects managed by others, to include Amtrak, DRPT, VDOT and DDOT.