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>
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<th>Offerors</th>
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<tr>
<td>Infodev EDI Inc.</td>
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<tr>
<td>Dilax Systems Inc.</td>
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<tr>
<td>INIT Innovation for Transportation Inc.</td>
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<tr>
<td>Urban Transportation Associates, Inc.</td>
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<tr>
<td>Kratos Public Safety &amp; Security Solutions, Inc.</td>
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<td>Eyeride</td>
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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
Virginia Railway Express  
Operations Board  

Resolution  
9B-05-2018  

Authorization to Execute a Contract for an  
Automatic Passenger Count System  

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