Agenda Item 8-B
Consent Item

To: Chairman Nohe and the VRE Operations Board
From: Doug Allen
Date: November 16, 2018
Re: Approval of Correction to Resolution 9H-09-2017

Recommendation:

The VRE Operations Board is asked to approve a correction to Resolution 9H-09-2017 (Authorization to Issue a Supplemental Task Order for the Crystal City Station Improvement Project). The correction will update the not-to-exceed amount for Vanasse Hangen Brustlin, Inc. (VHB) from $370,285 to $376,285.

Summary:

On September 15, 2017, the VRE Operations Board authorized the Chief Executive Officer to issue a supplemental task order to VHB for planning and design services related to the Crystal City Station Improvement Project. Due to a typographic error, the total not-to-exceed amount included in the approved Board resolution is incorrect and needs to be updated.

Background:

Prior to the Board’s action on September 15, 2017, the existing authorization for VHB’s planning and design services on the Crystal City Station Improvement Project was $278,767. The supplemental task order for additional planning and design services is for a total amount of $97,518, inclusive of a 10% contingency. These two figures are shown correctly in Resolution 9H-09-2017. The sum of these two figures is the new not-to-
exceed amount, which is $376,285. However, due to a typographic error, the not-to-exceed amount was shown as $370,285.

**Fiscal Impact:**

This correction has no fiscal impact, as the funding for the Crystal City planning and design efforts has already been approved and programmed. However, this correction will allow VRE to utilize the total Board-authorized amount of the supplemental task order.
Virginia Railway Express
Operations Board

Resolution
8B-11-2018

Approval of Correction to Resolution 9H-09-2017

WHEREAS, the VRE Operations Board approved Resolution 9H-09-2017 (Authorization to Issue a Supplemental Task Order for the Crystal City Station Improvement Project) on September 15, 2017; and,

WHEREAS, the text of Resolution 9H-09-2017 includes a typographic error such that the total Board-authorized not-to-exceed amount is incorrect; and,

WHEREAS, a correction to the resolution is needed for VRE to utilize the full amount of the Board-authorized supplemental task order;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby approve a correction to Resolution 9H-09-2017 to update the total not-to-exceed amount from $370,285 to $376,285.

Approved this 16th day of November 2018

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Martin Nohe
Chairman

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Maureen Caddigan
Secretary