To: Chairman Nohe and the VRE Operations Board
From: Doug Allen
Date: November 16, 2018
Re: Authorization to Issue an MEC VI Task Order for National Transit Database and Asset Management Reporting, Phase IV

**Recommendation:**

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Task Order under Mechanical Engineering Consulting Services Contract VI (MEC VI) to STV Incorporated for National Transit Database and Asset Management Reporting, Phase IV, in the amount of $411,553, plus a 10% contingency of $41,156, for a total not to exceed $452,709.

**Summary:**

This MEC VI Task Order is for further developing, implementing and executing processes for VRE’s Transit Asset Management (TAM) Plan and National Transit Database (NTD) reporting compliance.

**Background:**

VRE has completed several initiatives resulting in strategies for managing VRE rolling stock and facilities assets and maintaining these assets in a continuous state of good repair. The Federal Transit Administration (FTA) requires VRE develop methodologies and processes to perform ongoing assessments of VRE rolling stock and facilities, manage and perform State of Good Repair projects, and report transit asset management information.
VRE has asked STV to assist in developing the appropriate information, methodologies and processes for the TAM Plan and reporting to the NTD as outlined in the Final FTA Rule. This rule originated from the Moving Ahead for Progress in the 21st Century (MAP-21) federal transportation bill.

STV Incorporated has developed the framework and standardized processes to perform ongoing asset assessments, developed tools to prioritize funding for State of Good Repair projects consistent with the Transit Economics Requirements Model (TERM) and developed processes for reporting asset management information to the FTA via the NTD.

The scope of services for this Task Order is to continue ongoing transit asset management initiatives per federal requirements stemming from the MAP-21 federal transportation legislation. Specifically, STV has been asked to assist VRE in further developing VRE’s asset management program. The work builds on VRE’s recently developed first-ever TAM Plan. The work includes development of separate life cycle maintenance plans for VRE’s revenue vehicles and facilities, enhancements to VRE’s internet-based asset management tool, and continued support related to internal and MPO coordination as well as required FTA reporting through the next year.

**Fiscal Impact:**

Funding is provided through the Equipment Asset Management Program (EAM) funded through an annual allocation of FTA 5337 (State of Good Repair) grants.
Virginia Railway Express
Operations Board

Resolution
9C-11-2018

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WHEREAS, VRE has a contract with STV Incorporated for mechanical engineering consulting services (MEC) VI; and,

WHEREAS, VRE has completed several initiatives resulting in strategies for managing VRE rolling stock and facilities assets and maintaining these assets in a continuous state of good repair; and,

WHEREAS, VRE is required by the Federal Transit Administration to develop methodologies and processes to perform ongoing assessments of VRE rolling stock and facilities; manage and perform State of Good Repair projects and report transit asset management information; and,

WHEREAS, STV Incorporated has developed the framework and standardized processes to perform ongoing asset assessments as well as tools to prioritize funding for State of Good Repair projects consistent with the Transit Economics Requirements Model (TERM); and,

WHEREAS, STV Incorporated has developed processes for reporting asset management information to the Federal Transit Administration via the National Transit Database;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a MEC VI Task Order to STV Incorporated for further developing, implementing and executing processes for VRE’s Transit Asset Management Plan (TAM) and National Transit Database (NTD) reporting compliance in the amount of $411,553, plus a 10% contingency of $41,156, for a total not to exceed $452,709.

Approved this 16th day of November 2018

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Martin Nohe
Chairman

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Maureen Caddigan
Secretary