To: Chair Cristol and the VRE Operations Board

From: Rich Dalton

Date: December 20, 2019

Re: Authorization to Issue a Request for Proposals for Mechanical Engineering Consulting Services

Recommendation:

The VRE Operations Board is asked to authorize the Acting Chief Executive Officer to issue a Request for Proposals (RFP) for Mechanical Engineering Consulting Services.

Summary:

Approval of this resolution will authorize the procurement process for engineering consulting services for the Mechanical Department.

Background:

In April of 2015, the VRE Operations Board authorized the award of a contract for Mechanical Engineering Consulting Services via a competitive solicitation process. The current Mechanical Engineering Consulting Services contract will expire in May of 2020 and a new competitive solicitation must be initiated.

In accordance with Section 2.2-4303 of the Virginia Public Procurement Act, engineering is classified as a Professional Service and must be procured through an RFP. Upon completion of evaluation of proposals, negotiations are conducted with the highest ranked firm deemed to be fully qualified and best suited among those submitting Proposals, based on the factors specified in the evaluation criteria. Price is not a criterion for evaluation of Professional Services proposals. 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.
VRE's requirements for mechanical engineering consulting services include specific project work for passenger car and locomotive maintenance, repair and overhaul work as well as system-wide improvements and on-call services. Specific task orders will include oversight of locomotive and passenger car modernization, support for the operation of positive train control, future fleet procurements, fleet configuration planning and implementation of life cycle maintenance. VRE has found the use of a mechanical engineering consultant to be more time- and cost-efficient than completing numerous, separate procurements.

After competitive proposals have been evaluated, VRE staff will return to the Operations Board with a recommendation for award. As with the existing contract, the proposed contract will be a task order agreement with a not to exceed value of $6 million per year for a term of up to five years. VRE Operations Board approval is required prior to award of each task order in excess of the Chief Executive Officer’s spending authority.

**Fiscal Impact:**

There is no fiscal impact to approving the issuance of a Request for Proposals. Funds supporting the Mechanical Engineering Consulting Services contract are budgeted through specific projects in VRE’s adopted Capital Improvement Program or approved annual operating budget.
WHEREAS, VRE’s requirements for mechanical engineering services include both specific project work and system-wide improvements; and,

WHEREAS, the use of a mechanical engineering consultant has proven to be more time- and cost-effective than numerous, separate procurements; and,

WHEREAS, the current Mechanical Engineering Consulting Services contract will expire in May 2020 and a new competitive solicitation must be initiated; and,

WHEREAS, in accordance with Section 2.2-4303 of the Virginia Public Procurement Act, these services must be procured through a Request for Proposals;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge that competitive negotiation is required in accordance with the Virginia Public Procurement Act; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Acting Chief Executive Officer to issue a Request for Proposals for a Mechanical Engineering Consulting Services.

Approved this 20th day of December 2019

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Katie Cristol
Chair

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John Cook
Secretary