To:        Chair Cristol and the VRE Operations Board

From:  Doug Allen

Date: May 17, 2019

Re:        Authorization to Issue an Invitation for Bids for Forklift Trucks

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue an Invitation for Bids (IFB) for Forklift Trucks.

Summary:

This resolution will authorize the solicitation to procure five new forklift trucks to replace existing equipment that has exceeded its Useful Life Benchmark (ULB) of seven years as described in VRE’s Transit Asset Management (TAM) Plan.

Background:

VRE purchased five forklifts between 1998 and 2007. These forklifts are heavily relied upon to move materials throughout the Maintenance and Storage Facilities. With time and use, the forklift trucks have worn out requiring regular repairs and downtime.

VRE’s TAM Plan defines the approach to asset management as required by the Moving Ahead for Progress in the 21st Century (MAP-21) federal transportation act. The Federal Transit Administration (FTA) issued its Final Rule on July 26, 2016 (effective October 1, 2016) which describes the TAM requirements. In addition to the federal requirements, VRE’s TAM Plan provides recommendations for capital improvement and maintenance.
programs to meet service and performance needs as well as to achieve a State of Good Repair (SGR) for capital assets.

The TAM Plan addresses facilities, rolling stock and non-revenue service vehicles such as forklift trucks as well as other assets. The TAM Plan identifies the ULB of assets and recommends rehabilitation, overhaul or replacement when each asset reaches its ULB to ensure safe operation and to optimize performance.

The forklift trucks at both Maintenance and Storage Facilities (MSF) have exceeded their ULB, defined as seven years, and should be replaced to ensure safe, economical and reliable operation necessary to maintain the MSF and rolling stock.

An IFB is the preferred and normal method of procurement when seeking bids to provide goods and services at a firm-fixed price. This method is utilized when there is a complete, adequate, precise specification or purchase description. Award is made based on price alone without discussions or negotiations with the Bidders.

The scope of work for the IFB includes the purchase and delivery of five new forklift trucks as well as operator training for the new forklift trucks.

Upon receipt of the bids, staff will return to the Operations Board to request authorization to execute the contract.

**Fiscal Impact:**

There is no fiscal impact from issuing an IFB. Funding for this procurement is provided for in the FY 2019 Budget using Capital Reserve Funds.
Authorization to Issue an Invitation for Bids for Forklift Trucks

WHEREAS, the Federal Transit Administration (FTA) issued its Final Rule on July 26, 2016 (effective October 1, 2016) which describes the Transit Asset Management (TAM) requirements; and,

WHEREAS, VRE’s TAM Plan provides recommendations for capital improvement and maintenance programs to meet service and performance needs as well as to achieve a State of Good Repair (SGR) for capital assets; and,

WHEREAS, VRE’s Transit Asset Management Plan defines the Useful Life Benchmark for forklift trucks as seven years; and,

WHEREAS, the forklift trucks at VRE’s Maintenance and Storage Facilities have exceeded their Useful Life Benchmark; and,

WHEREAS, program funding has been identified in the FY 2019 Budget amendment using Capital Reserve Funds;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Forklift Trucks.

Approved this 17th day of May 2019

______________________________
Katie Cristol
Chair

______________________________
John Cook
Secretary
To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: May 17, 2019

Re: Authorization to Issue a Request for Proposals for Website Management Services

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for Website Management Services for a period of a base year and five option years.

Summary:

This resolution will authorize the solicitation of website management services to include monitoring and emergency maintenance as well as change and modification support services for the VRE website (vre.org).

Background:

VRE maintains a public facing website to provide real time passenger information and service-related information. VRE’s website is viewed as a key marketing and information tool used by current customers, potential customers and to increase public awareness about VRE. The website provides data in an easy-to-use format that supplies all the information passengers and the general public may need related to VRE service.

As determined in accordance with VRE Public Procurement Policies and Procedures, an Invitation for Bids (IFB) is neither practicable nor fiscally advantageous to VRE and an RFP
is the preferred method of procurement for this solicitation since 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 two 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 if the proposed cost is fair and reasonable.

The scope of work for the RFP includes maintenance, design, and support as well as frontend and backend programming. The required services will also include real-time monitoring and trouble resolution of the vre.org website.

Upon receipt and evaluation of the proposals, staff will return to the Operations Board for authorization to execute the contract.

**Fiscal Impact:**

There is no fiscal impact from issuing an RFP. The FY 2020 operating budget for Rail Operations includes funding for this procurement. Funding for future years will be included in each proposed annual budget.
Virginia Railway Express  
Operations Board

Resolution  
8B-05-2019

Authorization to Issue a Request for Proposals for  
Website Management Services

WHEREAS, VRE maintains a public facing website to provide real time passenger and service-related information; and,

WHEREAS, website management services, to include monitoring and maintenance as well as change and modification support services are required for the VRE website; and,

WHEREAS, management of the VRE website requires support from subject matter experts to program and update the site on a regular basis to ensure it is current and relevant;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and that competitive negotiation is the appropriate method to procure these services; and,

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

Approved this 17th day of May 2019

______________________________  
Katie Cristol  
Chair

______________________________  
John Cook  
Secretary
This Page Intentionally Left Blank
To: Chair Cristol and the VRE Operations Board
From: Doug Allen
Date: May 17, 2019
Re: Authorization to Execute a Standard Project Agreement with the Northern Virginia Transportation Authority for Crystal City Station Improvements

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer (CEO) to execute a Standard Project Agreement (SPA) between VRE and the Northern Virginia Transportation Authority (NVTA) for the final design of the Crystal City Station Improvements project.

Summary:

This action will provide the necessary authorization for the execution of the SPA for the Final Design phase of the Crystal City Station Improvements project.

Background:

In October 2017, NVTA issued a Call for Projects for its FY2018-2023 Six Year Program (SYP). In December 2017, the Commissions authorized the CEO to submit a list of VRE projects to NVTA for evaluation and consideration in the SYP. The list was comprised of nine projects identified in the VRE Capital Improvement Program and System Plan 2040, all of which were also included in NVTA’s TransAction 2040 long range transportation plan.
The Crystal City Station Improvements was one of the projects submitted by VRE for consideration in the NVTA SYP. The scope of this project includes a relocated and expanded Crystal City Station with a longer platform in an island configuration allowing it to be served by two tracks. VRE’s funding request to NVTA was for $4 million for the Final Design phase of the project. The total project cost is estimated to be $42 million.

NVTA adopted its FY 2018-2023 SYP on June 14, 2018, and the Crystal City Station Improvements project was among the 44 projects included for funding. On April 5, 2019, NVTA appropriated $4,000,000 in Fiscal Year (FY) 2020 Regional Revenue Funds to VRE for the Final Design phase of the project. The NVTA project number is 2018-058-2.

Although the previous Operations Board and Commission actions authorized the CEO to execute all project agreements on behalf of the Commissions, NVTA requires an authorization that references the NVTA project number and the amount of NVTA funding for the project, which are only known after the adoption of the SYP and the appropriation of funds. This authorization includes those required references.

**Fiscal Impact:**

The $4 million of NVTA funding for final design of the Crystal City Station Improvements project is reflected in VRE’s FY 2020-2025 CIP. Funding for preliminary engineering and environmental clearance for the project has been previously provided by NVTA as well as a Rail Enhancement Fund (REF) grant from the Department of Rail and Public Transportation (DRPT). The construction phase of the project remains partially unfunded, and VRE continues to pursue funding options that will allow the project to proceed to completion.
Virginia Railway Express
Operations Board

Resolution
8C-05-2019

Authorization to Execute a Standard Project Agreement with
the Northern Virginia Transportation Authority for
Crystal City Station Improvements

WHEREAS, VRE submitted the Crystal City Station Improvements project to the Northern Virginia Transportation Authority for evaluation and consideration in their FY 2018-2023 Six Year Program; and,

WHEREAS, Northern Virginia Transportation Authority adopted its FY 2018-2023 Six Year Program in June 2018 and included the Crystal City Station Improvements among the 44 funded projects; and,

WHEREAS, Northern Virginia Transportation Authority appropriated $4,000,000 in Fiscal Year 2020 Regional Revenue Funds for the Final Design phase of the Crystal City Station Improvements project in April 2019 and assigned it a project number of 2018-058-2; and,

WHEREAS, VRE and Northern Virginia Transportation Authority wish to execute a Standard Project Agreement and associated appendices for the Crystal City Station Improvements Project;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Standard Project Agreement and associated appendices with the Northern Virginia Transportation Authority for $4,000,000 of funding for the final design phase of the Crystal City Station Improvements project. (project number 2018-058-2).

Approved this 17th day of May 2019

______________________________
Katie Cristol
Chair

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John Cook
Secretary
This Page Intentionally Left Blank
To: Chair Cristol and the VRE Operations Board
From: Doug Allen
Date: May 17, 2019
Re: Authorization to Execute Contracts for the Delivery of Diesel Fuel for VRE Locomotives

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract for the Delivery of Diesel Fuel to the Crossroads Yard with James River Solutions of Ashland, Virginia and a contract for the Delivery of Diesel Fuel to the Broad Run Yard with Griffith Energy Services, Inc. of Columbia, Maryland. The contract with James River Solutions is being recommended in an amount not to exceed $2,647,500, for a period of one year. The contract with Griffith Energy Services, Inc. is being recommended in an amount not to exceed $1,765,000, for a period of one year. Staff will return to the Operations Board to request authorization for option years.

Summary:

VRE contracts to have diesel fuel delivered and dispensed on weekdays from the Contractor’s trucks directly into the locomotives at the Crossroads Yard in Fredericksburg, VA and the Broad Run Yard in Manassas, VA. The final option year of the current contracts will expire on June 30, 2019.

Background:

On November 16, 2018, the VRE Operations Board approved a request to issue an Invitation for Bids (IFB) for Delivery of Diesel Fuel for VRE Locomotives. A mailing list of
seven prospective Bidders was established for the solicitation to ensure access to adequate sources of services. On April 8, 2019, an IFB was issued and bids were due on May 3, 2019. Three bids were received for Crossroads and five bids were received for Broad Run.

Both contracts will be structured to allow VRE to lock in future fixed prices for some of its fuel. VRE continues to work with a consultant to assist in this process to reduce cost volatility.

The bid tabulation is as follows:

### Crossroads

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Total Average Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. James River Solutions</td>
<td>$.176</td>
</tr>
<tr>
<td>2. Quarles Petroleum, Inc.</td>
<td>$.190</td>
</tr>
<tr>
<td>3. Mansfield Oil Company</td>
<td>$.2457</td>
</tr>
</tbody>
</table>

### Broad Run

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Total Average Bid Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Griffith Energy Services, Inc.</td>
<td>$.149</td>
</tr>
<tr>
<td>2. James River Solutions</td>
<td>$.175</td>
</tr>
<tr>
<td>3. Quarles Petroleum, Inc.</td>
<td>$.219</td>
</tr>
<tr>
<td>4. Mansfield Oil Company</td>
<td>$.2492</td>
</tr>
<tr>
<td>5. Fannon Petroleum</td>
<td>$.682</td>
</tr>
</tbody>
</table>

*The average bid price represents the delivery, administrative and other costs of the fuel supplier which will be added to the relevant market price. Approximately 40% of VRE’s fuel is priced at the “rack” or “OPIS” price on the day of purchase and approximately 60% is locked-in in advance based on the futures or “NYMEX” price on the date of the lock-in agreement. VRE staff, with the assistance of our consultant, projected a price per gallon (based on estimates of the rack or lock-in prices for FY 2020, plus the supplier differential) and multiplied this price by the projected fuel consumption for one year to arrive at a total not to exceed contract amount for each yard.
After review of the bids, it was determined James River Solutions was the lowest responsive-responsible bidder for diesel deliveries to the Crossroads Yard and Griffith Energy Services, Inc. was the lowest responsive-responsible bidder for diesel deliveries to the Broad Run Yard.

**Fiscal Impact:**

The FY 2020 operating budgets for Mechanical Operations – Diesel Fuel includes $4,412,500 funding for this activity. Funding for future years will be included in each proposed annual operating budget.
Virginia Railway Express  
Operations Board

Resolution  
9A-05-2019

Authorization to Execute Contracts for the  
Delivery of Diesel Fuel for VRE Locomotives

WHEREAS, VRE has a need for diesel fuel delivery services in order to operate daily commuter trains; and,

WHEREAS, the current fuel delivery services contracts are set to expire on June 30, 2019; and,

WHEREAS, the VRE Operations Board authorized the issuance of an Invitation for Bids in November 2018; and,

WHEREAS, the contracts will be structured to allow VRE to lock in future fixed prices for fuel; and,

WHEREAS it was determined Griffin Energy Services was the lowest responsive-responsible bidder for fuel deliveries to the Crossroads Yard; and,

WHEREAS it was determined River Solutions was the lowest responsive-responsible bidder for fuel deliveries to the Broad Run Yard;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute contracts with James River Solutions of Ashland, Virginia (Crossroads Yard) and Griffith Energy Services, Inc. of Columbia, Maryland (Broad Run Yard) for diesel fuel delivery in an amount not to exceed $2,647,500 for Crossroads and an amount not to exceed $1,765,000 for Broad Run. The contracts will be for a base year, commencing July 1, 2019 through June 30, 2020, and four option years, with Operations Board approval required for each option year.

Approved this 17th day of May 2019

____________________________  
Katie Cristol  
Chair

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John Cook  
Secretary
To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: May 17, 2019

Re: Authorization to Execute a Sole Source Contract for Maintenance, Software, and Hosting Services for the Automated Fare Collections System

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a Sole Source Contract with Scheidt and Bachmann, Inc. (S&B) of Lowell, Massachusetts for Maintenance, Software, and Hosting Services for the Automated Fare Collections System in the amount of $3,942,444, plus a 5% contingency of $197,122, for a total not to exceed amount of $4,139,566. The term of this contract will be one base year and three option years, with the CEO exercising the option years at his discretion.

Summary:

This contract will replace the existing design-build contract with S&B and will provide maintenance technicians, software support, cloud hosting and a full upgrade of the backend system.

Background:

This contract will replace the existing design-build contract with S&B. The existing contract was executed in August 2000 and has been extended through multiple amendments for maintenance support and system upgrades and will expire on June 30, 2019. The new contract has been separated into three distinct functional areas: Preventive and Remedial
Maintenance, Hosting Services, and the Back-End Upgrade (FareGo). This separation will allow VRE to explore opportunities to competitively procure individual functions should technological advances provide an opportunity to do so.

This contract provides for two full-time technicians for onsite remedial and preventive maintenance of the Ticket Vending Machines (TVMs) and Ticket Office Machines (TOMs); software support; cloud hosting; and a full upgrade of the backend system from the existing administrative, reporting and remote maintenance interface which is no longer supported. Cloud hosting and the backend upgrade are part of an ongoing effort to improve VRE’s cybersecurity posture and are necessary to maintain compliance with Payment Application Data Security Standards (PA-DSS) and Payment Card Industry Data Security Standards (PCI-DSS).

The pricing breakdown by functional area within the overall combined services agreement is as follows:

### Scheidt & Bachmann Combined Services Agreement

<table>
<thead>
<tr>
<th>Functional Area</th>
<th>Previous Contract</th>
<th>Base Year</th>
<th>Option Year 1</th>
<th>Option Year 2</th>
<th>Option Year 3</th>
<th>4 Year Total*</th>
</tr>
</thead>
<tbody>
<tr>
<td>TVM Technical Support Services</td>
<td>$702,820</td>
<td>$736,380</td>
<td>$754,790</td>
<td>$773,659</td>
<td>$793,001</td>
<td>$3,057,830</td>
</tr>
<tr>
<td>Hosting Services</td>
<td>129,850</td>
<td>129,850</td>
<td>133,096</td>
<td>136,424</td>
<td>139,834</td>
<td>539,204</td>
</tr>
<tr>
<td>FareGo Data Upgrade</td>
<td>-</td>
<td>345,410</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>345,410</td>
</tr>
<tr>
<td>Total</td>
<td>-</td>
<td>$1,211,640</td>
<td>$887,886</td>
<td>$910,083</td>
<td>$932,835</td>
<td>$3,942,444</td>
</tr>
<tr>
<td>5% contingency</td>
<td>-</td>
<td>$60,582</td>
<td>$44,394</td>
<td>$45,504</td>
<td>$46,642</td>
<td>$197,122</td>
</tr>
<tr>
<td>Grand Total</td>
<td>-</td>
<td>$1,272,222</td>
<td>$932,280</td>
<td>$955,587</td>
<td>$979,477</td>
<td>$4,139,566</td>
</tr>
</tbody>
</table>

A sole source determination has been made in accordance with state and federal requirements, and VRE Procurement Policies, and public notice will be provided.

**Fiscal Impact:**

The FY 2020 operating budget for ‘Rail Operations – Repair & Maintenance Fare Collections’ includes funding for the TVM Technical Support Services and Hosting Services activities. Funding for these operational activities in future years will be included in each proposed annual operating budget. Funding for the one-time FareGo Data Upgrade to the backend administrative system will be provided from VRE’s Capital Reserve.
Virginia Railway Express  
Operations Board  

Resolution  
9B-05-2019  

Authorization to Execute a Sole Source Contract for  
Maintenance, Software, and Hosting Services for the  
Automated Fare Collections System  

WHEREAS, Scheidt and Bachmann, Inc. is the developer and manufacturer of VRE’s Automated Fare Collection System; and,  

WHEREAS, this contract will provide two full-time technicians for onsite remedial and preventive maintenance on the Ticket Vending Machines and Ticket Office Machines, software support, cloud hosting, and a full upgrade of the backend system from the existing administrative, reporting and remote maintenance interface which is no longer supported; and,  

WHEREAS, the technical and software support relate to a proprietary technology; and,  

WHEREAS, the hosting services and backend upgrade will improve VRE’s cybersecurity posture and provide compliance with industry data security standards;  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Sole Source Contract with Scheidt and Bachmann of Lowell, Massachusetts for Maintenance, Software, and Hosting Services for the Automated Fare Collections System in the amount of $3,942,444, plus a 5% contingency of $197,122, for a total not to exceed amount of $4,139,566, for a term of one base year and three option years, with option years exercised at the CEO’s discretion.  

Approved this 17th day of May 2019  

______________________________  
Katie Cristol  
Chair  

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John Cook  
Secretary
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To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: May 17, 2019

Re: Authorization to Amend the Contract for Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade Facility

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer (CEO) to execute a contract amendment with STV, Inc. of Fairfax, VA to complete design services as part of the Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade Facility contract in the amount of $390,000, plus a 10% contingency of $39,000, for a total amount not to exceed $429,000. This will increase the total authorization for this contract from $3,176,039 to a total amount not to exceed $3,605,039.

Summary:

Due to longer than anticipated property acquisition, completion of plans and specifications for advancement to construction were delayed. These delays resulted in extended coordination with permitting agencies, a need to revise several elements of the design to maintain code compliance and other modifications to the proposed project, resulting in additional costs.

VRE requested STV submit a proposal to accomplish the additional services described herein and this action will authorize the CEO to amend the contract to cover the additional costs.
**Background:**

In January 2014, the VRE Operations Board adopted a Lifecycle Maintenance (LCM) strategy for VRE rolling stock. The basis of this strategy is to maintain VRE locomotives and passenger rail cars at the highest level of reliability throughout the lifecycle of the equipment.

In April 2015, the VRE Operations Board authorized the CEO to execute a contract for Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade (LOU) Facility with STV.

On April 21, 2017, the VRE Operations Board authorized an amendment to the contract to provide additional funds to continue monitoring building and site permits with Spotsylvania County as well as to coordinate, review, and comment on work by another contractor for the acquisition of the adjacent property needed for the LOU Facility. STV's scope was limited to the review and coordination of work by others and did not include preparation of any plats or Subdivision / Boundary Line adjustments.

The design was completed on an aggressive schedule with an eye towards two-year project completion. The current Crossroads Maintenance and Storage Facility (MSF) in Spotsylvania County was thought to have enough property available to accommodate the planned LCM facilities. Once the design began, it was clear a better option would involve the acquisition of an adjacent property. The acquisition has taken longer than anticipated, but a solution to the property acquisition has been reached.

STV has continued to monitor the site permit application throughout this lengthy period. VRE has requested additional design changes to be shown on the project construction plans to comply with VRE's new project delivery process. STV has also experienced an increase in labor costs since project initiation in 2015. Additionally, construction material and labor costs warrant updates to the project construction cost estimate by STV.

Requested changes also relate to installation of a Drop Table, which is used to remove wheelsets from locomotives and railcars. VRE previously planned to procure the Drop Table separately. The project construction plans will be revised to reflect the Drop Table as part of the plans and as the construction contractor's responsibility.

In addition, it has become evident that temporary relocation of VRE employee parking will be required during construction. VRE has requested STV develop a concept to meet this need to be added to the project construction plans.

VRE requested STV submit a proposal to accomplish the additional services described herein. The proposal submitted by STV was reviewed and deemed to be responsive to all aspects required. STV's proposed cost was compared with the Independent Cost Estimate (ICE) prepared by VRE staff and determined to be fair and reasonable.
**Fiscal Impact:**

Funding is provided through Federal Formula Funds (5337) with associated state and local match.
Authorization to Amend the Contract for Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade Facility

WHEREAS, the VRE Operations Board adopted a lifecycle maintenance strategy for VRE rolling stock in January 2014 to maintain VRE locomotives and passenger rail cars at the highest level of reliability throughout the equipment lifecycle; and,

WHEREAS, in April 2015, the VRE Operations Board authorized the CEO to execute a contract for Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade (LOU) Facility with STV; and,

WHEREAS, in April 2017, the VRE Operations Board authorized an amendment to the contract to provide additional funds to continue monitoring building and site permits and to prepare plats or Subdivision / Boundary Line adjustments; and,

WHEREAS, delays in adjacent property acquisition has caused some required revisions to the design to maintain code compliance and other changes; and,

WHEREAS, limited parking on-site at the Crossroads MSF will require additional parking to be investigated for implementation during construction; and,

WHEREAS, VRE has received a proposal from STV for completion of design services and has deemed it to be fair and reasonable;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract amendment with STV, Inc. of Fairfax, VA to complete design services as part of the Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade Facility contract in the amount of $3,176,039 to a total amount not to exceed $3,605,039.

Approved this 17th day of May 2019

______________________________
Katie Cristol
Chair

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John Cook
Secretary
To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: May 17, 2019

Re: Authorization to Amend VRE's Passenger Tariff

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**Recommendation:**

The VRE Operations Board is asked to retroactively authorize the Chief Executive Officer to amend VRE’s Passenger Tariff to reduce the passenger cost of Amtrak Step-Up tickets from $8 to $4 effective May 1, 2019; and authorize the Chief Executive Office to amend VRE’s Passenger Tariff to restore the passenger fare for Amtrak Step-Up tickets to $8 when the Metrorail work is completed.

**Summary:**

To free up capacity on VRE trains during the WMATA summer Platform Improvement Project, we are seeking to provide incentives for VRE riders to use Amtrak trains. VRE has worked with Amtrak and the Virginia Department of Rail and Public Transportation (DRPT) to lower the passenger cost of the Amtrak Step-Up ticket. This will encourage monthly and multi-ride VRE passengers to take Amtrak Step-Up trains to help free up space on VRE trains to accommodate Metrorail riders displaced by the closure of stations on the Yellow and Blue lines.

**Background:**

The current access agreement with Amtrak provides VRE passengers the opportunity to ride State-sponsored Amtrak trains with a Step-Up ticket that must be used in conjunction with a properly validated VRE multi-ride ticket (Monthly, Ten-Ride, Five-Day Pass, or...
Transit Link Card). Per the access agreement, VRE pays Amtrak $13 for every Step-up ticket sold, of which passengers pay $8. The net cost to VRE of each Step-Up ticket sold is $5 (i.e., the $13 total cost paid to Amtrak less the $8 fare paid by the passenger to VRE).

While VRE’s tariff determines the amount that passengers pay for Step-Up tickets, Amtrak can change the total cost VRE pays for each ticket if notified in writing by DRPT to make such a change. Ticket revenue collected for trips taken on Virginia-sponsored Amtrak trains, including the cost of Step-Up tickets, is credited to DRPT.

To create capacity on VRE trains during WMATA’s summer 2019 Platform Improvement Project, Amtrak and DRPT (with approval from the Commonwealth Transportation Board) have agreed to lower the total cost VRE pays for each Step-Up ticket to $4. Through this action to amend the Passenger Tariff, VRE will lower the price per Step-Up ticket for riders to $4. This will incentivize VRE passengers to ride Amtrak trains and create capacity on VRE trains to accommodate Metrorail riders displaced by the closure of stations on the Yellow and Blue lines. Any revenue reduction caused by this action will be borne by DRPT and not by VRE.

This action will authorize the CEO to amend VRE’s Passenger Tariff to reflect this change.

Fiscal Impact:

The Step-Up fare is only available on State-sponsored Amtrak trains. The current Step-Up arrangement has the rider paying $8 and VRE paying $5 for each $13 Step-Up fare that is then credited to DRPT since they help fund these trains. The proposed Step-Up arrangement for this summer has only the rider paying $4 that will also be credited to DRPT.

<table>
<thead>
<tr>
<th></th>
<th>Rider Pays</th>
<th>VRE Pays</th>
<th>Amtrak Collects (DRPT is Credited)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Agreement</strong></td>
<td>$8</td>
<td>$5</td>
<td>$13</td>
</tr>
<tr>
<td><strong>Adjustment During WMATA Shutdown</strong></td>
<td>$4</td>
<td>$0</td>
<td>$4</td>
</tr>
<tr>
<td><strong>Net Change</strong></td>
<td>-$4</td>
<td>-$5</td>
<td>-$9</td>
</tr>
</tbody>
</table>

Since the proposed arrangement for this summer does not have VRE paying to further reduce the Step-Up fare, VRE expects to see approximately $25,000 in net Step-Up savings per month while the reduced fare is in effect.

If, as expected, current WMATA patrons choose to ride VRE during the shutdown, this will have a positive impact on VRE’s revenues and overall financial position.
Virginia Railway Express
Operations Board

Resolution
9D-05-2019

Authorization to Amend VRE’s Passenger Tariff

WHEREAS, VRE is working with Amtrak and the Virginia Department of Rail and Public Transportation to create capacity on VRE trains during WMATA’s summer 2019 Platform Improvement Project; and,

WHEREAS, lowering the passenger cost of the Amtrak Step-Up ticket will incentivize monthly and multi-ride VRE passengers to take advantage of the Step-Up trains; and,

WHEREAS, creating capacity on VRE trains will allow VRE to accommodate Metrorail riders displaced by the closure of stations on the Yellow and Blue lines; and,

WHEREAS, a provision within the Agreement allows for Amtrak to change the cost VRE pays to Amtrak for each Step-Up ticket sold if notified in writing by the Virginia Department of Rail and Public Transportation to make this change; and,

WHEREAS, the Department of Rail and Public Transportation, with the support of the Commonwealth Transportation Board, has notified Amtrak in writing and directed Amtrak to reduce the cost VRE pays for each Step-Up ticket effective May 1, 2019 and will expire when the Metrorail work is completed;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby retroactively authorize the Chief Executive Officer to amend VRE’s Passenger Tariff to reduce the passenger fare for Amtrak Step-Up tickets from $8 to $4 effective May 1, 2019; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend VRE’s Passenger Tariff to restore the passenger fare for Amtrak Step-Up tickets to $8 when the Metrorail work is completed.

Approved this 17th day of May 2019

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Katie Cristol
Chair

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John Cook
Secretary
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To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: May 17, 2019

Re: Recommend Authorization to Amend the Amtrak Access and Storage Agreement to Reduce the Cost of the Amtrak Step-Up Ticket

Recommendation:

The VRE Operations Board is asked to recommend the Commissions retroactively authorize the Chief Executive Officer to amend the Amtrak Access and Storage Agreement to reflect an agreed upon change to the cost of an Amtrak Step-Up ticket from $13 to $4 effective May 1, 2019 until Metrorail’s platform improvement work is complete.

Summary:

In an attempt to create capacity on VRE trains during WMATA’s summer 2019 Platform Improvement Project, Amtrak has agreed to reduce the cost VRE pays for each Step-Up ticket from $13 to $4, allowing VRE to lower the price per Step-Up ticket to the rider to $4. The reduced cost should incentivize additional monthly and multi-ride users to ride Amtrak regional trains, creating capacity on VRE trains to accommodate Metrorail riders displaced by the closure of stations on the Yellow and Blue lines.

Background:

The Access and Storage Agreement with Amtrak provides the ability to access and store VRE trains at Washington Union Station. The Agreement also provides the ability for VRE passengers to ride certain Amtrak trains with a Step-Up ticket in conjunction with a
properly validated VRE multi-ride ticket (Monthly, Ten-Ride, Five-Day Pass, or Transit Link Card.) Approximately 250 to 300 VRE passengers per day ride Amtrak trains using the Step-Up tickets.

Per the Access and Storage Agreement, VRE pays Amtrak $13 for each Step-Up ticket sold, of which passengers pay $8 and VRE subsidizes the remaining $5. A provision within the Agreement allows for Amtrak to change the cost VRE pays to Amtrak for each Step-Up ticket sold if notified in writing by the Virginia Department of Rail and Public Transportation (DRPT) to make a change.

In order to create capacity on VRE trains during WMATA’s summer 2019 Platform Improvement Project, Amtrak and DRPT, with the support of the Commonwealth Transportation Board, have agreed to lower the cost VRE pays for each Step-Up ticket to $4 to attempt to incentivize additional monthly and multi-ride VRE passengers to ride Amtrak trains. VRE has lowered the price per Step-Up ticket to $4 for riders. This should create capacity on VRE trains to accommodate Metrorail riders displaced by the closure of stations on the Yellow and Blue lines.

**Fiscal Impact:**

Given current utilization of 250 to 300 Step-Ups per day, VRE expects to save approximately $25,000 per month in net Step-Up expense while the reduced fare is in effect. If more current VRE riders choose to utilize the Amtrak Step-Up option, this will have no net impact on VRE’s financial position. If current WMATA patrons choose to ride VRE during the shutdown, this will have a positive impact on VRE’s revenues and overall financial position.
Virginia Railway Express  
Operations Board  
Resolution  
9E-05-2019

Recommend Authorization to Amend the Amtrak Access and Storage Agreement to Reduce the Cost of the Amtrak Step-Up Ticket

WHEREAS, the Commissions have an Access and Storage Agreement with Amtrak to access and store VRE trains at Washington Union Station, and;

WHEREAS, the Agreement includes the ability for monthly and multi-ride VRE passengers to ride Amtrak regional trains by purchasing an additional Step-Up ticket; and,

WHEREAS, the Agreement establishes the cost VRE pays to Amtrak for each Step-Up ticket sold; and,

WHEREAS, a provision within the Agreement allows for Amtrak to change the cost VRE pays to Amtrak for each Step-Up ticket sold if notified in writing by the Virginia Department of Rail and Public Transportation to make this change; and,

WHEREAS, the Department of Rail and Public Transportation, with the support of the Commonwealth Transportation Board, has notified Amtrak in writing and directed Amtrak to reduce the cost VRE pays for each Step-Up ticket to $4 effective May 1, 2019, and continuing for the expected duration of the Metrorail platform improvement work and associated service disruption;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions retroactively authorize the Chief Executive Officer to amend the Amtrak Access and Storage Agreement to reflect a change to the cost to VRE for the Amtrak Step-Up ticket from $13 per ticket to $4 per ticket in a form approved by legal counsel; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the Amtrak Access and Storage Agreement to restore the cost to VRE for the Amtrak Step-Up ticket at the cost identified in the existing agreement when the Metrorail work is completed.

Approved this 17th day of May 2019

Katie Cristol  
Chair

John Cook  
Secretary
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To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: May 17, 2019

Re: Recommend Authorization to Execute an Amendment for the Fifth Year of the First Option Period of the Contract for Operating Services for Commuter Rail

Recommendation:

The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to amend the Contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by approving up to $16,287,000 for the fifth year of the first option period, for a total contract value not to exceed $179,411,557, through June 30, 2020.

Summary:

This action will authorize contracted services for management, supervision and certified locomotive engineers and conductors to operate VRE commuter rail trains for FY 2020.

Background:

When VRE service was initiated in 1992, commuter rail operations and maintenance services were provided by Amtrak on a sole source basis. In October 2009, following a competitive solicitation, the VRE Operations Board recommended, and the Commissions subsequently authorized, a new contract with KRSV for commuter rail operations and maintenance. The maintenance activities were then removed from this contract in 2016.
and subject to a separate competitive solicitation (which was also ultimately awarded to KRSV).

The commuter rail operations contract with KRSV has a five-year base period and two five-year option periods. The VRE Operations Board gave its approval in May 2015 to exercise the first five-year option period, which was subsequently authorized by the Commissions. The fifth and final year of the first option period for operating services will start July 1, 2019. The total amount requested for authorization is equal to the total amount budgeted for FY 2020.

The work performed under this contract includes providing certified locomotive engineers and conductors to operate VRE commuter rail trains. The contract scope of work also includes Federal Railroad Administration reporting and claims management. Below is a list of the amendments, contract modifications and proposed actions for this contract:

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
<th>Authorized Value (Cumulative)</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-16-2009</td>
<td>1st Contract Year &amp; Mobilization</td>
<td>$18,459,348</td>
<td>$18,459,348</td>
</tr>
<tr>
<td>12-17-2010</td>
<td>Amendment (a)</td>
<td>$2,085,000</td>
<td>$20,544,348</td>
</tr>
<tr>
<td>5-20-2011</td>
<td>2nd Contract Year</td>
<td>$17,954,527</td>
<td>$38,498,875</td>
</tr>
<tr>
<td>4-20-2012</td>
<td>3rd Contract Year (b)</td>
<td>$18,008,591</td>
<td>$56,507,466</td>
</tr>
<tr>
<td>4-19-2013</td>
<td>4th Contract Year</td>
<td>$18,974,041</td>
<td>$75,481,507</td>
</tr>
<tr>
<td>4-18-2014</td>
<td>5th Contract Year (c)</td>
<td>$20,115,047</td>
<td>$95,596,554</td>
</tr>
<tr>
<td>5-15-2015</td>
<td>1st Year of the First Option Period (6th Contract Year)</td>
<td>$20,931,000</td>
<td>$116,527,554</td>
</tr>
<tr>
<td>5-20-2016</td>
<td>2nd Year of the First Option Period (7th Contract Year) (d)</td>
<td>$15,463,003</td>
<td>$131,990,557</td>
</tr>
<tr>
<td>4-21-2017</td>
<td>3rd Year of First Option Period (8th Year)</td>
<td>$15,416,000</td>
<td>$147,406,557</td>
</tr>
<tr>
<td>4-20-2018</td>
<td>4th Year of the First Option Period (9th Year)</td>
<td>$15,718,000</td>
<td>$163,124,557</td>
</tr>
<tr>
<td>5-17-2019</td>
<td>5th Year of the First Option Period (10th Year) (e)</td>
<td>$16,287,000</td>
<td>$179,411,557</td>
</tr>
</tbody>
</table>

(a) Amendment included service enhancements, higher than anticipated insurance costs; items included in the original negotiations, contingency funds, and removed the requirement that Keolis indemnify VRE for all liability claims arising from the contract service with a value of up to $5,000,000.

(b) FY 2013 budget amended mid-year for service enhancements resulting in the lengthening of two trains. This increased the FY 2013 contract budget amount to $18,248,591. Authorization available from prior year approvals.

(c) FY 2015 budget includes adding the new Fredericksburg line train for half of the fiscal year.
(d) FY 2017 budget reflects the amended agreement removing the maintenance of equipment and facilities maintenance functions.

(e) Pending Approval

This action will increase the contract value by $16,287,000, for a cumulative amount not to exceed $179,411,557. The year over year increase is due to a contractually mandated increase of 2.52% based on the Consumer Price Index for the fixed cost components of the contract and additional train crew cost for the storage of VRE trains at the L’Enfant Storage facility.

**Fiscal Impact:**

Funding for the fifth year of the first option period (10th year) is included in the FY 2020 operating budget. The total amount budgeted for train operations is $16,287,000.
Virginia Railway Express  
Operations Board  

Resolution  
9F-05-2019  

Recommend Authorization to Execute an Amendment for the  
Fifth Year of the First Option Period of the Contract for  
Operating Services for Commuter Rail  

WHEREAS, on October 16, 2009, the VRE Operations Board authorized a five-year contract,  
with two five-year option periods, with Keolis Rail Services Virginia for VRE operating and  
maintenance services and mobilization in the amount of $18,459,348 through June 30, 2011; and,  

WHEREAS, on May 15, 2015, the Operations Board authorized the first year of the first  
option period, through June 30, 2016, in the amount of $20,931,000, for a total contract  
value not to exceed $116,527,554; and,  

WHEREAS, on May 20, 2016, the Operations Board authorized amending the agreement to  
remove the requirements for the maintenance of equipment and facilities after doing a  
procurement for a separate Maintenance Services Contract; and,  

WHEREAS, on May 20, 2016, the Operations Board authorized the second year of the first  
option period, for operating services only, through June 30, 2017, in the amount of  
$15,463,003, for a total contract value not to exceed $131,990,557; and,  

WHEREAS, on April 20, 2018, the Operations Board authorized the fourth year of the first  
option period, through June 30, 2019, in the amount of $15,718,000, for a total contract  
value not to exceed $163,124,557;  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby  
recommend the Commissions authorize the Chief Executive Officer to amend the Contract  
for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC by  
approving up to $16,287,000 for the fifth year of the first option period, for a total Contract  
value not to exceed $179,411,557, through June 30, 2020.  

Approved this 17th day of May 2019  

______________________________  
Katie Cristol  
Chair  

______________________________  
John Cook  
Secretary
Agenda Item 9-G
Action Item

To: Chair Cristol and the VRE Operations Board
From: Doug Allen
Date: May 17, 2019
Re: Recommend Authorization to Execute an Amendment for the Fourth Year of the Contract for Maintenance Services for Commuter Rail

Recommendation:
The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC (KRSV) by increasing the total contract authorization by $8,889,465, for a total amount not to exceed $30,908,103, through June 30, 2020.

Summary:
This action will authorize contracted services for the maintenance, inspection and repairs of VRE locomotives, passenger rail cars and maintenance facilities for FY 2020.

Background:
On January 15, 2015, the VRE Operations Board recommended, and the Commissions subsequently authorized, the CEO to execute a Contract with KRSV for Maintenance Services for Commuter Rail.

The work performed under this contract includes daily and periodic servicing, inspection and repairs of locomotives and passenger rail cars. Life Cycle maintenance and extensive rolling stock repair work are included in this contract through a task order process. In addition to locomotive and passenger rail car work, the scope of work includes
inspection, maintenance and repair of facilities equipment including yard tracks and buildings.

On May 20, 2016, the VRE Operations Board recommended, and the Commissions subsequently authorized an amended start date for the first year of the Contract to July 1, 2016, and the total Contract amount for the first year of $7,252,371. Below is a list of the amendments, contract modifications and proposed action for this Contract:

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
<th>Authorized Value (Cumulative)</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 20, 2016</td>
<td>1st Contract Year &amp; Mobilization</td>
<td>$7,252,371</td>
<td>$7,252,371</td>
</tr>
<tr>
<td>April 21, 2017</td>
<td>2nd Contract Year</td>
<td>$7,092,267</td>
<td>$14,344,638</td>
</tr>
<tr>
<td>April 20, 2018</td>
<td>3rd Contract Year</td>
<td>$7,674,000</td>
<td>$22,018,638</td>
</tr>
<tr>
<td>May 17, 2019 (a)</td>
<td>4th Contract Year</td>
<td>$8,889,465</td>
<td>$30,908,103</td>
</tr>
</tbody>
</table>

(a) Pending Approval

This action will increase the contract value by $8,889,465, for a cumulative amount not to exceed $30,908,103, through the fourth year of the base five-year contract. The year over year increase is primarily due to:

- a contractually mandated increase of 2.52% based on the Consumer Price Index
- an increase in the projects planned for FY 2020 as part of the Life Cycle Maintenance program and for the installation of automatic passenger counters

**Fiscal Impact:**

Funding is provided for in the FY 2020 Operating budget for Maintenance Services for Commuter Rail and the CIP budget for Asset Management – Rolling Stock Equipment and Asset Management- Facilities includes funding for the fourth year of this work.

| FY 2020 Operating Budget: Maintenance Services for Commuter Rail | $6,868,000 |
| FY 2020 CIP Budget: Asset Management – Rolling Stock Equipment and Asset Management - Facilities | $1,636,465 |
| FY 2020 CIP Budget: Asset Management – Automatic Passenger Counters | $385,000 |

Total: $8,889,465
Recommend Authorization to Execute an Amendment for the Fourth Year of the Contract for Maintenance Services for Commuter Rail

WHEREAS, in 2015; the VRE Operations board recommended, and the Commissions authorized, a five-year Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC; and,

WHEREAS, the Contract start date and total authorization was amended in May of 2016; and,

WHEREAS, on April 21, 2017, the Operations board recommended, and the Commissions subsequently authorized the second contract year, through June 30, 2018, in the amount of $7,092,267, for a total contract value not to exceed $14,344,638; and,

WHEREAS, on April 20, 2018, the Operations Board recommended, and the Commissions subsequently authorized the third contract year, through June 30, 2019, in the amount of $7,674,000, for a total contract value not to exceed $22,018,638; and,

WHEREAS, the current Contract authorization runs through June 30, 2019; and,

WHEREAS, the increase in Contract authorization will allow for continued maintenance services and life cycle maintenance work scheduled for FY 2020;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC by increasing the total Contract authorization by $8,889,465, for a total amount not to exceed $30,908,103 through June 30, 2020.

Approved this 17th day of May 2019

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Katie Cristol
Chair

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John Cook
Secretary
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To: Chair Cristol and the VRE Operations Board

From: Doug Allen

Date: May 17, 2019

Re: Resolution of Support for Prince William County’s FY 2020 I-395/95 Commuter Choice Program Application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project

Recommendation:
The VRE Operations Board is asked to support and endorse the application by Prince William County to the Northern Virginia Transportation Commission (NVTC) Fiscal Year (FY) 2020 I-395/95 Commuter Choice program for the I-395/95 Mobility Education Campaign and Transportation Demand Management project.

Summary:
Prince William County submitted an application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project to the NVTC I-395/95 Commuter Choice Program for FY 2020 funding consideration. If selected for funding, Prince William County will create a transportation demand management (TDM) program targeting commuters along the I-95 corridor that will provide awareness of alternative non-Single Occupancy Vehicle (SOV) mobility options, including VRE service, for Prince William County residents and other commuters in the region. The County is asking the VRE Operations Board for their support and endorsement of this application.
**Background:**

The I-395/95 Commuter Choice Program allocates toll revenues generated from I-395 Express Lanes for capital and operating projects submitted by jurisdictions and public transportation providers in the NVTC and Potomac and Rappahannock Transportation Commission (PRTC) areas. NVTC is managing the program on behalf of the two Commissions.

The Program goals are to maximize person throughput and implement multimodal improvements that improve mobility, support new and diverse travel choices, and enhance transportation safety and travel reliability. NVTC issued a call for projects on April 4, 2019 to solicit projects from eligible jurisdictions and transit service providers that can achieve the improvement goals and will benefit toll users, with a focus on projects ready on Toll Day 1 for the extended I-395 Express Lanes.

Prince William County has submitted an application to the program for the development and implementation of a TDM marketing and education campaign that will provide awareness of alternative I-395/95 corridor non-SOV mobility options. The campaign will target Prince William County residents but will be produced in a way that can be used by the entire region. The project will benefit the toll payers by reducing the number of SOVs on I-395/95 and increasing the use of other transportation alternatives. The campaign will include providing information and creating awareness of VRE’s Fredericksburg Line Improvements, including those at Rippon Station, Quantico Station, and Potomac Shores Station. This project complements the VRE Fredericksburg Line Improvements by informing commuters along the I-395/95 corridor of the enhancements to our system.

This application is focused on commuters in the I-395/95 corridor and eastern portion of Prince William County. In January 2019 the VRE Operations Board endorsed a similar application by Prince William County to the I-66 Commuter Choice program for the I-66 Mobility Education Campaign and Transportation Demand Management Project, which focuses on commuters in the I-66 corridor and the western portion of the county.

**Fiscal Impact:**

There is no fiscal impact.
Virginia Railway Express
Operations Board

Resolution
9H-05-2019

Resolution of Support for Prince William County's FY 2020 I-395/95 Commuter Choice Program Application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project

WHEREAS, the Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC) issued a Call for Projects for consideration for the FY2020 I-395/95 Commuter Choice program; and,

WHEREAS, Prince William County submitted an application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project for I-395/95 Commuter Choice Program funding consideration; and,

WHEREAS, if selected for funding, Prince William County will create a transportation demand management program targeting commuters along the I-395/95 corridor that will provide awareness of alternative I-395/95 mobility options to Prince William County residents and other commuters in the region; and,

WHEREAS, the I-395/95 Mobility Education Campaign and TDM Project complements VRE’s Fredericksburg Line Improvements, including those at Rippon Station, Quantico Station, and Potomac Shores Station, by informing commuters along the I-395/95 corridor of the enhancements to our system;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby support and endorse Prince William County’s FY 2020 I-395/95 Commuter Choice Program application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project.

Approved this 17th day of May 2019

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Katie Cristol
Chair

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John Cook
Secretary
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To: Chair Cristol and the VRE Operations Board
From: Doug Allen
Date: May 17, 2019
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, 2020.

Summary:
VRE’s current Amended and Restated Operating/Access Agreement expires on June 30, 2019, 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.

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. In April of 2018, 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, 2019.

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 processes to simplify the billing and reconciliation process.

Fiscal Impact:

Funding is provided for in the approved FY 2020 budget for CSXT track access fees.
Virginia Railway Express
Operations Board

Resolution
9I-05-2019

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, 2019; 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; 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 2020 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, 2020 in a form approved by legal counsel.

Approved this 17th day of May 2019

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Katie Cristol
Chair

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John Cook
Secretary
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 3, 2019, VRE issued a Purchase Order in the amount of $86,350 to Powersolv, Inc. to provide support services for VRE’s project controls system, e-Builder. Powersolv will be responsible for configuration of the system and will assist with data migration and training of end users.
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