To: Chair Cristol and the VRE Operations Board  
From: Rich Dalton  
Date: November 15, 2019  
Re: Authorization to Issue a Maintenance Services for Commuter Rail Task Order for Automatic Passenger Count System Installation

Recommendation:
The VRE Operations Board is asked to authorize the Acting Chief Executive Officer to issue a Maintenance Services for Commuter Rail Task Order to Keolis Rail Services Virginia, LLC (KRSV) for Automatic Passenger Count System Installation in the amount of $376,526, plus a 10% contingency of $37,652, for a total not to exceed $414,178.

Summary:
The Automatic Passenger Counting System will provide real-time, accurate passenger load data, which will be used for National Transit Database (NTD) reporting, safety and operational purposes as well as planning and analysis for future growth. The scope of services for this task order covers the installation, initialization and testing of this system by KRSV mechanical forces.

Background:
On May 18, 2018, the VRE Operations Board authorized the Chief Executive Officer to execute a contract with Infodev EDI Inc. for an Automatic Passenger Count (APC) System.

The APC contract was divided into two phases. Phase One of the contract included the installation, testing and accuracy validation of APC equipment onboard six trailer cars and two cab control cars. Upon successful demonstration of the system, Phase Two of the contract commenced, which included delivery of APC system equipment and material for the remaining ninety-two passenger rail cars in VRE’s fleet.
Phase Two of the contract did not include installation of APC system equipment and material on the remaining ninety-two cars. However, Infodev installers provided hands-on training to employees of VRE, KRSV and STV in September 2019 by demonstrating installation, initialization and testing methods for the APC equipment on a third cab control car.

The scope of services for this task order includes the installation, initialization and testing of the Infodev provided APC system onboard eighteen cab control cars and seventy-three trailer cars.

KRSV is the Maintenance Services for Commuter Rail contractor. A request for a Task Order Proposal for Automatic Passenger Count System Installation was sent to KRSV on October 17, 2019, and a Task Order Proposal was returned on October 22, 2019. KRSV’s proposal to perform the requested services is within 10% of the independent cost estimate. Therefore, VRE recommends the task order be issued to KRSV.

**Fiscal Impact:**

Funding is provided through Federal Formula Funds with State and Local match in the approved FY 2020-2025 Capital Improvement Program (CIP).
Virginia Railway Express  
Operations Board  

Resolution  
9E-11-2019

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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 May 18, 2018, the VRE Operations Board authorized the Chief Executive Officer to execute a contract with Infodev EDI Inc. for an Automatic Passenger Count System; and,

WHEREAS, the Infodev contract included installation of the APC system onboard eight passenger rail cars as well as training of VRE, KRSV and STV employees on installation methods onboard a ninth passenger rail car; and,

WHEREAS, the scope of services for this task order includes the installation, initialization and testing of the APC system onboard ninety-one passenger rail cars; and,

WHEREAS, KRSV is the Maintenance Services for Commuter Rail contractor and has presented an acceptable proposal to perform the requested installation services;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Acting Chief Executive Officer to issue a Maintenance Services for Commuter Rail Task Order to Keolis Rail Services Virginia, LLC for Automatic Passenger Count System Installation in the amount of $376,526, plus a 10% contingency of $37,652, for a total not to exceed $414,178.

Approved this 15th day of November 2019

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Katie Cristol  
Chair

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John Cook  
Secretary