To: Chairman Skinner and the VRE Operations Board

From: Rich Dalton

Date: December 18, 2020

Re: Authorization to Issue an MEC VII Task Order for National Transit Database and Asset Reporting Phase VII

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Task Order under the Mechanical Engineering Consulting Services Contract (MEC VII) to STV Incorporated for National Transit Database (NTD) and Asset Reporting Phase VII in the amount of $427,799, plus a 10 percent contingency of $42,780, for a total not to exceed $470,579.

Summary:

Authorization of this MEC VII Task Order will permit further development, implementation and execution of processes required for VRE’s Transit Asset Management (TAM) Plan and 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 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.
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 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 Economic Requirements Model (TERM), and developed processes for reporting asset management information to the FTA via the NTD.

The scope of work for this Task Order focuses on the continuation of ongoing transit asset management initiatives per federal requirements stemming from the MAP-21 legislation. Specifically, STV will conduct Facility Condition Assessments, which must be resubmitted to the NTD in Report Year 2022 and are necessary to further develop VRE’s asset management program. These assessments include nineteen passenger rail stations, three parking facilities, two administrative facilities and twelve maintenance facilities, including service and inspection buildings, crew buildings, train wash, warehouse, and mid-day storage facilities.

This work builds on VRE’s recently developed TAM Plan and includes development of separate lifecycle 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 and required FTA reporting through December 2021.

**Fiscal Impact:**

Funding is provided through the Equipment Asset Management Program funded through VRE’s annual allocation of FTA 5337 (State of Good Repair) program funding.
Virginia Railway Express
Operations Board

Resolution
9C-12-2020

Authorization to Issue an MEC VII Task Order for National Transit Database and Asset Management Reporting Phase VII

WHEREAS, VRE has a contract with STV Incorporated for Mechanical Engineering Consulting Services; 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 Economic Requirements Model; and,

WHEREAS, through this Task Order, STV Incorporated will conduct Facility Condition Assessments and continue to develop 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 Task Order under the Mechanical Engineering Consulting Services Contract (MEC VII) to STV Incorporated for National Transit Database (NTD) and Asset Reporting Phase VII in the amount of $427,799, plus a 10 percent contingency of $42,780, for a total not to exceed $470,579.

Approved this 18th day of December 2020

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Gary Skinner
Chairman

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Jeanine Lawson
Secretary