Members Present
*Walter Alcorn (NVTC) Fairfax County
*Andrea Bailey (PRTC) Prince William County
*Preston Banks (PRTC) City of Manassas Park
*Elizabeth Bennet-Parker (NVTC) City of Alexandria
*Meg Bohmke (PRTC) Stafford County
*Katie Cristol (NVTC) Arlington County
*Margaret Franklin (PRTC) Prince William County
*Matt Kelly (PRTC) City of Fredericksburg
*Jeanine Lawson (PRTC) Prince William County
*Cindy Shelton (PRTC) Stafford County
*Gary Skinner (PRTC) Spotsylvania County
*Dan Storck (NVTC) Fairfax County
*James Walkinshaw (NVTC) Fairfax County

Members Absent
Jennifer Mitchell (DRPT) Commonwealth of Virginia
Ralph Smith (PRTC) City of Manassas

Alternates Present
*Michael McLaughlin (DRPT) Commonwealth of Virginia

Alternates Absent
Canek Aguirre (NVTC) City of Alexandria
Victor Angry (PRTC) Prince William County
Pete Candland (PRTC) Prince William County
Hector Cendejas (PRTC) City of Manassas Park
Deborah Frazier (PRTC) Spotsylvania County
Libby Garvey (NVTC) Arlington County
Jason Graham (PRTC) City of Fredericksburg
Jeff McKay (NVTC) Fairfax County
Pam Sebesky (PRTC) City of Manassas
Gary Snellings (PRTC) Stafford County
Ann Wheeler (PRTC) Prince William County

*Voting Member
**Delineates arrival/departure following the commencement of the Operations Board Meeting. Notation of exact arrival/departure time is included in the body of the minutes.
Staff and General Public
Rich Dalton – VRE
John Duque - VRE
Robert Hostelka - VRE
Lezlie Lamb – VRE
Steve MacIsaac – VRE Legal Counsel
Kate Mattice – NVTC
Becky Merriner – PRTC
Kristin Nutter – VRE
Dallas Richards – VRE
Dr. Bob Schneider – PRTC
Mark Schofield – VRE
Alex Sugatan - VRE
Joe Swartz – VRE

Call to Order – 1
Chairman Skinner called the meeting to order at 9:00 A.M.

Roll Call – 2

Resolution Finding Need to Conduct June 19, 2020 Meeting Electronically – 3

Mr. Dalton briefed the Operations Board on Agenda Item 3, a Resolution Finding Need to Conduct June 19, 2020 Meeting Electronically.

Ms. Franklin moved, with a second by Ms. Cristol, to approve Resolution #03-06-2020, Finding Need to Conduct June 19, 2020 Meeting Electronically. The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Approval of the Agenda –4

Ms. Lawson moved, with a second by Ms. Bailey to approve the agenda as presented. The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Approval of the Minutes of the May 15, 2020 VRE Operations Board Meeting – 5

Ms. Bohmke moved, with a second by Ms. Bailey, to approve the Minutes from May 15, 2020. The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Chairman’s Comments – 6

Chairman Skinner welcomed everyone participating in and viewing the meeting. The Chairman thanked VRE and Keolis staff for their efforts to keep VRE Operating during these unprecedented times. Chairman Skinner recognized Juneteenth and quoted Governor Northam’s announcement naming it a state holiday this year and that he will be introducing legislation to make it a permanent holiday.

Acting Chief Executive Officer’s Report – 7

Mr. Dalton briefed the Operations Board on the following items of interest:

COVID-19 Response
VRE’s Financial Position
Planning for the return of riders
Public Comment Time – 8

The Chairman announced that public comments were being accepted electronically through the Public Comments Form. A link to the form can be found at vre.org and the link would remain active through the end of the meeting. The Clerk will read the comments into the record prior to adjournment.

Action items - 9

Authorization to Execute a Contract for Seat Bottoms for Passenger Railcars – 9A

Ms. Cristol moved, with a second by Mr. Walkinshaw to authorize the Acting CEO to execute a contract with FELLFAB Corporation for seat bottoms for passenger railcars in the amount of $1,072,675, plus a ten percent contingency of $107,268, for a total not to exceed $1,179,943.

The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Authorization to Execute a Sole Source Contract for Central Diagnostic Cloud Services for VRE Locomotives – 9b

Ms. Lawson moved, with a second by Ms. Bennett-Parker, to authorize the Acting CEO to execute a sole source contract for Central Diagnostic Cloud Services for VRE Locomotives with Wabtec Railway Electronics. The contract is for a term of three years in the amount of $406,221, plus a ten percent contingency of $40,622, for a total amount not to exceed $446,843.

The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Authorization to Amend the Maintenance Services for VRE Facilities Task Order for On-Call Services – 9C

Ms. Bailey moved, with a second by Ms. Shelton, to authorize the Acting CEO to amend the current task order for on-call services executed with NVE, Inc, under the Maintenance Services for VRE Facilities contract in the amount of $300,000, plus a five percent contingency of $15,000, for a total of $315,000, increasing the authorization for this task order to an amount not to exceed $698,250.

The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Authorization to Execute a Contract for an Enterprise Resource Planning Software Solution and Technology Services – 9D

Ms. Bennett-Parker moved, with a second by Mr. Kelly, to authorize the Acting CEO to execute a contract with Tyler Technologies, Inc. for the purchase and implementation of an Enterprise Resource Planning (ERP) software solution and technology services in the amount of $1,450,320, plus a twenty percent contingency of $290,064, for a total not to exceed $1,740,384.

The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Authorization to Issue a Task Order for Accounting and Financial Support Services for Enterprise Resource Planning Implementation – 9E

3
Ms. Bohmke moved, with a second by Mr. Kelly, to authorize the Acting CEO to issue a task order to RSM US, LLP for accounting and financial support services for ERP implementation in the amount of $286,500, plus a ten percent contingency of $28,650, for a total amount not to exceed $315,150.

The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Authorization to Execute a Letter of Intent Regarding the Design, Funding and Construction of the Planned VRE Crystal City Station – 9F

Ms. Cristol moved, with a second by Ms. Bennett-Parker, to authorize the Acting CEO to execute a Letter of Intent with JBG-Smith regarding the design, funding and construction of the planned VRE Crystal City Station.

The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Information Items – 10

Spending Authority Report – 10A

In, the following purchases greater than $50,000 but less than $100,000 were made in May 2020.

- On May 5, 2020, VRE amended an existing Task Order with Vanasse Hangen Brustlin, Inc. under the General Planning Consulting Services Contract, increasing the total commitment to $95,528, to provide real estate services for the Broad Run Expansion Project.

- On May 15, 2020, VRE issued an Emergency Purchase Order to Spraying Systems Co. (Patho-Sans) in the amount of $53,000 to acquire an electrolyzed water sanitizing system to be utilized for the purpose of enhanced cleaning and disinfecting of VRE’s rolling stock and yard facilities.

VRE Coordination with the Transforming Rail in Virginia Plan – 10B

VRE Staff briefed the VRE Operations Board on key elements of the Transforming Rail in Virginia plan as it relates to VRE.

Chairman Skinner asked the Clerk to read public comments. Public Comments received during the defined Public Comment period are attached.

Operations Board Members Time – 11

There were no Board Member comments.

Mr. Kelly, moved with a second by Ms. Bennett-Parker, to adjourn the meeting.

The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

The meeting adjourned at 10:20 a.m.
Approved this 17th day of July 2020

<Signature on File>

______________________________
Gary Skinner
Chair

______________________________
Jeanine Lawson
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the June 19, 2020 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

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Lezlie M. Lamb