Agenda Item 9-E
Action Item

To: Chairman Skinner and the VRE Operations Board

From: Rich Dalton

Date: November 20, 2020

Re: Authorization to Amend the Contract for Engineering and Environmental Services for the Manassas Park Station Parking Expansion Project

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute a contract amendment with Vanasse Hangen Brustlin, Inc. (VHB), of Vienna, VA, for Engineering and Environmental Services for the Manassas Park Station Parking Expansion Project in the amount of $525,947, plus a 10 percent contingency of $52,595, for a total amount of $578,542 for 60 percent relocation design of the parking garage, increasing the total authorization to an amount not to exceed $2,784,986.

Summary:

The City of Manassas Park has requested that VRE relocate the parking garage to a new site adjacent to the previously designed site due to proposed development by the City. The proposed site relocation requires the garage design to be updated to a 60 percent design level using the new site location.

Background:

On June 17, 2016, the VRE Operations Board authorized the CEO to execute a contract with VHB for the Base Task of assessing future parking demand for the Manassas Park Station and evaluation of concepts for expanding parking. Preparation of preliminary design plans for the preferred alternative, and preparation of National Environmental Policy Act (NEPA) documentation to evaluate the potential impacts of expanding parking were included in the contract as Optional Task A. The preparation of final engineering plans was also included in the contract as Optional Task B.
Authorization to exercise Optional Task A was received from the Operations Board on January 27, 2017. The scope of work for Optional Task A was completed in August 2018. On September 21, 2018, the VRE Operations Board authorized the CEO to exercise Optional Task B for final design and other ancillary tasks such as procurement support and limited construction administration services.

While completing the work for Optional Task B, the City of Manassas Park approached VRE about the potential relocation of the proposed parking garage to an adjacent site. At the time of this request, VRE was ready to submit 60 percent design plans and initial permitting requests to the City. Due to this relocation request, the existing 60 percent design plans need to be updated.

VRE requested VHB submit a proposal to accomplish the scope of the relocation design. The proposal submitted by VHB was reviewed by VRE staff and deemed to be responsive to all aspects required of the relocation design. The proposed cost was also compared with the Independent Cost Estimate prepared by VRE staff and determined to be fair and reasonable.

**Fiscal Impact:**

The original 60 percent design plans were funded through a standard project agreement (SPA) with the Northern Virginia Transportation Authority (NVTA). This SPA is intended to fund the complete (100 percent) design of the parking garage, with construction of the garage subsequently being funded through the I-66 Outside the Beltway (OTB) Concessionaire payment.

After being approached by the City of Manassas Park regarding the potential relocation and redesign, VRE staff coordinated with NVTA staff on the appropriate process for continued funding of the project. VRE’s work under the NVTA SPA has been put on hold, and all funding for the relocation design will be provided through a separate agreement with the City of Manassas Park. Once the relocation design has reached 60 percent, and all parties are in agreement, the remaining design work to achieve 100 percent design will be funded through the NVTA SPA.
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WHEREAS, following completion of 60 percent design on a new parking garage at the Manassas Park Station, VRE was approached by the City of Manassas Park regarding a change in the proposed location of the parking garage; and,

WHEREAS, additional design efforts are required due to the proposed relocation of the parking garage site; and,

WHEREAS, VRE executed a contract with Vanasse Hangen Brustlin, Inc. (VHB) in July 2016 to provide Engineering and Environmental Services for the VRE Manassas Park Station Parking Expansion Project, and Optional Tasks A and B of the contract for preliminary design and final design were previously exercised with the authorization of the VRE Operations Board; and,

WHEREAS, VRE has received a proposal from VHB for the Optional Task B services, and staff 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 Vanasse Hangen Brustlin, Inc. of Vienna, Virginia, for Engineering and Environmental Services for the Manassas Park Station Parking Expansion Project in the amount of $525,947, plus a 10 percent contingency of $52,595, for a total amount of $578,542 for 60 percent relocation design of the parking garage, increasing the total authorization to an amount not to exceed $2,784,986.

Approved this 20th day of November 2020

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Gary Skinner
Chairman

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Jeanine Lawson
Secretary