To: Chairman Skinner and the VRE Operations Board

From: Rich Dalton

Date: September 18, 2020

Re: Authorization to Execute General Engineering Consulting Services Contracts for Project Design and Construction Management

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to execute contracts with HDR Engineering, Inc. (HDR) of Vienna, Virginia, for Project Design Services and STV Incorporated (STV) of Fairfax, Virginia, for Construction Management Services for a base year and four option years in an amount not to exceed $6 million in aggregate per year for a total not to exceed amount of $30 million in aggregate for the five-year term of the contract. The option years may be exercised at the discretion of the Chief Executive Officer.

Summary:

VRE uses General Engineering Consulting (GEC) contracts to provide on-call engineering, planning, environmental and construction management services. On February 21, 2020, the VRE Operations Board authorized the CEO to issue a Request for Proposals (RFP) for General Engineering Consulting Services for Project Design Services and Construction Management Services (GEC VIII).

The GEC VIII contracts will be task order agreements. VRE Operations Board approval is required prior to award of each task order in excess of the CEO’s delegated spending authority.
**Background:**

On February 21, 2020, the VRE Operations Board authorized the CEO to issue an RFP for General Engineering Consulting Services for Project Design Services and Construction Management Services (GEC VIII). The purpose of the GEC VIII RFP was to solicit proposals from firms to provide on-call services to support projects in the design and construction phases.

In accordance with Section 2.2-4303 of the Virginia Public Procurement Act, these services must be procured through an RFP because they include professional services. Upon completion of evaluation of proposals, negotiations are conducted with the highest ranked firm in each program area (Project Design and Construction Management) deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors specified in the evaluation criteria. After receipt of the best and final offer from the top-ranked firm in each program area, an analysis is performed to compare the proposed billing rates with the independent cost estimate to determine that the proposed billing rates are fair and reasonable.

VRE has found the use of GEC contracts to be more efficient than completing numerous separate procurements. GEC contracts help VRE access specialized skills and expertise from consultants as an extension of staff on an as-needed basis. GEC contracts are not intended to address all projects, and separate procurements will continue to be issued using the RFP process when appropriate.

A mailing list of more than 100 prospective Offerors was established for the solicitation to ensure access to adequate sources of services. On May 4, 2020, an RFP was issued, and proposals were due on June 12, 2020. Nine total responses were received: five for Project Design Services and four for Construction Management Services.

Evaluation of the proposals received was performed by the Technical Evaluation Team (TET), which consisted of three VRE staff members. The TET met to discuss and evaluate the proposals using the following criteria for each program area:

- Capability, Expertise and Past Performance of the Prime Firm and Proposed Team/Subcontractor(s)
- Knowledge, Qualifications and Relevant Experience of the Proposed Project Manager and Key Personnel
- Overall Program Approach and Understanding
- Project Management and Quality Control Plan
- Workplace Safety and Security Plan and Performance

Interviews were conducted with the three highest ranked firms in each program area. It was determined the proposal from HDR Engineering, Inc was technically compliant and selected to be best value for the Project Design Services program area. It was determined
the proposal from STV Incorporated was technically compliant and selected to be best value for the Construction Management Services program area.

Below is the final ranking of firms who submitted a proposal for GEC VIII for Project Design Services and Construction Management Services.

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<thead>
<tr>
<th>Offerors for Project Design Services</th>
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<tbody>
<tr>
<td>1. HDR Engineering, Inc.</td>
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<td>2. STV Incorporated</td>
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<td>3. Gannett Fleming, Inc.</td>
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<td>5. Burns Engineering</td>
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</tbody>
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<thead>
<tr>
<th>Offerors for Construction Management Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. STV Incorporated</td>
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<tr>
<td>2. Johnson, Mirmiran &amp; Thompson, Inc.</td>
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<tr>
<td>3. Gannett Fleming, Inc.</td>
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<td>4. WSP USA Inc.</td>
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STV Incorporated and HDR Engineering, Inc. have performed services for VRE under previous contracts for General Engineering Consulting Services.

Each contract will be for a base year and four option years, with the VRE CEO exercising the option years at his discretion. VRE will initiate task orders for services as needed up to the limit allowed by the Virginia Public Procurement Act (VPPA), presently set at a maximum of $6,000,000, in aggregate, per year.

**Fiscal Impact:**

The funding for each task order issued under GEC VIII will be identified at the time the task order is approved. Depending on the project for which the task order is issued, funding may come from grant funds, VRE operating or capital funds, or a combination of those funding sources.
Virginia Railway Express  
Operations Board  

Resolution  
9G-09-2020  

Authorization to Execute General Engineering Consulting Services  
Contracts for Project Design and Construction Management  

WHEREAS, it is the experience of VRE that General Engineering Consulting Services contracts are an efficient and cost-effective means of performing engineering, planning, environmental and construction management related activities required for a limited duration or needed in a timely manner on an as-needed basis; and,  

WHEREAS, the VRE Operations Board authorized issuance of a Request for Proposals for on-call services under General Engineering Consulting VIII in February 2020; and,  

WHEREAS, nine proposals were received from prospective Offerors on June 12, 2020; and,  

WHEREAS, following evaluation of the proposals, VRE staff recommends contracting with the highest ranked Offeror in each respective program area; and,  

WHEREAS, the VRE Operations Board’s approval of this procurement does not represent its independent assessment of the candidates responses to the solicitation or of each step in the procurement process followed by staff; rather, the VRE Operations Board’s action is premised upon its conclusion, after review of the information before it, that the process used by the staff was in accordance with law and that the staff recommendation appears to be reasonable;  

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute contracts with HDR Engineering, Inc. (HDR) of Vienna, VA for Project Design Services and STV Incorporated (STV) of Fairfax, VA for Construction Management Services for a base year and four option years in an amount not to exceed $6 million in aggregate per year for a total not to exceed amount of $30 million in aggregate for the five-year term of the contract. The option years may be exercised at the discretion of the Chief Executive Officer.  

Approved this 18th day of September 2020  

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Gary Skinner  
Chairman  

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Jeanine Lawson  
Secretary