To: Chair Bennett-Parker and the VRE Operations Board

From: Rich Dalton

Date: February 19, 2021

Re: Authorization to Issue a General Planning Consulting Services Task Order for Relocation Advisory Services for Real Estate Acquisition Activities for the Broad Run Expansion Project

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a General Planning Consulting (GPC) Services Task Order to Vanasse Hangen Brustlin, Inc. for relocation advisory services related to real estate acquisition activities for the Broad Run Expansion project in the amount of $276,865, plus a 10 percent contingency of $27,687, for a total not to exceed $304,552.

Summary:

VRE must purchase additional property to construct the improvements proposed for the Broad Run Expansion project. Federal and State law requires VRE to provide relocation advisory services to current residential and business occupants that will be displaced by the property purchase. The services of a consultant with knowledge and experience in relocation requirements is being sought through this Task Order to assist VRE.

Background:

The Broad Run Expansion project allows for additional Manassas Line service capacity, a larger Broad Run Station and expands the capacity of the existing Broad Run Maintenance and Storage Facility (MSF). Proposed improvements include additional parking spaces at Broad Run Station; a third mainline track between Manassas and
Broad Run within the existing Norfolk Southern (NS) right-of-way, subject to NS review and approval; expansion of the existing Broad Run MSF; and adjustments to the Broad Run Station platform to accommodate the other changes.

The design for the expansion of the Broad Run complex and third NS track requires the use of land not currently owned or controlled by VRE. Full or partial acquisition of eighteen separate properties, including fee simple acquisition and/or permanent easements, has been identified. Multiple business/tenant relocations and one residential relocation are anticipated in conjunction with the purchase of property needed for expansion of station parking located north of the NS tracks. It is not known whether relocations will be required in association with any of the other parcels proposed for acquisition. The GPC consultant shall determine the need for additional business relocations as part of this Task Order. None of the other properties include residential uses and no additional residential relocations are expected.

The Scope of Services for this Task Order includes:

- Advisory services to property owners, business tenants, and residents to determine their eligibility for relocation services, support in advising property owners of their rights under Federal and State relocation assistance programs, and help in identifying properties to relocate, where applicable,

- Preparation of a Relocation Assistance Study (for businesses) and Replacement Housing Payment Study (for residential tenants) documenting relocation requirements and estimated costs,

- Monitoring of business/tenant and residential relocations, costs, and payments, and

- Update of the property acquisition portion of the Broad Run Expansion project cost estimate.

**Fiscal Impact:**

Funding for the relocation advisory services is provided from the Commonwealth’s I-66 Outside the Beltway (OTB) concessionaire payment and/or Federal CMAQ/RSTP funds allocated to the Broad Run Expansion project.
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WHEREAS, the Broad Run Expansion continues the operation of Manassas Line service out of a larger Broad Run Station and expands the capacity of the existing Broad Run Maintenance and Storage Facility (MSF); and,

WHEREAS, full or partial acquisition of eighteen separate properties and relocation of multiple businesses and one residential relocation are anticipated to be needed to construct the improvements at the Broad Run complex and third NS track; and,

WHEREAS, the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act and Commonwealth of Virginia law requires VRE provide relocation advisory services to current residential and business occupants that will be displaced by the property purchase; and,

WHEREAS, VRE requires assistance from professionals with knowledge and experience in relocation requirements; and,

WHEREAS, Vanasse Hangen Brustlin, Inc., VRE’s General Planning Consultant, has the qualifications to conduct this work and has presented an acceptable proposal to perform said services;

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a General Planning Consulting Services Task Order to Vanasse Hangen Brustlin, Inc. for relocation advisory services related to real estate acquisition activities for the Broad Run Expansion project in the amount of $276,865, plus a 10 percent contingency of $27,687, for a total not to exceed $304,552.

Approved this 19th day of February 2021

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Elizabeth Bennett-Parker
Chair

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James Walkinshaw
Secretary