



VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

**Agenda Item 9-C**  
**Action Item**

**To: Chair Bohmke and the VRE Operations Board**

**From: Rich Dalton**

**Date: January 19, 2024**

**Re: Authorization to Amend the Contract for Final Design Services for the VRE Crystal City Station Improvements Project**

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**Recommendation:**

The VRE Operations Board is asked to authorize the Chief Executive Officer to amend the contract with Vanasse Hangen Brustlin, Inc. (VHB) for Engineering and Environmental Services for VRE Crystal City Station Improvements to complete Optional Task A for Final Engineering Design Services in the amount of \$1,248,930, plus a 10 percent contingency of \$124,893, for a total increase of \$1,373,823. This will increase the authorization for this contract from \$2,500,844 to a total amount not to exceed \$3,874,667.

**Summary:**

Approval of this item will authorize the CEO to amend the contract with VHB to complete Optional Task A for Final Engineering Design Services for the VRE Crystal City Station Improvements project. If authorization to exercise Optional Task B (Limited Construction Administration) of the contract is desired, it will be requested separately.

**Background:**

The Crystal City station is one of the busiest in the VRE system. However, the existing side platform is only the length of about four railcars (400 feet) and serves only one track. VRE trains currently have up to eight cars. A reconfigured station with a new island platform, approximately 810 feet in length and served by two tracks, will remove an operational bottleneck, expand train capacity, and improve convenience, safety, and reliability for VRE riders. Two grade-separated access points will be provided between the platform and Crystal



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Transportation Commission  
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Drive. The project will also enhance local and regional connectivity by optimizing multimodal access, especially to Metrorail, the Crystal City-Potomac Yard Transitway, local buses and shuttles, and bicycle and pedestrian facilities.

The initial phase of the project funded by the Northern Virginia Transportation Authority (NVTA) identified a preferred station location approximately a quarter of a mile south of the existing station. On September 19, 2017, the Arlington County Board accepted this location as VRE's preferred station location to advance into the next phase of project development. On October 20, 2017, the VRE Operations Board approved this location as the preferred station location to conduct more detailed design and evaluation.

A concept design was developed for the new station and shared with project stakeholders, VRE riders, and the public. On March 15, 2019, the VRE Operations Board authorized the CEO to issue a Request for Proposal (RFP) for Engineering and Environmental Services for VRE Crystal City Station Improvements with notice to proceed for the resultant contract subsequently issued to VHB on October 28, 2019. The scope of work for the Base Task of this contract included environmental services work related to the National Environmental Policy Act (NEPA), advancing the concept design, and developing preliminary engineering plans for the preferred station location.

The Base Task also included preparation of NEPA-compliant documentation to identify, and mitigate as necessary, the potential impacts of the proposed station improvements. Preparation of final engineering plans and the provision of limited construction administration services were also included in the RFP as Optional Tasks A and B, respectively.

A portion of Optional Task A of the contract was exercised following Operations Board authorization on October 15, 2021, to advance the preliminary engineering package to a 60% level of design. The 60% phase addressed and incorporated all comments from the 30% submittal and progressed the remaining work to the 60% design stage.

The intent of this proposed contract amendment is to complete Optional Task A, authorizing VHB to advance the 60% design package to a 90% level of design. The 90% phase will address and incorporate all comments from the 60% submittal and then progress the remaining work to the 90% design stage. This amendment will not authorize VHB to progress the design for the southern access point beyond the railroad right-of-way. If authorization to progress that element of design under this contract is desired, it will be requested separately.

**Fiscal Impact:**

Funding of \$4,000,000 for final design services for Crystal City Station Improvements was approved by NVTA as project 2018-052-2 and was appropriated as part of their FY 2021 program.

**Virginia Railway Express  
Operations Board Resolution**

**9C-01-2024**

**Authorization to Amend the Contract for Final Design Services for the  
VRE Crystal City Station Improvements Project**

**WHEREAS**, the Crystal City Station is one of the busiest in the VRE system and has one of the shortest platforms; and,

**WHEREAS**, a longer island platform with grade-separated access will remove an operational bottleneck, expand train capacity, and improve convenience, safety, and reliability for VRE riders; and,

**WHEREAS**, a contract for engineering and environmental services for the VRE Crystal City Station Improvements was executed with Vanasse Hangen Brustlin, Inc. following a competitive solicitation process; and,

**WHEREAS**, a 60% design was developed in the previous phase for a new station located approximately a quarter of a mile south of the existing station; and,

**WHEREAS**, the project is ready to move to Final Design;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the contract with Vanasse Hangen Brustlin, Inc. (VHB) for Engineering and Environmental Services for VRE Crystal City Station Improvements to complete Optional Task A for Final Engineering Design Services in the amount of \$1,248,930, plus a 10 percent contingency of \$124,893, for a total increase of \$1,373,823. This will increase the authorization for this contract from \$2,500,844 to a total amount not to exceed \$3,874,667.

Approved this 19<sup>th</sup> day of January 2024

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Meg Bohmke  
Chair

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Ralph Smith  
Secretary