

**REQUEST FOR PROPOSALS (RFP) NO. 025-011
TRAIN OPERATIONS
AND
MAINTENANCE SERVICES
FOR
VIRGINIA RAILWAY EXPRESS (VRE)**

**Pre-Proposal Meeting Presentation
April 26, 2025**

**Crossroads Maintenance and Storage Facility
9400 Crossroads Parkway
Fredericksburg, Virginia 22408**



SAFETY BRIEFING

- **Facility Address:**
 - 9400 Crossroads Parkway, Fredericksburg, Virginia
- **Identify:**
 - AED/O2/First Aid Supplies Location
 - Fire Alarms & Extinguishers
 - Place of Safety to Assemble after Evacuation
- **Assign:**
 - Primary & Secondary 911 Callers
 - AED/CPR Responders
 - Evacuation Headcounter



• AGENDA

- **Welcome From Our CEO**
- **VRE Introductions**
- **Overview of Procurement Schedule & Requirements**
- **Scope of Work Overview**
- **Questions and Answers**



WELCOME FROM OUR CEO



Rich Dalton

- **VRE Background**
- **VRE History**
- **Planned Enhancements at VRE's Maintenance and Storage Facilities**
- **Staff Introductions**



VRE BACKGROUND

- The Virginia Railway Express (VRE) is a commuter rail service linking Northern Virginia and the District of Columbia. The Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC) are transportation districts established under Virginia law and jointly own this service.
- VRE provides commuter rail service on two lines from the Northern Virginia suburbs to Alexandria, Crystal City and downtown Washington, D.C., along the I-66 and I-95 corridors. Service began in 1992, operating 16 trains from 16 stations and carried, on average, 5,800 passengers daily. Now, VRE operates 32 trains from 19 stations and carries, on average, 12,000 passengers daily.
- The primary mission of VRE is to provide safe, cost effective, accessible, reliable, convenient, and comfortable commuter-oriented rail passenger service.



VRE HISTORY

**Service Launches
(1992)**



**Groundbreakings
for Lorton &
Franconia-Springfield
Stations (1993)**



**1st Santa Trains
(1997)**



**Quantico Bridge
Opens (2007)**



**Ridership Record
(2011)**



**Spotsylvania Station
Opens (2015)**



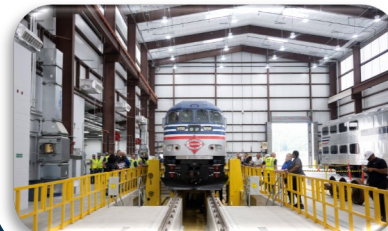
**C-ROC Fund
Established (2018)**

**Dedicated
Funding**

**TRV Agreement
Signed (2021)**



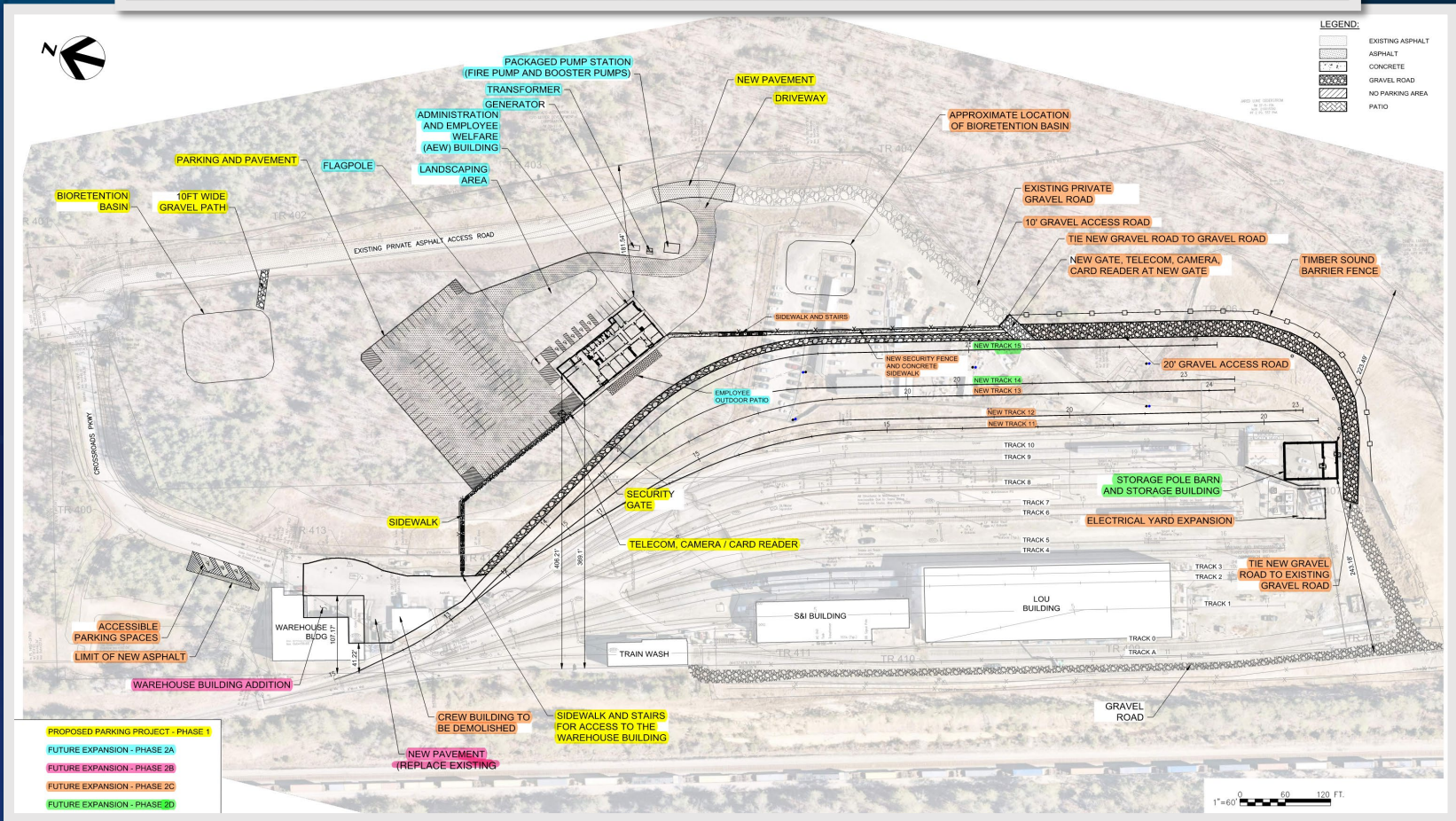
**LOU Facility
Opens (2023)**



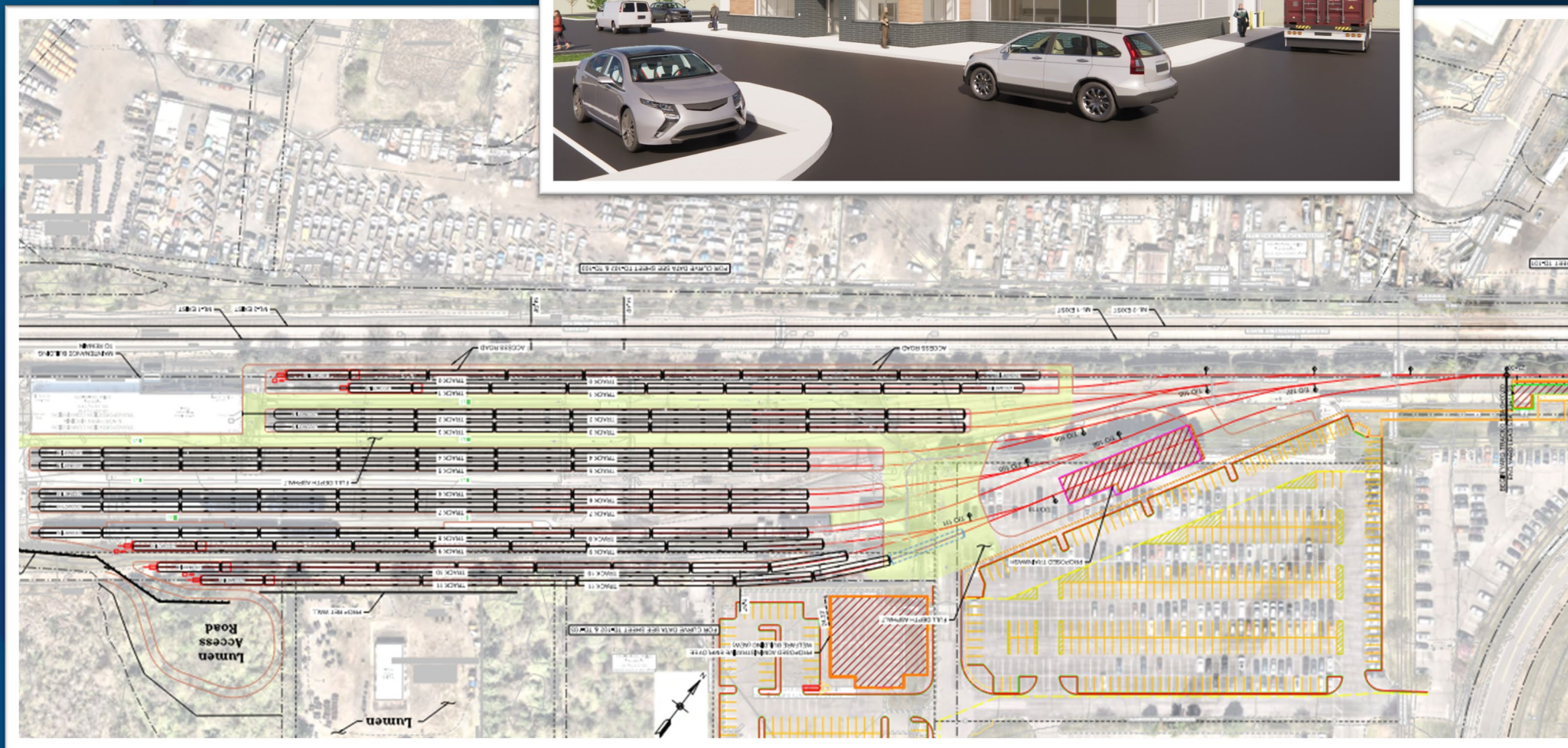
**Quantico Station
Rehab (2024)**



EMERGING AT VRE – CROSSROADS MSF



ON THE HORIZON – BROAD RUN MSF



STAFF INTRODUCTIONS



DALLAS RICHARDS
DEPUTY CEO/
CHIEF ENGINEER



CHRIS HENRY
DIRECTOR
RAIL OPERATIONS



SARAH HIGGINS
DIRECTOR
MECHANICAL OPERATIONS



DOUG KNIERIEM
MANAGER
MECHANICAL OPERATIONS
(CROSSROADS)



ROB MCCLUNG
MANAGER
MECHANICAL OPERATIONS
(BROAD RUN)



KRISTIN NUTTER
DIRECTOR
PURCHASING & CONTRACT
ADMINISTRATION



TRINETTE BROUSSARD
CONTRACT ADMINISTRATOR



MONICA MCKENZIE
PURCHASING & CONTRACT
COMPLIANCE SPECIALIST



ANAYA FARAH
CHIEF ADMINISTRATIVE OFFICER



OVERVIEW OF PROCUREMENT SCHEDULE & REQUIREMENTS

Disclaimer

The information contained in this presentation is for informational purposes only.

In the event of a discrepancy between the information contained herein and the Request for Proposal (RFP) documents, the RFP documents will take precedence.



VRE POINT OF CONTACT

Offerors are cautioned not to contact any VRE staff (except the Director of Purchasing or other Purchasing and Contract Administration staff) regarding this RFP until such time as a contract is awarded.

All inquiries pertaining to this solicitation must be directed to the VRE Purchasing and Contract Administration Department.



PURPOSE



The purpose of this solicitation is to establish a Contract with a qualified and experienced Contractor to provide both train operations and maintenance services, including rolling stock and facilities, for the Virginia Railway Express (VRE) commuter rail passenger service.

To achieve this goal, VRE has developed this Request for Proposals (RFP) to solicit Proposals from prospective service providers. At the conclusion of the procurement process, VRE intends to select a qualified Contractor that will commence the Mobilization Period of the Contract in accordance with the schedule specified in the RFP.



FUNDING

This solicitation and the subsequent Contract are subject to certain provisions required by the U.S. Department of Transportation, as set forth in Federal Transit Administration (FTA) Circular 4220.1G, which are included in the RFP as Attachment J.

FTA Certifications that must be submitted with your proposal include:

- ☐ Certification of Restrictions on Lobbying
- ☐ Certification Regarding Debarment/Suspension
- ☐ Non-Collusion Affidavit
- ☐ Federal Tax Delinquency and Conviction Certification
- ☐ Disadvantaged Business Enterprise (DBE) Statement



These certifications are included in the Reps and Certs in Attachment I to the RFP. Any Offeror that does not submit these certifications with their Proposal may be deemed non-responsive.



PROCUREMENT SCHEDULE

- RFP Issued: April 4, 2025
- Optional Pre-Proposal Meeting: April 26, 2025, at 9:00 a.m.
- Deadline to Submit Questions: May 9, 2025, by 2:00 p.m.
- Proposals Due: July 9, 2025, by 2:00 p.m.
- Interviews (Optional): To Be Determined

**All times reflected are local, Eastern Time*



SUBMISSION OF PROPOSAL

- Proposals are due on **Wednesday, July 9, 2025, by 2:00 P.M. Eastern Time.**
- Proposals must be submitted electronically using the Commonwealth of Virginia's e-procurement portal (eVA). To submit Proposals electronically, Offerors must be registered in eVA as a Supplier: <https://eva.virginia.gov/>.
- eVA registration is not considered complete unless a Commonwealth of Virginia Substitute W-9 is uploaded to eVA. A link to the Substitute W-9 and New Supplier Registration Guide is available online at: <https://eva.virginia.gov/register-now.html>.
- Electronic responses must also include complete financial statements for the Offeror.
- Offerors requiring assistance submitting an electronic response, must contact eVA Customer Care via email at eVACustomerCare@dgs.virginia.gov or at 866-289-7367.



WRITTEN QUESTIONS TO VRE

- Deadline for Written Questions is **May 9, 2025, by 2:00 p.m.**
- Questions must be submitted in Microsoft Word format and include the related Section number and title.
- All questions or communications related to this Request for Proposals must be directed solely to the VRE Director of Purchasing or Contract Administrator in writing via electronic mail as listed on the Cover Page of the RFP.
- Any Offeror who initiates any discussions with VRE staff in any manner other than that described above is subject to disqualification from this procurement.
- Contact with any other VRE personnel or consultants during the RFP response period is strictly prohibited.



OVERVIEW OF PROPOSAL REQUIREMENTS

- TAB 1: Table of Contents
- TAB 2: Title Page
- TAB 3: Transmittal Letter
- TAB 4 - 13: Evaluation Criteria
- TAB 14: Mobilization Plan
- TAB 15: Hiring Plan
- TAB 16: Safety Record
- TAB 17: Exceptions to the Solicitation
- TAB 18: Acknowledge Receipt of Addenda Issued
- TAB 19: Representations and Certifications
- TAB 20: Disadvantaged Business Enterprise (DBE) Utilization
- TAB 21: Financial Statements



OVERVIEW OF PROPOSAL REQUIREMENTS

DBE Participation Requirement

- VRE is committed to an active effort to involve Disadvantaged Business Enterprises (DBE) in contracting opportunities and encourages participation in procurement activities. Where it is practicable for any portion of the awarded Contract to be subcontracted, prospective Contractors are encouraged to offer such business to DBEs.
- VRE's overall goal for DBE participation is set at **14.7%**. This goal represents those elements of work under this Contract performed by qualified Disadvantaged Business Enterprises for amounts totaling **not less than 14.7%** of the total Contract amount.
- Offerors must state any plans to utilize such businesses and the manner in which they may be utilized under the resultant Contract.
- All prospective DBEs must be certified through a Unified Certification Program (UCP). VRE recognizes certification by the following:
 - Virginia Department of Small Business and Supplier Diversity (SBSD);
 - Metropolitan Washington Airports Authority (MWAA); and
 - Washington Metropolitan Area Transit Authority (WMATA).



OVERVIEW OF PROPOSAL REQUIREMENTS

Acknowledge Receipt of Addenda Issued

- VRE may issue addenda to the RFP. Addenda, if any, will be available to all interested Offerors through VRE's website.
- It is the responsibility of prospective Offerors to monitor VRE's website for any addenda, notices or postings.
- Failure to submit signed addenda may be grounds to declare a Proposal non-responsive.



EVALUATION CRITERIA

Evaluation Criteria	Maximum Points	Weight	Maximum Score
General Understanding and Project Approach	10	25	250
Experience and Qualifications of the Offeror and Subcontractors	10	20	200
Capability and Expertise of the Proposed Key Personnel	10	20	200
Price for Contract Services	10	20	200
Quality and Completeness of Proposed Programs and Plans (Comprehensive Safety Program, Staffing Plan, Preliminary Layover Plan, Management Plan, Rolling Stock Maintenance Plan, Facility Maintenance Plan, and Training Program Plan)	10	15	150



SELECTION & CONTRACTING PROCESS

Evaluation Process

- An administrative review of each Proposal will first be conducted to determine responsiveness to the requirements set forth in the RFP. VRE reserves the right to reject Proposals that do not conform to the RFP and which are incomplete. VRE may waive minor irregularities in a Proposal if it is determined that doing so is in the best interest of VRE.
- A Technical Evaluation Team (TET) will evaluate the Technical Proposals received using the scoring methodology and according to the weighted criteria set forth in the previous slide. The TET may request additional information as needed to clarify an Offeror's Proposal. Price Proposals will be evaluated separately from the initial technical evaluation.
- Offerors will be in ranked order according to the scores of the TET and a short-list of the most qualified Offeror(s) will be created.
- Negotiations shall be conducted with two (2) or more short-listed Offerors.



CONTRACT ANTICIPATED

- **Award:** The purpose of this Request for Proposals (RFP) is to establish a Contract with a qualified and experienced Contractor to provide both train operations and maintenance services including rolling stock and facilities for VRE commuter rail passenger service.
- **Type of Contract:** Fixed-price Contract with economic price adjustment. The Contract shall also include an Indefinite Quantity/Indefinite Delivery (ID/IQ) provision to allow some Contract Services to be performed by the Contractor through Task Orders initiated by VRE.
- **Term of Contract:** The term of the Contract, exclusive of the Mobilization Period shall be for a Base Period of five (5) years with the option to extend for two (2) additional five-year periods, not to exceed fifteen (15) years. The Base Period is anticipated to commence on July 1st of 2026, or earlier.



OVERVIEW OF THE SCOPE OF WORK (SOW)



SCOPE OF WORK OVERVIEW

TRAIN OPERATIONS

VRE Operates 32 Daily Trains (Monday-Friday)

- 16 trains on Fredericksburg Line (CSX/VPRA line)
- 16 trains on Manassas Line (Norfolk Southern/VPRA line)
- Maintains separate agreements for station maintenance including custodial and landscaping services
- Presently contracts with Amtrak for access to Union Station, train storage, limited maintenance and other services during midday



SCOPE OF WORK OVERVIEW

TRAIN OPERATIONS

The Contractor shall operate VRE trains in accordance with the latest versions of the following:

- CSX, NS, and Amtrak timetables, special instructions, division notices, and bulletin orders.
- Northeast Operating Rules Advisory Council (NORAC), CSX, VPRA, if applicable, and NS operating rules.
- Applicable Federal, State, and local laws and regulations.
- Train crew qualifications, including FRA certification of engineers.
- VRE System Safety Program Plan (SSPP) and VRE Passenger Train Emergency Preparedness Plan (PTEPP).
- VRE train schedules.
- Equipment operating instructions.
- VRE supplemental operating instructions.
- VRE passenger policies.
- VRE fare and tariff.
- Physical characteristics of VRE routes, including but not limited to, the name and location of wayside detectors, signals, speeds, road crossings and stations.



SCOPE OF WORK OVERVIEW

TRAIN OPERATIONS



Train & Engine (T&E) Crews

- ❑ The Contractor will be required to provide T&E crews according to the Staffing Plan developed by the Contractor and approved by VRE. The Staffing Plan must include conductors/assistant conductors, engineers, extra board, and any additional roles deemed necessary for the successful operation of VRE service.
- ❑ The Contractor shall have an extra board sufficient to accommodate labor shortages due to illness, vacation, disciplinary actions, extra work, training requirements, emergencies, unavailability due to service disruptions/hours of service issues, or other instances that leave a position unfilled. At least one (1) member of the extra board shall be scheduled at each crew base, Broad Run and Crossroads, to protect VRE morning service.



SCOPE OF WORK OVERVIEW

MAINTENANCE OF ROLLING STOCK & FACILITIES



20 MP36 Diesel-Electric Locomotives



21 Gallery IV Cab Cars
(123 seats)



49 Gallery IV trailers with restrooms
(130 seats)

30 Gallery IV trailers without restrooms
(140 seats)

21 new railcars with restrooms and enhanced passenger amenities on order from Alstom Transportation Inc.
(148 seats)



LIFECYCLE MAINTENANCE



VRE has adopted a Lifecycle Maintenance Plan, which is intended to minimize the ownership costs of rolling stock, while maintaining VRE locomotives and passenger railcars at the highest level of reliability throughout the life of the equipment.



VRE's 33,000 square-foot Lifecycle Overhaul and Upgrade Facility, which opened in 2023, is designed to accommodate rolling stock repairs and large-component replacements. This facility allows overhauls and upgrades to be carried out onsite, rather than moving the equipment hundreds of miles away for servicing.

SCOPE OF WORK OVERVIEW

MAINTENANCE OF ROLLING STOCK & FACILITIES

OVERVIEW OF TASKS TO BE ACCOMPLISHED BY THE CONTRACTOR

- ☐ Conduct daily servicing, inspections and tests of VRE rolling stock.
- ☐ Perform running repairs to rolling stock (general repairs to be accomplished during the layover periods).
- ☐ Complete medium and heavy repairs, which shall be performed on a Task Order basis at the direction of VRE.
- ☐ Carry out all periodic maintenance inspections for all rolling stock as defined by the Original Equipment Manufacturer (OEM), FRA and VRE.
- ☐ Provide the management and staffing necessary to carry out rolling stock and facilities maintenance services.
- ☐ Perform interior and exterior cleaning of VRE's train sets.
- ☐ Employ a staff of qualified personnel who shall manage the Contract Services using good business practices that are consistent with the objectives of VRE, providing the highest quality and most efficient service to VRE's riders. The Contractor's staff shall have a high level of technical density to meet VRE's expectations.
- ☐ Have revenue train sets ready for morning departure, on VRE service days, pursuant to VRE's published schedules or as otherwise required by VRE.
- ☐ Carry out the provision of Special Trains as required by VRE. Special Trains may operate on weekdays, weekends or holidays.
- ☐ Participate in security drills and training conducted on VRE rolling stock by first responders and other emergency and security services personnel.
- ☐ Initiate an emergency response when required.



QUESTIONS?



[VRE.ORG](https://vre.org)





THANK YOU

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