VRE OPERATIONS BOARD MEETING

February 19, 2021

The meeting will begin momentarily

Meeting materials are available at vre.org/about/board/board-agenda-minutes/2021/February
Roll Call

Walter Alcorn
Fairfax County

Andrea Bailey
Prince William County

Preston Banks
Manassas Park

Elizabeth Bennett-Parker
Alexandria

Meg Bohmke
Stafford County

Katie Cristol
Arlington County

Margaret Franklin
Prince William County

Matt Kelly
Fredericksburg

Jeanine Lawson
Prince William County

Mike McLaughlin
Virginia DRPT

Cindy Shelton
Stafford County

Dan Storck
Fairfax County

James Walkinshaw
Fairfax County
Resolution Finding the Need to Conduct the February 19, 2021 Operations Board Meeting Electronically

The declared emergency makes it both impracticable and unsafe for the VRE Operations Board to assemble in a single location on February 19, 2021, to discuss and transact the business of the VRE Operations Board.

Meeting by electronic means is authorized because the nature of the declared emergency makes it both impracticable and unsafe for the Operations Board to assemble in a single location on February 19, 2021, to discuss and transact the business of the Operations Board listed on the agenda for the February 19, 2021, Operations Board meeting.

Meeting by electronic means is authorized because the items on the agenda on February 19, 2021, Operations Board meeting agenda are statutorily required or necessary to continue operations of the Operations Board and the discharge of the Operations Board’s lawful purposes, duties and responsibilities.

Items on the agenda on February 19, 2021, Operations Board meeting agenda are encompassed within the continuity of operations ordinances adopted by several member localities of the Virginia Railway Express Operations Board to assure the continued operation of the government during the disaster posed by the public health emergency resulting from COVID-19.
Approval of Agenda

1. Roll Call
2. Finding Need to Conduct the February 19, 2021 VRE Operations Board Meeting Electronically
3. Approval of Agenda
4. Approval of Minutes from the January 15, 2021 VRE Operations Board Meeting
5. Chair’s Comments
6. Chief Executive Officer’s Report
7. VRE Riders’ and Public Comment

8. Action Items
   A. Authorization to Amend the GEC VII Task Order for Design Services for Alexandria Station Improvements
   B. 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

9. Spending Authority Report
10. Closed Session
11. Operations Board Members’ Time
Approval of Minutes

January 15, 2021
WebEx Electronic Meeting with YouTube Live-Stream

Members Present
Walter Alcorn (NVTC) Fairfax County
Andrea Bailey (PRTC) Prince William County
Preston Banks (PRTC) City of Manassas Park
Elizabeth Bennett-Parker (NVTC) City of Alexandria
Meg Bohmke (PRTC) Stafford County
Katie Cristol (NVTC) Arlington County
Margaret Franklin (PRTC) Prince William County
Matt Kelly (PRTC) City of Fredericksburg
Jeanine Lawson (PRTC) Spotsylvania County
Jennifer Mitchell (DRPT) Virginia Commonwealth
Gary Skinner (PRTC) Virginia Commonwealth
Cindy Shelton (PRTC) Stafford County
Ralph Smith (PRTC) City of Manassas
Dan Storck (NVTC) Fairfax County
James Walkinshaw (NVTC) Fairfax County

Members Absent
Jennifer Mitchell (DRPT) Virginia Commonwealth

Alternates Present
Mike McLaughlin (DRPT) Virginia Commonwealth

Jurisdiction
Fairfax County
Prince William County
City of Manassas Park
City of Alexandria
Stafford County
Arlington County
Prince William County
City of Fredericksburg
Northumberland County
Spotsylvania County
Stafford County
City of Manassas
Fairfax County
Fairfax County

Commonwealth of Virginia

Elizabeth Bennett-Parker
VRE Operations Board Chair
City of Alexandria
Chair’s Comments – State Legislative Update

Virginia’s General Assembly has moved into a Special Session. While no bill directly relates to VRE, there are two that pertain to Operations Board meetings.

• Senator McPike’s bill, SB1271, codifies the budget language we secured last year to allow public bodies to meet electronically during a declared state of emergency. This bill, which passed the Senate unanimously, passed the House General Laws committee yesterday. It will come to the House floor for final passage early next week.

• Delegate Levine’s bill, HB1931, would grant greater flexibility for members of public bodies to participate in meetings electronically. Having passed the House and Senate, it now awaits the Governor’s signature.

Last week the House Appropriations and Senate Finance committees released their respective budgets. While this is not a notable budget year for transit or transportation, the Senate budget does include $22.4 million in federal Coronavirus Relief funding for DRPT to use for the state’s annual commitment to WMATA.
Chair’s Comments – Committee Appointments

**Audit**
- Katie Cristol*
- Elizabeth Bennett-Parker
- Jeanine Lawson
- Preston Banks
- James Walkinshaw

**CEO Evaluation**
- Andrea Bailey*
- Preston Banks
- Katie Cristol
- Jeanine Lawson
- Dan Storck
- Elizabeth Bennett-Parker

**Finance**
- Meg Bohmke*
- Katie Cristol
- Preston Banks

**Legislative**
- Margaret Franklin*
- Walter Alcorn
- Andrea Bailey
- Cindy Shelton
- Ralph Smith
- James Walkinshaw

*Committee Chair
CEO Report

- Safety/COVID-19 Update
- Ridership
- Performance
- Project Spotlight
- Welcome Back
CEO Report – Safety / COVID 19 Update

“...must be followed by all passengers on public conveyances...”
CEO Report – Safety / COVID 19 Update
CEO Report – Monthly Ridership

*service days per month
CEO Report – Monthly Average Daily Ridership

*service days per month
CEO Report – On-time Performance

January Comparisons

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<th>Line</th>
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<tr>
<td>Fredericksburg Line</td>
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<tr>
<td>Systemwide</td>
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<td>96%</td>
</tr>
</tbody>
</table>
CEO Report – Project Spotlight
Automatic Passenger Counters

Reporting Software
CEO Report – Project Spotlight
Automatic Passenger Counters

Side Door Sensors

End Door Sensor
CEO Report – Project Spotlight
Automatic Passenger Counters
CEO Report – Welcome Back
Virginia Railway Express Riders’ and Public Comment

Elizabeth Bennett-Parker
VRE Operations Board Chair
City of Alexandria
Authorization to Amend the GEC VII Task Order for Design Services for Alexandria Station Improvements

Recommendation:
The VRE Operations Board is asked to authorize the CEO to amend the current task order for Design Services for Alexandria Station Improvements executed with HDR Engineering, Inc. under the General Engineering Consulting Services (GEC VII) contract in the amount of $78,445, plus a 10 percent contingency of $7,845, for a total of $86,290. This will increase the total authorization for this task order from $1,222,256, to a total amount not to exceed $1,308,546.

Summary:
Final design efforts have identified several station elements requiring additional effort and stakeholder coordination. A variety of factors have resulted in additional costs. VRE asked HDR to submit a proposal to accomplish the additional required work, and this action will authorize the CEO to amend the task order to address the increased costs.
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 CEO 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.
Spending Authority Report

On September 18, 2020, the VRE Operations Board approved an increase in the Chief Executive Officer’s delegated spending authority from $100,000 to $200,000. It was resolved as part of that increased delegation that any purchase or contract award in the range of $50,000 to $200,000 would be communicated to the board as an information item.

- On January 14, 2021, VRE amended an existing purchase order with International Display Systems for software integration services for the Variable Message System Proof-of-Concept project, increasing the commitment by $15,272 to an amount not to exceed $97,630, to address changes to the software design for the project.
The livestream will recommence following this portion of the meeting
Agenda Item 11

Board Member Comment

Walter Alcorn
Fairfax County

Andrea Bailey
Prince William County

Preston Banks
Manassas Park

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Fairfax County

James Walkinshaw
Fairfax County
VRE OPERATIONS BOARD MEETING

February 19, 2021

The meeting is adjourned

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