

AGENDA ITEM 9-A
ACTION ITEM

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: DECEMBER 21, 2007

**SUBJECT: REFERRAL OF THE REVISED FY 2008 AND RECOMMENDED
FY 2009 VRE OPERATING AND CAPITAL BUDGET OPTIONS
TO THE COMMISSIONS AND LOCALITIES**

RECOMMENDATION:

The VRE Operations Board is being asked to adopt the revised FY 2008 budget and the recommended FY 2009 VRE Operating and Capital Budget options and refer them to the Commissions for their consideration and subsequent referral to the jurisdictions for their formal review and adoption. Because of the uncertainty of HB 3202 funding, staff has prepared two budgets; one referred to as the "base" budget which excludes the HB 3202 funding; the other referred to as the "HB 3202" budget, which includes VRE's recommendation for use of the \$25 million included in the legislation.

BACKGROUND:

In accordance with the VRE Master Agreement, which outlines the process for annual budget approval, the preliminary FY 2009 VRE Operating and Capital Budget was submitted for review at the August VRE Operations Board meeting. Since that time, it has been discussed at numerous meetings of the CAO Task Force. The CAO Task Force met on December 6th to present their final recommendations and discuss VRE responses to those recommendations. The CAO Task Force recommendations are presented under separate cover. In addition, VRE staff met with staff from the NVTA jurisdictions to discuss the use of the HB 3202 funds.

DISCUSSION:

This document follows the adopted guidelines of the Board, developed in concert with jurisdictional chief administrative officers.

Option #1 (base budget) – assumes no portion of the HB 3202 (\$25 million) is available in FY 2009:

The major assumptions in the “base” budget are:

- Continuation of the 30-train operation
- Projection of an average daily ridership of 14,700 passengers
- Projected fare revenue of \$20,858,015, with no change to fare rates.
- Capital match funds from the State of 40% of the non-federal share
- State operating funds of \$9.2 million.
- Restoration of the balance in the Insurance Trust Fund to the \$10 million level over a several year period.
- Jurisdictional subsidy of \$17,908,176.

The capital budget includes the following system capital initiatives for FY 2009:

- Facilities infrastructure - \$600,000
- Broad Run maintenance - \$2,808,000
- Fare collection upgrade - \$250,000
- Rolling stock modifications - \$1,200,000
- Fredericksburg Rail Station - \$679,000
- Capitalization project - \$1,000,000
- Capital fleet expansion - locomotives - \$1,431,000

The budget requires additional funding for FY 2009, after various expenditure decreases, of \$4.5M. The primary causes are noted below:

- Shift of federal funds back to capital budget (FY 2008 shift to operations): \$1,570,000
- Net additional debt service for full year of payments for the 50 railcar purchase: \$900,000
- Net increase to Amtrak and equipment operations: \$1,430,000
- Increased locomotive maintenance: \$400,000
- Projected fuel increase: \$140,000
- Increase to insurance payment: \$325,000

Option #2 (HB 3202) – assumes the \$25 million from HB 3202 is available for priority projects in FY 2009:

The major assumptions in the “HB 3202” budget are:

- Service expansion to 32 trains in January 2009 with:
 - Reinstatement of northbound Manassas train 334 (10:00 am departure) and southbound 8:00 pm train
 - Northbound 4:45 am Fredericksburg train, which eliminates counter flow midday non-revenue train 312. Add late night bus service from Backlick to Fredericksburg line stations.
- Projection of an average daily ridership of 15,400 passengers
- Projected fare revenue of \$21,351,063, with no change to fare rates
- Additional \$17,177,000 contributed to the purchase of locomotives
- Restoration and full funding of the Insurance Trust Fund to \$10 million in FY 2009
- Capital Cost of Contracting in the amount of \$1,177,000
- Jurisdictional subsidy of \$12,733,175, a decrease of \$645,979 from the FY 2008 level.

The chart below summarizes the proposed use of HB 3202 funds in the FY 2009 budget, if available.

Description	Amount
Locomotive acquisition	\$17,177,000
Insurance Costs	6,600,000
Match for Gaines-Haymarket (PWC)	173,000
TOTAL	23,950,000

FISCAL IMPACT

As indicated above, the base budget requires a subsidy increase of \$4,529,022 compared to the FY 2008 subsidy. The HB 3202 budget provides for a subsidy decrease of \$645,979 compared to the FY 2008 subsidy and provides funding for additional locomotives and the restoration of the Insurance Trust Fund balance in FY 2009. Both budget options permit VRE to remain focused on its primary goal of quality service for the entire rail system.

The budget includes a six-year financial forecast for the period FY 2009 through FY 2014 for both options. The base six-year forecast indicates that additional funding will be required to address base program needs, which assumes VRE will reach 34 trains by 2014. The CIP identifies over \$500 million of unfunded

capital needs for the period FY 2009 through FY 2014. If a substantial portion of this funding is not identified, the planned increase to 32 trains will not be possible. The HB 3202 six-year financial forecast indicates that a continuing commitment of HB 3202 funds will be required to address program needs.

CAO BUDGET TASK FORCE

The Chief Administrative Officer's Task Force recommendations are summarized below and described in more detail in the budget materials. The Task Force recommends:

- A fare increase of 3%, which provides estimated additional revenue of approximately \$650,000
- That the costs of any additional trains be shared through the allocation formula set forth in the VRE Master Agreement
- The use of \$17,177,000 in NVTA funding to purchase four locomotives
- That all NVTA funding received in FY 2008 be used to re-capitalize the insurance trust fund but that any subsequent contributions necessary to maintain the trust fund minimum balance are to be allocated through the allocation formula set forth in the VRE Master Agreement.
 - CAO's recommend that \$6 million in NVTA funding in FY 2008 and \$4 million in FY 2009 and FY 2010 be used to recapitalize the Insurance Trust Fund. At the end of FY 2010 VRE's insurance trust fund balance would be approximately \$21.4 million. These would be one-time payments.
 - These payments reduce VRE's on-going insurance costs in FY 2009 to approximately \$3.8 million per year which would be shared by all jurisdictions through the Master Agreement formula
- That VRE develop performance measures which track the higher level of railcar maintenance now provided at the outlying yards and that this information be shared periodically with the Operations Board and jurisdictional staff.
- That late night bus service be provided to the Fredericksburg line VRE stations using two buses instead of three. (This recommendation only applies if service is added.)
- Inclusion of an additional spring marketing campaign. The Task Force conditionally supports this request because of the difficulty of ascertaining the impact of advertising on ridership, and recommends the VRE develop some measures that track this correlation.
- Lower on-going insurance costs plus additional fare revenue result in jurisdictional subsidy increasing \$2,380,601 from \$13,379,154 in FY 2008 to \$15,759,755 in FY 2009 or 17.79%.

VRE STAFF RECOMMENDATION

The VRE staff recommendation is that the two budget options be referred to the Commissions and forwarded to the jurisdictions for adoption and to the NVTA for approval of the use of HB 3202 funds as requested. If HB 3202 funds are available, then the HB 3202 option is recommended for final adoption. If these funds are not available, then the base budget is recommended for final adoption.

REVISED FY 2008 CAPITAL AND OPERATING BUDGET

The FY 2008 budget has been revised to reflect current projections for revenue and expenses. The major changes are as follows:

- State revenue is increased by \$2.4 million to reflect a higher capital match percentage (52% compared to the budgeted amount of 23%), and a lower than budgeted allocation of state operating funds.
- Miscellaneous income is increased by \$360,000 to reflect an insurance reimbursement and the sale of Mafersa parts.
- Local match is increased by \$126,000 for higher than anticipated federal formula funds.
- Various expense categories are increased by \$562,000 for locomotive leasing costs, FELA insurance increases, additional facilities costs and a second marketing campaign.
- Fuel costs are increased by \$300,000 to reflect the upsurge in diesel fuel prices.
- Amtrak and equipment operations costs are increased by a total of \$2.1 million to reflect higher maintenance of equipment costs, particularly of the locomotives.

These changes can be accommodated within the funding originally set aside in the adopted contingency budget and the use for operations of the \$360,000 in miscellaneous revenue described above. The changes to the FY 2008 budget have been included in the FY 2009 proposed budget, where applicable.

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: DECEMBER 21, 2007
RE: REFERRAL OF THE REVISED FY 2008 AND RECOMMENDED
2009 VRE OPERATING AND CAPITAL BUDGET TO THE
COMMISSIONS AND LOCALITIES

RESOLUTION
9A-12-2007
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the VRE Master Agreement requires that the Commissions be presented with a fiscal year budget for their consideration at their respective January meetings prior to the commencement of the subject fiscal year; and,

WHEREAS, the VRE Chief Executive Officer has provided the VRE Operations Board with the FY 2009 Operating and Capital Budget within the guidelines developed in concert with the jurisdictional chief administrative officers; and,

WHEREAS, staff recommends a “base” budget built on an average daily ridership of 14,700 and 30 trains and a second “HB 3202” budget built on an average daily ridership of 15,400 and 32 trains; and

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend that the Commissions adopt the revised FY 2008 and recommended FY 2009 VRE Operating and Capital Budget and forward the FY 2009 budget to the local jurisdictions for inclusion in their budgets and appropriations in accordance with the Master Agreement; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does also recommend that the Executive Directors of both PRTC and NVTC submit to the Transportation Planning Board of the National Capital Region and to the Federal Transit Administration or other federal agencies, the appropriate Transit Improvement Program and grant applications for FY 2008 and FY 2009; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board additionally recommends that the Executive Director of NVTC be authorized to submit to the Commonwealth the approved budget as part of the FY 2009 state aid grant applications.

AGENDA ITEM 9-B
ACTION ITEM

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: DECEMBER 21, 2007

SUBJECT: AUTHORIZATION TO EXTEND AMENDED OPERATING/ACCESS AGREEMENT WITH CSXT

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to execute an extension of the existing Amended Operating/Access Agreement with CSXT to July 31, 2008.

BACKGROUND:

The VRE has an Operating/Access Agreement with CSXT related to VRE operations in the Fredericksburg to Washington corridor. That agreement, entered into in 1994, has been amended and extended several times, most recently this past May, with an agreed upon extension to January 31, 2008. A further extension is being requested at this time to provide sufficient time to complete negotiation of a new agreement.

Since December 2005, numerous negotiation sessions have been held with CSXT representatives on the terms of a new, long-term agreement. Preliminary agreement was achieved in a number of areas to include:

- Term of the agreement
- Change in method of calculating the annual escalation
- Incentive agreement for improved on time performance
- Additional CSXT supervision in the VRE operating territory
- Approval of infrastructure improvements at VRE facilities

Progress has slowed, however, due to a failure to reach an agreement on the level of liability coverage. CSXT continues to insist on including a higher level of liability and terrorism coverage in the new agreement. Although we were able to cap commuter rail liability at the state level, the legislation does not provide protection from gross negligence claims or claims of third parties, i.e. nonpassengers. Therefore, CSXT and Norfolk Southern continue to press for higher liability insurance coverage. Currently, VRE has \$250 million in coverage. An extension of the current agreement is needed while this issue is resolved.

FISCAL IMPACT:

Funding for the CSX track access fees has been included in the FY 2008 budget, including an escalation of 4% annually.

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: DECEMBER 21, 2007
RE: AUTHORIZATION TO EXTEND AMENDED OPERATING/ACCESS
AGREEMENT WITH CSXT

RESOLUTION
9B-12-2007
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the Commissions currently have an amended Operating/Access Agreement with CSXT relating to VRE operations in the Fredericksburg to Washington corridor, with said agreement extension ending on January 31, 2008; and,

WHEREAS, staff is currently engaged in ongoing discussions with CSXT concerning a new agreement and does not anticipate conclusion of these discussions prior to the expiration of the Amended Operating/Access Agreement; and,

WHEREAS, a proposal to extend the existing agreement to July 31, 2008, without any changes to the current agreement is expected from CSXT; and,

WHEREAS, the purpose of this extension is to allow time to negotiate and resolve the outstanding liability issues relating to a new agreement; and,

WHEREAS, necessary funding has been incorporated into the FY 2008 budget to allow VRE to continue its operations over CSXT tracks via this contract extension.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to execute an extension of the existing Amended Operating/Access Agreement with CSXT to July 31, 2008.

AGENDA ITEM 9-C
ACTION ITEM

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: DECEMBER 21, 2007

SUBJECT: AUTHORIZATION TO EXTEND AMENDED OPERATING/ACCESS AGREEMENT WITH NORFOLK SOUTHERN

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to execute an extension of the existing Amended Operating/Access Agreement with Norfolk Southern to July 31, 2008.

BACKGROUND:

VRE has an Operating/Access Agreement with Norfolk Southern (NS) relating to VRE operations in the Manassas to Washington corridor. That agreement, entered into in 1999, has been amended and extended several times, most recently this past May, with an agreed upon extension to January 31, 2008. A further extension is being requested at this time to provide sufficient time to complete negotiations of a new agreement.

Following detailed negotiation sessions with Norfolk Southern representatives, an agreement in principle was reached on all contract items with the exception of liability coverage. The Operations Board and Commissions approved these terms at their June and July, 2005 meetings respectively, and authorized execution of a new agreement that conformed to each of those items.

Subsequent to the Commissions' action, however, it became clear that an agreement on the level of liability coverage could not be reached and the contract could not be executed. Norfolk Southern insists on including \$500 million in liability and terrorism coverage in the new agreement. Currently, VRE has \$250 million in coverage. An extension of the current agreement is needed while staff continues to attempt to resolve the insurance issue.

In the meantime, VRE has asked APTA for assistance in resolving the increasing demands of host freight railroads on commuter agencies for higher levels of liability coverage. APTA has initiated discussions with key House and Senate members requesting that the federal government assume a larger role. Topics being considered are modification of the current \$200 million federal cap to include coverage for third parties, establishing an insurance pool among commuter agencies to gain purchasing economies and to reduce premium payments, and requesting the federal government to cover liability exposure above a specific threshold similar to liability coverage in the nuclear power industry. A series of meetings are planned over the next three months to discuss the above issues with House and Senate staff, commuter agencies, risk managers, and legal experts.

FISCAL IMPACT:

Funding for the Norfolk Southern track access fees have been budgeted in the FY 2008 budget, including an escalation of 4% annually.

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: DECEMBER 21, 2007
RE: AUTHORIZATION TO EXTEND AMENDED OPERATING/ACCESS
AGREEMENT WITH NORFOLK SOUTHERN

RESOLUTION
9C-12-2007
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, the Commissions currently have an Operating/Access Agreement with Norfolk Southern related to VRE operations in the Manassas to Washington corridor, with said agreement ending on January 31, 2008; and,

WHEREAS, staff has reached an agreement in principle on many substantive items relating to a new agreement following detailed negotiation sessions with Norfolk Southern representatives; and,

WHEREAS, a proposal to extend the existing agreement to July 31, 2008, without any changes to the existing agreement is expected from NS; and,

WHEREAS, the purpose of this extension is to allow time to negotiate and resolve the outstanding insurance issues relating to a new agreement; and,

WHEREAS, necessary funding has been incorporated into the FY 2008 budget to allow VRE to continue its operations over Norfolk Southern tracks via this contract extension.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to execute an extension of the Amended Operating/Access Agreement with Norfolk Southern through July 31, 2008.

AGENDA ITEM 9-D
ACTION ITEM

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: DECEMBER 21, 2007

RE: AUTHORIZATION TO AWARD A CONTRACT FOR ENGINEERING AND ENVIRONMENTAL SERVICES FOR THE GAINESVILLE-HAYMARKET EXTENSION PROJECT

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to award a contract to Vanasse Hangen Brustlin, Inc. (VHB) for engineering and environmental services for the Gainesville-Haymarket Extension project in the amount of \$1,397,338, plus a contingency of \$140,000, for a total amount not to exceed \$1,537,338.

BACKGROUND:

In fulfillment of VRE's strategic planning efforts, on March 17, 2006, the Operations Board authorized issuing a Request for Proposals (RFP) for consulting services related to the Gainesville-Haymarket extension. On June 20, 2007, a solicitation was issued for a Major Investment and Alternative Analysis study, which must be prepared as part of the Environmental Impact Statement (EIS). This contract work will develop various design options for upgrading and constructing new track alignments, including right of way acquisition and potential station locations, identify potentially affected environments, define the general scope of work and formulate a project cost estimate and time line.

On August 10, 2007, three proposals were received and a committee was formed to evaluate them. Following interviews and negotiations, Vanasse Hangen Brustlin (VHB) was selected for recommended award.

This contract is being funded from both a Rail Enhancement Fund grant and a Congestion Mitigation Air Quality (CMAQ) grant. The \$700,000 Rail Enhancement Fund grant requires a \$300,000 local match, which has been included in the draft program of projects for HB 3202 funding. As this funding is not yet available, Prince William County has agreed to loan VRE the match from its 2% motor fuels tax proceeds, via separate PRTC and Prince William County Board of Supervisor resolutions, which are pending, until such time as the money is appropriated from HB3202. As noted in the resolution, execution of this contract will not occur until the Rail Enhancement grant is fully executed, including receipt of the local match. The CMAQ grant is fully matched by the Commonwealth.

The Major Investment and Alternative Analysis study will take approximately one year to complete, following which a procurement will be issued for preliminary design work.

FISCAL IMPACT:

Funding is made up of a Rail Enhancement Fund grant, with local match being borrowed from Prince William County until local money is available and appropriated from HB3202 proceeds, and a Congestion Mitigation Air Quality (CMAQ) grant, for which local match is provided by the Commonwealth.

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: DECEMBER 21, 2007
RE: AUTHORIZATION TO AWARD A CONTRACT FOR ENGINEERING AND ENVIRONMENTAL SERVICES FOR THE GAINESVILLE-HAYMARKET EXTENSION PROJECT

RESOLUTION
9D-12-2007
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, in fulfillment of VRE's strategic planning efforts, on March 17, 2006, the Operations Board authorized issuing a Request for Proposals (RFP) for consulting services related to the Gainesville-Haymarket extension; and,

WHEREAS, this contract work will develop various design options, identify potentially affected environments, define the general scope of work and formulate a project cost estimate and time line; and,

WHEREAS, on August 10, 2007, three proposals were received and Vanasse Hangen Brustlin (VHB) was selected for recommended award; and,

WHEREAS, this contract is being funded from both a Rail Enhancement Fund grant and a Congestion Mitigation Air Quality (CMAQ) grant; and,

WHEREAS, matching funds for the Rail Enhancement Fund grant are being loaned to VRE by Prince William County until such time as the money is appropriated from HB3202.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions provisionally authorize the Chief Executive Officer to award a contract to Vanasse Hangen Brustlin, Inc. (VHB) for engineering and environmental services for the Gainesville-Haymarket Extension project in the amount of \$1,397,338, plus a contingency of \$140,000, for a total amount not to exceed \$1,537,338; and,

BE IT FURTHER RESOLVED THAT, the contract will not be executed until the Rail Enhancement grant is fully executed, including receipt of the local match from Prince William County, which requires approved resolutions by the Prince William County

Board of Supervisors and the Potomac and Rappahannock Transportation Commission thereafter.

AGENDA ITEM 9E
ACTION ITEM

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: DECEMBER 21, 2007

**RE: AUTHORIZATION TO AWARD GENERAL ENGINEERING
CONSULTING SERVICES CONTRACTS**

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to award general engineering consulting service contracts to HDR Engineering, Inc; DMJM HARRIS; and STV/Ralph Whitehead Associates. The terms of the contract call for shared authorization between all three firms for a period no longer than five years and an amount not to exceed \$5,000,000.

BACKGROUND:

The current GEC contract expires on April 10, 2008. To-date, over 38 task orders have been issued and the total contract value is close to reaching the contract limit of \$5,000,000. VRE's general engineering needs have included civil project work (engineering, design and construction inspection services), technical report writing (environmental assessments) and research and planning efforts (strategic planning and design guidelines). As a result, VRE has found the use of a general engineering contract to be more efficient than completing numerous, separate procurements. The GEC program is not intended to address all projects and separate procurements will continue to be issued via the RFP process when deemed appropriate.

Authorization was granted at the June 2007 Operations Board meeting to solicit proposals from various firms. Six proposals were received on October 4, 2007 and an evaluation committee was formed to evaluate them. Following interviews

and negotiations, VRE staff recommend award to HDR Engineering, Inc; DMJM HARRIS; and STV/Ralph Whitehead Associates. The proposed contracts will have a combined value of up to \$5,000,000 for a term not to exceed five years. Individual task orders over the CEO's authorization limit of \$50,000 will continue to be brought to the Operations Board for approval.

FISCAL IMPACT:

Funds for the project are included in VRE's Capital Improvement Program through specific capital projects.

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: DECEMBER 21, 2007
RE: AUTHORIZATION TO AWARD GENERAL ENGINEERING
CONSULTING SERVICES CONTRACTS

RESOLUTION
9E-12-2007
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, past general engineering needs for the VRE have included civil project work, technical report writing and research and planning; and,

WHEREAS, the period of the existing contracts will expire on April 10, 2008, and the total authorization limit of \$5,000,000 is close to being reached; and,

WHEREAS, six proposals were received on October 4, 2007, and an evaluation committee was formed to evaluate them; and,

WHEREAS, HDR Engineering, Inc, DMJM HARRIS and STV/Ralph Whitehead Associates are being recommended for award.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to award general engineering consulting service contracts to HDR Engineering, Inc; DMJM HARRIS; and STV/Ralph Whitehead Associates. The terms of the contract call for shared authorization between all three firms for a period no longer than five years and an amount not to exceed \$5,000,000.

AGENDA ITEM 9-F
ACTION ITEM

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: DECEMBER 21, 2007

RE: AUTHORIZATION TO AMEND THE CONTRACT WITH SCHEIDT & BACHMANN FOR FARE COLLECTION EQUIPMENT MAINTENANCE

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chief Executive Officer to amend the Scheidt & Bachmann (S&B) contract for fare collection system maintenance to add one year of maintenance services, and the option for two one-year renewals, in an amount not to exceed \$1,782,840, plus a contingency of \$20,000, for a total contract value not to exceed \$6,193,773.

BACKGROUND:

On June 16, 2000, the VRE Operations Board authorized a contract with Scheidt & Bachmann (S&B) for the delivery of a new fare collection system. On October 31, 2002, the system was accepted and the four years of maintenance support began. The maintenance contract provides for two fare collection maintenance technicians. In December 2006, the Operations Board authorized the extension of the maintenance contract to January 31, 2008.

This proposed second amendment provides two full-time fare collection maintenance technicians and includes allowances for equipment troubleshooting, repair and parts replacement previously covered as part of the system warranty, replacement of spare parts inventory not included in the existing maintenance contract, and software maintenance (e.g., tariff changes, data recovery support, disaster recovery support, application configuration changes, etc.).

The subject contract amendment extends the maintenance agreement for one year and includes two, one-year renewal options to extend the contract period, which can be executed at the discretion of the CEO. The annual renewal price is based upon the current year agreement price, adjusted for inflation as indicated in the Consumer Price Index, All Urban Consumers U.S. City Average.

Maintenance requirements for the fare collection system are expected to change once the VRE integration with the regional SmarTrip system is complete. The full regional implementation, including the technology that will enable VRE integration with the regional system, is expected to be complete by the end of 2008. VRE will competitively procure the fare collection system maintenance for the combined VRE/SmarTrip system.

FISCAL IMPACT:

Funding for this project is included in VRE's Capital Improvement Program (CIP) as part of the Fare Collection project and in the FY 2008 Operating Budget. The local match is provided for using state and local funds.

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: DECEMBER 21, 2007
RE: AUTHORIZATION TO AMEND THE CONTRACT WITH SCHEIDT & BACHMANN FOR FARE COLLECTION EQUIPMENT MAINTENANCE

RESOLUTION
9F-12-2007
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, on June 16, 2000, the VRE Operations Board authorized a contract with S&B for the delivery of a new fare collection system.

WHEREAS, on October 31, 2002, the system was accepted and maintenance support began; and,

WHEREAS, the current maintenance agreement is set to expire on January 31, 2008; and,

WHEREAS, VRE needs to keep its fare collection system in serviceable condition to ensure there is coverage during the entire service day.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions authorize the Chief Executive Officer to amend the Scheidt & Bachmann (S&B) contract for fare collection system maintenance to add one year of maintenance services, and the option for two one-year renewals, in an amount not to exceed \$1,782,840, plus a contingency of \$20,000, for a total contract value not to exceed \$6,193,773.

AGENDA ITEM 9-G
ACTION ITEM

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: DECEMBER 21, 2007

**RE: AUTHORIZATION TO AMEND THE LIABILITY INSURANCE
PLAN MANAGEMENT AGREEMENT WITH THE DIVISION OF
RISK MANAGEMENT**

RECOMMENDATION:

The VRE Operations Board is being asked to recommend that the Commissions authorize the Chairman of the Commissions to execute an Amended and Restated Management Agreement with the Division of Risk Management for administration of the Liability Insurance Plan.

BACKGROUND:

NVTC and PRTC established the Commuter Rail Liability Insurance Plan ("Insurance Plan") in 1989. The Insurance Plan, which is administered by the Commonwealth of Virginia Division of Risk Management (DRM), provides for the indemnification obligations accepted by the Commissions in each of their agreements with the railroads as a condition of gaining access to the railroads' rights of way.

At the time the Insurance Plan was established, the Commissions entered into an Insurance Fund Agreement and a Management Agreement with DRM. These agreements, as well as the Plan, have not been modified since their original execution and it is appropriate to update them.

Last month, amendments to the Insurance Fund Agreement and the Liability Insurance Plan were recommended by the Operations Board and approved by the Commissions. This month, following discussions with DRM, changes to the Management Agreement are also being recommended, as reflected in the attached draft. These changes include the following:

- Corrections to state entity names to reflect organizational changes
- Updates to dates of agreements and names of parties
- Updates to State Code references
- Clarification of responsibilities of Commissions and of DRM, as well as Amtrak, with regard to purchase of insurance and administration of claims
- Addition of language to reflect minimum funding level of Insurance Fund
- Addition of language clarifying how additional parties and events are included in the Insurance Plan

FISCAL IMPACT:

There is no fiscal impact associated with this action.

TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD
FROM: DALE ZEHNER
DATE: DECEMBER 21, 2007
RE: AUTHORIZATION TO AMEND THE LIABILITY INSURANCE
PLAN MANAGEMENT AGREEMENT WITH THE DIVISION OF
RISK MANAGEMENT

RESOLUTION
9G-12-2007
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, NVTC and PRTC established the Commuter Rail Liability Insurance Plan (“Insurance Plan”) in 1989; and,

WHEREAS, the Insurance Plan is administered by the Commonwealth of Virginia Division of Risk Management (DRM) and provides for the indemnification obligations accepted by the Commissions in agreements with railroads; and,

WHEREAS, amendments to the Insurance Fund Agreement and Liability Insurance Plan were recommended by the Operations Board and approved by the Commissions last month; and,

WHEREAS, changes to the Management Agreement for administration of the Liability Insurance Plan have also been agreed upon by the Division of Risk Management.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends that the Commissions approve the Amended and Restated management Agreement for administration of the Liability Insurance Plan for Commuter Rail Services; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board recommends that the Commission Chairmen execute the agreement on behalf of the Commissions.

December 10, 2007 draft

AMENDED AND RESTATED AGREEMENT

BETWEEN THE COMMONWEALTH OF VIRGINIA, DEPARTMENT OF THE TREASURY,
DIVISION OF RISK MANAGEMENT AND THE NORTHERN VIRGINIA AND POTOMAC
AND RAPPAHANNOCK TRANSPORTATION COMMISSIONS FOR ADMINISTRATION
OF THE LIABILITY INSURANCE PLAN FOR COMMUTER RAIL SERVICES

Deleted: MANAGEMENT

Deleted: 27th

This Amended and Restated Agreement ("Agreement") is made this ____ day of

Deleted: October

_____, 2007, between the DIVISION OF RISK MANAGEMENT of the

Deleted: 1989

DEPARTMENT OF THE TREASURY for the COMMONWEALTH OF VIRGINIA, ("Risk
Management"), and the NORTHERN VIRGINIA TRANSPORTATION DISTRICT

Deleted: GENERAL SERVICES

COMMISSION and the POTOMAC AND RAPPAHANNOCK TRANSPORTATION
DISTRICT COMMISSION (collectively the "Commissions"),

The Commissions have entered into a Master Agreement, dated as of October 3, 1989

("Master Agreement") and amended April 2, 1992, and July, 2007, for the Provision of

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Commuter Rail Services in Northern Virginia – The Establishment of the Virginia Railway
Express, which serves as the framework for a regional rail transit project providing service from
terminals located in the Fredericksburg and Manassas areas to Union Station in the District of

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Columbia ("Rail Service"). In addition to the Commissions, the parties to the Master Agreement

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include Fairfax County, Prince William County, Stafford County, the City of Manassas, the City
of Manassas Park, and the City of Fredericksburg ("Participating Jurisdictions") and Arlington
County and the City of Alexandria ("Contributing Jurisdictions").

The Rail Service has and will continue to use existing railroad tracks owned by the

Norfolk Southern Railway Company ("Norfolk Southern"), and CSX Transportation, Inc.

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and Potomac Railroad Company
("RF&P"), and the Consolidated Rail
Corporation ("Conrail")

(collectively "Railroads"), pursuant to Operating Access Agreements, dated

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May 5, 2000, as amended and extended, and February 10, 1995, as amended and extended,
respectively, (“Access Agreements”) with each of the Railroads. The Rail Service has been and
will continue to be operated by the National Railroad Passenger Corporation (“Amtrak”), under a
Purchase of Service Agreement, dated March 1, 1998, as amended (“Operating Agreement”),
between the Commissions and Amtrak;

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1989

The terms of the Access Agreements and the Operating Agreement require the
indemnification of the Railroads and Amtrak by the Commissions in the annual aggregate
amount of \$250,000,000, through a plan of insurance described in Exhibit A, originally dated
December 20, 1989, and thereafter amended _____, 2007 (“Insurance Plan”).

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The Commissions are authorized pursuant to §15.2-4518(13) of the Code of Virginia, as
amended (“Code”), to provide third party indemnification through such an Insurance Plan
administered by Risk Management. In accordance with the Insurance Plan, the Commissions
have established and funded certain insurance reserves pursuant to an Insurance Fund

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Code of Virginia, 1950, as amended
 (“Code”),

Agreement, dated as of December 1, 1989 (“Insurance Fund”), as such has been amended and
restated effective _____, 2007, between Risk Management and the Department of
Treasury of the Commonwealth of Virginia, as trustee (“Trustee”).

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The Insurance Plan is acceptable to Risk Management, and Risk Management, pursuant
to its authority under §2.2-1839 of the Code, has agreed to administer the Commissions’
insurance program which includes the Insurance Plan and the Insurance Fund.

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The parties desire to amend and restate the terms of this Agreement.

NOW, THEREFORE, the parties agree as follows:

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1. The term of this Agreement, as amended and restated, shall commence on _____, 2007 and will continue in force until terminated by agreement of the parties.

2. Risk Management agrees to act as the third party administrator for the Insurance Plan, and for other Commission related insurance needs, in accordance with its terms and this Agreement.

3. The Commissions agree to maintain, subject to the approval of Risk Management, an actuarially and financially sound Insurance Plan to satisfy the indemnity requirements of the Master Agreement, the Access Agreements, and the Operating Agreement. No material change to the Insurance Plan will become effective until it has been submitted to and approved by Risk Management.

4. (a) The Commissions' Insurance Plan will consist of a combination of actuarially sound self-insurance reserves for retained risks and purchased insurance to meet the indemnification obligations of the Commissions as set forth in this and the following documents:

- (1) The Insurance Plan attached as Exhibit A;
- (2) the Master Agreement;
- (3) the Operating Agreement; ~~(4) the Access Agreements; and~~
(5) the Insurance Fund Agreement.

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(b) The scope of indemnification provided by the Commissions through the Insurance Plan will be defined and conditioned by the limitations and exclusions, other than the monetary limits, contained in the Insurance Plan.

(c) The funding and insurance policies underlying the Commissions’

Insurance Plan shall consist of the insurance reserves and purchased insurance approved by Risk Management hereunder from time to time.

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5. The Commissions shall be responsible to:

(a) Provide, using funds from the Insurance Fund, for the procurement, implementation and maintenance of all excess insurance or alternative insurance mechanisms needed to fulfill the required limits of liability under the Insurance Plan and will designate Risk Management, with such excess insurance carrier(s), as the representative of the Commissions for purposes of claims defense, administration, coordination and settlement. The Commissions may further provide, using funds from the Insurance Fund, with the approval of Risk Management, for other coverage and services which may either protect the property used in the Rail Service or reduce the risk of loss generated by the Rail Services; and

(b) Provide funding, through the mechanisms provided in the Master Agreement, for the commercial insurance, alternative insurance mechanisms and self-insurance reserves provided for in the Insurance Plan.

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6. The Commissions will contract for the services of an actuary, as needed, but in no event less than annually, to determine the adequacy of the amounts in the Insurance Fund to fund the risks retained by the Commissions under the Insurance Plan at a 90% confidence level. Risk Management may, at its option, retain a second actuary to review the work of the Commissions’ actuary, to consult with the Commissions’ actuary regarding possible needed revisions to its study, and to provide such advice to Risk Management as may be needed to enable Risk Management to perform its duties under this Agreement and §2.2-1839 of

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the Code. The reasonable cost and fees of the actuary retained by the Commissions and, if applicable, Risk Management will be paid from the Insurance Fund.

7. The Commissions ~~will deposit or cause to be deposited annually with Risk Management such amounts~~ to be held as part of the Insurance Fund ~~as Risk Management deems necessary to ensure the financial stability of the Insurance Plan, it being agreed that the sum of \$10 million is the minimum level of funding the Commissions have agreed to achieve and maintain for the Insurance Fund.~~ The Commissions also agree to acquire ~~purchased insurance sufficient to fulfill the requirements of Section 4,~~ and to pay the applicable premiums from the Insurance Fund. The Commissions will deliver to Risk Management evidence that such insurance is in effect on or before July ~~1, of each year.~~ The Commissions agree to provide to Risk Management within 30 days of receiving written notice from Risk Management additional funds with Risk Management to be held in the Insurance Fund to ~~ensure the financial stability of the Insurance Plan, as determined by Risk Management under §2.2-1839 of the Code (“Required Level”).~~ With the approval of Risk Management, the Commissions may purchase additional insurance in lieu of making additional deposits to the Insurance Fund. It is understood that the determination of what constitutes the ~~Required Level of funds to ensure the financial stability of the Insurance Plan~~ is to be made in the sole discretion of Risk Management. Risk Management may in its sole discretion authorize payments from Insurance Fund as authorized by the Insurance Fund ~~Agreement~~ and the Insurance Plan.

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8. In addition to the provisions of Section 5, the Commissions will be responsible for the following:

(a) Requiring all insurers to provide certificates of insurance and copies of all contracts and terms of coverage to Risk Management;

(b) Requiring that copies of all legal notices affecting any aspect of coverage

be sent by the insurers to the Commissions, which will thereafter distribute said notices to Risk Management and to each Insured and Indemnitee under the Insurance Plan; and

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(c) Establishing procedures, in conjunction with the excess broker, for the

proper and timely “notice of loss” and coordination of claims management with excess insurers, and informing Risk Management of those procedures.

9. Risk Management will be responsible for administration of the Insurance Plan,

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which may include but not be limited to the following:

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(a) Providing advice, guidance, and assistance to the Commissions with the

Deleted: Risk Management will establish with the Commissions, and agrees to establish with other insureds or parties indemnified under the Insurance Plan, procedures for the proper notification of any claims or suits instituted against any Insured or Indemnitee, as defined in the Insurance Plan

purchase of insurance;

(b) Establishing procedures related to claims and litigation management; and

(c) Upon receipt of notice of a claim or the institution of a suit, reviewing the

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claim for the applicability of coverage within the self insured limits of the Insurance Plan,

providing for the assignment of counsel, if needed, or providing for the declination of

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coverage, in whole or in part, to each affected Insured or Indemnitee.

(d) Providing written confirmation of coverage, including a certificate of

insurance as needed, in response to the Commissions’ request to add a party or an activity

related to Rail Service to the Insurance Plan, provided the Commissions’ have notified

the excess broker to arrange the inclusion of the additional party or activity in the

purchased insurance included in the Insurance Plan.

10. Risk Management will review outstanding claims and advise the Commissions

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regarding the sufficiency of the Insurance Fund to meet anticipated liabilities set forth in the

Insurance Plan in accordance with generally accepted industry standards and practices. 11.

Deleted: To the extent the amount of a claim or claims exceed the limits of the Commissions’ retained insurance under the Insurance Plan, Risk Management will notify the appropriate commercial insurance carriers, coordinating claims activity as needed.¶

Subject to the provisions of Part B, Sections 1 and 2(b) of the Insurance Plan, Risk

Management agrees with the Commissions as follows:

(a) Original notice of a claim related to the Rail Service will be transmitted to and received, for all Insureds and Indemnitees, by Amtrak.

(b) The Commissions will establish a \$50,000 revolving fund for the payment of claims within the authority delegated to Amtrak. Amounts paid to the revolving fund will be paid from the Insurance Fund. The Commissions will advise Risk Management of any and all payments made from this revolving fund and Risk Management will provide funds from the Insurance Fund to enable the Commissions to maintain the \$50,000 level in the revolving fund.

(c) Amtrak will handle the administration of all claims up to \$10,000. Amtrak will notify the Commissions and Risk Management of claims it receives which are outside its delegated authority. Risk Management will provide for the administration of all claims over \$10,000, and for all suits instituted against any Insured or Indemnitee under the Insurance Plan. Risk Management may, at the expense of the Insurance Fund, contract for investigative and related services.

(d) On an annual or semi-annual basis, the Commissions will provide to Risk Management and to all Insureds and Indemnitees under the Insurance Plan summaries of payments made by Amtrak related to claims under the Insurance Plan within Amtrak's delegated authority.

(e) Risk Management will provide notice of settlement of a claim to the Commissions and, to the extent practicable, to each Insured or Indemnitee under the Insurance Plan who is a subject of the claim being settled; however, Risk Management shall have no

Deleted: (a) Except for the provisions for the settlement of claims by Amtrak provided for under the Operating Agreement and for claims covered by purchased insurance or alternative insurance mechanisms, Risk Management has the sole authority to negotiate, compromise and settle all claims covered by the Insurance Plan.¶

(b) When practicable, Risk Management will provide notice of settlement of a claim to each party covered by the Insurance Plan whose liability would be affected by the settlement, but Risk Management shall have no obligation to notify any party covered by the Insurance Plan who is not a party to the particular claim.¶

(c) All payments for claims settlement, defense costs, or investigative services shall be made from the Insurance Fund and shall be properly recorded by Risk Management. Summaries of such transactions will be provided by Risk Management to all Insureds or Indemnitees under the Insurance Plan on an annual and semi-annual basis.¶

12.

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Deleted: The Commissions agree to delegate to Risk Management the right to negotiate and establish all policies and procedures relating to the respective role of Amtrak and Risk Management.

obligation to notify any Insured or Indemnitee under the Insurance Plan who is not the subject of a settled claim. (f) Risk Management will provide to the Commissions on an annual or semi-annual basis summaries of all payments made by Risk Management from the Insurance Fund for claims under the Insurance Plan administered by Risk Management, as well as .

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12. Subject to any limitations in the Insurance Plan, in the event that, in any calendar year, the commercial insurance policies purchased by the Commissions expire, lapse, or otherwise become subject to cancellation, the Commissions agree, with approval of Risk Management, to purchase other insurance or to retain such risk by establishing and maintaining additional, actuarially sound reserves for the risks previously insured through commercial insurance. The Commissions will notify Risk Management, the Railroads, and Amtrak of the action taken to provide such other insurance coverage or retained risk. Thereafter, Exhibit A will be amended with the approval of Risk Management to reflect such changes to the Insurance Plan.

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13. Risk Management agrees to perform at least the following services as part of its responsibilities:

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(a) Assist the Commissions and Amtrak in the establishment of procedures for the prompt review and processing of all claims for which the Commissions or any party covered by the Insurance Plan are or may become liable.

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(b) Maintain current estimates for each claim of the anticipated cost to the Insurance Plan based on information and data provided by the Commissions, the Railroads, and Amtrak.

(c) Maintain historical data of claims brought against the Commissions, the Railroads, and Amtrak based on information and data provided by the Commissions, the Railroads, and Amtrak.

(d) Oversee generally and review, as necessary, the investigation and settlement of claims administered by Amtrak and contract, as needed, for the necessary services for the investigation of claims or suits not administered by Amtrak.

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... (e) Coordinate the

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(e) Review the Commissions' development of an appropriate payment system for claims and expenses of claims administration for those claims within Amtrak's delegated authority.

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(f) Make available to the Commissions, financial and other information relating to claims and the Insurance Fund based on information available to Risk Management, including that provided by the Commissions, the Railroads, and Amtrak.

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Deleted: Issue periodic incurred/reserved progress reports on pending claims to the Commissions.¶
... (h) Maintain a detailed statistical record of all claims and payments.¶
... (i) Provide quarterly claims and other computerized reports so that claim trends and problem areas can be readily identified by the Commissions.

(g) Employ loss control consultants and other professionals, as needed, to advise the Commissions on matters involving the Insurance Plan.

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(h) Review all cases for potential subrogation recoveries, make recommendations to the Commissions concerning cases where recovery should be attempted, and for cases where the Commissions have approved subrogation recovery efforts, retain and assist legal counsel when litigation is required to effect recovery.

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(i) Provide such funds from the Insurance Fund as may be necessary to enable the Commissions, in consultation with Risk Management, to pursue legal remedies against any insurer providing insurance coverage under the Insurance Plan denying coverage.

Deleted: (l) Secure professional services and other experts as necessary to adequately respond to claims against any Insured or Indemnitee under the Insurance Plan.¶
... (m) Procure, recommend, direct, and monitor the work and charges of specialized and professional investigation services when such service is needed.

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(j) Perform such other related services as may be reasonably necessary for administration of the Insurance Plan and the Insurance Fund in a manner that best benefits the Insureds and Indemnitees under the Insurance Plan.

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14. Risk Management agrees to grant access to the Commissions upon reasonable written notice to all records it maintains in the management of the Insurance Plan and to respond to inquiries by the Commissions on the status of particular claims and other issues, provided, however, that Risk Management is under no duty to provide information in any particular format and may charge the Commissions as an administrative cost, for time and materials incurred in granting such access, nor shall Risk Management be obligated to provide information which may impair administration of the Insurance Plan or the Insurance Fund.

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15. Risk Management is entitled to be reimbursed or paid for all expenses associated with claims administration and management of the Insurance Plan and for its actual personnel and administrative costs related to its services under this Agreement, in accordance with procedures established under the Insurance Fund Agreement.

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16. In the event that either Rail Service is terminated or suspended, sufficient funds, as determined by Risk Management with the assistance of actuarial services, shall be maintained by Risk Management to provide for all current and future liabilities.

In the event that funds are deemed inadequate to assure the discharge of such liabilities, Risk Management will notify the Commissions who shall take the appropriate action as provided in Section III.D. of the Master Agreement and Section 7 of the Management Agreement. Risk Management shall, periodically, reassess the nature and extent of such liabilities and in its sole

discretion may release to the Commissions a portion of any funds, if any, which Risk Management deems as unnecessary to discharge such current and future liabilities.

Risk Management, with the concurrence of the Commissions, may contract for the administration of all subsequent claims. The Commissions, subject to the approval of Risk Management, may purchase separate “run off” insurance either as an extension of existing coverage or as a new policy or combination thereof and Risk Management shall consider the nature and adequacy of such “run off” insurance in determining whether and, to what extent, it may release funds to the Commissions as provided in the paragraph above.

At such time as all known claims have been resolved and the actuary has determined that the reasonable likelihood of further claims has approached zero, Risk Management shall dissolve the Insurance Plan and Management Agreement.

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17. The Commonwealth of Virginia shall incur no financial obligation for any and all liabilities created under any portion of the Insurance Plan by virtue of this Agreement, as a result of the activities of Risk Management as the third party administrator of the Insurance Plan, or any other reason.

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18. Notice. All demands, notices, approvals, consents, requests, opinions and other communications under this Agreement will be in writing and will be deemed to have been given when delivered in person or mailed by registered or certified mail, postage prepaid, addressed (i) if to the Commissions, to Virginia Railway Express, 1500 King Street, Suite 202, Alexandria, Virginia 22314, Attention: Chief Executive Officer, (ii) if to Risk Management, at 101 North 14th Street, 3rd Floor, Richmond, Virginia 23219, Attention: Director. The Commissions and Risk Management may, by notice given under this Section, designate and further or different

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Deleted: Arlington Executive Building, 2009 North 14th Street, Suite 300, Arlington, Virginia 22201, Attention: Rail Manager, with copies to Northern Virginia Transportation Commissions, Arlington Executive Building, 2009 North 14th Street, Suite 300, Arlington, Virginia 22201, Attention: Executive Director, and the Potomac and Rappahannock Transportation Commission, 9257 Lee Avenue, Suite 205, Manassas, Virginia 22110, Attention: Executive Director

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addresses to which subsequent demands, notices, approvals, consents, requests, opinions or other communications are to be sent or persons to whose attention they are to be directed.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by

their duly authorized officials this day of, 2007.

Deleted: 27th day of October, 1989

APPROVED BY THE GOVERNOR:

APPROVED:

Northern Virginia
Transportation Commission
Chairman
Jody M. Wagner
Secretary of Finance

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APPROVED:

APPROVED:

Potomac and Rappahannock
Transportation Commission
J. Braxton Powell, Treasurer
Department of the Treasury
Chairman

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Services

APPROVED:

Don W. LeMond, Director

