

**AGENDA ITEM 7-B**  
**CONSENT AGENDA ITEM**

**TO: CHAIRMAN KAUFFMAN AND THE VRE OPERATIONS BOARD**

**FROM: DALE ZEHNER**

**DATE: MAY 18, 2007**

**RE: AUTHORIZATION TO ISSUE A TASK ORDER FOR DAILY EQUIPMENT  
ENGINEERING SUPPORT**

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**RECOMMENDATION:**

The VRE Operations Board is being asked to authorize the Chief Executive Officer to issue a task order to STV, Inc. for daily equipment engineering support services in an amount not to exceed \$135,000.

**BACKGROUND:**

Due to the dynamic operating environment in which VRE currently operates, it is necessary for VRE to regularly call on outside engineers for spontaneous questions requiring either immediate or short term responses. These questions often require topic specific research, rental of instruments and investigative train riding. Questions could include how a certain mechanical item functions or interfaces with other devices or how to best address equipment malfunctions. This type of work requires the time of a professional engineer or specialized member of STV's staff. A more generalized task order is needed as these issues are not related to an existing task order, nor are they expansive enough to warrant a task order of their own.

All of VRE's previous three MEC contracts have included a general task order for work of this nature. Based on past invoicing, this task order request is estimated to run approximately one year. The scope of work for this task order includes the provision of a detailed statement of hours spent on each topic and service provided. In addition, work must be requested by VRE before being initiated.

**FISCAL IMPACT:**

Funding for this project is included in VRE's FY 2007 and 2008 Operating Budgets.

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**RESOLUTION  
7B-05-2007  
OF THE  
VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD**

**WHEREAS**, VRE regularly needs to call on outside engineers for spontaneous questions requiring either immediate or short term responses; and,

**WHEREAS**, these questions often require topic specific research, rental of instruments and investigative train riding; and,

**WHEREAS**, the nature of these issues is such that they require immediate or short term responses and do not lend themselves to an existing or newly created task order under the MEC contract.

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board authorizes the Chief Executive Officer to issue a task order to STV, Inc. for daily equipment engineering support services in an amount not to exceed \$135,000.