

**AGENDA ITEM 9E**  
**ACTION ITEM**

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

**FROM: DALE ZEHNER**

**DATE: AUGUST 15, 2008**

**RE: AUTHORIZATION TO AMEND CURRENT OPTION YEAR AND  
EXERCISE FOURTH OPTION YEAR FOR FACILITIES  
MAINTENANCE SERVICES**

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**RECOMMENDATION:**

The VRE Operations Board is being asked to authorize the Chief Executive Officer to amend the current contract year of the facilities maintenance contract with NV Enterprises by \$200,000, for a total amount not to exceed \$2,200,000 and exercise the fourth-year option in an amount not to exceed \$2,400,000.

**BACKGROUND:**

In June of 2004, the Operations Board approved a facilities maintenance contract (base year plus four one-year renewable options) with NV Enterprises for facilities maintenance services. Since that time, three option years have been executed with the current year of the contract to expire on October 31, 2008. This option year was approved by the Operations Board at the August 2007 meeting in the amount of \$2,000,000. This amount was lowered by \$500,000 from the previous year to coincide with FY 2007/2008 budget. However, as this maintenance contract draws from both operating and capital grant funds, several smaller grant funded projects are being pursued which require an increase to this year's contract value. These projects include L'Enfant storage track, two way radio, and security lighting. The increase will not affect the current operating budget as funding is being drawn from grant funds, primarily from the Department of Homeland Security.

The Board is also being asked to authorize the final option year of this contract. Based on the planned work scope, the addition of facilities through the capital program, an increase in facilities usage, and the overall age of the facilities, the contract year is being recommended at \$2,400,000. A four percent escalation is also included. With this authorization, the existing year will total \$2,200,000, making the recommendation for next year an increase of \$200,000. The contract value in previous years has been as high as \$2,500,000.

General facilities maintenance includes daily cleaning of the stations and some parking facilities, landscaping and repairs. Previous task order work includes installation of windbreaks, layover power, yard maintenance, station painting and lighting repairs. Examples of upcoming task order work includes station painting, signage, lighting and communication improvements. The FY 2008/2009 facilities maintenance budget includes \$2 million in operating funds for general facilities repairs and maintenance. The remaining \$400,000 is funded through specific capital projects and managed through task orders.

As this will be the final year of the contract, staff will initiate a new procurement in the upcoming months.

### **FISCAL IMPACT**

This contract is funded through the facilities line item of the FY 2008 and FY 2009 VRE Operating budget and project specific grants in the VRE Capital Budget.

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**RESOLUTION**  
**9E-08-2008**  
**OF THE**  
**VIRGINIA RAILWAY EXPRESS**  
**OPERATIONS BOARD**

**WHEREAS**, in June of 2004, the Operations Board approved a facilities maintenance contract (base year plus four one-year renewable options) with NV Enterprises for facilities maintenance services; and,

**WHEREAS**, since that time, three option years have been executed with the current year of the contract to expire on October 31, 2008; and,

**WHEREAS**, an additional \$200,000 is being recommended for the existing option year to complete additional grant funded projects; and,

**WHEREAS**, authorization for the fourth and final option year is also being requested at this time for general facilities and task order maintenance.

**NOW, THEREFORE BE IT RESOLVED THAT**, the VRE Operations Board authorizes the Chief Executive Officer to amend the current contract year of the facilities maintenance contract with NV Enterprises by \$200,000, for a total amount not to exceed \$2,200,000 and exercise the fourth-year option year in an amount not to exceed \$2,400,000.