

AGENDA ITEM 9-C
ACTION ITEM

TO: CHAIRMAN ZIMMERMAN AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: SEPTEMBER 18, 2009

RE: AUTHORIZATION TO ENTER INTO A CONTRACT FOR CUSTODIAL AND FACILITY MAINTENANCE SERVICES

RECOMMENDATION:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to enter into contracts for custodial and facility maintenance services with NV Enterprises of Reston, Virginia in an amount not to exceed \$2,600,000

BACKGROUND:

On June 19, 2009, the Operations Board approved issuance of a facilities maintenance solicitation, as the existing contract will expire on October 31, 2009. Different from previous years, the RFP separated daily custodial services and routine maintenance into two separate contracts, allowing specialized firms to bid either or both scopes of work.

A procurement was issued on June 24, 2009. One proposal for each solicitation was received on July 31, 2009. Following selection committee review of the proposals, VRE staff is recommending award of both contracts to NV Enterprises.

The procurement was designed to allow for a five-year contract for each service (base year, plus four one-year renewable options). Award of the first year of the custodial facilities contract is being recommended at an amount not to exceed **\$1,800,000**. Award of the first year of the maintenance services contract is being recommended at an amount not to exceed **\$800,000**. Due to the size of the

contract, award of subsequent contract years will be brought before the Operations Board annually.

The FY 2010 facilities budget is \$2,660,000 and is financed using both operating and capital funds. Custodial facilities work includes cleaning, landscaping, pressure washing, HVAC and elevator maintenance, and snow removal. Maintenance services work includes HVAC replacement, station painting, and lighting improvement projects.

FISCAL IMPACT:

Funding for this contract is via the facilities line item of the FY 2010 VRE Operating budget and project specific grants in the VRE Capital Budget.

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RESOLUTION
9C-09-2009
OF THE
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

WHEREAS, VRE facilities require custodial services and maintenance; and,

WHEREAS, the existing facilities maintenance contract expires October 31, 2009, and,

WHEREAS, these services are essential for a continued state of good repair for VRE facilities; and,

WHEREAS, a procurement has been completed for custodial and facilities maintenance services over a period of five-years, including a base year, plus four one-year renewable options.

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board authorizes the Chief Executive Officer to enter into contracts for custodial and facility maintenance services with NV Enterprises of Reston, Virginia in an amount not to exceed \$2,600,000.