



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

VRE OPERATIONS BOARD MEETING

April 19, 2024

Executive Committee Meeting – 8:30 am
Operations Board Meeting - 9:00 am

PRTC Headquarters
14700 Potomac Mills Road
Woodbridge, VA 22192

1. Pledge of Allegiance
2. Roll Call
3. Safety Moment
4. Approval of Agenda
5. Approval of Minutes from the March 15, 2024 VRE Operations Board meeting
6. Chair's Comments
7. Chief Executive Officer's Report
8. Virginia Railway Express Riders' and Public Comment
9. Consent Items
 - A. Authorization to Issue a Request for Proposals for Locomotive Exterior Painting Services
 - B. Authorization to Issue a Request for Proposals for Construction Management Services for the Crystal City Station Improvements Project



Northern Virginia
Transportation Commission
2300 Wilson Blvd., Suite 230
Arlington, VA 22201
703-524-3322



Virginia Railway Express
1500 King Street, Suite 202
Alexandria, VA 22314
703-684-1001
VRE.org



Potomac and Rappahannock
Transportation Commission
14700 Potomac Mills Road
Woodbridge, VA 22192
703-580-6121

- C. Authorization to Issue a Request for Proposals for Construction Management Services for the Franconia-Springfield Station Improvements Project
 - 10. Closed Session
 - 11. Action Items
 - A. Authorization to Issue a GEC VIII Task Order for Engineering Design Services for Fredericksburg Parking Lot Improvements
 - B. Authorization to Issue a GEC VIII Task Order for Design Services for Repairs to the Franconia-Springfield Station
 - C. Authorization to Issue a Maintenance Services for VRE Facilities Task Order for Quantico Station Parking Lot Milling and Resurfacing
 - 12. Information Items
 - A. Spending Authority Report
 - B. Update on VRE Mobile and VRE.org
 - 13. Operations Board Member's Time
-

**The Next VRE Operations Board Meeting
May 17, 2024 - 9:00 am at PRTC**



MINUTES

VIRGINIA RAILWAY EXPRESS OPERATIONS BOARD MEETING

March 15, 2024

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Sarah Bagley (NVTC)
*Andrea O. Bailey (PRTC)
*Meg Bohmke (PRTC)
*Margaret Franklin (PRTC)
*Monica Gary (PRTC)
*Tom Gordy (PRTC)
*Lori Hayes (PRTC)
*Jannan W. Holmes (PRTC)
*Takis Karantonis (NVTC) ‡
*Michael McLaughlin (VPRA)
*Alanna Mensing (PRTC)
*Daniel G. Storck (NVTC)
*James Walkinshaw (NVTC)

Jurisdiction

City of Alexandria
Prince William County
Stafford County
Prince William County
Stafford County
Prince William County
Spotsylvania County
City of Fredericksburg
Arlington County
Commonwealth of Virginia
City of Manassas Park
Fairfax County
Fairfax County

Members Absent

Ralph Smith (PRTC)

City of Manassas

Alternates Present

Alternates Absent

Canek Aguirre (NVTC)
Tinesha Allen (PRTC)
Victor Angry (PRTC)
Kenny Boddye (PRTC)
Deborah Frazier (PRTC)
Libby Garvey (NVTC)
Will Mackintosh (PRTC)
Darryl Moore (PRTC)
Pam Sebesky (PRTC)
Emily Stock (DRPT)
Pamela Yeung (PRTC)

City of Alexandria
Stafford County
Prince William County
Prince William County
Spotsylvania County
Arlington County
City of Fredericksburg
City of Manassas Park
City of Manassas
Commonwealth of Virginia
Stafford County

*Voting Member

**Arrived/departed following the commencement of the Operations Board Meeting. Notation of exact arrival/departure time is included in the body of the minutes.

‡ Participated remotely via Webex in accordance with the Electronic Participation Policy

Staff and General Public

Sara Allred – Fairfax County
Trinette Broussard - VRE
Rich Dalton – VRE
John Duque – VRE
Anaya Farah – VRE
Karen Finucan Clarkson – VRE
Christine Hoeffner – VREJ
John Kerins - Keolis
Lezlie Lamb – VRE

Steve MacIsaac – VRE Chief Counsel
Dallas Richards – VRE
Nick Ruiz - VRE
Bob Schneider - PRTC
Mark Schofield – VRE
Rebecca Sprouse - STV
Alex Sugatan - VRE
Joe Swartz – VRE

Chair Bohmke called the meeting to order at 9:03 a.m.; the roll call followed.

Chair Bohmke informed the Board that Member Takis Karantonis requested to participate remotely from Arlington due to a conflict in his meeting schedule. Ms. Hayes moved, with a second by Ms. Gary, to approve Mr. Karantonis' remote participation. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, McLaughlin, Mensing, Storck, and Walkinshaw.

Safety Moment – 3

CEO, Rich Dalton briefed attendees on safety procedures and assigned specific tasks to qualified staff members in case of an emergency.

Approval of the Agenda - 4

Ms. Bailey moved, with a second by Ms. Gary, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, Mensing, Storck, and Walkinshaw.

Approval of the Minutes of the February 16, 2024 VRE Operations Board Meeting – 5

Mr. Karantonis moved, with a second by Ms. Bailey, to approve the Minutes from February 16, 2024. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, Mensing, Storck, and Walkinshaw.

Chair's Comments – 6

Chair Bohmke welcomed members and attendees to the March Operations Board meeting. The Chair noted that staff and others were invited to wear athletic shoes to the meeting in celebration of March Madness.

Chief Executive Officer's Report – 7

Mr. Dalton briefed the Operations Board on the following items of interest:

- Safety
- Performance
- Ridership

Public Comment Time – 8

The Chair opened the floor for public comments. There were no speakers and one written comment had been submitted, was forwarded to Board Members and is attached.

Action Items – 9

Authorization to Issue a MEC VII Task Order for National Transit Database and Asset Management Reporting Phase X – 9A

Ms. Bailey moved, with a second by Ms. Gary, to authorize the Chief Executive Officer to issue a Mechanical Engineering Consulting Services Task Order to STV Incorporated for National Transit Database and Asset Management Reporting Phase X.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, Mensing, Storck, and Walkinshaw.

Acceptance of Title VI Service Standards and Policies Monitoring Results – 9B

Ms. Mensing moved, with a second by Ms. Bailey, to accept the results of the Title VI Service Standards and Policies monitoring and to forward them to the Potomac and Rappahannock Transportation Commission for inclusion in their Title VI submittal. Ms. Franklin asked Mr. Dalton to elaborate on metrics involving On-Time Performance (OTP) and vehicle load. Mr. Dalton pointed out that VRE has not consistently met its OTP target.

The vote in favor was cast by Members Bagley, Bailey, Bohmke, Franklin, Gary, Gordy, Hayes, Holmes, Karantonis, McLaughlin, Mensing, Storck, and Walkinshaw.

Information Items – 10

Primer on the Regional Motor Vehicle Fuels Tax – 10A

In the cities and counties comprising the Northern Virginia Transportation Commission (NVTC) and the Potomac & Rappahannock Transportation Commission (PRTC), a Regional Motor Vehicle Fuels tax is levied on fuels sold by a distributor to a retail dealer. The information item detailed how the funds generated may be used by each of the commissions.

System Plan 2050 Update: Presentation of Recommended 2050 Service Vision – 10B

VRE Project Development staff presented a draft recommended 2050 Service Vision. The Board will be asked to recommend approval of System Plan 2050 at the April meeting.

Discussion Summary:

- Members had asked about assumptions for future funding. There was additional discussion about the impact of a transition to electric vehicles (EVs) on the jurisdictions' motor vehicle fuels tax revenue. Staff explained that the projections were based on a continuation of current funding sources, but it is expected the plan will be reviewed and refined periodically.

- Ms. Bagley commented that the societal benefits outlined in the presentation are impactful.
- Mr. Walkinshaw asked how weekend service in Scenario A and AI would impact ridership in comparison to expanded weekday service.
- Mr. Walkinshaw also discussed doing an analysis of the comparison of HOT lane use versus taking the train.
- Ms. Gary noted that the benefits of VRE as compared to the HOT lanes is that the cost of riding the train is predictable, whereas the HOT lane costs are variable from day-to-day, depending on congestion.
- Mr. Storck requested data on changes in capacity versus fare-box recovery.
- Mr. Gordy stated he believes the US economy is in transition and that the EV market could be impacted by rising costs of electricity.

[Mr. Karantonis signed of remote participation at 10:50 a.m.]

Spending Authority Report – 10C

The March Spending Authority Report outlined purchases greater than \$50,000 but less than \$200,000 made in February 2024.

Closed Session – 11

There was no closed session.

Members Time – 12

Ms. Bagley thanked everyone involved on VRE’s Manassas St. Patrick’s parade float.

Mr. Gordy noted he had had a meeting with the Manassas Regional Airport Authority and suggested coordination between VRE and the Manassas Regional Airport.

The meeting adjourned without objection at 10:54 a.m.

Approved this 19th day of April 2024

Meg Bohmke
Chair

Ralph Smith
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the March 15, 2024 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

A handwritten signature in black ink, appearing to read "Leslie M. Lamb". The signature is written in a cursive style with a horizontal line at the end.

Leslie M. Lamb

CEO REPORT

APRIL 2024



OUR MISSION

The Virginia Railway Express, a joint project of the Northern Virginia Transportation Commission and the Potomac Rappahannock Transportation Commission, will provide safe, cost-effective, accessible, reliable, convenient, and customer responsive commuter-oriented rail passenger service. VRE contributes to the economic vitality of its member jurisdictions as an integral part of a balanced, intermodal regional transportation system.



CEO REPORT | APRIL 2024

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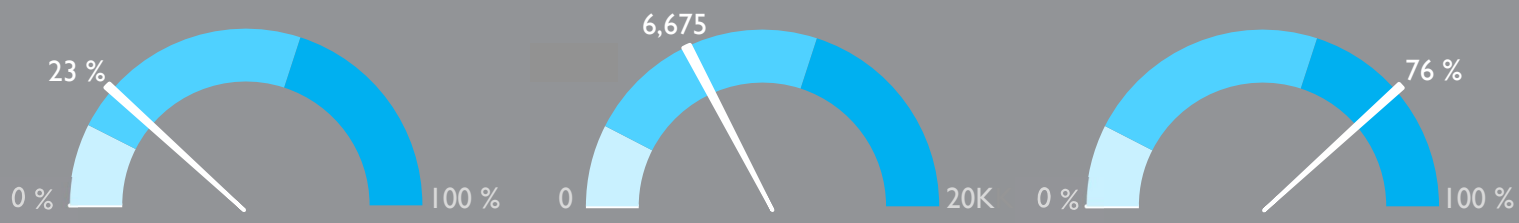
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VIRGINIA RAILWAY EXPRESS
A better way. A better life.



PERFORMANCE AT A GLANCE



PARKING UTILIZATION

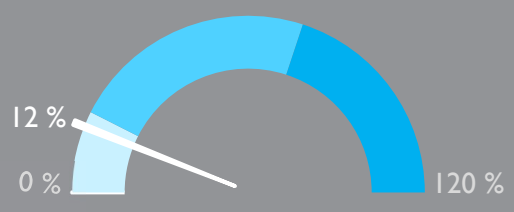
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.

AVERAGE DAILY RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings and reduced, "S" schedule, service.
Same month, previous year: 6,365

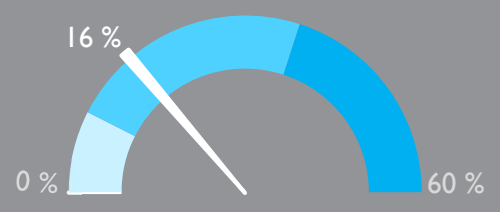
ON-TIME PERFORMANCE

Percent of trains arriving at their destination within 5 minutes of the schedule.
Same month, previous year: 79%



SYSTEM CAPACITY

The percentage of peak hour train seats occupied. The calculation excludes reverse flow and non-peak hour trains.



OPERATING RATIO

Through February 2024

Year-to-date operating revenues divided by year-to-date operating expenses, which represents the share of operating costs paid by the riders.

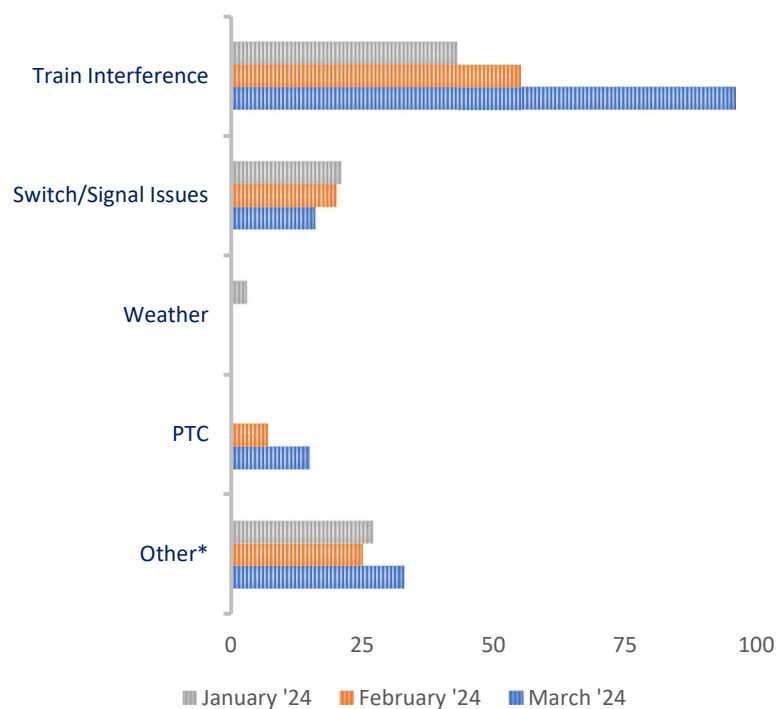
March 2024

ON-TIME PERFORMANCE

OUR RECORD

	March 2024	February 2024	March 2023
Manassas Line	75%	83%	85%
Fredericksburg Line	77%	84%	72%
Systemwide	76%	83%	79%

PRIMARY REASON FOR DELAY



VRE operated 670 trains in March. The on-time rate for the month was 76 percent.

One-hundred sixty trains arrived more than 5 minutes late to their final destinations. Of those late trains, 82 were on the Manassas Line (51 percent), and 78 were on the Fredericksburg Line (49 percent). The average delay was 16 minutes. Ten trains were more than 30 minutes late to their destination station.

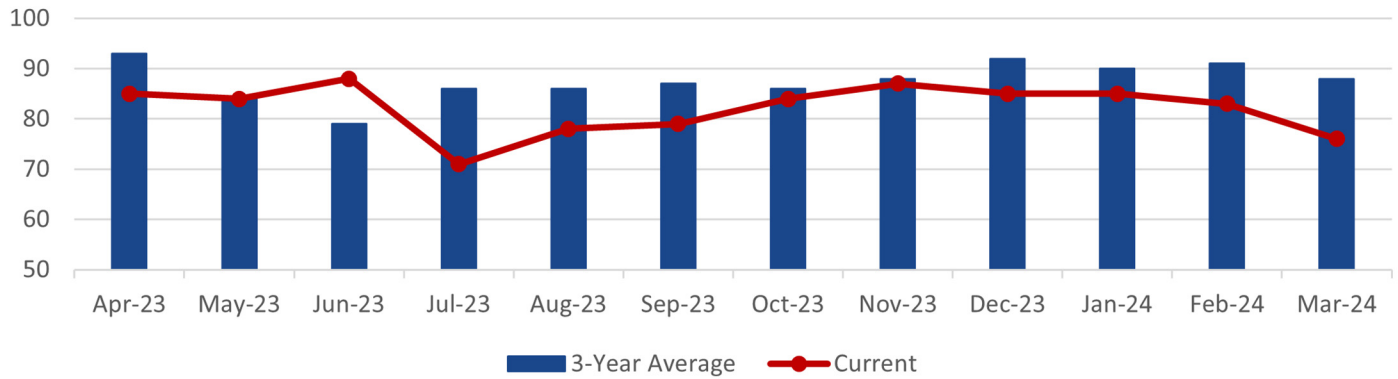
*Includes trains that were delayed due to operational testing and passenger handling.

LATE TRAINS

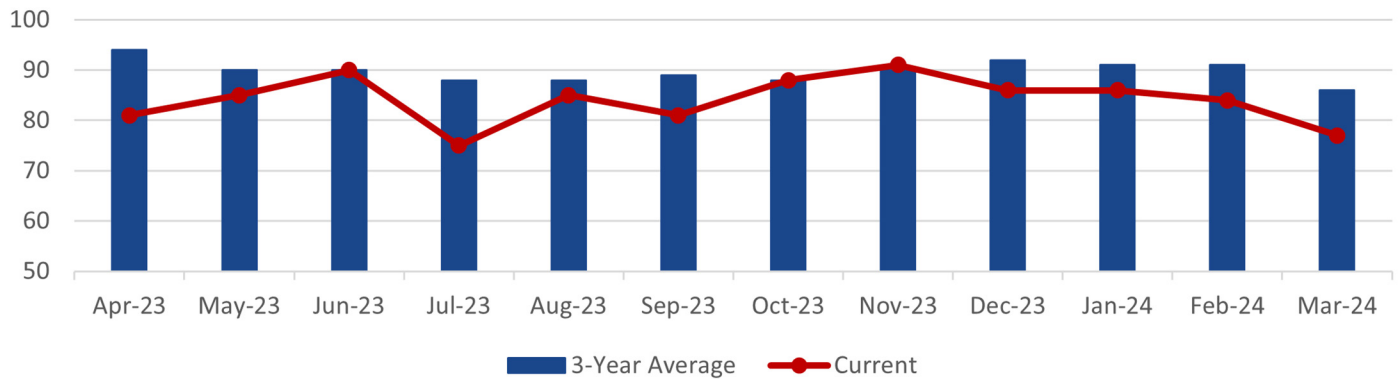
	System Wide			Fredericksburg Line			Manassas Line		
	Jan.	Feb.	Mar.	Jan.	Feb.	Mar.	Jan.	Feb.	Mar.
Total late trains	94	107	160	44	52	78	50	55	82
Average minutes late	17	20	16	14	26	18	19	16	16
Number over 30 minutes	12	19	10	3	14	6	9	5	10
Heat restrictions	0	0	0	0	0	0	0	0	0

ON-TIME PERFORMANCE

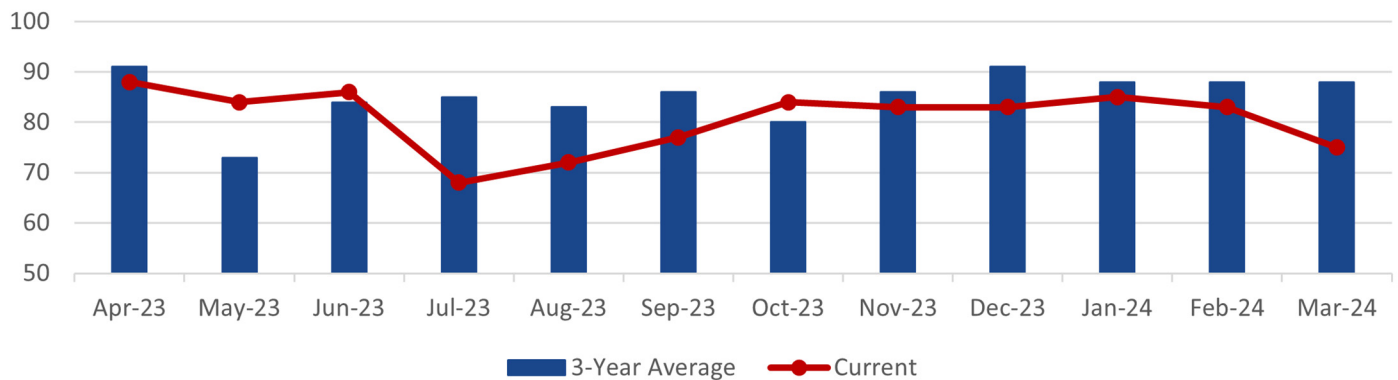
VRE SYSTEM



FREDERICKSBURG LINE

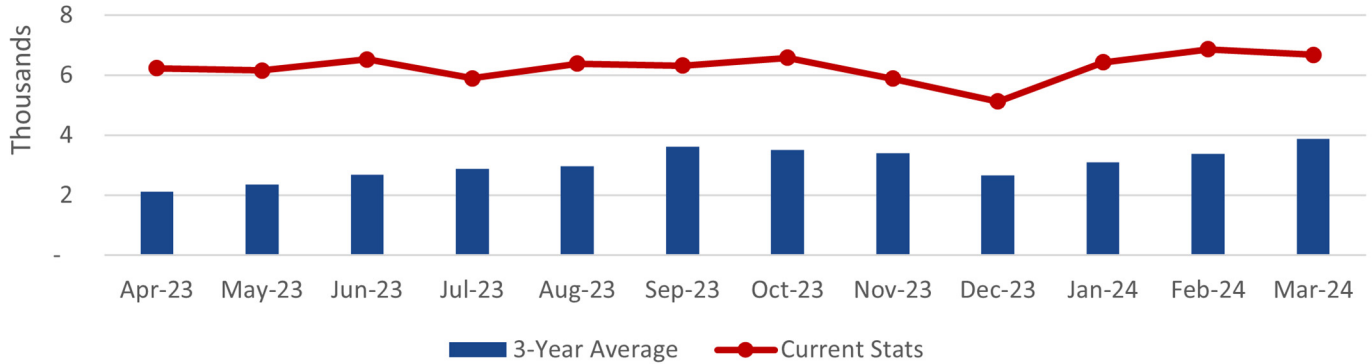


MANASSAS LINE

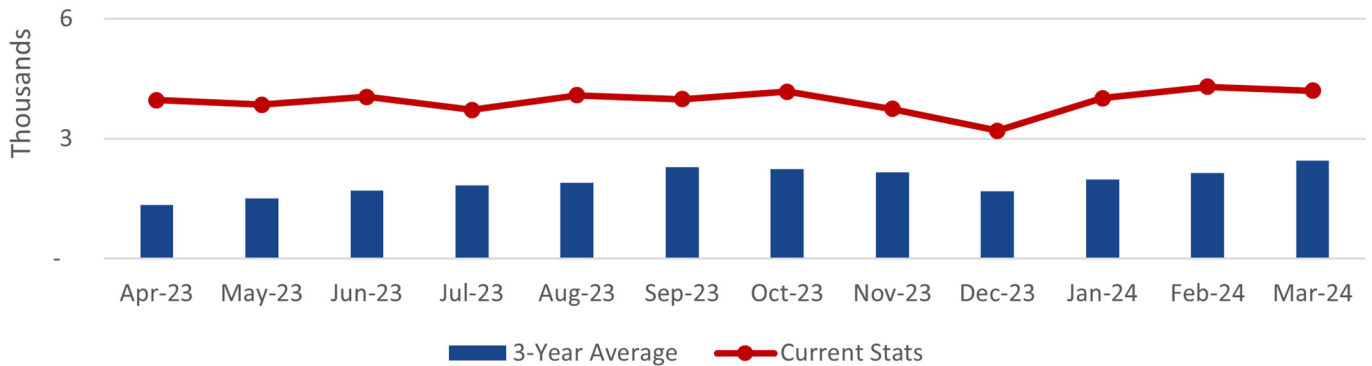


AVERAGE DAILY RIDERSHIP

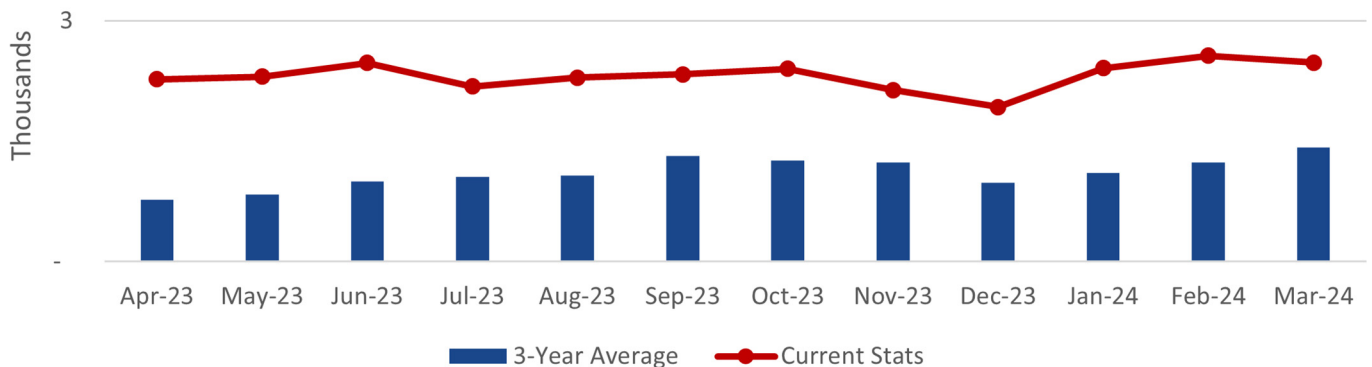
VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



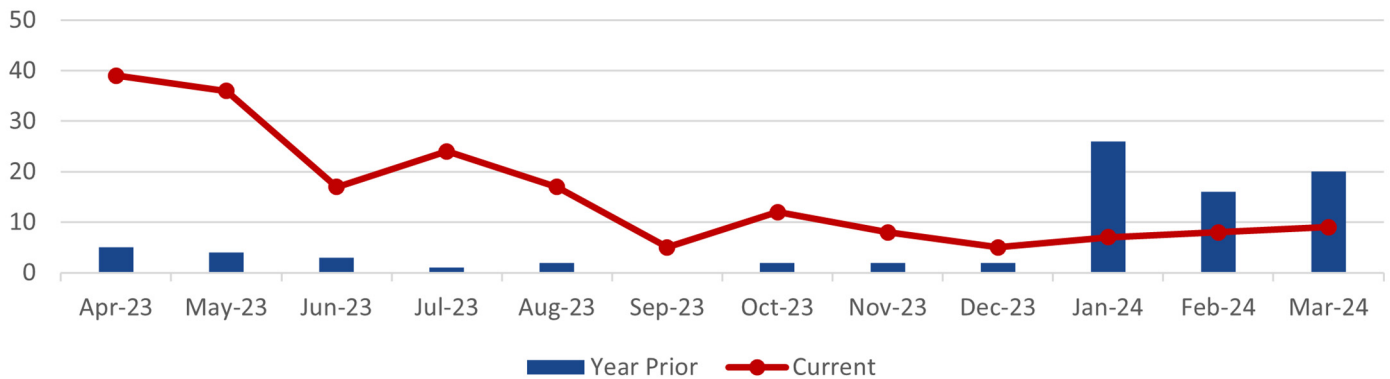
RIDERSHIP UPDATES

Average daily ridership for March was 6,675. There were 21 service days.

	March 2024	February 2024	March 2023
Monthly Ridership	140,182	137,284	146,391
Average Daily Ridership	6,675	6,864	6,365
Bicycles on Trains	1,096	1,183	1,431
Full Service Days	21	20	23
“S” Service Days	0	0	0

SUMMONSES ISSUED

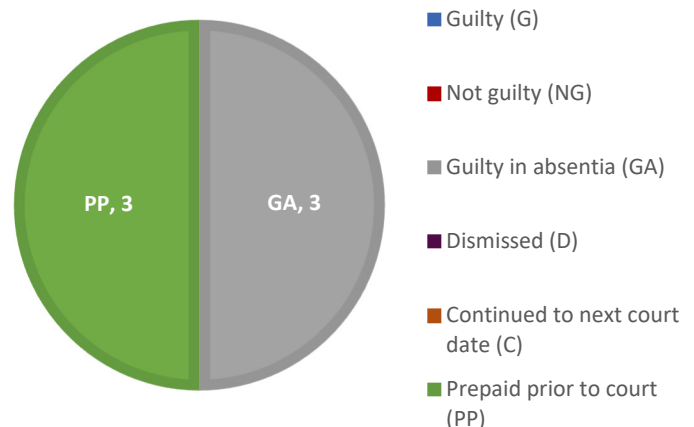
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

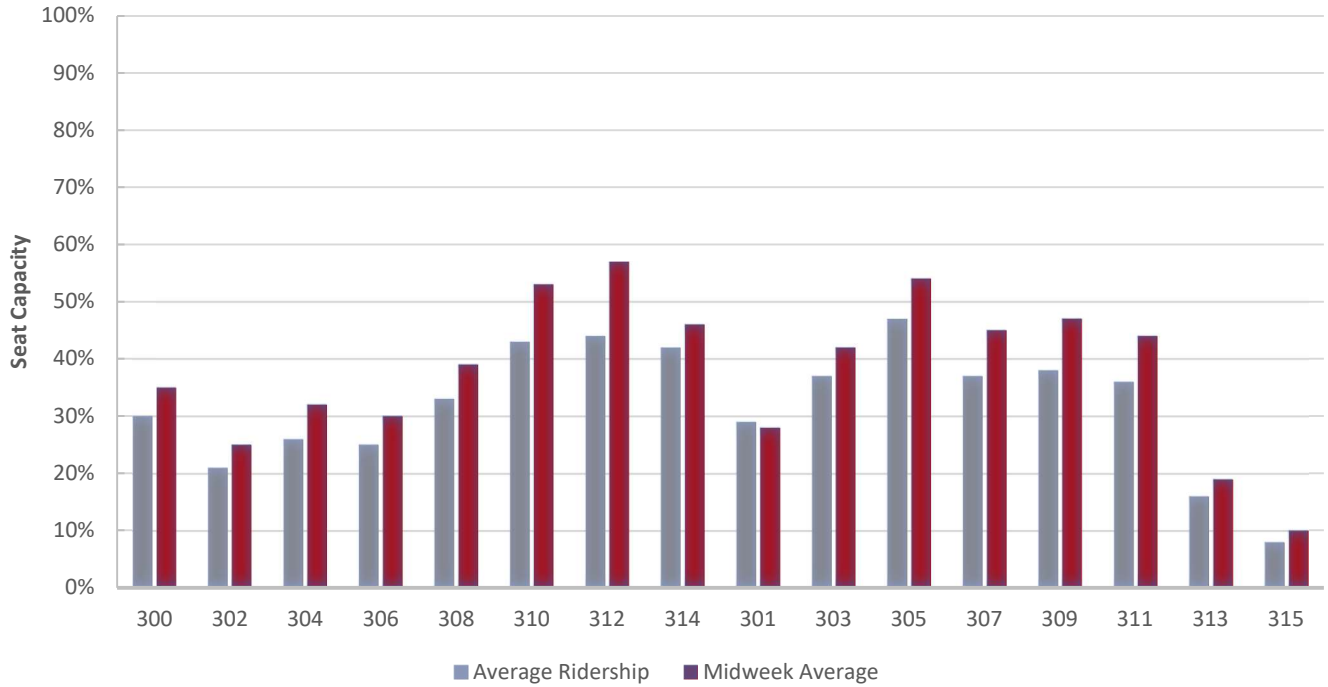
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	0
One-time courtesy	1
Per the request of the conductor	3
Defective ticket	0
Per ops manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	0
Total Waived	4

MONTHLY SUMMONSES COURT ACTION

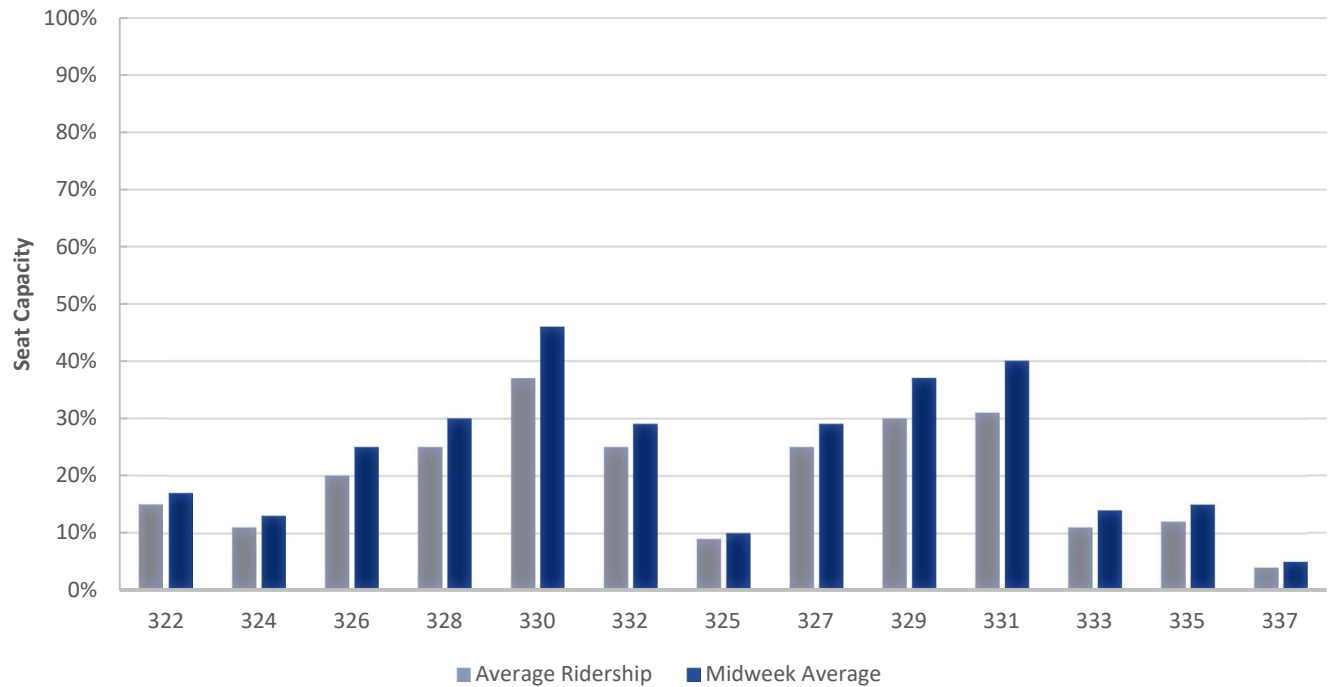


TRAIN UTILIZATION

FREDERICKSBURG LINE

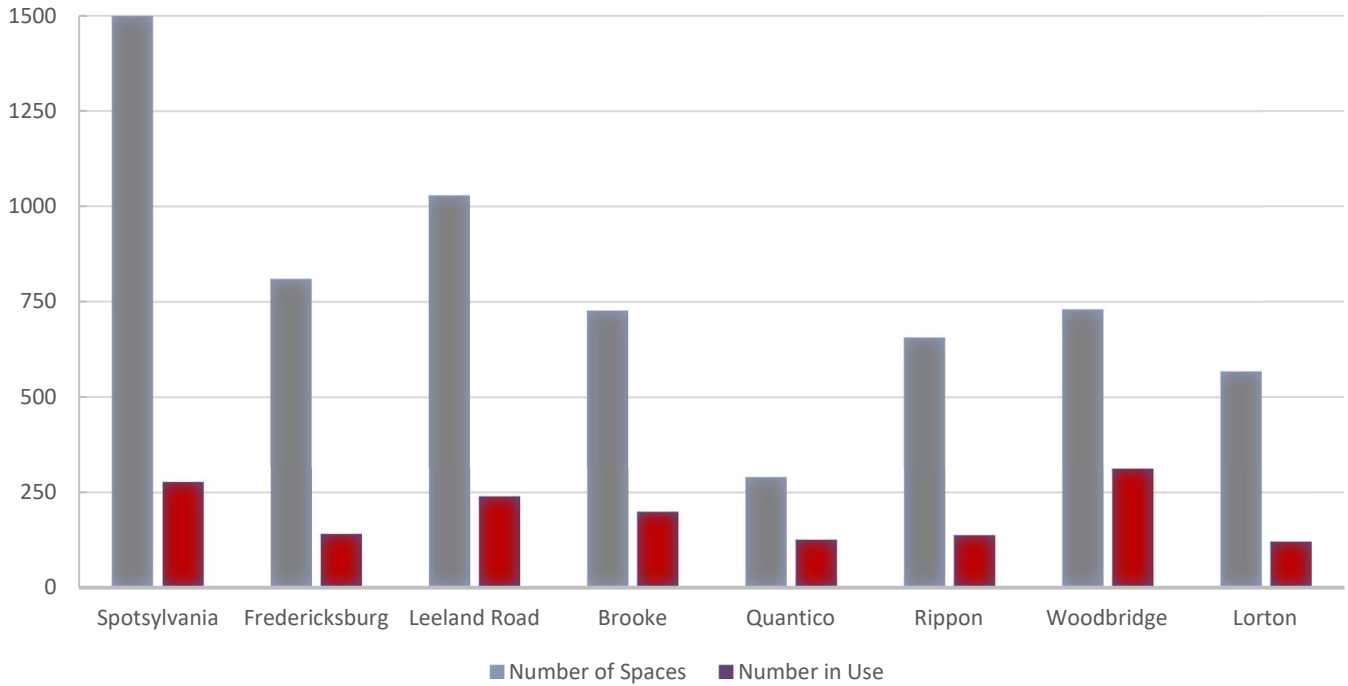


MANASSAS LINE

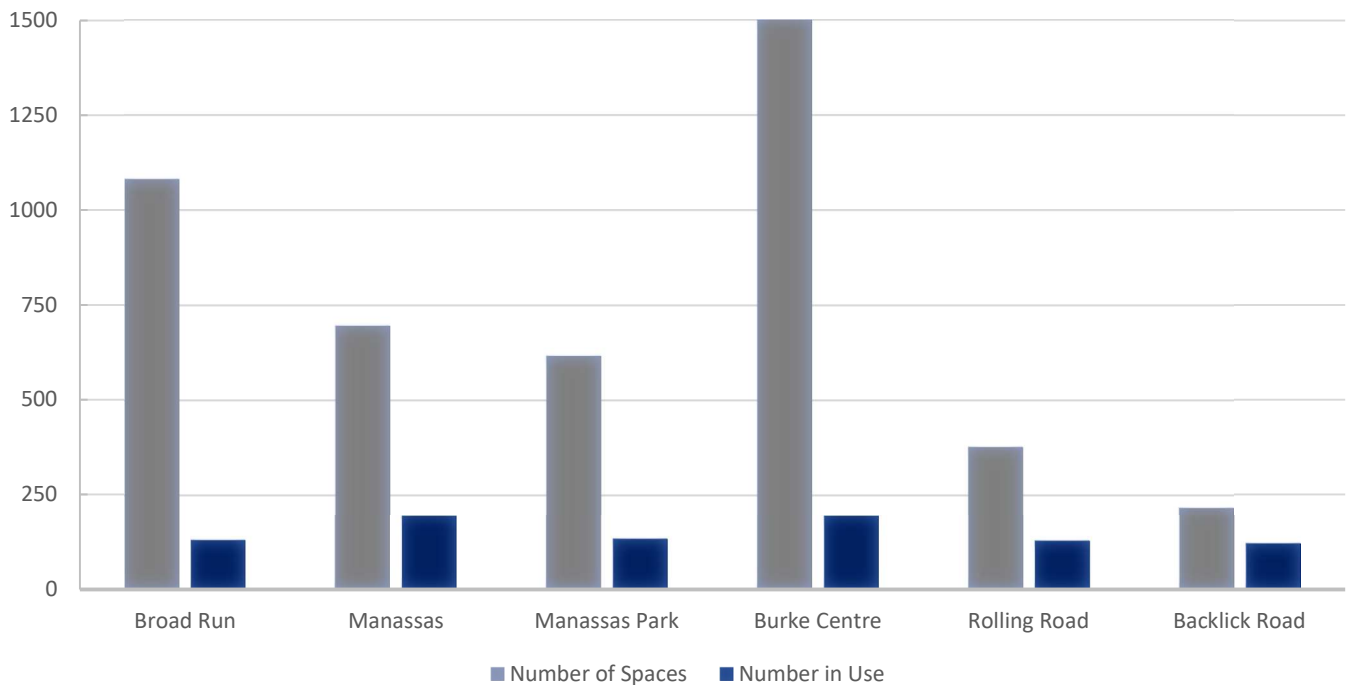


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FACILITIES UPDATE

The following is a status update of VRE facilities projects.

Completed projects:

1. Replacement of broken glass panel on pedestrian bridge at Woodbridge station
2. Replacement of elevator machine room HVAC unit at Rippon station
3. Installation of temporary timber pedestrian crossing to accommodate new Track 3 Potomac Avenue grade crossing at Quantico station
4. Improvements to drainage system at Backlick Road station



Temporary timber pedestrian crossing at the Quantico station.



Fredericksburg station ADA parking lot (before upcoming improvements)

Projects scheduled to be completed this quarter:

1. Minor repairs to concrete platform at Lorton station
2. Replacement of stair tower and pedestrian bridge logo signs at Woodbridge station
3. Replacement of drainage outfall riprap at Woodbridge station
4. Repairs to electrical conduits at Brooke station
5. Replacement of parking lot LED light fixtures at Spotsylvania station
6. Replacement of concrete drainage flume at Manassas Park station
7. Replacement/installation of pathfinder signage for multiple stations

Projects scheduled to be initiated this quarter:

1. Minor repairs to concrete platform at Alexandria station
2. Replacement of LED lighting at Woodbridge station parking garage
3. Painting of Woodbridge station and parking garage
4. Replacement of windscreen panels at Lorton, Woodbridge and Leeland Road stations
5. Painting of warehouse and crew building exteriors at Crossroads MASF
6. Replacement of existing lighting with LED lighting at Manassas station parking garage
7. Repairs to steel railings at Burke Centre and Manassas Park stations
8. Installation of electric meter for two-way radio antenna system in Old Town Alexandria

APRIL 2024

Ongoing projects:

1. Modernization of east elevator at Woodbridge station
2. Improvements to various elements of Quantico station
3. Improvements to various elements of Fredericksburg station
4. Improvements to various elements of Manassas Park station
5. Replacement of parking lot entrance signs at various stations

UPCOMING PROCUREMENTS

1. Locomotive AR-10 parts
2. State government relations services
3. Window gaskets for VRE railcars
4. Modernization of Woodbridge Station east elevator
5. Construction of Alexandria Station improvements
6. Broad Run and Crossroads security camera system power and network infrastructure upgrade
7. Locomotive master controllers
8. Passenger information and messaging system
9. Locomotive exterior painting services
10. Construction management services for the Crystal City Station improvements project
11. Construction management services for the Franconia-Springfield Station improvements project

CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Alexandria Station Improvements	Passenger safety will be improved by replacing an at-grade pedestrian track crossing with elevators to connect the two platforms. The elevators and the current and proposed stairs, will connect to the existing tunnel between the two platforms. Adjustments to platform elevation will eliminate the need for step-boxes to access VRE and Amtrak trains. The center platform will be widened and lengthened to accommodate trains on both tracks.	Final Design	\$ 37,288,433.00	VRE is progressing with resolution of comments on 90% station design and unification with King and Commonwealth bridge designs. (Apr) VRE is working to resolve comments in coordination with Alexandria 4th Track and King and Commonwealth Bridge designs. (Mar)
Broad Run Expansion	To accommodate forecasted ridership growth and increase service reliability, improvements are needed at both the Maintenance and Storage Facility (MSF) and station. An enlarged MSF can store longer trains and additional equipment. That requires shifting the existing platform and adding a pedestrian tunnel between the platform and existing and proposed parking lots. A second, 600-space lot and third main track will be constructed.	Final Design	\$ 139,381,862.00	Updating exhibits and design elements based on prior discussions related to property acquisition. (Apr) Met with Prince William County Staff on 3/5/24 to review project updates and discuss property needs. (Mar)
Brooke Station Improvements	Design and construction of a platform extension up to 700 feet to accommodate full-length VRE trains.	Development	\$ 9,461,455.00	VRE has reengaged this project and returned it to the CIP budget for future years. Project schedule updates pending input from various stakeholders. (Apr)
Crossroads MSF Employee Parking	Design and construction of a permanent employee parking lot at VRE Crossroads Yard.	Final Design	\$ 7,365,765.00	Resubmission of special use permit package is imminent as review comments have been addressed. (Apr) Met with county technical review committee on 2/22/24 for special use permit application. Addressing comments and will resubmit. (Mar)
Crystal City Station Improvements	Improved station access and service reliability will result from a new station. The platform at the relocated station will allow for the simultaneous boarding of two full-length trains. The station's design will accommodate a future pedestrian/bicycle connection between the station and the airport.	Development	\$ 68,900,900.00	Revised 60% design shared with CSXT, VPRA and Amtrak for review on 3/25/24. Design advancing to 90% while review is performed. (Apr) Revised 60% design incorporating south entrance stairwell and mezzanine to be delivered 3/19/24. (Mar)

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Brooke Station Improvements	Design and construction of a platform extension up to 700 feet to accommodate full-length VRE trains.	Development	\$ 9,461,455.00	VRE has reengaged this project and returned it to the CIP budget for future years. Project schedule updates pending input from various stakeholders. (Apr)
Crossroads MSF Employee Parking	Design and construction of a permanent employee parking lot at VRE Crossroads Yard.	Final Design	\$ 7,365,765.00	Resubmission of special use permit package is imminent as review comments have been addressed. (Apr) Met with county technical review committee on 2/22/24 for special use permit application. Addressing comments and will resubmit. (Mar)
Crystal City Station Improvements	Improved station access and service reliability will result from a new station. The platform at the relocated station will allow for the simultaneous boarding of two full-length trains. The station's design will accommodate a future pedestrian/bicycle connection between the station and the airport.	Development	\$ 68,900,900.00	Revised 60% design shared with CSXT, VPRA and Amtrak for review on 3/25/24. Design advancing to 90% while review is performed. (Apr) Revised 60% design incorporating south entrance stairwell and mezzanine to be delivered 3/19/24. (Mar)

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VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 9-A
Consent Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: April 19, 2024

Re: Authorization to Issue a Request for Proposals for Locomotive Exterior Painting Services

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for Locomotive Exterior Painting Services.

Summary:

This resolution will authorize VRE to solicit proposals from qualified and experienced contractors for Locomotive Exterior Painting Services.

Background:

VRE previously purchased twenty MP36PH-3C locomotives from MotivePower, Inc. These locomotives were delivered to VRE in 2010-2011. VRE's fleet of locomotives must perform in demanding conditions including shock and vibration and exposure to the elements. Exposure to water, ice, brake dust, dirt, and moisture at high speeds can damage the components of the locomotives if they are not properly protected. The locomotives are also exposed to high pressure water jets during cleaning and maintenance activities. Each of these elements has contributed to the degradation of the protective coatings applied to the exterior surface of the locomotives which can lead to corrosion and rust.

VRE's Lifecycle Maintenance (LCM) team has identified the need to repair the diminished exterior surfaces and apply new protective coatings, which will include primer, paint, and decals, to prolong the life of the locomotives. Professional exterior painting services are beyond the LCM team's capabilities, and VRE does not have any on-site resources such as a paint booth to support this type of repair.



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As determined in accordance with VRE Public Procurement Policies and Procedures, an Invitation for Bids (IFB) is neither practical nor fiscally advantageous to VRE and an RFP is the preferred method of procurement for this solicitation since there are different approaches to the desired service and an evaluation of technical merit is required.

Upon completion of evaluation of proposals, negotiations will be conducted with the two highest ranked firms deemed to be fully qualified and best suited among those submitting Proposals, based on the factors specified in the evaluation criteria. Price will be considered in the context of technical performance for this service to achieve a best value determination. After receipt of the best and final offer from the top-ranked firm, a cost analysis will be performed to compare the proposed cost with the independent cost estimate to determine whether the proposed cost is fair and reasonable.

The scope of work for the RFP will include transportation to and from a remote location or mobilization of a mobile paint booth, where each locomotive will have its exterior surfaces stripped of loose or damaged coatings. Exterior rust will also be repaired and/or mitigated, to include sanding, the application of primer, painting, and the application of required decals and VRE insignia.

Upon receipt and evaluation of proposals, staff will return to the Operations Board for authorization to execute a contract.

Fiscal Impact:

Funding is provided through Federal formula funds (Section 5337–State of Good Repair) as part of VRE’s ongoing Equipment Asset Management (EAM) program.

**Virginia Railway Express
Operations Board Resolution**

9A-04-2024

**Authorization to Issue a Request for Proposals for
Locomotive Exterior Painting Services**

WHEREAS, VRE purchased twenty MP36PH-3C locomotives from MotivePower, Inc., which were delivered in 2010 and 2011; and,

WHEREAS, the VRE Operations Board adopted a lifecycle maintenance strategy for VRE rolling stock in January 2014 to maintain locomotives and passenger railcars at the highest level of reliability throughout the equipment lifecycle; and,

WHEREAS, VRE's Lifecycle Maintenance team has identified the need for locomotive exterior painting services to address any existing damage, and to apply fresh protective coatings including paint to protect and prolong the life of these assets; and,

WHEREAS, Professional exterior painting services are beyond the capabilities of the Lifecycle Maintenance team, and VRE does not have any on-site resources such as a paint booth to support this type of repair;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practical, nor fiscally advantageous to VRE, and that competitive negotiation is the appropriate method to procure these services; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Locomotive Exterior Painting Services.

Approved this 19th day of April 2024

Meg Bohmke
Chair

Ralph Smith
Secretary



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 9-B
Consent Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: April 19, 2024

**Re: Authorization to Issue a Request for Proposals for
Construction Management Services for the Crystal City
Station Improvements Project**

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for Construction Management (CM) Services for the Crystal City Station Improvements Project.

Summary:

This resolution will authorize the solicitation of proposals for CM Services for the Crystal City Station Improvements Project.

Background:

The Crystal City Station is one of the busiest in the VRE system. However, the existing side platform is only the length of about four railcars (400 feet) and serves only one track. VRE trains currently have up to eight cars. A reconfigured station with a new island platform, approximately 780 feet in length served by two tracks, will remove an operational bottleneck, expand train capacity, and improve convenience, safety, and reliability for VRE riders.

The project will relocate the station approximately a quarter of a mile south of the existing station to a location accepted by the Arlington County Board in September 2017 and approved by the VRE Operations Board in October 2017. The relocated station will provide two grade-separated access points between the platform and Crystal Drive. The project



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will also enhance local and regional connectivity by optimizing multimodal access, especially to Metrorail, the Crystal City-Potomac Yard Transitway, local buses and shuttles, and bicycle and pedestrian facilities.

The scope of work for the RFP includes comprehensive construction management services for the Crystal City Station Improvements Project.

Following Operations Board authorization on January 19, 2024, final design commenced to progress the 60% design to final design. As final design is nearing completion, CM services are required to assist VRE with reviewing the final design prior to advertising a solicitation for construction of the station improvements. The CM will subsequently, following award of a construction contract, be responsible for assisting VRE with observing, documenting and reporting on construction activities.

In accordance with Federal Transit Administration (FTA) guidance, Construction Management is defined as a professional service. Further, Section 2.2-4303 of the Virginia Public Procurement Act requires that professional services, including professional engineering services which the CM will perform, must be procured through a Request for Proposals (RFP). Upon completion of evaluation of proposals, and discussions with two or more offerors, negotiations are conducted with the highest ranked firm deemed to be fully qualified and best suited among those submitting proposals, based on the factors specified in the evaluation criteria. Price is not a criterion for evaluation of Professional Services proposals. After receipt of the best and final offer from the top-ranked firm, a cost analysis is performed to compare the proposed cost with the independent cost estimate to determine whether the proposed cost is fair and reasonable.

Construction is estimated to take approximately 20 months. Therefore, the length of the CM Services contract is estimated to be 29 months, which includes the 20 months for construction, plus six months for pre-bid/pre-construction services and three months of project closeout services.

Upon receipt and evaluation of the proposals, staff will return to the Operations Board to request authorization to execute the contract.

Fiscal Impact:

Funding for the Crystal City Station Improvements project is provided through a variety of previously committed sources:

- Northern Virginia Transportation Authority (NVTA);
- Northern Virginia Transportation Commission I-95/395 Commuter Choice funds;
- Commuter Rail Operating and Capital Fund (CROC);
- Federal Transit Administration (FTA) State of Good Repair Funds (Section 5337) with associated state and local matching funds;
- State REF and associated local matching funds; and
- VRE Capital Reserve.

**Virginia Railway Express
Operations Board Resolution**

9B-04-2024

**Authorization to Issue a Request for Proposals for Construction
Management Services for the Crystal City Station Improvements Project**

WHEREAS, the Crystal City Station is one of the busiest in the VRE system and has one of the shortest platforms; and,

WHEREAS, a longer island platform with grade-separated access will remove an operational bottleneck, expand train capacity, and improve convenience, safety, and reliability for VRE riders; and,

WHEREAS, Construction Management Services are required to assist VRE with reviewing the final design prior to advertising a solicitation for construction, and subsequently observing, documenting, and reporting on construction activities; and,

WHEREAS, final design is nearing completion, and the need to solicit proposals for Construction Management Services is imminent; and,

WHEREAS, in accordance with Federal Transit Administration guidance and Section 2.2-4303 of the Virginia Public Procurement Act, professional services must be procured through a Request for Proposals (RFP);

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge that competitive negotiation is required in accordance with the Virginia Public Procurement Act; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Construction Management (CM) Services for the Crystal City Station Improvements Project.

Approved this 19th day of April 2024

Meg Bohmke
Chair

Ralph Smith
Secretary



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 9-C
Consent Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: April 19, 2024

**Re: Authorization to Issue a Request for Proposals for
Construction Management Services for the Franconia-
Springfield Station Improvements Project**

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Request for Proposals (RFP) for Construction Management (CM) Services for the Franconia-Springfield Station Improvements Project.

Summary:

This resolution will authorize the solicitation of proposals for CM Services for the Franconia-Springfield Station Improvements Project.

Background:

VRE, the Virginia Passenger Rail Authority (VPRA), and CSX Transportation (CSXT) are coordinating work regarding the Franconia-Springfield Station Improvements overlapping the Franconia-to-Lorton Third Track Project, and adjacent to the Franconia Bypass Project of the Transforming Rail in Virginia (TRV) program. These various projects are being designed, coordinated, and constructed in conjunction with each other.

Design of the future Franconia-to-Lorton Third Track to be constructed in the vicinity of the Franconia-Springfield Station under the TRV program is progressing from 60% to 90% design; and a contract for the Franconia Bypass was recently awarded by VPRA employing a Construction Manager/General Contractor (CM/GC) delivery method based on the 30% design.



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For ease of construction, and to provide continuous station access from the east, during and after construction of the third track, the collective design efforts associated with the Franconia-Springfield Station Improvements, including the platform extensions and associated improvements, repairs to the existing station, as well as the pedestrian underpass, must progress concurrently on a timeline that allows for construction at the station to be completed prior to construction of the third track project in the vicinity of the station.

The scope of work for this RFP includes comprehensive construction management services for the Franconia-Springfield Station Improvements Project.

Final design is nearing completion, and the need to procure CM services is imminent to assist VRE with reviewing the final design prior to advertising a solicitation for construction. The CM will subsequently, following award of a construction contract, be responsible for assisting VRE with observing, documenting, and reporting on construction activities.

In accordance with Federal Transit Administration (FTA) guidance, Construction Management is defined as a professional service. Further, Section 2.2-4303 of the Virginia Public Procurement Act requires that professional services, including professional engineering services which the CM will perform, must be procured through a Request for Proposals (RFP). Upon completion of evaluation of proposals, and discussions with two or more offerors, negotiations are conducted with the highest ranked firm deemed to be fully qualified and best suited among those submitting proposals, based on the factors specified in the evaluation criteria. Price is not a criterion for evaluation of Professional Services proposals. After receipt of the best and final offer from the top-ranked firm, a cost analysis is performed to compare the proposed cost with the independent cost estimate to determine whether the proposed cost is fair and reasonable.

Construction is estimated to take approximately 20 months. Therefore, the length of the CM Services contract is estimated to be 29 months, which includes the 20 months for construction, plus six months for pre-bid/pre-construction services and three months of project closeout services.

Upon receipt and evaluation of the proposals, staff will return to the Operations Board to request authorization to execute the contract.

Fiscal Impact:

Funding for the Franconia-Springfield Station Improvements project is provided through a variety of previously committed sources, including the Northern Virginia Transportation Authority (NVTA) and Federal Transit Administration (FTA) State of Good Repair funds (Section 5337) with associated state and local matching funds.

**Virginia Railway Express
Operations Board Resolution**

9C-04-2024

**Authorization to Issue a Request for Proposals for Construction
Management Services for the Franconia-Springfield Station
Improvements Project**

WHEREAS, the Franconia-Springfield Station Improvements will be designed and constructed to better accommodate up to 8-car train consists, allowing for more efficient boarding and alighting with a reduction in passenger queuing within the train; and,

WHEREAS, the Franconia-Springfield Station Improvements are closely interrelated to and must be implemented in advance of third track construction through the station by the Virginia Passenger Rail Authority; and,

WHEREAS, Construction Management Services are required to assist VRE with reviewing the final design prior to advertising a solicitation for construction, and subsequently observing, documenting, and reporting on construction activities; and,

WHEREAS, final design is nearing completion, and the need to solicit proposals for Construction Management Services is imminent; and,

WHEREAS, in accordance with Federal Transit Administration guidance and Section 2.2-4303 of the Virginia Public Procurement Act, professional services must be procured through a Request for Proposals;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge that competitive negotiation is required in accordance with the Virginia Public Procurement Act; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Construction Management Services for the Franconia-Springfield Station Improvements Project.

Approved this 19th day of April 2024

Meg Bohmke
Chair

Ralph Smith
Secretary



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 11-A
Action Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: April 19, 2024

Re: Authorization to Issue a GEC VIII Task Order for Engineering Design Services for Fredericksburg Station Parking Lot Improvements

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a General Engineering Consulting Services (GEC) VIII Task Order to HDR Engineering, Inc. for Engineering Design Services for Fredericksburg Station Parking Lot Improvements in the amount of \$294,300, plus a 10 percent contingency of \$29,430, for a total not to exceed \$323,730.

Summary:

VRE's lease of 127 parking spaces (Lot H in Fredericksburg) with New City Fellowship of Fredericksburg expired on December 31, 2023. To compensate for lost parking spaces, VRE intends to pave the gravel overflow parking facility adjacent to existing Lot G near the Fredericksburg Station. The proposed lot will provide approximately 120 paved parking spaces.

Background:

VRE had been leasing 127 paved parking spaces from New City Fellowship of Fredericksburg, which spaces were located at 200 Prince Edward Street. However, the lease agreement expired as of December 31, 2023.



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To compensate for the loss of parking for riders originating from the Fredericksburg Station, VRE proposes to upgrade and integrate the existing overflow gravel parking lot adjacent to existing Lot G. This gravel overflow lot is owned by VRE and covers approximately 57,000 square feet, providing parking for approximately 120 vehicles. The proposed improvements to the gravel lot include pavement, drainage, striping, signage, and lighting designs in compliance with local, state, and federal regulations as well as adherence with VRE's design guidelines.

Therefore, the scope of services for this GEC Task Order encompasses final design services necessary to develop 100% design plans, technical specifications, pre-construction documents, secure permits, and provide cost estimates for the proposed parking improvement project at the Fredericksburg Station.

At VRE's request, HDR submitted a proposal to accomplish the required work described herein. The proposal submitted by HDR was reviewed and deemed to be responsive to all aspects required. A cost analysis was also subsequently performed by VRE staff to compare the proposed cost with the independent cost estimate, and it was determined that HDR's proposal is fair and reasonable.

Fiscal Impact:

Funding is provided through Federal Transit Administration (FTA) State of Good Repair funds (Section 5337) and associated state and local matching funds.

**Virginia Railway Express
Operations Board Resolution**

11A-04-2024

**Authorization to Issue a GEC VIII Task Order for Engineering Design
Services for Fredericksburg Station Parking Lot Improvements**

WHEREAS, on September 21, 2018, via Resolution 8F-09-2018, the Operations Board approved a five-year lease commencing January 2019 through December 2023, with New City Fellowship of Fredericksburg for 127 parking spaces (Lot H) near the Fredericksburg Station at 200 Prince Edward Street; and,

WHEREAS, VRE's lease agreement with New City Fellowship of Fredericksburg expired on December 31, 2023; and,

WHEREAS, VRE, in lieu of renewing the lease, wishes to optimize operational cost and compensate for the lost parking spaces by utilizing the VRE owned gravel overflow parking lot adjacent to Lot G; and,

WHEREAS, VRE has received a proposal from HDR for design of the Fredericksburg Station Parking Improvements and staff has deemed the proposal fair and reasonable:

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a General Engineering Consulting Services VIII Task Order to HDR Engineering, Inc. for Engineering Design Services for Fredericksburg Station Parking Improvements in the amount of \$294,300, plus a 10 percent contingency of \$29,430, for a total not to exceed \$323,730.

Approved this 19th day of April 2024

Meg Bohmke
Chair

Ralph Smith
Secretary



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 11-B
Action Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: April 19, 2024

Re: Authorization to Issue a GEC VIII Task Order for Design Services for Repairs to the Franconia-Springfield Station

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a General Engineering Consulting Services (GEC) VIII Task Order to HDR Engineering, Inc. for Design Services for Repairs to the Franconia-Springfield Station in the amount of \$479,000, plus a 10 percent contingency of \$47,900, for a total not to exceed \$526,900.

Summary:

A recent system-wide station inspection effort identified areas in need of repair at the Franconia-Springfield Station. The scope of services for this GEC VIII Task Order covers the development of design details, technical specifications, and construction documents for these repairs.

Background:

Based upon the results of recent system-wide station inspections, the need for State of Good Repair work has been identified at the Franconia-Springfield Station. These repairs will specifically address spalling and cracking slab edges, ramps, and piers; removing and replacing sealants at expansion joints; and cleaning and replacing drains to mitigate ponding water. VRE has coordinated with its GEC VIII design consultant, HDR, to determine the design details, technical specifications, and construction documents necessary to support a future procurement to complete the necessary station repairs.



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At the same time, VRE is coordinating its work on the Franconia-Springfield Station Improvements projects with the Virginia Passenger Rail Authority (VPRA) and CSX Transportation (CSXT) to ensure alignment with the Transforming Rail in Virginia (TRV) investments in and around the station area. These various projects are being designed, coordinated, and constructed in conjunction with each other.

Final Design of the Franconia-Springfield Station Improvements project is underway. Once the separate design for the station SGR work is complete, it will be incorporated into the Station Improvements project, with the intent of advertising a single Invitation for Bids for construction.

The scope of services for this Task Order includes design services as required to develop and incorporate drawings and specifications for the necessary repairs into the Franconia-Springfield Station Improvements project documents.

VRE requested HDR submit a proposal to accomplish the scope identified herein. The proposal submitted by HDR was reviewed and deemed to be responsive to all aspects required. The proposed cost was also reviewed with HDR and compared with the independent cost estimate prepared by VRE staff and was determined to be fair and reasonable.

Fiscal Impact:

Funding for the design of the SGR repairs at the station will be from VRE's previously programmed Facilities Asset Management (FAM) program utilizing Federal Transit Administration (FTA) State of Good Repair funds (Section 5337) with associated state and local matching funds. Once a cost estimate for construction has been developed as part of the design of the repairs, additional SGR funding will be programmed.

**Virginia Railway Express
Operations Board Resolution**

11B-04-2024

**Authorization to Issue a GEC VIII Task Order for Design Services for
Repairs to the Franconia-Springfield Station**

WHEREAS, a recent system-wide station inspection effort identified areas in need of repair at the Franconia-Springfield Station; and,

WHEREAS, the scope of services for this Task Order includes project administration and development of the design of station repairs for incorporation into the Franconia-Springfield Station Improvements project, for delivery of a single Issued for Construction set of plans and specifications; and,

WHEREAS, VRE has received a proposal from HDR for design of the station repairs and staff has deemed the proposal fair and reasonable;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a General Engineering Consulting Services VIII Task Order to HDR Engineering, Inc. for Design Services for Repairs to the Franconia-Springfield Station in the amount of \$479,000, plus a 10 percent contingency of \$47,900, for a total not to exceed \$526,900.

Approved this 19th day of April 2024

Meg Bohmke
Chair

Ralph Smith
Secretary



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 11-C
Action Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: April 19, 2024

Re: Authorization to Issue a Task Order under the Maintenance Services for VRE Facilities Contract for Quantico Station Parking Lot Milling and Resurfacing

Recommendation:

The VRE Operations Board is asked to authorize the Chief Executive Officer to issue a Task Order under the Maintenance Services for VRE Facilities Contract to U.S. Facilities, Inc. for Quantico Station Parking Lot Milling and Resurfacing in the amount of \$287,253, plus a 10 percent contingency of \$28,725, for a total not to exceed \$315,978.

Summary:

Authorization of this Task Order will allow for the milling and resurfacing of the Quantico Station parking lot pavement surface.

Background:

On April 21, 2023, the VRE Operations Board authorized the CEO to execute a contract with U.S. Facilities, Inc. for Maintenance Services for VRE Facilities. This contract provides ongoing maintenance services through base work to address routine and preventive maintenance at VRE's stations, rail storage yards, headquarters, and satellite office space along with task order work, which is accomplished on an as-needed basis to address necessary repairs.

The Quantico Station parking lot requires rehabilitation through milling and resurfacing of the existing asphalt pavement due to the presence of cracks, potholes, and previous repair patching.



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Therefore, the Scope of Work for this Task Order includes milling of the existing asphalt pavement in the Quantico Station parking lot, resurfacing with new asphalt pavement, restriping of the pavement markings, replacing concrete wheel stops, and repainting protective bollards.

VRE requested U.S. Facilities submit a proposal to accomplish the scope identified herein. The proposal submitted by U.S. Facilities was reviewed and deemed to be responsive to all aspects required. The proposed cost was also reviewed with U.S. Facilities and compared with the independent cost estimate prepared by VRE staff and was determined to be fair and reasonable.

Fiscal Impact:

Funding is provided through Federal Transit Administration (FTA) State of Good Repair funds (Section 5337) with associated state and local matching funds.

**Virginia Railway Express
Operations Board Resolution**

11C-04-2024

**Authorization to Issue a Task Order under the Maintenance Services for
VRE Facilities Contract for Quantico Station Parking Lot Milling and
Resurfacing**

WHEREAS, on April 21, 2023, the VRE Operations Board authorized the CEO to execute a contract with U.S Facilities, Inc. for Maintenance Services for VRE Facilities; and,

WHEREAS, this contract provides ongoing maintenance services at 18 rail stations, two rail storage yards, headquarters and satellite office spaces through base work and the provision for Task Orders to address repairs on an as-needed basis; and,

WHEREAS, the Quantico Station parking lot requires rehabilitation through milling and resurfacing of the existing asphalt pavement due to the presence of cracks, potholes, and previous repair patching; and,

WHEREAS, the Scope of Work for this Task Order includes milling of the existing asphalt pavement in the Quantico Station parking lot, resurfacing with new asphalt pavement, restriping pavement markings, replacing concrete wheel stops, and repainting protective bollards;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order under the Maintenance Services for VRE Facilities Contract to U.S. Facilities, Inc. for Quantico Station Parking Lot Milling and Resurfacing in the amount of \$287,253, plus a 10 percent contingency of \$28,725, for a total not to exceed \$315,978.

Approved this 19th day of April 2024

Meg Bohmke
Chair

Ralph Smith
Secretary



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 12-A
Information Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: April 19, 2024

Re: Spending Authority Report

On September 18, 2020, the VRE Operations Board approved increasing 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 March 12, 2024, VRE executed a Sole Source contract with ISC Applied Systems in the amount of \$72,600 for the purchase of 121 new Public Address Intercom Communications (PAIC) Handsets for VRE's fleet of passenger railcars.



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VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 12-B
Information Item

To: Chair Bohmke and the VRE Operations Board

From: Rich Dalton

Date: April 19, 2024

Re: Update on VRE Mobile and VRE.org

VRE Staff will provide a presentation on VRE Mobile and VRE.org.



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