



**MINUTES**  
**VIRGINIA RAILWAY EXPRESS**  
**OPERATIONS BOARD MEETING**  
**April 16, 2021**

Virtual Meeting via Webex

**Members Present**

\*Andrea Bailey (PRTC)  
\*Preston Banks (PRTC)  
\*Elizabeth Bennett-Parker (NVTC)  
\*Meg Bohmke (PRTC)\*\*  
\*Katie Cristol (NVTC)  
\*Margaret Franklin (PRTC)\*\*  
\*Matt Kelly (PRTC)  
\*Jeanine Lawson (PRTC)  
Jennifer Mitchell (DRPT)  
\*Cindy Shelton (PRTC)  
\*Gary Skinner (PRTC)  
\*Ralph Smith (PRTC)  
\*Dan Storck (NVTC)  
\*James Walkinshaw (NVTC)

**Jurisdiction**

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

**Members Absent**

Walter Alcorn (NVTC)

Fairfax County

**Alternates Present**

\*Michael McLaughlin (DRPT)

Commonwealth of Virginia

**Alternates Absent**

Canek Aguirre (NVTC)  
Victor Angry (PRTC)  
Pete Candland (PRTC)  
Hector Cendejas (PRTC)  
Deborah Frazier (PRTC)  
Libby Garvey (NVTC)  
Jason Graham (PRTC)  
Jeff McKay (NVTC)  
Alanna Mensing (PRTC)  
Pam Sebesky (PRTC)

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

\*Voting Member

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

**Staff and General Public**

Rich Dalton – VRE  
John Duque – VRE  
Karen Finucan-Clarkson – VRE  
Chris Henry - VRE  
Robert Hostelka - VRE  
Lezlie Lamb – VRE  
Steve MacIsaac – VRE Legal Counsel  
Kate Mattice – NVTC

Kristin Nutter – VRE  
Dallas Richards - VRE  
Dr. Bob Schneider – PRTC  
Mark Schofield – VRE  
DJ Stadler - VPRA  
Alex Sugatan - VRE  
Joe Swartz – VRE  
Shannon Valentine – Commonwealth of Virginia

Chair Bennett-Parker called the meeting to order at 9:00 A. M. The Roll Call followed.

**Consent Agenda – 2**

- Resolution Finding Need to Conduct the April 16, 2021 Meeting Electronically – 2A
- Approval of the Agenda – 2B
- Authorization to Issue an Invitation for Bids for Repair and Overhaul of Air Brake Equipment – 2C
- Authorization to Issue an Invitation for Bids for Rehabilitation of Wheelsets and Traction Motor Assemblies – 2D

Ms. Bailey moved, with a second by Ms. Shelton, to approve the Consent Agenda. The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Shelton, Skinner, Smith, Storck and Walkinshaw.

**Approval of the Minutes of the March 19, 2021 VRE Operations Board Meeting – 3**

Ms. Bailey moved, with a second by Ms. Cristol, to approve the Minutes from March 19, 2021 VRE Operations Board meeting. The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Shelton, Skinner, Smith, Storck and Walkinshaw.

**Chair's Comments – 4**

Chair Bennett-Parker announced there would be a Closed Session later in the meeting; and reminded participants there would be a meeting of the Finance Committee following the Operations Board meeting.

Chair Bennett-Parker related her participation representing VRE at a ceremony marking the signing of agreements that will allow the Transforming Rail in Virginia initiative to progress. U.S. Transportation Secretary Pete Buttigieg, Governor Ralph Northam, Virginia Transportation Secretary Shannon Valentine, DRPT Director Jennifer Mitchell, U.S Representative Don Beyer and the CEOs of VRE, Amtrak and CSX were on hand to celebrate this historic achievement.

Chair Bennett-Parker introduced Virginia Passenger Rail Authority Executive Director, DJ Stadler. Director Stadler spent twelve years as an Executive Vice President at Amtrak and prior to that, worked for the Federal Railroad Administration.

## **Chief Executive Officer's Report – 5**

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- Safety COVID-19 Update
- Ridership
- Performance
- Project Spotlight: Railcar Procurement

## **Public Comment Time –6**

Chair Bennett-Parker stated that in the virtual meeting environment, Public Comments were being accepted electronically through the VRE Website. The Chair asked the Clerk to read any comments received into the record. Ms. Lamb read a comment from Mr. John Avila from Lorton (attached.)

## **Action Items - 7**

### **Authorization to Exercise a Contract Option and Amend a Task Order for Maintenance Services for VRE Facilities -7A**

Ms. Bailey moved, with a second by Ms. Shelton, to authorize the CEO to exercise a contract option and amend a task order for Maintenance Services for VRE Facilities. The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Shelton, Skinner, Smith, Storck and Walkinshaw.

### **Authorization to Exercise a Contract Option for Custodial and Seasonal Services for VRE Facilities – 7B**

Ms. Bailey moved, with a second by Ms. Bohmke, to authorize the CEO to exercise a contract option for Custodial and Seasonal Services for VRE Facilities. The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Shelton, Skinner, Smith, Storck and Walkinshaw.

### **Authorization to Exercise a Right of Entry Agreement for MCBQ Construction Activities Adjacent to the VRE Quantico Station Parking Lot– 7C**

Ms. Bailey moved, with a second by Ms. Cristol, to authorize the CEO to exercise a Right of Entry Agreement with the United States of America/Navy/NAVFAC for temporary construction activities, environmental sampling and any other non-permanent actions required for construction activities related to the Marine Corps Base Quantico parking project adjacent to the VRE Quantico Station southern parking lot. The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Shelton, Skinner, Smith, Storck and Walkinshaw.

## **Information Items - 8**

### **Spending Authority Report – 8A**

In, the following purchases greater than \$50,000 but less than \$200,000 were made:

- On March 9, 2021, VRE issued a Task Order to Vanasse Hangen Brustlin, Inc. in an amount not to exceed \$71,004 under the General Planning Consulting Services (GPC) contract to provide real estate acquisition negotiation services for the proposed purchase of the Contractors Storage LLC properties associated with the Broad Run Expansion project.

- On March 18, 2021, VRE amended an existing Task Order for Passenger Car Truck Overhaul Oversight with STV Incorporated under the Mechanical Engineering Consulting Services (MEC) contract to increase the total commitment for this Task Order by \$30,037 to an amount not to exceed \$122,148.
- On March 18, 2021, VRE amended an existing Task Order for General Engineering Services with STV Incorporated under the Mechanical Engineering Consulting Services (MEC) contract to increase the total commitment for this Task Order by \$67,141 to an amount not to exceed \$165,351.
- On March 18, 2021, VRE amended an existing Task Order for Engineering Services for Life Cycle Maintenance with STV Incorporated under the Mechanical Engineering Consulting Services (MEC) contract to increase the total commitment for this Task Order by \$65,815 to an amount not to exceed \$163,537.
- On March 26, 2021, VRE issued a Sole Source Purchase Order to Winchester Interconnect in the amount of \$99,994 to acquire new communication and multiple unit cables for VRE's fleet of locomotives and railcars.
- On March 31, 2021, VRE issued a Blanket Purchase Order to Railroad Friction Products in an amount not to exceed \$60,000 to acquire new brake shoes on an as needed basis for VRE's fleet of locomotives and railcars.

#### Construction Manager/General Contractor (CM/GC) Alternative Delivery Method – 8B

VRE Chief Engineer, Dallas Richards, briefed the Operations Board on VRE's plan to implement the Construction Manager/General Contractor (CM/GC) alternative delivery method for the Alexandria Station Improvement Project and subsequently other projects in the Capital Improvement Program.

#### Use of Federal Relief Funds in the FY 2022 Operating Budget – 8C

VRE Chief Financial Officer, Mark Schofield, briefed the Operations Board on a plan staff is recommending, to utilize available federal pandemic relief funds to replace local jurisdiction operating subsidy and state reimbursement of track access fees in VRE's FY 2022 budget.

#### **Closed Session – 9**

Vice-Chair Lawson moved, with a second by Ms. Bailey, pursuant to the Virginia Freedom of Information Act (Section 2.2-3711.A (6) and (8) of the Code of Virginia,) to convene a closed meeting for the purpose of discussing the investment of public funds related to the provision of commuter rail services where competition or bargaining is involved, where, if made public initially, the financial interest of the Commissions would be adversely affected; and, for the consultation with legal counsel and staff concerning the terms and conditions of an agreement for the provision of such public funds.

The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Shelton, Skinner, Smith, Storck and Walkinshaw.

Vice-Chair Lawson moved, with a second by Ms. Bailey to certify that to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session, only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and, only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed, or considered.

The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Skinner, Smith, Storck and Walkinshaw.

[Ms. Shelton left during the Closed Session]

**Board Members' Time – 10**

Chair Bennett-Parker asked if Members had any additional business.

Ms. Cristol moved, with a second by Ms. Bailey, to adjourn the meeting.

The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Skinner, Smith, Storck and Walkinshaw.

Approved this 21<sup>st</sup> day of May 2021

*Elizabeth Bennett-Parker*

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Elizabeth Bennett-Parker  
Chair

*James R. Walkinshaw*

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[James R. Walkinshaw \(May 24, 2021 10:09 EDT\)](#)

James Walkinshaw  
Secretary

**CERTIFICATION**

This certification hereby acknowledges the minutes for the April 16, 2021 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

*Lezlie M. Lamb*

Lezlie M. Lamb









# VRE Minutes - APR2021 - Approved

Final Audit Report

2021-05-24

Created:	2021-05-21
By:	Lezlie Lamb (llamb@vre.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAANshDkluUELt4OfdDKUKC9ArEro8xuquE

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-  Document created by Lezlie Lamb (llamb@vre.org)  
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-  Document emailed to Elizabeth Bennett-Parker (elizabeth.bennettparker@alexandriava.gov) for signature  
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