



MINUTES
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD MEETING
March 19, 2021

Virtual Meeting via Webex

Members Present

*Walter Alcorn (NVTC)**
*Andrea Bailey (PRTC)
*Preston Banks (PRTC)
*Elizabeth Bennett-Parker (NVTC)
*Meg Bohmke (PRTC)**
*Katie Cristol (NVTC)
*Margaret Franklin (PRTC)**
*Jeanine Lawson (PRTC)
*Cindy Shelton (PRTC)
*Gary Skinner (PRTC)
*Dan Storck (NVTC)
*James Walkinshaw (NVTC)

Jurisdiction

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

Members Absent

Matt Kelly (PRTC)
Jennifer Mitchell (DRPT)
Ralph Smith (PRTC)

City of Fredericksburg
Commonwealth of Virginia
City of Manassas

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

Aimee Perron Seibert – Commonwealth
Strategy Group
Bennett Resnik – Cardinal Infrastructure
Dr. Bob Schneider – PRTC
Mark Schofield – VRE
Alex Sugatan - VRE
Joe Swartz – VRE
Alexander Thorup – Commonwealth Strategy
Group

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 March 19, 2021 Meeting Electronically
- Approval of the Agenda

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

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

Ms. Bohmke moved, with a second by Mr. Storck, to approve the Minutes from February 19, 2021 Meeting with a correction. The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Lawson, McLaughlin, Shelton, Storck and Walkinshaw. Mr. Skinner abstained.

Chair's Comments – 4

Chair Bennett-Parker noted it has been just over a year since we had to make significant changes to our lives due to COVID-19. VRE reduced service to run the “S” schedule beginning on March 17th last year; and after cancelling the March and April meetings, the VRE Operations Board began doing them virtually. Chair Bennett-Parker thanked VRE Staff, as well as those from Keolis and other contractors, who have worked tirelessly to make sure we could continue to run service in a safe manner. On behalf of the Operations Board Members, Chair Bennett-Parker thanked the frontline workers whose dedication and commitment was, and is, pivotal during these challenging times.

Chief Executive Officer's Report – 5

- Safety COVID-19 Update
- Ridership
- Performance
- Project Spotlight: VRE Headquarters Reception Area
- Excess Liability Insurance

[Ms. Franklin joined the meeting at 9:11 a.m.]

- COVID Relief Funds:
 - Mr. Schofield briefed the Board on staff recommendations for use of CRRSA and CARES Act funding for FY2022.

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 stated there were no Public Comments received.

Action Items - 7

Acceptance of Title VI Service Standards and Policies Monitoring Results -7A

Ms. Cristol moved, with a second by Ms. Bailey, to accept the results of the Title VI Service Standards and Policies Monitoring and forward them to the Potomac and Rappahannock Transportation Commission for inclusion in PRTC's Title VI submittal. The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Authorization to Issue a GEC VIII Task Order for Construction Manager/General Contractor Engineering Support for the Alexandria Station Improvements Project – 7B

Ms. Bailey moved, with a second by Ms. Bohmke, to authorize the CEO to issue a GEC VIII Task Order for Construction Manager/General Contractor Engineering Support for the Alexandria Station Improvements Project. The vote in favor was cast by Members Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, McLaughlin, Shelton, Skinner, Storck and Walkinshaw.

[Mr. Alcorn joined the meeting at 9:57 a.m.]

Authorization to Issue a General Planning Consulting Services Task Order for an Alternatives Analysis for the L'Enfant Station and Fourth Track Project – 7C

Mr. Skinner moved, with a second by Ms. Shelton, to authorize the CEO to issue a GPC Task Order for an Alternatives Analysis for the L'Enfant Station and Fourth Track Project. The vote in favor was cast by Members Alcorn, Bailey, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, McLaughlin, Shelton, Skinner, 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 February 8, 2021, VRE issued a Blanket Purchase Order to Powersolv, Inc. in an amount not to exceed \$50,000 to provide on-call support and development for VRE's project controls software, e-Builder.
- On February 15, 2021, VRE issued a Task Order to HDR Engineering, Inc. in the amount of \$162,103 under the General Engineering Consulting Services (GEC VIII) contract to provide procurement support for the Construction Manager/General Contractor (CM/GC) delivery method to be employed for construction of the Alexandria Station Improvements project.

- On February 18, 2021, VRE issued a Blanket Purchase Order to YRC Freight in an amount not to exceed \$50,000 to provide freight shipping service on an as needed basis to transport VRE parts and equipment such as turbochargers, HVAC units, and air brake equipment to vendors to facilitate core exchanges and repair work.
- On February 18, 2021, VRE issued a Task Order to ADS System Safety Consulting, LLC in an amount not to exceed \$195,310 under the Safety and Security Consulting Services contract to provide on-call support on an as needed basis for a variety of assignments including assisting with incident and accident response and investigation activities, inspecting facilities for potential safety concerns, and providing internal and external training and safety campaign support.
- On February 27, 2021, VRE amended an existing Task Order with Vanasse Hangen Brustlin, Inc. under the General Planning Consulting Services (GPC) contract to provide Virginia Pollutant Discharge Elimination System (VPDES) Stormwater General Permit Compliance Support for the Broad Run and Crossroads Maintenance and Storage Facilities. This amendment extended the term of the Task Order by one year and increased the commitment by \$46,046 to a total amount of \$99,377.

Closed Session – 12

Ms. Lawson moved, with a second by Ms. Bailey, pursuant to the Virginia Freedom of Information Act (Section 2.2-3711.A (1) and of the Code of Virginia,) to convene a closed meeting for the purpose of discussing one matter involving one personnel matter involving an appointee of the Commissions.

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

Ms. Lawson moved, with a second by Ms. Cristol 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.

[Ms. Bohmke left the meeting during Closed Session]

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

Board Members' Time – 13

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

- Ms. Franklin noted event March 18th was Transit Worker Appreciation Day and thanked VRE staff and contractors for the work that they do.

Chair Bennett Parker moved, with a second by Mr. Skinner, to adjourn the meeting.

The vote in favor was cast by Members Alcorn, Bailey, Bennett-Parker, Cristol, Franklin, Lawson, McLaughlin, Shelton, Skinner, Storck, and Walkinshaw.

Approved this 16th day of April 2021

Elizabeth Bennett-Parker

Elizabeth Bennett-Parker

Chair

James R. Walkinshaw

James R. Walkinshaw (Apr 16, 2021 14:50 EDT)

James Walkinshaw

Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the March 19, 2021 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb









VRE Minutes -Mar2021

Final Audit Report

2021-04-16

Created:	2021-04-16
By:	Lezlie Lamb (llamb@vre.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAxJ4vV8quHWnORCQzEzmDN2WxXwlrDYr

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