



MINUTES

VIRGINIA RAILWAY EXPRESS

March 17, 2023

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Sarah Bagley (NVTC)
*Andrea Bailey (PRTC)
*Meg Bohmke (PRTC)
*Katie Cristol (NVTC)
*Margaret Franklin (PRTC) **
*Monica Gary (PRTC) ‡
*Lori Hayes (PRTC)
*Matt Kelly (PRTC)
*Jeanine Lawson (PRTC)
*Michael McLaughlin (VPRA)
*Alanna Mensing (PRTC) ‡
*Ralph Smith (PRTC)
*Daniel G. Storck (NVTC) ‡
*James Walkinshaw (NVTC)

Jurisdiction

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

Members Absent

Walter Alcorn (NVTC)

Fairfax County

Alternates Present

Alternates Absent

Canek Aguirre (NVTC)
Victor Angry (PRTC)
Pete Candland (PRTC)
Deborah Frazier (PRTC)
Libby Garvey (NVTC)
Jason Graham (PRTC)
Jeffrey C. McKay (NVTC)
Darryl Moore (PRTC)
Pam Sebesky (PRTC)
Emily Stock (DRPT)
Ann Wheeler (PRTC)
Pamela Yeung (PRTC)

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

Alex Buchanan – VRE

Karen Finucan Clarkson - VRE

Holly Cockrell - VRE

Rich Dalton – VRE

Chet Dunston - VRE

John Duque – VRE

Chris Henry – VRE

Sarah Higgins – VRE

Robert Hostelka – VRE

John Kerins - Keolis

Lezlie Lamb – VRE

Steve MacIsaac – VRE Chief Counsel

Kristin Nutter - VRE

Dallas Richards – VRE

Bob Schneider - PRTC

Mark Schofield – VRE

Alex Sugatan - VRE

Joe Swartz – VRE

Chair Walkinshaw called the meeting to order at 9:02 a.m.; the roll call followed.

Chair Walkinshaw stated that Members Gary, Mensing and Storck requested approval to participate remotely due to personal reasons; specifically, Ms. Gary is out of town, Ms. Mensing did not have childcare, and Mr. Storck is out of town. Mr. Kelly moved, with a second by Ms. Bailey to approve Members Gary, Mensing and Storck's request to participate remotely. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Hayes, Kelly, Lawson, McLaughlin, Smith, 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. Cristol moved, with a second by Mr. Kelly, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Approval of the Minutes of the February 17, 2023 VRE Operations Board Meeting – 5

Mr. Kelly moved, with a second by Ms. Bailey to approve the Minutes from February 17, 2023. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Gary, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw. Ms. Hayes abstained.

Chair's Comments – 6

Chair Walkinshaw welcomed attendees to the meeting and announced the Finance Committee will meet after the regular Operations Board meeting and all Operations Board Members are welcome and encouraged to attend. Chair Walkinshaw announced that Ms. Mensing has agreed to serve as chair of the Nominations Committee. Ms. Cristol will represent NVTC on this committee. Chair Walkinshaw stated that he recently went on systems tour with VRE and thanked the VRE staff for the opportunity. He also noted that the Track 22 project at Union Station looked close to being finished.

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 no written comments had been submitted.

Action Items – 9

Authorization to Execute a Contract for Insurance Brokerage Services – 9A

Ms. Lawson moved, with a second by Ms. Bailey, to authorize the CEO to execute a contract with AON Risk Services, Inc. for insurance brokerage services. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

[Ms. Franklin arrived at 9:30 a.m.]

Authorization to Execute a Contract for Renewal of Locomotive Head End Power Engine Systems – 9B

Ms. Bailey moved, with a second by Ms. Bagley, to authorize the CEO to execute a contract with Higher Power Industries, Inc. for renewal of locomotive head end power engine systems. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Execute a Sole Source Contract for Positive Train Control Simulator Upgrades and Maintenance Services – 9C

Ms. Bailey moved, with a second by Ms. Cristol, to authorize the CEO to execute a sole source contract with PS Technology, Inc. for Positive Train Control simulator upgrades and maintenance services in accordance with section 6.8.2.1 of the VRE Public Procurement Policies and Procedures manual. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Amend the Contract for Engineering and Environmental Services for the Manassas Park Station Parking Expansion Project – 9D

Ms. Bailey moved, with a second by Ms. Bohmke, to authorize the CEO to amend the contract with Vanesse Hangen Brustlin, Inc. for engineering and environmental services for the Manassas Park Station Parking Expansion Project. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Execute a Contract for Construction of the Manassas Park Parking Expansion – 9E

Ms. Mensing moved, with a second by Mr. Smith, to authorize the CEO to execute a contract with Manhattan Construction Company for construction of the Manassas Park parking expansion. The vote in favor was cast by Members Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Information Items – 10

Passenger Information and Messaging System – 10A

Chris Henry, Director of Rail Operations, shared plans to integrate systems (Variable Message System, VRE Mobile, VRE.org, etc.) to enhance the VRE passenger experience.

Marketing and Public Outreach 2023 – 10B

Chet Dunston, Marketing & Engagement Manager, presented plans for increasing marketing and engagement and building the VRE brand. Plans include utilization of various strategies including broadcast, streaming, social media, direct mail, branded content, community outreach.

Spending Authority Report – 10C

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

- On February 18, 2023, VRE executed a Sole Source Contract with Adams & Westlake Limited in the amount of \$181,870 to acquire new vestibule curtains and roller hooks for VRE's fleet of passenger rail cars. A fleet-wide changeout of the vestibule curtains and associated hardware is needed due to wear and tear as the result of aging. The vestibule curtains are utilized on the interior of each trainset and are installed in the passageway between two rail cars for the purpose of providing an added barrier between the inside and outside environments.

Members' Time – 12

Chair Walkinshaw opened the floor for Member's remarks.

Ms. Bohmke thanked VRE staff for their presentations. She also thanked Bob Schneider from OmniRide for the excellent communications to the Board on the recent OmniRide work stoppage.

Ms. Bagley shared that she recently participated in a site visit to the King & Commonwealth Bridge in Alexandria with VRE's Chief Engineer, Dallas Richards and others which was very informative.

Mr. Smith invited everyone to join VRE at upcoming events in Manassas, including the Manassas Rail Festival and the Manassas 150-year Anniversary celebration.

Ms. Bailey had positive remarks about radio ads, recent improvements to signage; and thanked Bob Schneider for the communications on the OmniRide work stoppage.

Ms. Mensing expressed appreciation for the Board's support of the Manassas Park Parking Expansion project and offered to host tours of the Park Central Complete Streets Project in Manassas Park for other Members.

Ms. Gary thanked staff for their presentations and Bob Schneider for communications on the recent OmniRide work stoppage.

Mr. Storck thanked staff for their presentations

Chair Walkinshaw adjourned the meeting, without objection, at 11:00 am.

Approved this 21st day of April 2023

James Walkinshaw
Chair

Ralph Smith
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the March 17, 2023 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb