



VRE OPERATIONS BOARD MEETING

April 21, 2023

*The meeting will
begin at 9 a.m.*

Meeting materials are available at
vre.org/about/board/board-agenda-minutes/2023/April

PLEDGE OF ALLEGIANCE



ROLL CALL



Walter Alcorn
Fairfax County



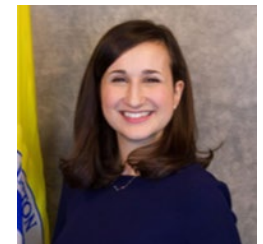
Sarah Bagley
Alexandria



Andrea Bailey
Prince William County



Meg Bohmke
Stafford County



Katie Cristol
Arlington



Margaret Franklin
Prince William County



Monica Gary
Stafford County



Lori Hayes
Spotsylvania County



Matt Kelly
Fredericksburg



Jeanine Lawson
Prince William County



Mike McLaughlin
Commonwealth of Virginia



Alanna Mensing
Manassas Park



Ralph Smith
Manassas



Dan Storck
Fairfax County



James Walkinshaw
Fairfax County



SAFETY MOMENT



APPROVAL OF AGENDA

1. Pledge of Allegiance
2. Roll Call
3. Safety Briefing
4. Approval of the Agenda
5. Approval of Minutes from the March 17, 2023 VRE Operations Board Meeting
6. Chair's Comments
7. Chief Executive Officer's Report
8. VRE Riders' and Public Comment
9. Action Items
 - A. Authorization to Execute a Contract and Task Order for Maintenance Services for VRE Facilities
 - B. Authorization to Execute a Contract and Task Order for Custodial and Seasonal Services for VRE Facilities
 - C. Authorization to Execute a Contract Amendment for Mobile Ticketing Services
 - D. Authorization to Execute a Contract Amendment for Website Management Services
 - E. Authorization to Amend Contracts for the Delivery of Diesel Fuel for VRE Locomotives
 - F. Authorization to Execute a Contract Amendment for Construction of the Lifecycle Overhaul and Upgrade Facility
 - G. Execute a Contract Amendment for Construction Management Services for the Lifecycle Overhaul and Upgrade Facility Project
 - H. Offer Promotional Reduced Fare Between Zones 1, 2 and 3
 - I. Authorization to Provide a Letter of Support for VPRA's Application for Federal-State Partnership for Intercity Passenger Rail Program Funding for the Transforming Rail in Virginia Phase 2 Project
10. Information Items
 - A. Spending Authority Report
11. Closed Session
12. Operations Board Members' Time



APPROVAL OF MINUTES

March 17, 2023

Meeting with YouTube Livestream

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)
- Dan Storck (NVTC) *
- James Walkinshaw (NVTC)

Members Absent

- Walter Alcorn (NVTC)

*Participated virtually

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

Jurisdiction

- Fairfax County



James Walkinshaw
VRE Operations Board Chair
Fairfax County



CHAIR'S COMMENTS

- Welcome to the VRE Operations Board April meeting.
- Please put Wednesday, June 28 on your calendar for an open house at the new Lifecycle Overhaul and Upgrade Facility from 11 a.m. to 1 p.m.
- Just a heads up that you will be receiving surveys, starting as soon as next week, in preparation for the June retreat.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



CEO REPORT

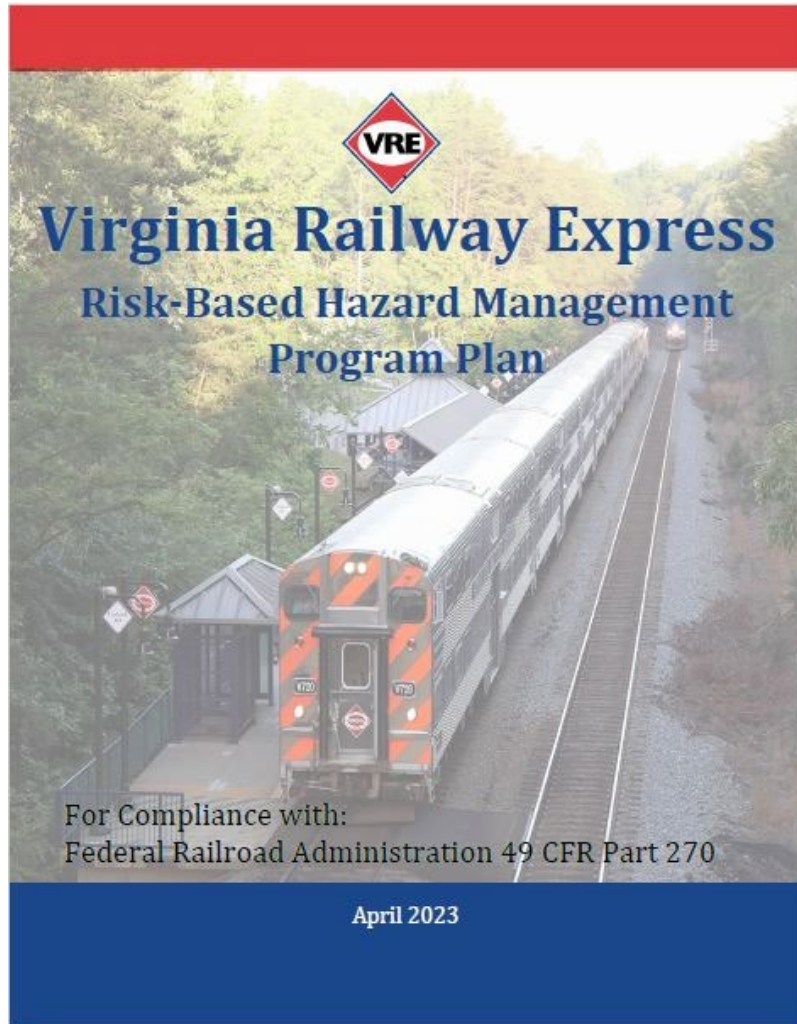
- **Safety**
- **Performance**
- **Ridership**



Rich Dalton
VRE CEO



CEO REPORT – SAFETY



- Risk-based Hazard Management (RBHM) Committee – with representatives from all major operational divisions at VRE and Keolis – will implement VRE's recently established RBHM Program
- The program is based on the Department of Defense's MIL-STD 882, which applies an indexing system to rank hazards. Hazards with a higher frequency of occurrence and greater levels of severity are prioritized.
- VRE's new RBHM Program represents our most advanced form of safety analysis yet, as it is predictive or forward looking in nature and maximizes the use of resources.

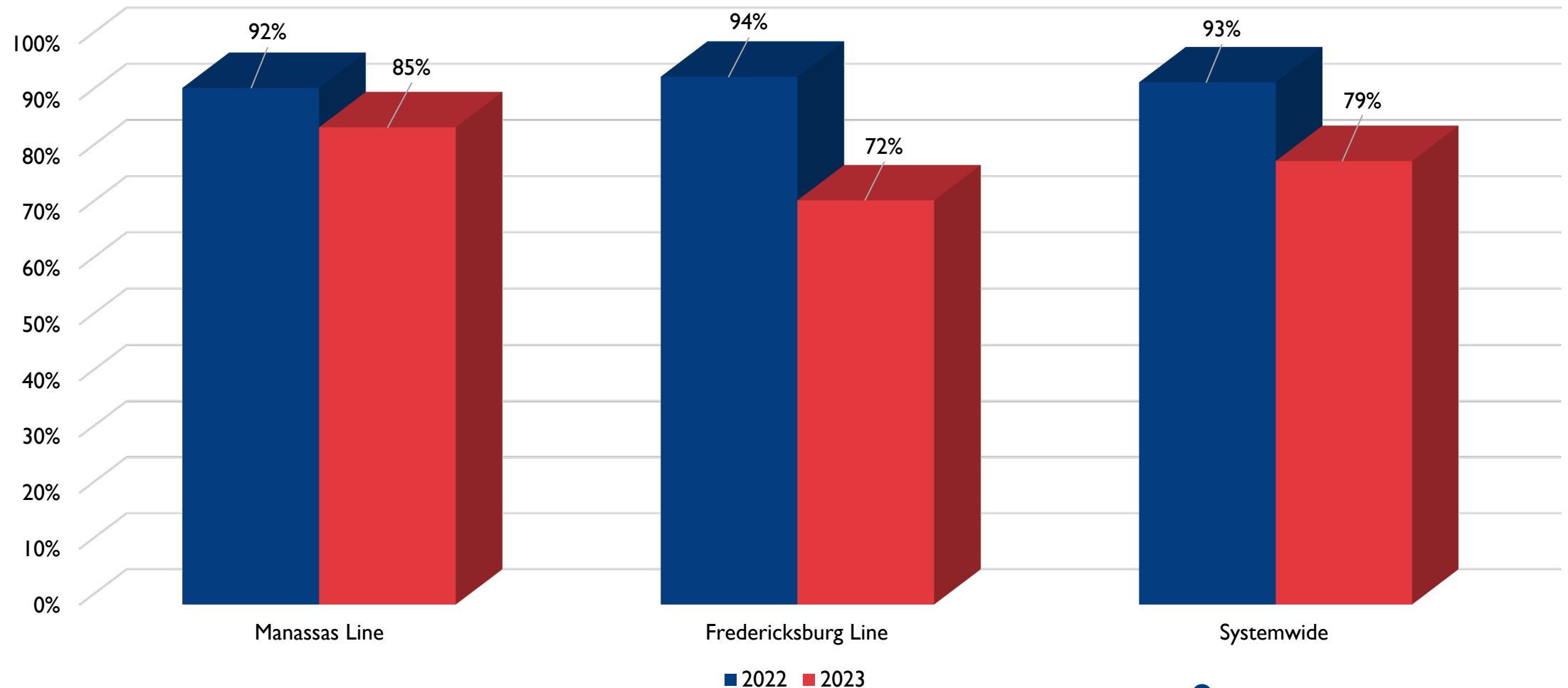


CEO REPORT – SAFETY

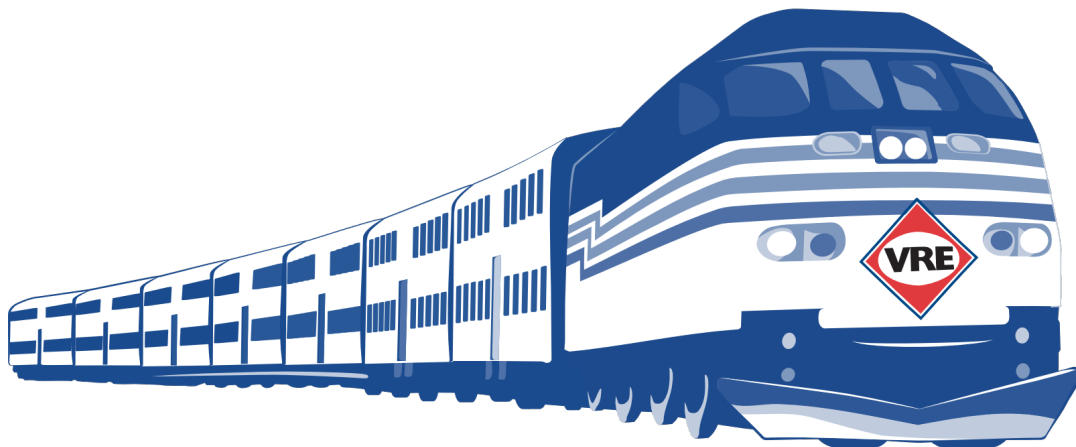


CEO REPORT – ON-TIME PERFORMANCE

March Comparisons



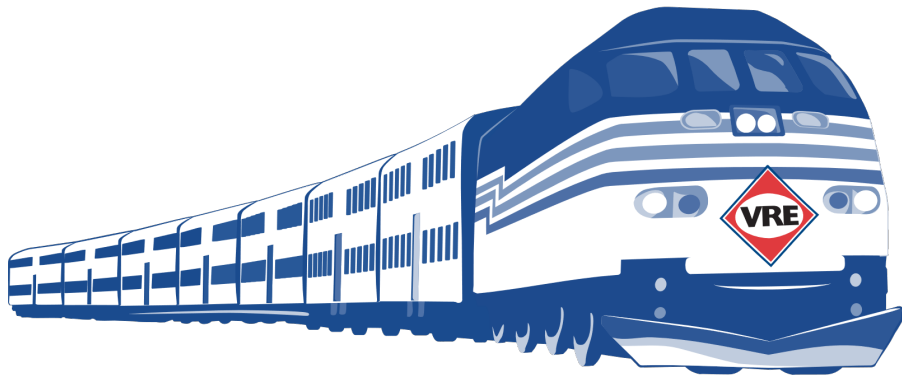
CEO REPORT – ON-TIME PERFORMANCE



	JAN. 2023	FEB. 2023	MAR. 2023
	20 Days	19 Days	23 Days
<i>LATE TRAINS</i>			
Manassas	48	37	54
Fredericksburg	43	54	102
Systemwide	91	91	156
<i>AVERAGE MINUTES DELAYED</i>			
	17	19	19
<i># TRAINS 30+ MINUTES LATE</i>			
	12	14	22
<i>OTP</i>			
Manassas	85%	88%	85%
Fredericksburg	87%	82%	72%
Systemwide	86%	85%	79%



CEO REPORT – ON-TIME PERFORMANCE

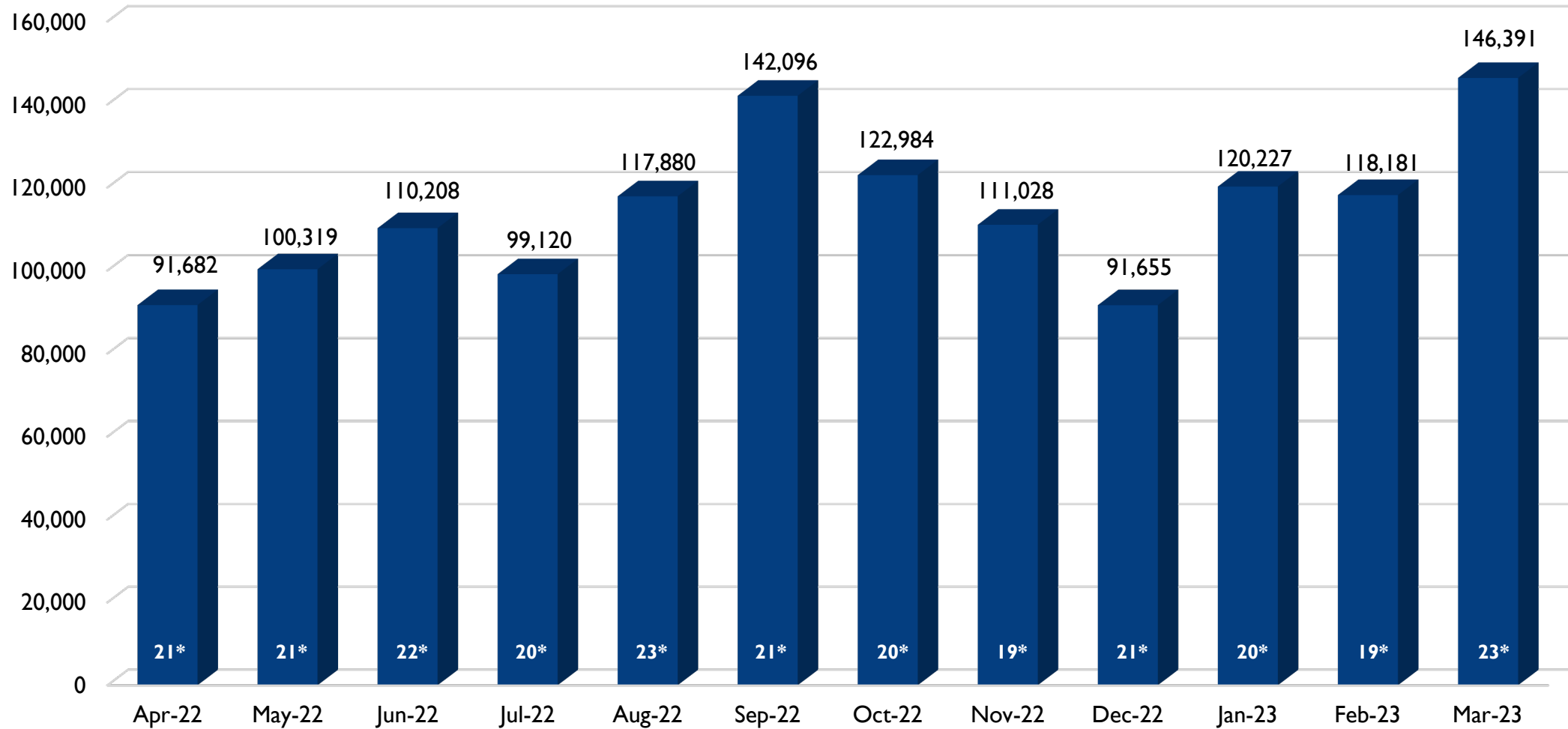


		JAN.	FEB.	MAR.	TOTAL #	TOTAL %
		20 Days	19 Days	23 Days	62 Days	
CAUSE		# OF TRAINS DELAYED				
Congestion		51	48	80	179	52.9%
Maintenance of Way		-	7	39	46	13.6%
Switch/Signal Issue		16	19	1	36	10.7%
Positive Train Control	Primary	4	1	9	14	6.5%
	Cascading	5	2	1		
Speed Restrictions		-	9	7	16	4.7%
Police Activity		7*	-	6**	13	3.8%
Dispatcher		5	2	3	10	3.0%
Bridge Strike		-	-	8	8	2.4%
Mechanical	Primary	1	2	1	4	1.8%
	Cascading	2	-	-		
Amtrak		-	-	1	1	0.3%
Tree Strike		-	1	-	1	0.3%
Total Delays		91	91	156	338	100.0%

*Car stuck on tracks (1/18), Amtrak passenger issue (1/23), Medical emergency (1/23) & Trespasser (1/26) **Unruly passenger (3/9)

CEO REPORT – MONTHLY RIDERSHIP

Exclusive of Boardings at Alexandria and Crystal City

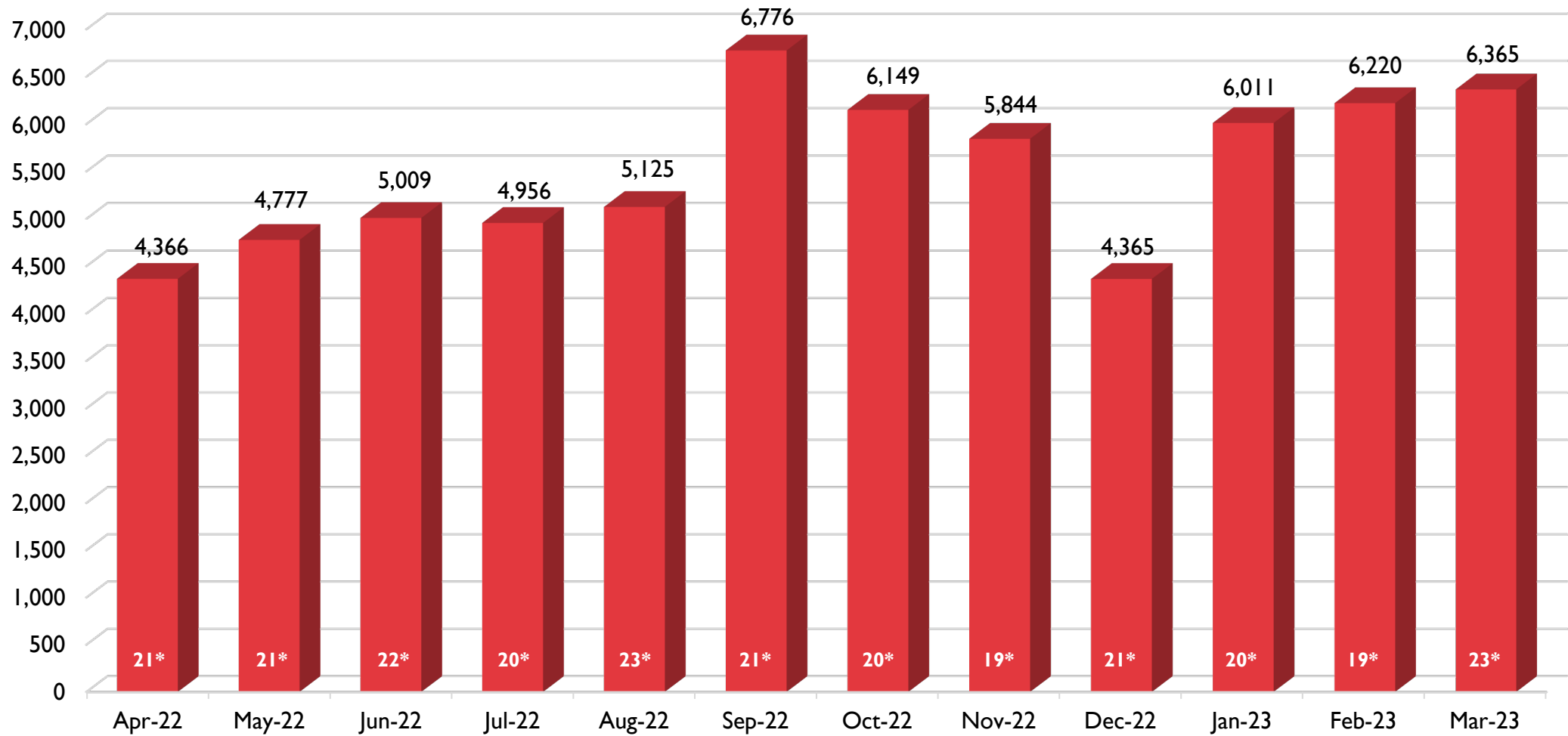


*service days per month



CEO REPORT – AVERAGE DAILY RIDERSHIP

Exclusive of Boardings at Alexandria and Crystal City



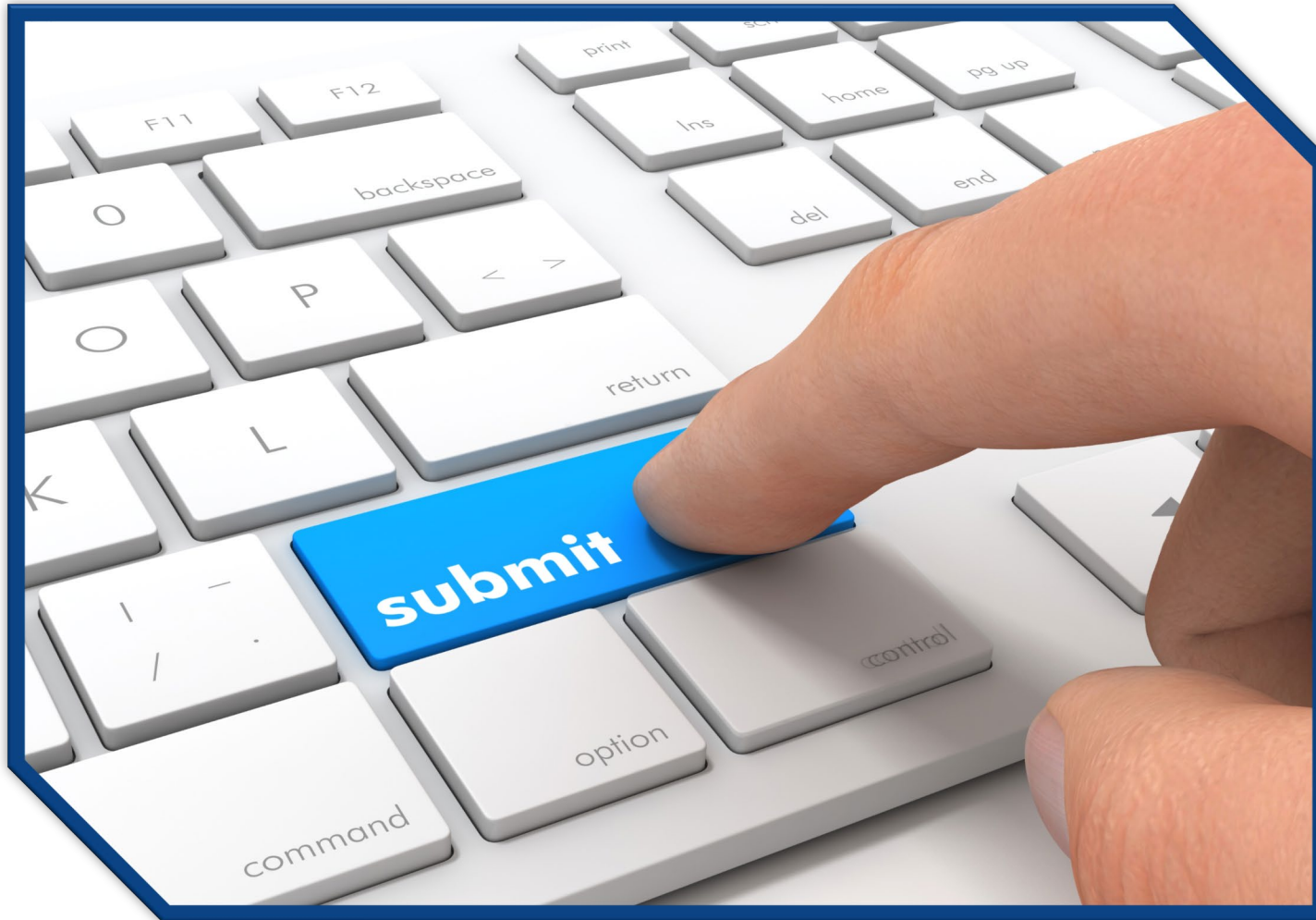
*service days per month



CEO REPORT – COMMENTS



VRE RIDERS' & PUBLIC COMMENT



James Walkinshaw
VRE Operations Board Chair
Fairfax County



OPERATIONS BOARD CLOSED SESSION

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711.A(7) and (8) of the Code of Virginia), I move that the VRE Operations Board convene a closed meeting for the purpose of consultation with legal counsel concerning probable litigation where discussion in public could adversely affect the negotiating and litigating posture of the Board, and for consultation with legal counsel concerning a specific legal matter requiring the provision of legal advice.



Meg Bohmke
Vice Chair
Stafford County



OPERATIONS BOARD CLOSED SESSION

**The livestream will recommence
following this portion of the meeting**



OPERATIONS BOARD CLOSED SESSION

The VRE Operations Board certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded closed session:

- 1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and,**
- 2. Only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered.**



Meg Bohmke

Vice Chair
Stafford County



AUTHORIZATION TO EXECUTE A CONTRACT AND TASK ORDER FOR MAINTENANCE SERVICES FOR VRE FACILITIES

Recommendation:

The VRE Operations Board is asked to authorize the CEO to execute a contract with U.S. Facilities, Inc. of Chesapeake, Virginia for maintenance services for VRE facilities in the amount of \$4,724,515, plus a 10 percent contingency of \$472,452, for a total amount not to exceed \$5,196,967, for a base period of three years and an option to extend for one additional two-year period. This contract includes base work along with task order work. VRE staff will return to the Operations Board for authorization to exercise the two-year option period and associated funding.

The VRE Operations Board is also asked to authorize the CEO to issue an initial task order under the maintenance services for VRE facilities contract to U.S. Facilities, Inc. of Chesapeake, Virginia for comprehensive on-call services, including miscellaneous repair, installation and inspection services, electrical, generator and plumbing service and repairs, HVAC service and repairs, and elevator service and repairs, in the amount of \$1,185,000, plus a 10 percent contingency of \$118,500, for a total amount not to exceed \$1,303,500.

Summary:

This contract will provide ongoing maintenance services at 18 rail stations, two rail storage yards, headquarters, and satellite office space. The initial task order will enable ongoing, comprehensive repair, installation, and inspection services of small to medium effort to be performed through the initial three-year term of the contract.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO EXECUTE A CONTRACT AND TASK ORDER FOR CUSTODIAL AND SEASONAL SERVICES FOR VRE FACILITIES

Recommendation:

The VRE Operations Board is asked to authorize the CEO to execute a contract with Fresh Air Duct Cleaning, LLC of Capitol Heights, Maryland for custodial and seasonal services for VRE facilities in the amount of \$7,376,644, plus a 10 percent contingency of \$737,664, for a total amount not to exceed \$8,114,308, for a base period of three years and an option to extend for one additional two-year period. This contract includes base work along with task order work. VRE staff will return to the Operations Board for authorization to exercise the two-year option period and associated funding.

The VRE Operations Board is also asked to authorize the CEO to issue an initial task order under the custodial and seasonal services for VRE facilities contract to Fresh Air Duct Cleaning, LLC of Capitol Heights, Maryland for comprehensive on-call services, including miscellaneous repair and installation services, custodial, landscaping, additional facility cleaning, trash removal and painting services, in the amount of \$200,000, plus a 10 percent contingency of \$20,000, for a total amount not to exceed \$220,000.

Summary:

This contract will provide ongoing custodial and seasonal services at 18 rail stations, two rail storage yards, headquarters, and satellite office space. The initial task order will enable ongoing, comprehensive custodial and seasonal tasks of small to medium effort beyond the base work to be performed through the initial three-year term of the contract.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO EXECUTE A CONTRACT AMENDMENT FOR MOBILE TICKETING SERVICES

Recommendation:

The VRE Operations Board is asked to authorize the CEO to execute an amendment to the contract with SVANACO, Inc., DBA Americaneagle.com, of Des Plaines, Illinois for mobile ticketing services in the amount of \$222,563, plus a 10 percent contingency of \$22,256, for a total amount not to exceed \$244,819. This will increase the total authorization for this contract from \$1,087,493 to a total amount not to exceed \$1,332,312.

Summary:

This action will allow the current VRE mobile ticketing app contractor to design, develop, test and implement enhancements to VRE Mobile as part of the Passenger Information and Messaging System presented to the Operations Board in a March 2023 information item.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO EXECUTE A CONTRACT AMENDMENT FOR WEBSITE MANAGEMENT SERVICES

Recommendation:

The VRE Operations Board is asked to authorize the CEO to execute an amendment to the contract with SVANACO, Inc., DBA Americaneagle.com, of Des Plaines, Illinois for Website Management Services in the amount of \$196,500, plus a 10 percent contingency of \$19,650, for a total amount not to exceed \$216,150. This will increase the total authorization for this contract from \$918,500 to a total amount not to exceed \$1,134,650.

Summary:

This action will allow the current website management services contractor to design, develop, test, and implement enhancements to VRE.org as part of the Passenger Information and Messaging System presented to the Operations Board in a March 2023 information item.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO AMEND CONTRACTS FOR THE DELIVERY OF DIESEL FUEL FOR VRE LOCOMOTIVES

Recommendation:

The VRE Operations Board is asked to authorize the CEO to execute amendments to the contracts for the delivery of diesel fuel for VRE locomotives by increasing the total authorized amount for fuel deliveries for the current contract year (FY 2023), which ends June 30, 2023. The increase to the contract with James River Solutions of Ashland, Virginia for the delivery of diesel fuel to the Crossroads Yard is being recommended in the amount of \$574,020, plus a 10 percent contingency of \$57,402, for a total of \$631,422. This will increase the authorization for this contract for FY 2023 from \$3,029,400 to a total amount not to exceed \$3,660,822. The increase to the contract with Griffith Energy Services, Inc. of Columbia, Maryland for the delivery of diesel fuel to the Broad Run Yard is being recommended in the amount of \$614,426, plus a 10 percent contingency of \$61,442, for a total of \$675,868. This will increase the authorization for this contract for FY 2023 from \$2,019,600 to a total amount not to exceed \$2,695,468.

Summary:

Along with other petroleum products, diesel fuel prices were significantly higher than anticipated in the first half of FY 2023. The amounts previously authorized for the two diesel fuel delivery contracts will not be sufficient to support VRE's fuel needs for the remainder of the current fiscal year. These contract amendments were anticipated in December when the amended FY 2023 budget was approved, which included a substantial budget increase for diesel fuel.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO EXECUTE A CONTRACT AMENDMENT FOR CONSTRUCTION OF THE LIFECYCLE OVERHAUL AND UPGRADE FACILITY

Recommendation:

The VRE Operations Board is asked to authorize the CEO to execute an amendment to the contract with Clark Construction Group, LLC of Bethesda, Maryland for construction of the Lifecycle Overhaul and Upgrade (LOU) Facility, in the amount of \$650,000, for a total contract amount not to exceed \$42,090,307.

Summary:

In September 2020, the Operations Board authorized the CEO to execute a contract with Clark Construction for construction of the LOU facility. Construction is currently ahead of schedule with substantial completion anticipated later this month. After construction began, the Commonwealth of Virginia acquired right-of-way (ROW) adjacent to the LOU facility construction site. VRE has leased a portion of this ROW to benefit constructability of the LOU facility and to allow for the design and construction of an additional storage track (Track A) to serve the facility. The cost for access to the additional land and construction of Track A was addressed within the original authorized amount for the contract to construct the LOU facility. However, as the project is approaching closeout, inflation on materials for final project change orders are depleting the remaining contingency. VRE and Clark Construction are currently negotiating the amount needed above the original authorization amount to finish the project. VRE estimates the maximum exposure in this negotiation is \$650,000, or approximately 1.5 percent of the original contract authorization.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO EXECUTE A CONTRACT AMENDMENT FOR CONSTRUCTION OF THE LIFECYCLE OVERHAUL AND UPGRADE FACILITY



ORIGINAL ORIGINAL DESIGN WITH WASH TRACK #0



#0 & A

REDESIGN WITH WASH TRACKS



AUTHORIZATION TO EXECUTE A CONTRACT AMENDMENT FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE LIFECYCLE OVERHAUL AND UPGRADE FACILITY PROJECT

Recommendation:

The VRE Operations Board is asked to authorize the CEO to execute an amendment to the contract with Gannett Fleming, Inc. of Fairfax, Virginia, for construction management (CM) services for the Lifecycle Overhaul and Upgrade (LOU) Facility Project in the amount of \$149,500 for construction management services. This will increase the total authorization for this contract from \$3,296,951 to a total amount not to exceed \$3,446,451.

Summary:

In May 2020, the Operations Board authorized the CEO to execute a contract with Gannett Fleming to provide CM services for the LOU facility. After construction began, the Commonwealth of Virginia acquired right-of-way (ROW) adjacent to the LOU facility construction site. VRE has leased a portion of that ROW from the Virginia Passenger Rail Authority, greatly benefitting construction of the LOU facility and allowing for the design and construction of an additional storage track that will increase operational efficiencies at the Crossroads Yard. The CM team has incurred additional costs associated with supporting increased construction efforts from the design change for the new track and extra effort for constructability coordination. The CM team was also extended beyond the originally negotiated staffing plan to match up with the subsequent construction schedule duration along with unanticipated overtime and weekend work due to the construction contractor's work schedule. To cover these additional costs, staff is requesting an amendment to the contract with Gannett Fleming to increase the authorized amount by \$149,500, for construction management services.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO OFFER PROMOTIONAL REDUCED FARE BETWEEN ZONES 1, 2 AND 3

Recommendation:

The VRE Operations Board is asked to authorize the CEO to offer a promotional reduced fare for zones 1, 2 and 3 from May 8, 2023, until November 8, 2023.

Summary:

In October 2022, the Operations Board authorized the CEO to offer a temporary reduced fare for riders traveling between zones 1, 2 and 3 until WMATA Metrorail Yellow Line service resumes on May 7, 2023, to help mitigate the impacts to the region of the Metrorail shutdown. Staff is recommending the Operations Board authorize a promotional fare at the same reduced price-point of \$5 from May 8, 2023, until November 8, 2023, in order to analyze the impact of the Yellow Line closure on the significant increase in ticket sales.

An analysis of mobile ticket sales for zones 1, 2 and 3 in February 2023, was completed and compared to a similar analysis performed in November 2022. In both February and November, tickets sales volumes more than doubled (up 155%) and revenue rose about 60% compared to July 2022 (i.e., prior to putting the promotional fares in effect). Passenger revenue associated with travel entirely within those three zones increased by approximately \$18,000 per month since the promotional fare took effect.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO PROVIDE A LETTER OF SUPPORT FOR VPRA'S APPLICATION FOR FEDERAL-STATE PARTNERSHIP FOR INTERCITY PASSENGER RAIL PROGRAM FUNDING FOR THE TRV PHASE 2 PROJECT

Recommendation:

The VRE Operations Board is asked to authorize the CEO to provide a letter of support for the Virginia Passenger Rail Authority's (VPRA) application to the Federal-State Partnership for Intercity Passenger Rail Program for its Transforming Rail in Virginia (TRV) Phase 2 Project.

Summary:

VPRA has requested VRE provide a letter of support for its application to the Federal-State Partnership for Intercity Passenger Rail Program. If awarded, the funds will be used for final design and construction of the TRV Phase 2 Project. Completion of the project will allow for increased commuter and passenger rail service.

Through the construction of a new Long Bridge, L'Enfant fourth track and three sidings, the project will complete a four-track corridor between Alexandria, VA and Washington, D.C. and add a third track in key sections of the Washington, D.C. to Richmond corridor, providing additional capacity to improve reliability and support the growth of intercity passenger and commuter rail service. Completion of Phase 2 will allow for three additional roundtrip state-supported Amtrak trains between Richmond Main Street Station and Washington Union Station, resulting in nearly hourly service between Richmond and the District. This project will also provide the capacity to deliver increases in VRE service.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



SPENDING AUTHORITY REPORT

On September 18, 2020, the VRE Operations Board approved increasing the CEO'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 3, 2023, VRE issued a task order in the amount of \$106,538 to STV Incorporated under the mechanical engineering consulting services contract to provide oversight for the ongoing overhaul of the railcar trucks being performed by VRE's contractor, UTCRAS, which includes the teardown of the truck assemblies, inspection, repair, and replacement of components and other material as well as reassembly and painting.
- On March 21, 2023, VRE issued a task order in the amount of \$53,080 to Keolis Rail Services Virginia under the maintenance services for commuter rail operations contract to repair the fiberglass nose cone on locomotive V60. The nose cone was damaged as the result of a tree strike. In addition to repair costs, the task order also includes the labor effort associated with installing the spare nose cone on V60.
- On March 29, 2023, VRE executed a roof lease agreement in an amount not to exceed \$129,090 for a term of up to 15 years with King I Associates, LLC to maintain the two satellite dish antennae and related equipment used to support VRE's two-way radio communication system on the roof of the building at 1800 Diagonal Road in Alexandria. The initial term of the agreement is five years, with two additional five-year renewal provisions.



Rich Dalton
VRE CEO



OPERATIONS BOARD MEMBERS' TIME



Walter Alcorn
Fairfax County



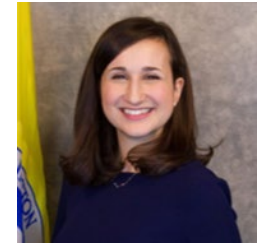
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James Walkinshaw
Fairfax County



**THE APRIL 21, 2023 MEETING OF
THE VRE OPERATIONS BOARD
IS ADJOURNED**



[VRE.ORG](https://vre.org)

