



VRE OPERATIONS BOARD MEETING

January 20, 2023

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

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

PLEDGE OF ALLEGIANCE



ROLL CALL



Walter Alcorn
Fairfax County



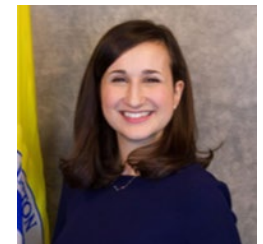
Sarah Bagley
Alexandria



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 December 16, 2022 VRE Operations Board Meeting
6. Chair's Comments and Installation of Officers
7. New Chair's Comments
8. Chief Executive Officer's Report
9. VRE Riders' and Public Comment
10. Action Items
 - A. Authorization to Issue a GEC VIII Task Order for Crossroads MSF Expansion Phase II Preliminary Engineering and Environmental Review
 - B. Authorization to Issue a GPC Task Order for System Plan 2050 Update Phase II
 - C. Authorization to Amend the Contracts for the Delivery of Diesel Fuel for VRE Locomotives
 - D. Approval of the 2023 VRE Operations Board Meeting Schedule
 - E. Recommend Authorization to Execute a Funding Agreement with Amtrak
11. Information Items
 - A. VRE Transit Asset Management Plan 2022 Update
 - B. Spending Authority Report
 - C. Update on Broad Run Expansion Project
12. Closed Session
13. Operations Board Members' Time



APPROVAL OF MINUTES

December 16, 2022

Meeting with YouTube Livestream

Members Present

- Walter Alcorn (NVTC)
- Sarah Bagley (NVTC)
- Andrea Bailey (PRTC)
- Meg Bohmke (PRTC)
- Margaret Franklin (PRTC)
- Libby Garvey (NVTC)
- 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)

Jurisdiction

- Fairfax County
- City of Alexandria
- Prince William County
- Stafford County
- Prince William County
- Arlington 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



Margaret Franklin
VRE Operations Board Chair
Prince William County



CHAIR'S COMMENTS & INSTALLATION OF 2023 OFFICERS

- Welcome to the VRE Operations Board January meeting.
- In front of you is VRE's 2022 Annual Report, which summarizes our accomplishments. The report also is available at vre.org
- Before I turn the meeting over to the incoming chair, I'd like to take a moment to touch on some of the highlights during my tenure:
 - June bond sale
 - September ribbon cutting at the Rolling Road station
 - December adoption of fiscal year 2024 budget
- Now it's time for me to pass the gavel to the incoming chair, Supervisor James Walkinshaw from Fairfax County.



Margaret Franklin
VRE Operations Board Chair
Prince William County

CHAIR'S COMMENTS & INSTALLATION OF 2023 OFFICERS



James Walkinshaw, Fairfax County
Chair



Meg Bohmke, Stafford County
Vice Chair



Sarah Bagley, City of Alexandria
Treasurer



Ralph Smith, City of Manassas
Secretary



Margaret Franklin
VRE Operations Board Chair
Prince William County



CHAIR'S COMMENTS

- Thank you, Supervisor Franklin. I look forward to continuing the good work of the Operations Board.
- There are several things on the horizon of note:
 - Partnership with state on Transforming Rail in Virginia
 - Update to VRE's System Plan
 - Opening of Lifecycle Overhaul and Upgrade Facility
 - Completion of Quantico station improvements
- On behalf of the Operations Board, I would like to recognize Supervisor Franklin for all she accomplished during her tenure.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



CHAIR'S COMMENTS - COMMITTEES

2022 Members

Audit



Jeanine Lawson

Bylaws



Meg Bohmke

CEO/CLO Evaluation



Andrea Bailey*

Finance



Sarah Bagley

Legislative



Walter Alcorn

Nominating



Matt Kelly*



Matt Kelly



Jeanine Lawson



Meg Bohmke*



Andrea Bailey



Jeanine Lawson



James Walkinshaw



Dan Storck



Matt Kelly



Margaret Franklin*



Dan Storck



Dan Storck



Ralph Smith

*Committee Chair



CEO REPORT

- **Safety**
- **Performance**
- **Ridership**
- **Legislative Update**
- **New Staff**



Rich Dalton
VRE CEO



CEO REPORT – SAFETY



**Full-scale Mechanical Exercises
at the Broad Run and Crossroads
Maintenance and Storage Facilities**

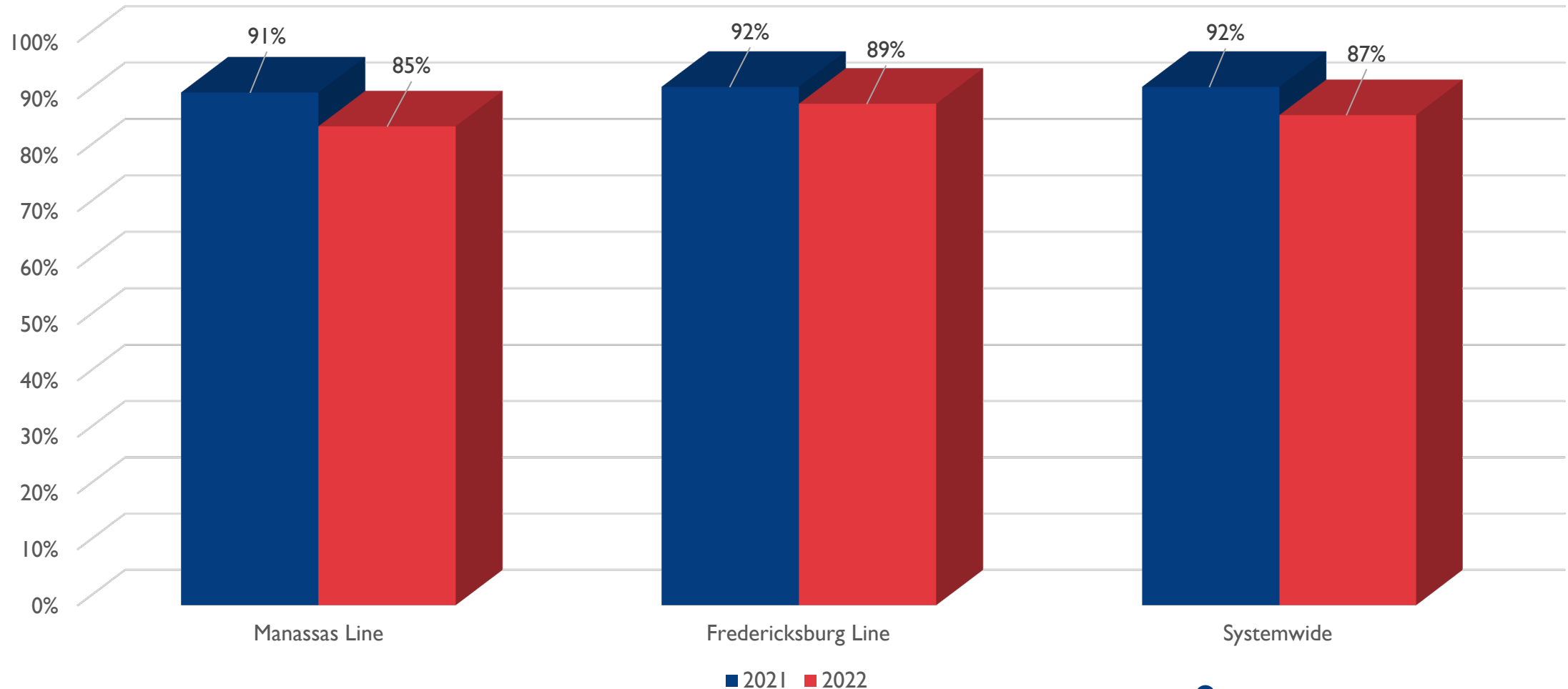


**City of Manassas SWAT Team
Training at the Broad Run
Maintenance and Storage Facility**

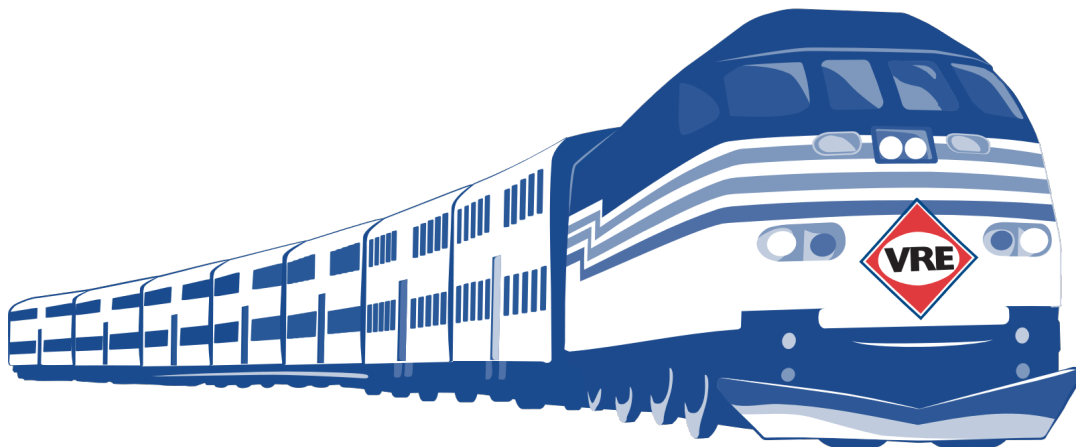


CEO REPORT – ON-TIME PERFORMANCE

December Comparisons



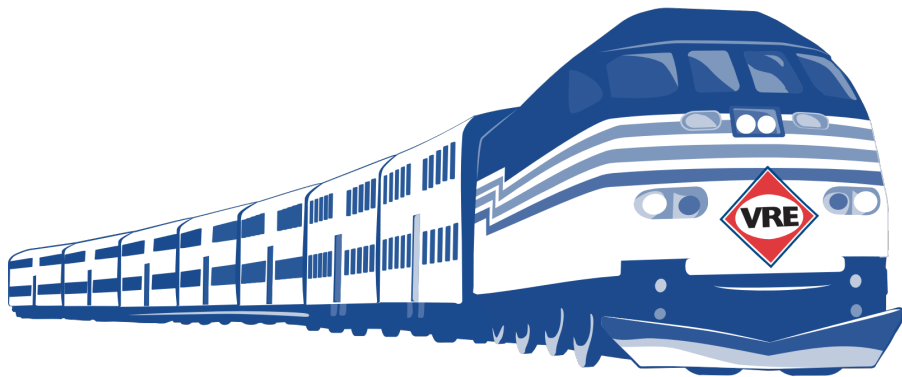
CEO REPORT – ON-TIME PERFORMANCE



	OCT. 2022	NOV. 2022	DEC. 2022
	20 Days	19 Days	21 Days
<i>LATE TRAINS</i>			
Manassas	80	62	44
Fredericksburg	64	41	33
Systemwide	144	103	77
<i>AVERAGE MINUTES DELAYED</i>			
	14	14	15
<i># TRAINS 30+ MINUTES LATE</i>			
	8	19	4
<i>OTP</i>			
Manassas	75%	80%	85%
Fredericksburg	80%	87%	89%
Systemwide	77%	83%	87%



CEO REPORT – ON-TIME PERFORMANCE

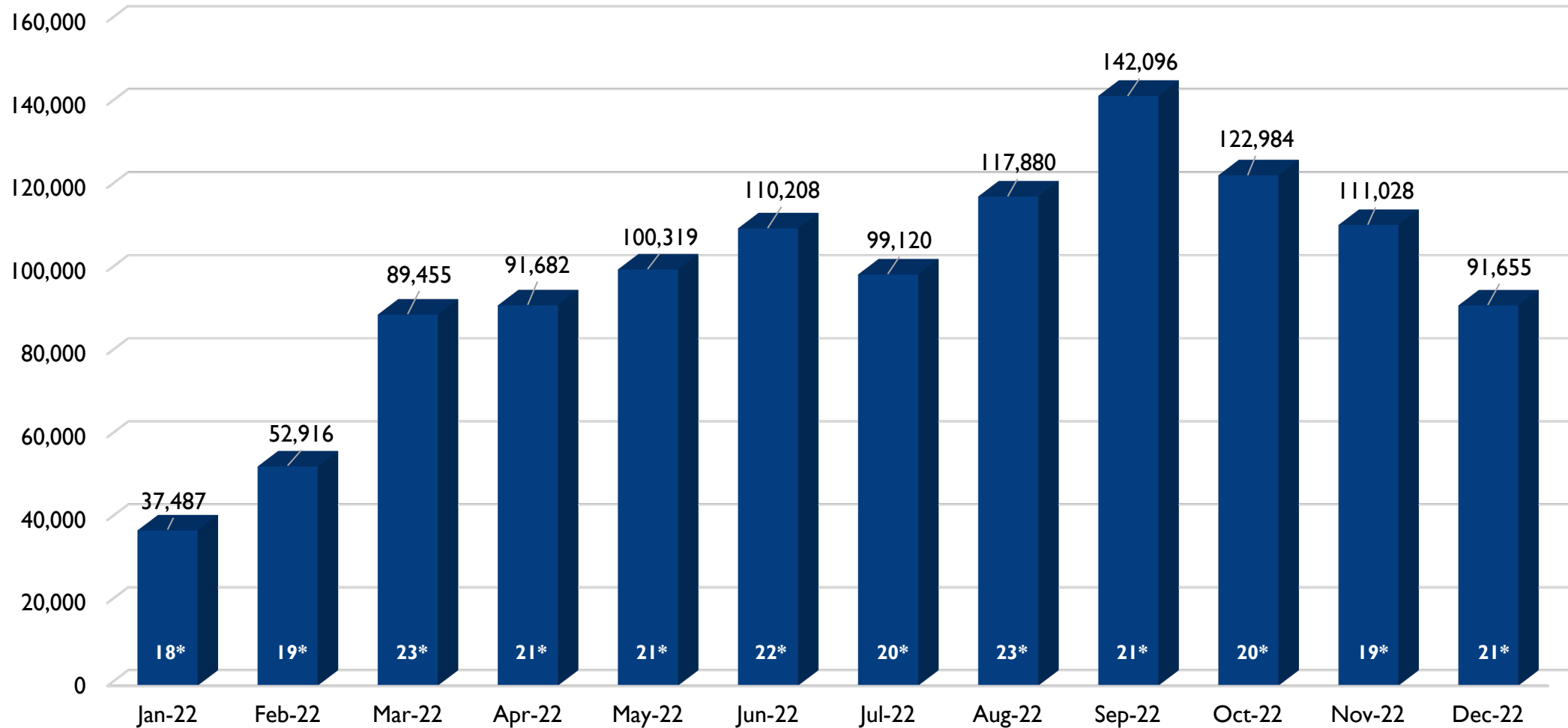


CAUSE		OCT.	NOV.	DEC.	TOTAL #	TOTAL %
		20 Days	19 Days	21 Days	60 Days	
		# OF TRAINS DELAYED				
Congestion		98	76	62	236	72.8%
Mechanical	Primary	6	3	2	11	6.8%
	Cascading	7	4	-	11	
Switch/Signal Issue		8	3	4	15	4.7%
Positive Train Control	Primary	6	1	1	8	4.4%
	Cascading	3	3	-	6	
Dispatcher		6	5		11	3.4%
Police Activity		2*	3**	3***	8	2.5%
Weather		-	-	4	4	1.2%
Speed Restrictions		4	-	-	4	1.2%
Leaf Oil (Wheel Slip)		1	2	-	3	0.9%
Maintenance of Way		1	1	-	2	0.6%
Passenger Assistance		2	-	-	2	0.6%
Trespasser(s)		-	1	1	2	0.6%
Debris Strike		-	1	-	1	0.3%
Total Delays		144	103	77	324	100.0%

*Unruly Passenger (10/06) and Medical Emergency (10/06) **Issue on Amtrak 93 (11/22) and VIP Movement (11/22) ***Report of Vehicle on Tracks (12/14) and Medical Emergency (12/15)

CEO REPORT – MONTHLY RIDERSHIP

Exclusive of Boardings at Alexandria and Crystal City

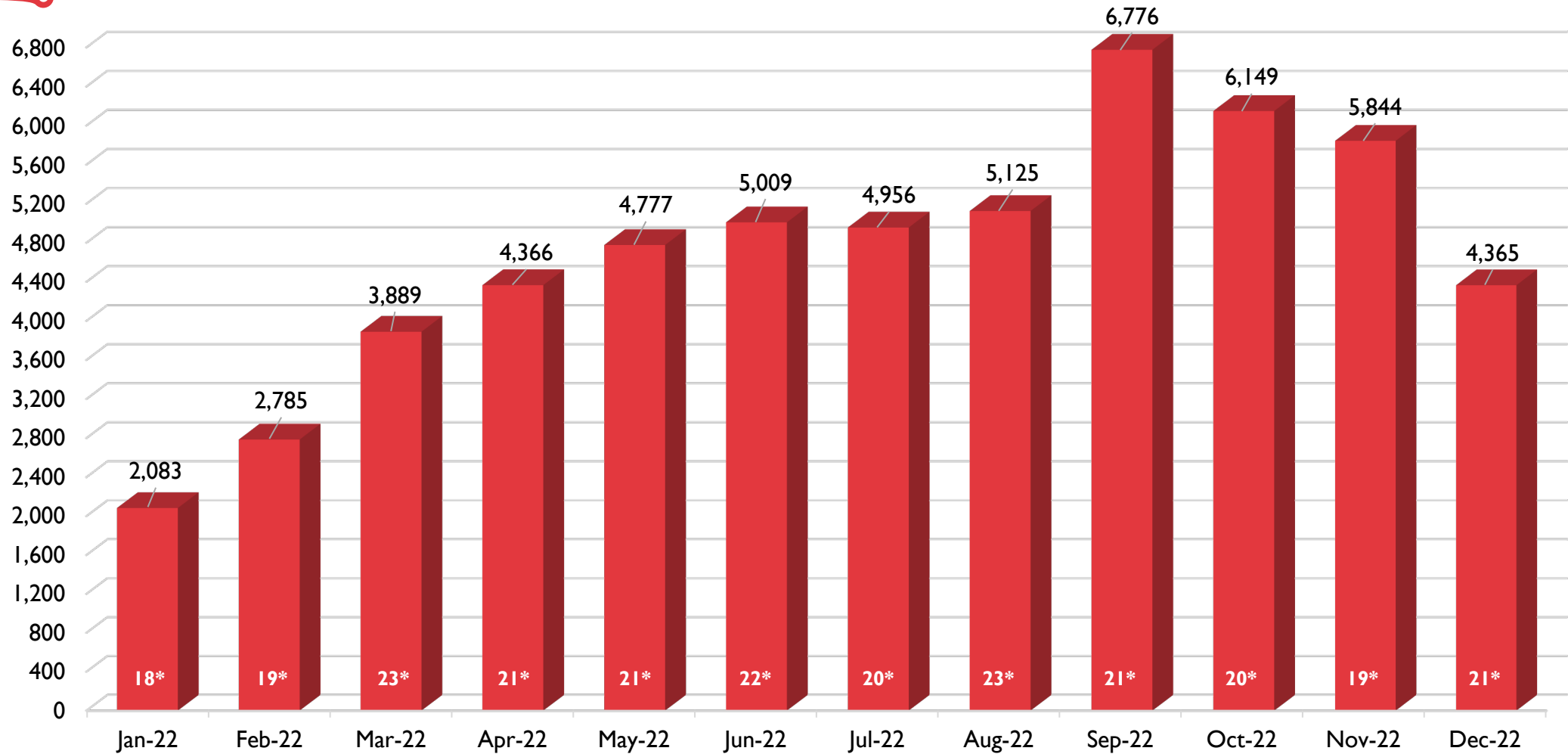


*service days per month



CEO REPORT – AVERAGE DAILY RIDERSHIP

Exclusive of Boardings at Alexandria and Crystal City



*service days per month



CEO REPORT – RIDERSHIP MILESTONE



CEO REPORT – LEGISLATIVE UPDATE



Rich Dalton
VRE CEO



Joe Swartz
VRE Director of
Government and
Community Affairs



CEO REPORT – NEW STAFF



Dagmawie Shikuryeh
Project Manager

CEO REPORT – COMMENTS



VRE RIDERS' & PUBLIC COMMENT



James Walkinshaw
VRE Operations Board Chair
Fairfax County



AUTHORIZATION TO ISSUE A GEC VIII TASK ORDER FOR CROSSROADS MSF EXPANSION PHASE II PRELIMINARY ENGINEERING AND ENVIRONMENTAL REVIEW

Recommendation:

The VRE Operations Board is asked to authorize the CEO to issue a general engineering consulting Services (GEC) VIII task order to HDR Engineering, Inc. for Crossroads Maintenance and Storage Facility (MSF) Expansion Phase II preliminary engineering and environmental review in the amount of \$901,200, plus a 10 percent contingency of \$90,120, for a total not to exceed \$991,320.

Summary:

VRE is initiating preliminary engineering activities on MSF yard infrastructure elements that will require expansion or modification to accommodate future increases in train service. The scope of work for this GEC VIII task order encompasses preliminary engineering activities (30%) on yard elements, including:

- a new Administrative and Employee Welfare building
- expansion of parts warehousing facilities
- large material and cleaning products storage facilities
- track expansion
- requisite site work, stormwater management, and access infrastructure

This task order includes an environmental review of the proposed improvements, as well as preparation of a geotechnical report.



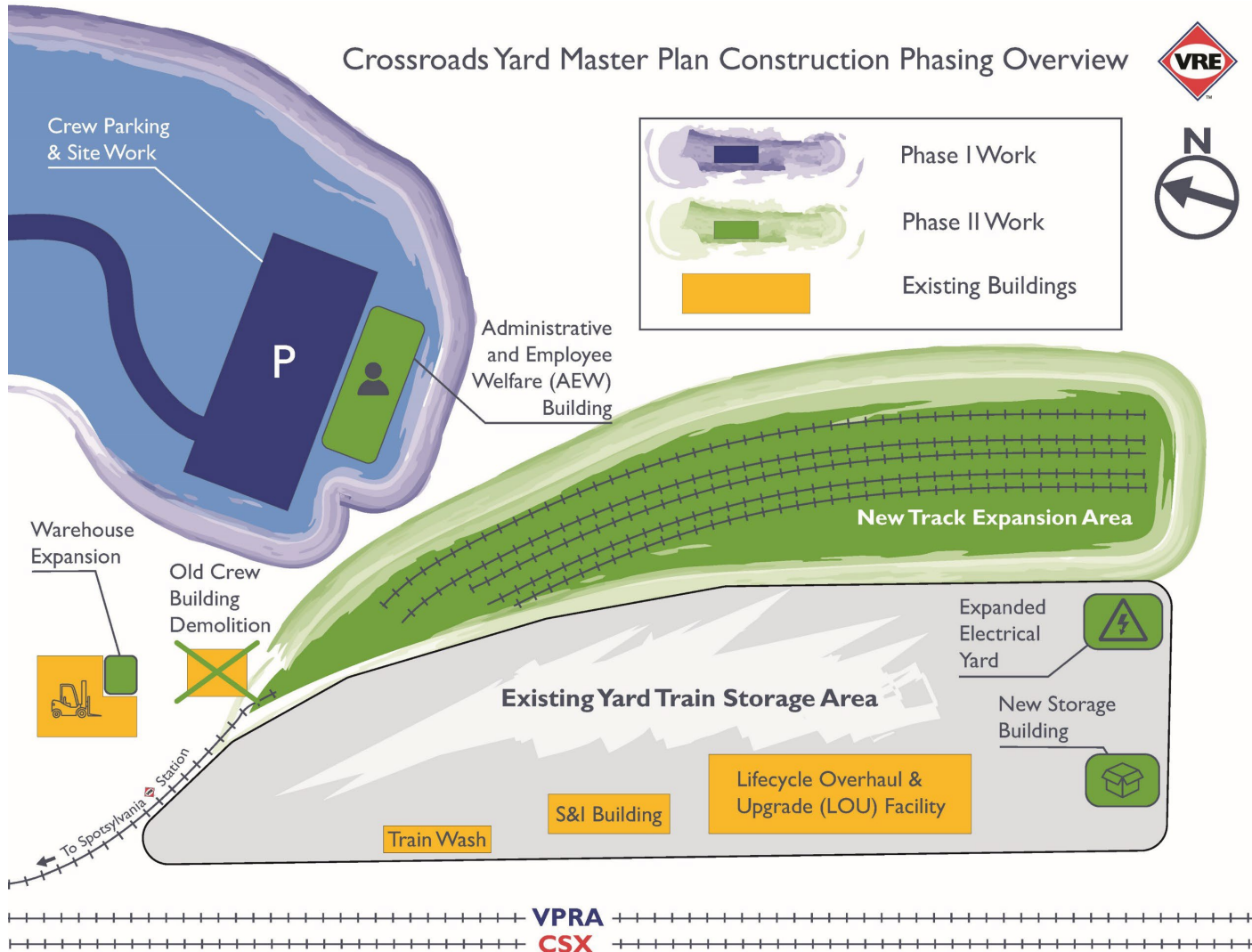
James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO ISSUE A GEC VII TASK ORDER FOR CROSSROADS MSF EXPANSION PHASE II PRELIMINARY ENGINEERING AND ENVIRONMENTAL REVIEW



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO ISSUE A GPC TASK ORDER FOR SYSTEM PLAN 2050 UPDATE PHASE II

Recommendation:

The VRE Operations Board is asked to authorize the CEO to issue a general planning consulting services (GPC) task order to STV, Inc. for System Plan 2050 Update Phase II in the amount of \$542,788, plus a 10 percent contingency of \$54,279, for a total not to exceed \$597,067.

Summary:

This task order includes the continuation of a robust external and stakeholder outreach process started in Phase I of the plan and will also produce a set of service scenarios for refinement and analysis of each scenario's ridership, fiscal, infrastructural, and organizational impact on VRE and its host railroads, and partners.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



AUTHORIZATION TO ISSUE A GPC TASK ORDER FOR SYSTEM PLAN 2050 UPDATE PHASE II

System Plan Phase I Tasks Completed



- **Coordination with partner agencies and member jurisdictions**



- **Development of Plan Vision and Goals**



- **Draft metrics developed to screen future service scenarios**

- **Two interactive StoryMaps published to Plan website**

- **Rider outreach at Core stations**



- **2030 and 2050 Baseline ridership projections developed**

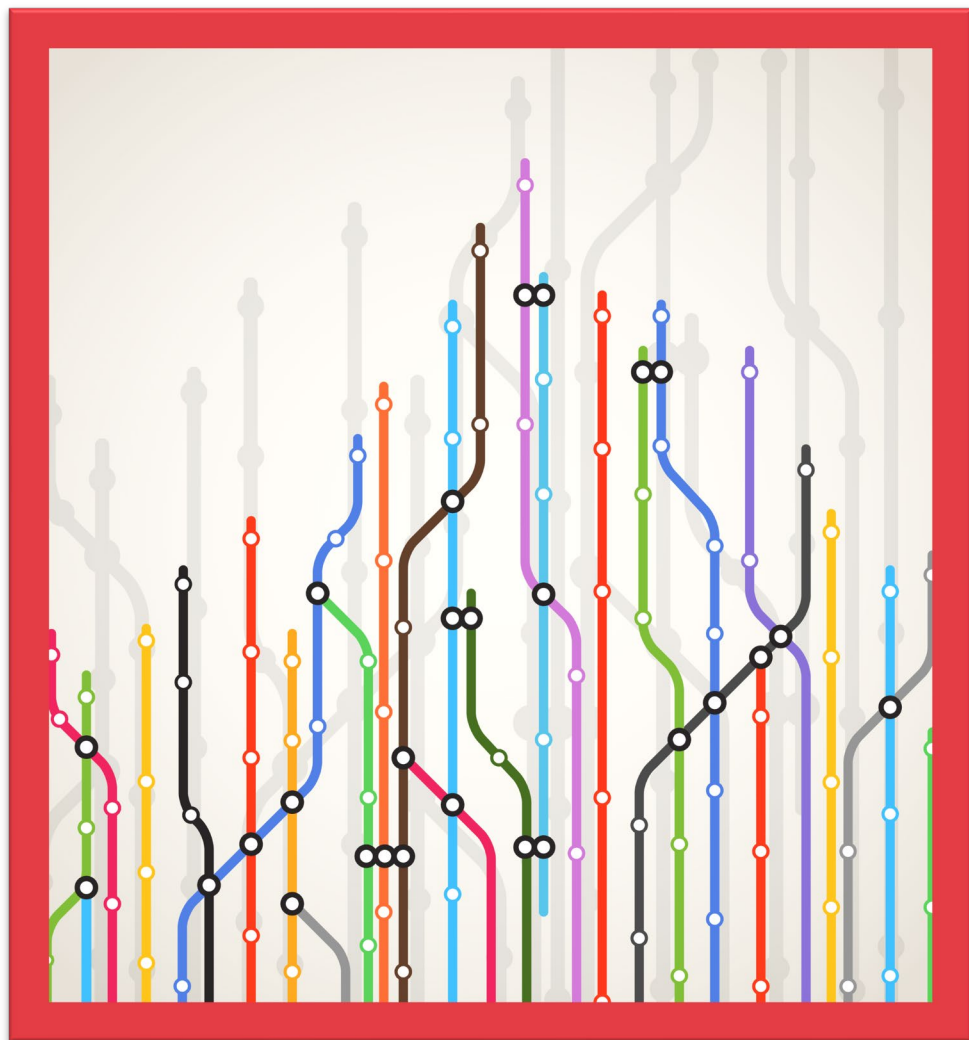


- **Identification of future strong VRE markets**

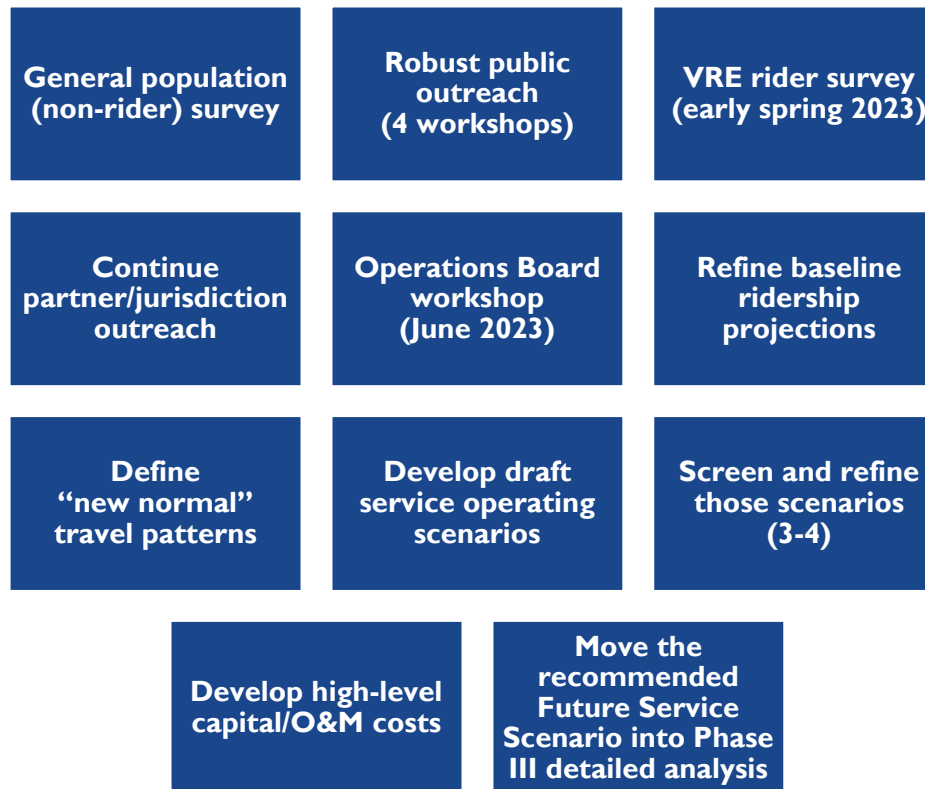
- **Evaluation of ridership trends and external market forces**



AUTHORIZATION TO ISSUE A GPC TASK ORDER FOR SYSTEM PLAN 2050 UPDATE PHASE II



Phase II Tasks



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

Recommendation:

The VRE Operations Board is asked to authorize the CEO to amend the two contracts for the delivery of diesel fuel for VRE locomotives to exercise the fourth option year on each contract. Each option year will begin July 1, 2023, and end June 30, 2024. The contract option with James River Solutions of Ashland, Virginia, for the delivery of diesel fuel to the Crossroads Maintenance and Storage Facility is recommended in the amount of \$3,111,000, plus a 40 percent contingency of \$1,244,400, for a total amount not to exceed \$4,355,400. The contract option with Griffith Energy Services, Inc. of Columbia, Maryland, for the delivery of diesel fuel to the Broad Run Maintenance and Storage Facility is recommended in the amount of \$2,074,000, plus a 40 percent contingency of \$829,600, for a total amount not to exceed \$2,903,600.

Summary:

Both diesel fuel supply contracts afford VRE the option to reduce fuel cost volatility by locking in future fixed prices for fuel directly with the suppliers (James River Solutions and Griffith Energy Services). Fixed prices cannot be locked in for a period beyond the current term of the contract. By exercising the fourth option year of both contracts now, VRE will have the ability, if desired, to execute fixed price agreements for fuel through the end of FY 2024.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



APPROVAL OF THE 2023 VRE OPERATIONS BOARD MEETING SCHEDULE

Recommendation:

The VRE Operations Board is asked to adopt the 2023 VRE Operations Board meeting schedule.

Summary:

The VRE Operations Board Bylaws state that regular Operations Board meetings shall be held on the third Friday of each month, except August. They also call for the adoption of a schedule of times, dates and places of the Board's regular meetings, at its first annual meeting, specified to be the first meeting in January.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



APPROVAL OF THE 2023 VRE OPERATIONS BOARD MEETING SCHEDULE

MEETING LOCATION: PRTC Boardroom
14700 Potomac Mills Road
Woodbridge, VA 22192

- Executive Committee - as needed
- Ω Audit Committee
- ‡ CEO/CLO Evaluation Committee
- Σ Finance Committee - follows Board meeting adjournment
- ◆ Legislative Committee - follows Board meeting adjournment
- ⊙ Nominating Committee

VRE OPS BOARD MEETING	DATE	TIME	VRE OPS BOARD MEETING	DATE	TIME
JANUARY	Jan. 20, 2023	9:00 am	JULY Ω ◆ ‡	Jul. 21, 2023	9:00 am
FEBRUARY	Feb. 17, 2023	9:00 am	AUGUST	No Meeting	N/A
MARCH Σ	Mar. 17, 2023	9:00 am	SEPTEMBER ◆	Sep. 15, 2023	9:00 am
APRIL	Apr. 21, 2023	9:00 am	OCTOBER Σ	Oct. 20, 2023	9:00 am
MAY ‡	May 19, 2023	9:00 am	NOVEMBER Ω ⊙	Nov. 17, 2023	9:00 am
JUNE with *BOARD RETREAT	Jun. 16, 2023	9:00 am-3:00 pm	DECEMBER	Dec. 15, 2023	9:00 am



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE														
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S								
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15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17								
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16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23								
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30	31																																																

*Tentative



RECOMMEND AUTHORIZATION TO EXECUTE A FUNDING AGREEMENT WITH AMTRAK

Recommendation:

The VRE Operations Board is asked to recommend the commissions approve and authorize the CEO to execute a funding agreement with Amtrak to provide a share of the local match requirement for the Track 22 Rehabilitation Project at Washington Union Station.

Summary:

As part of the Washington Union Station master planning process, a critical project – Track 22 Rehabilitation Project – was identified as a priority project that, if accelerated, would reduce current train congestion for both Amtrak and VRE service. VRE and Amtrak staff have collaborated to identify funding sources for this project. Amtrak received a grant from the Federal Railroad Administration for 50 percent of the projected \$38.1 million cost of the project. VRE and Amtrak staff further collaborated on obtaining funding sources for the local match requirement for the balance of the project cost.



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



RECOMMEND AUTHORIZATION TO EXECUTE A FUNDING AGREEMENT WITH AMTRAK



James Walkinshaw
VRE Operations Board Chair
Fairfax County



Rich Dalton
VRE CEO



VRE TRANSIT ASSET MANAGEMENT PLAN 2022 UPDATE



TRANSIT ASSET MANAGEMENT

2022 ACHIEVEMENTS

First Full TAM Plan Update

- > Completed the first full update of VRE's TAM Plan in compliance with FTA's October 1, 2022 deadline
- > Incorporated information from supportive efforts performed on multiple fronts: FTA asset management self-assessment tool implementation, criticality assessment of inventoried assets, and capital project ranking tool development, among others

Data and Decision Support Systems

- > Completed updates to improve VTAMS functionality in preparation for production of the 2022 TAM Plan
- > Developed a decision support tool to be used for capital planning that relies on a quantitative project ranking methodology

Reporting

- > Updated DRPT's asset inventory database and submitted a TransAM After-Action Report following each of two reporting deadlines (January and July)
- > Prepared FY 2022 NTD Annual Report Asset Inventory Module forms, including the Narrative Report and corresponding performance targets for FY 2023 (October)

VRE 2022 TAM PLAN

- > Included a review of VRE's asset management and state of good repair (SGR) policy to ensure continued alignment with broad organizational objectives
- > Incorporated criticality assessment of inventoried assets based on their consequence of failure using a qualitative approach considering five criteria: (1) Safety Impact, (2) Level of Service Impact, (3) Cost Impact, (4) Legal/Regulatory Impact, and (5) Asset Redundancy
- > Updated facility condition data from systemwide assessments completed in 2021
- > Provided a summary of key 2022 TAM Plan changes and language to distinguish between updates and amendments

VRE's Transit Asset Management (TAM) Plan, originally completed in 2018 and revised in 2022, allows VRE to monitor and manage its assets, particularly rolling stock and facilities. Additional benefits of the plan, which are required by the Federal Transit Administration (FTA), include improved safety, increased reliability and performance, and more efficient operations.

The intent of VRE's TAM Plan and associated Lifecycle Maintenance (LCM) Plan, is to minimize the total cost of ownership of an asset while maximizing its performance. TAM integrates activities across VRE departments to optimize resource allocation and to support decision-making.



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 December 7, 2022, VRE issued a sole source purchase order in the amount of \$52,934 to United Safety & Survivability Corporation to purchase a total of 22 new engineer seats for VRE's fleet of locomotives. The current seats have reached the end of their useful life and are beginning to demonstrate considerable wear and tear.

On December 9, 2022, VRE issued a task order in the amount of \$106,000 to HDR Engineering under the general engineering consulting services contract for GIS System Design: Asset Inventory and Database. The purpose of this task order is to build a geo-located asset inventory for facilities, to include light poles and fixtures, trash receptacles, signs, etc. Each asset will include its location both in terms of station and coordinates, as well as the manufacturer, serial number, and installation date. Once established, the database will subsequently be used to track maintenance efforts such as each time the bulb is replaced in a specific light fixture.



Rich Dalton
VRE CEO



SPENDING AUTHORITY REPORT (CONTINUED)

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 December 9, 2022, VRE issued a task order in an amount not to exceed \$164,900 to HDR Engineering under the general engineering consulting services contract to provide staff augmentation services on an as-needed basis to provide support as an extension of VRE staff. The first assignment anticipated under this task order is to review and update the Facility Design Guidelines.

On December 21, 2022, VRE issued a task order in the amount of \$63,981 to NVE, Inc. under the maintenance services for VRE facilities contract to complete structural repairs to the Woodbridge station parking garage, including repairs to three precast concrete beam sets in accordance with the plans and specifications developed by HDR Engineering.

On December 29, 2022, VRE issued a task order in the amount of \$120,000 to PFM Financial Advisors LLC under the financial advisor contract to obtain a two-year subscription to continue utilizing PFM's financial modeling platform software, which is referred to as Synario.



Rich Dalton
VRE CEO



UPDATE ON BROAD RUN EXPANSION PROJECT

Through recent engineering design efforts, VRE has identified new information that impacts the proposed Broad Run Expansion Project. Given the primary objectives of the project, VRE has evaluated these impacts and revised the design accordingly. This information item serves to provide an update to the proposed project and changes to the design.



Rich Dalton
VRE CEO



Dallas Richards
VRE Chief Engineer



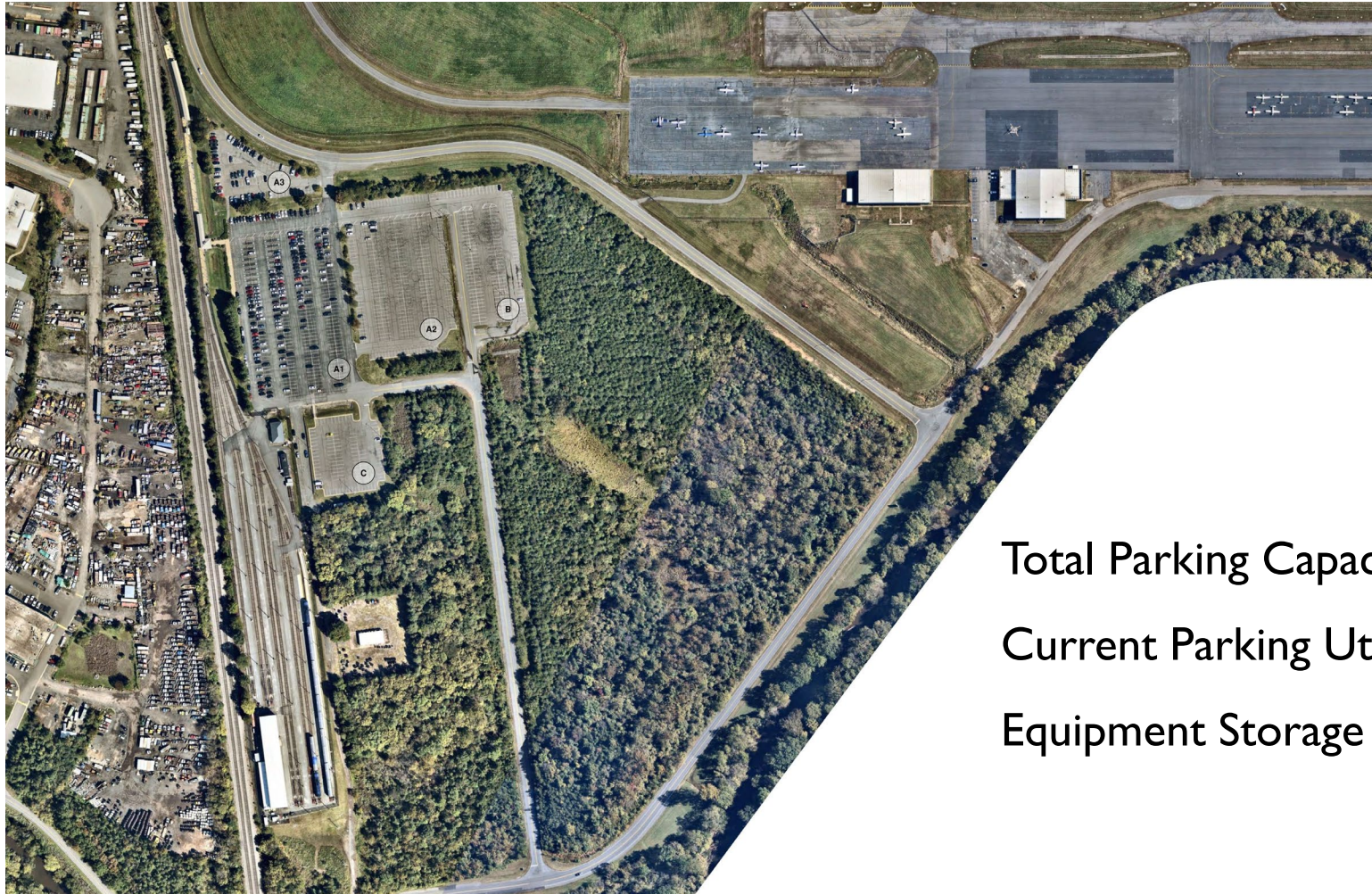
UPDATE ON BROAD RUN EXPANSION PROJECT

Project Objectives

1. Increase train storage capacity for planned delivery of new railcars.
2. Increase parking capacity for future ridership.
3. Provide alternate connection to Rte. 28 / Trail via Residency Road.
4. Coordinate with adjacent stakeholders to not preclude future works.

UPDATE ON BROAD RUN EXPANSION PROJECT

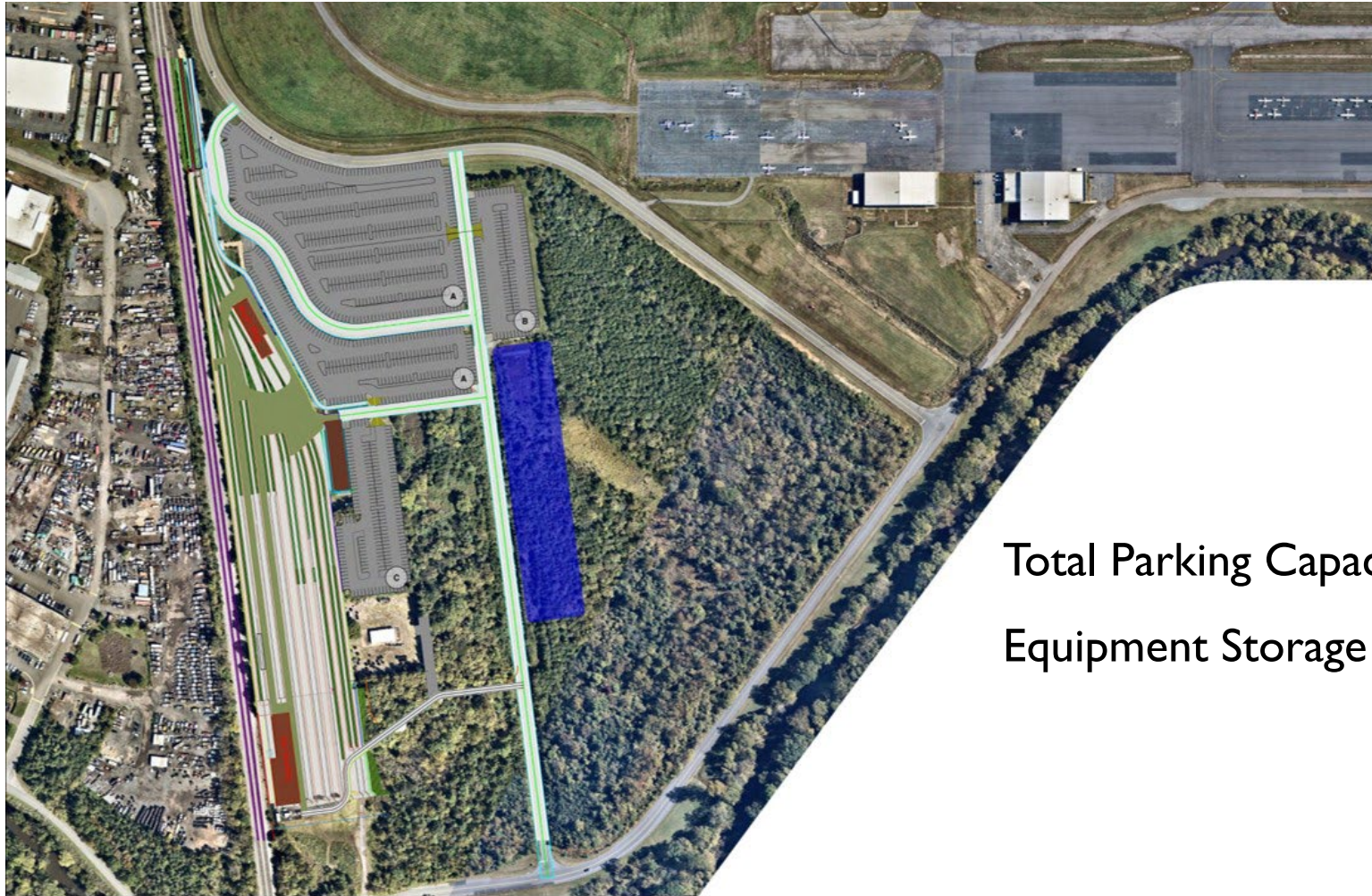
Project Objectives



Total Parking Capacity = 1,077 Spaces
Current Parking Utilization = 40% Peak
Equipment Storage Capacity = 58 Units

UPDATE ON BROAD RUN EXPANSION PROJECT

Phase I: Train Storage, Station and AEW Building

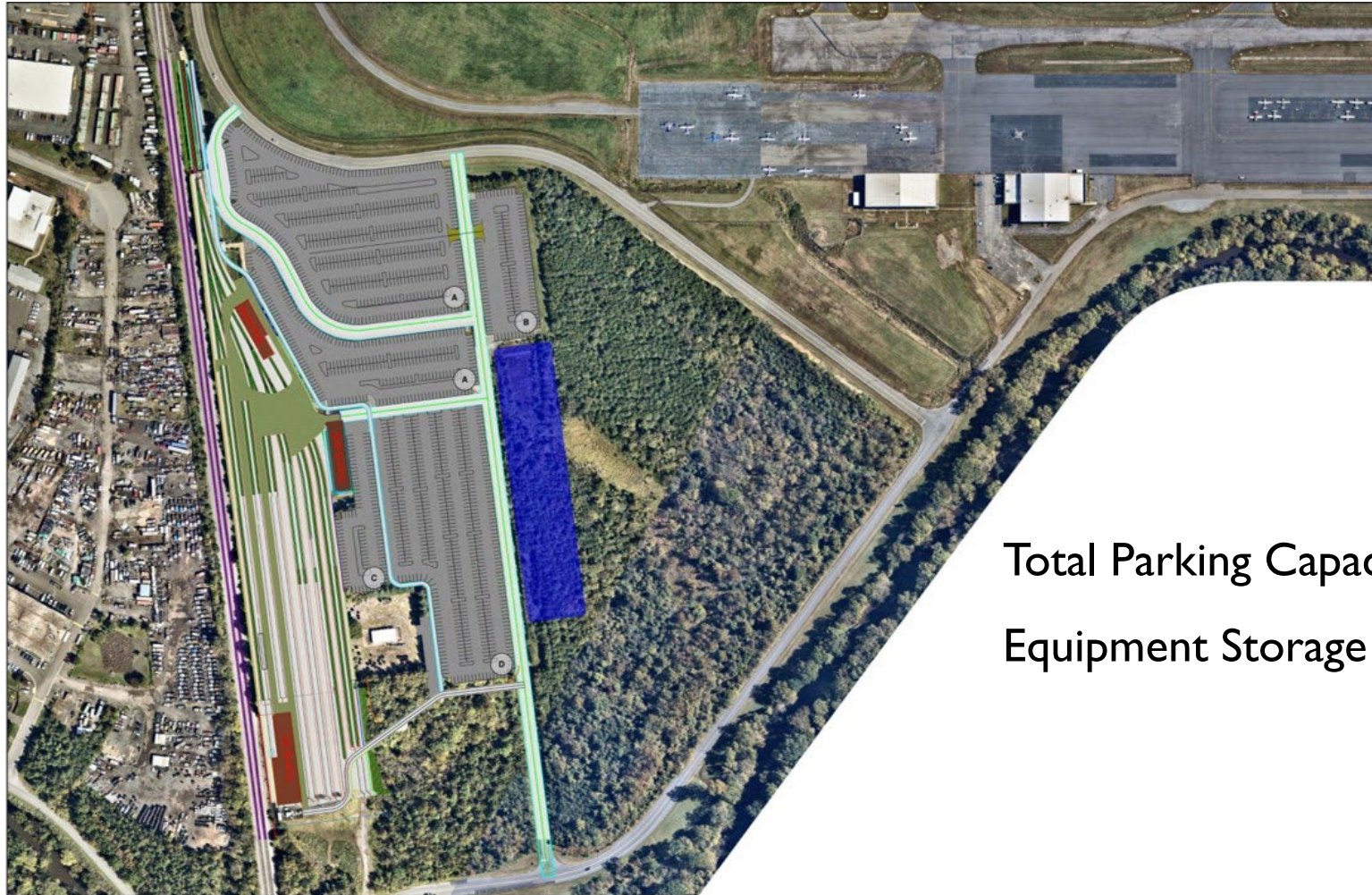


Total Parking Capacity = 1,140 Space

Equipment Storage = 123 Units

UPDATE ON BROAD RUN EXPANSION PROJECT

Phase 2: Additional Parking

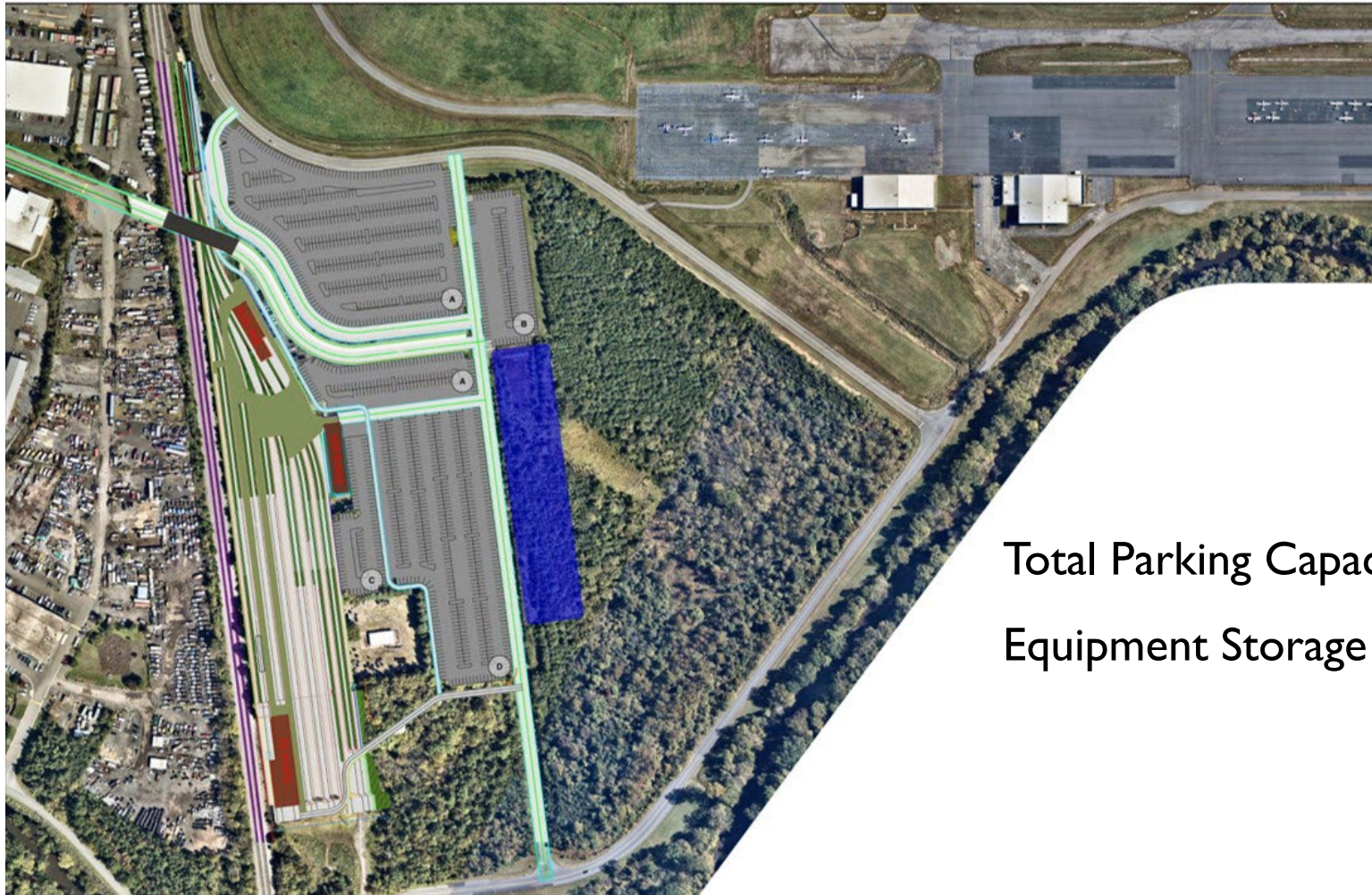


Total Parking Capacity = 1,600 Space

Equipment Storage = 123 Units

UPDATE ON BROAD RUN EXPANSION PROJECT

Future Bridge Project: Overview

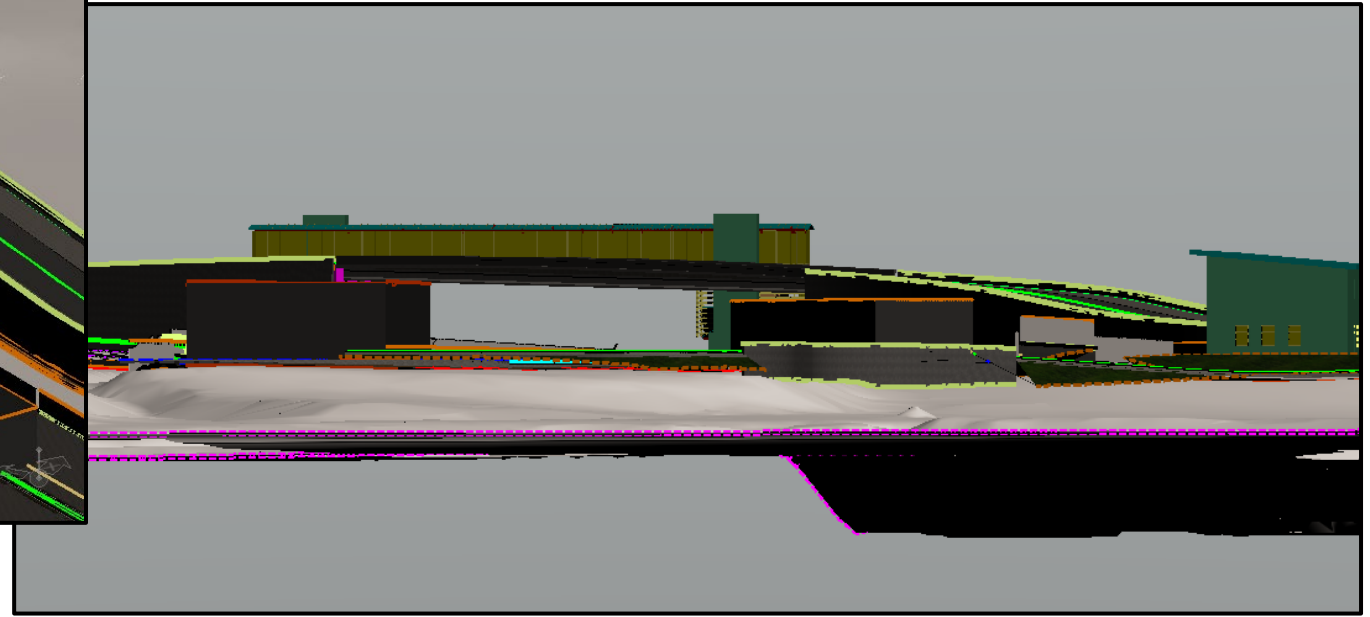
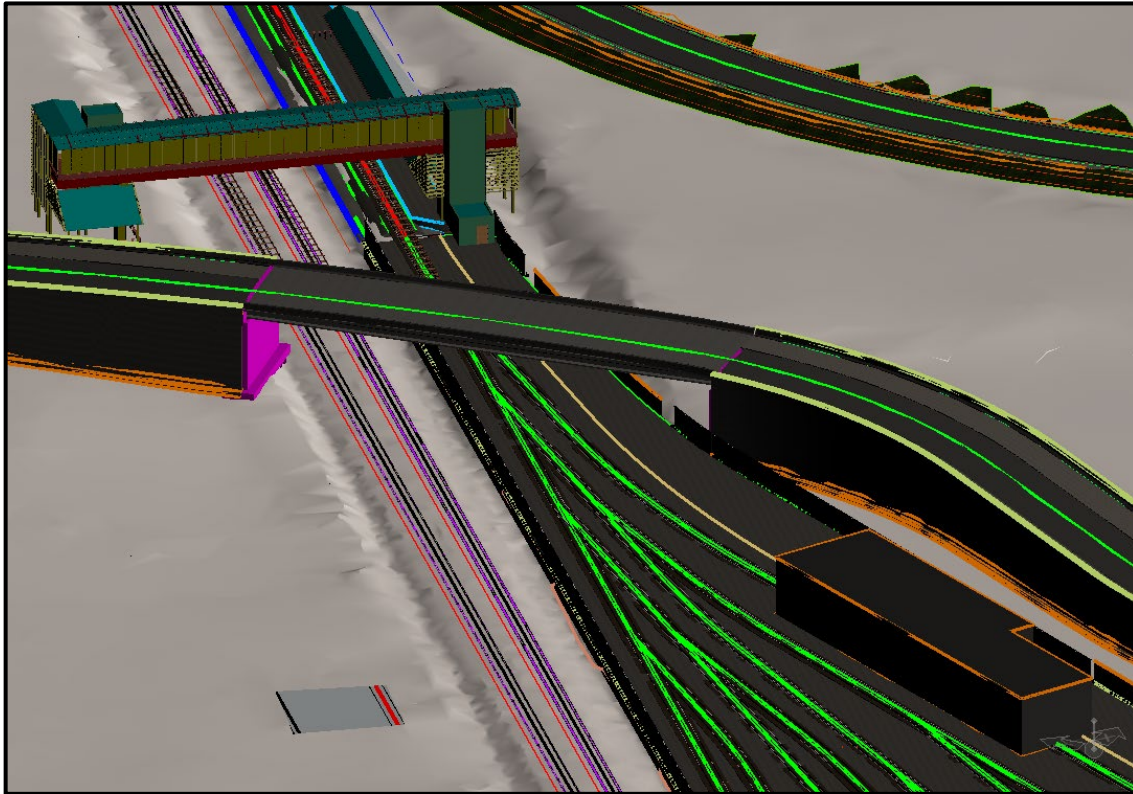


Total Parking Capacity = 1,470 Space

Equipment Storage = 123 Units

UPDATE ON BROAD RUN EXPANSION PROJECT

Future Bridge Project: Renderings

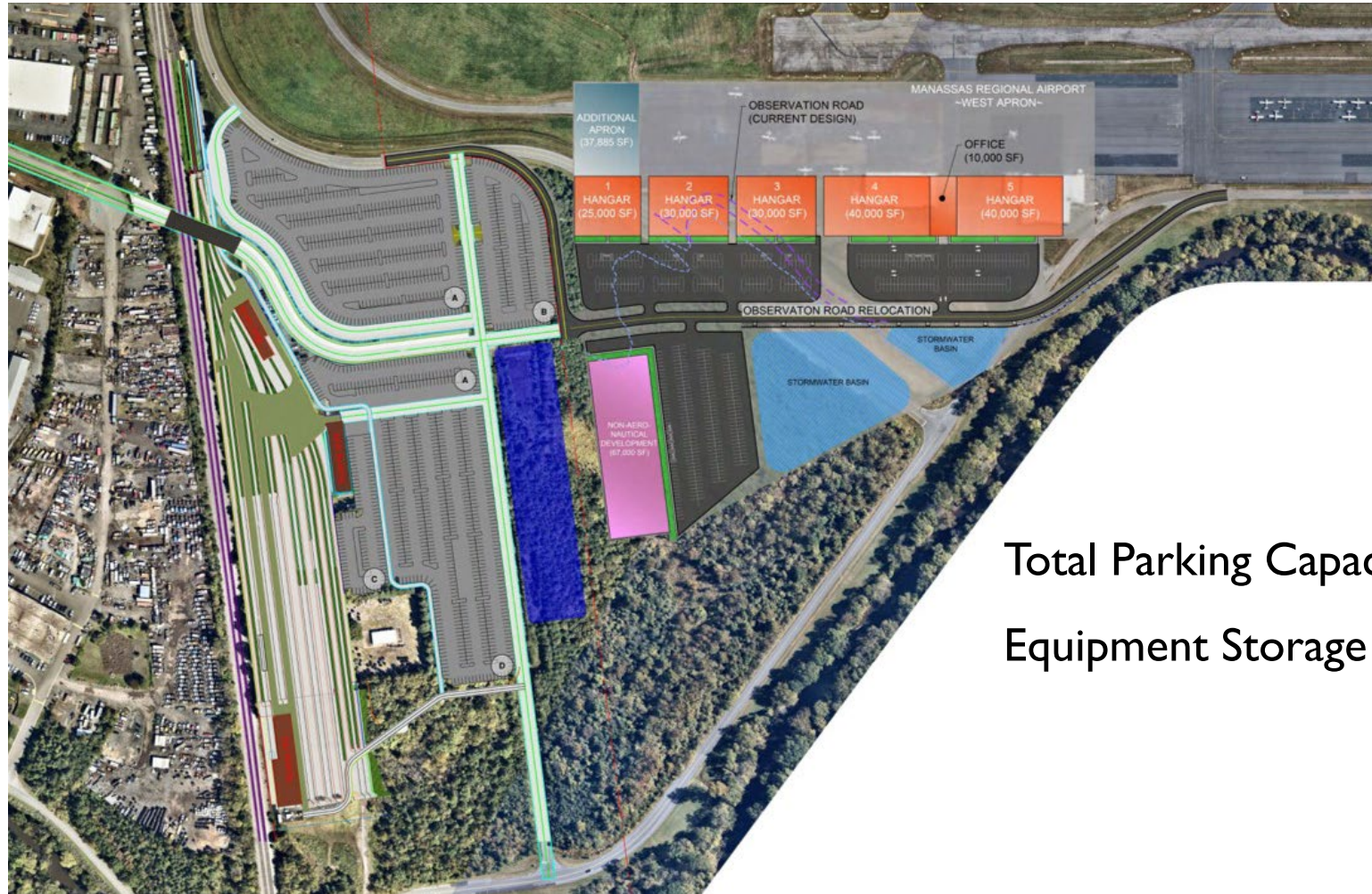


*Both bridges shown for comparison only



UPDATE ON BROAD RUN EXPANSION PROJECT

Future Airport Project: Master Plan



Total Parking Capacity = 1,540 Space
Equipment Storage = 123 Units

OPERATIONS BOARD MEMBERS' TIME



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



**THE JANUARY 20, 2023 MEETING
OF THE VRE OPERATIONS BOARD
IS ADJOURNED**



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