



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

VRE Operations Board Meeting

May 17, 2019

Executive Committee Meeting – 8:30 am
Operations Board Meeting - 9:00 am
Finance Committee Meeting to follow
Operations Board Meeting

PRTC Headquarters
14700 Potomac Mills Road
Woodbridge, VA 22192

1. Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes from the April 12, 2019 VRE Operations Board Meeting
5. Chair's Comments
6. Chief Executive Officer's Report
7. Virginia Railway Express Riders' and Public Comment
8. Consent Items:
 - A. Authorization to Issue an Invitation for Bids for Forklift Trucks
 - B. Authorization to Issue a Request for Proposals for Website Management Services



Northern Virginia
Transportation Commission
2300 Wilson Blvd. #620
Arlington, VA 22201
703.524.3322



Virginia Railway Express
1500 King Street, Suite 202
Alexandria, VA 22314
703.684.1001
VRE.org



Potomac and Rappahannock
Transportation Commission
14700 Potomac Mills Road
Woodbridge, VA 22192
703.580.6121

- C. Authorization to Execute a Standard Project Agreement with the Northern Virginia Transportation Authority for Crystal City Station Improvements
9. Action Items:
- A. Authorization to Execute Contracts for the Delivery of Diesel Fuel for VRE Locomotives
 - B. Authorization to Execute a Sole Source Contract for Maintenance, Software, and Hosting Services for the Automated Fare Collections System
 - C. Authorization to Amend the Contract for Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade Facility
 - D. Authorization to Amend VRE's Passenger Tariff
 - E. Recommend Authorization to Amend the Amtrak Access and Storage Agreement to Reduce the Cost of the Amtrak Step-Up Ticket
 - F. Recommend Authorization to Execute an Amendment for the Fifth Year of the First Option Period of the Contract for Operating Services for Commuter Rail
 - G. Recommend Authorization to Execute an Amendment for the Fourth Year of the Contract for Maintenance Services for Commuter Rail
 - H. Resolution of Support for Prince William County's FY 2020 I-395/95 Commuter Choice Program Application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project
 - I. Recommend Authorization to Extend the Amended and Restated Operating/Access Agreement with CSX Transportation
10. Information Items:
- A. Spending Authority Report
11. Closed Session
12. Operations Board Member's Time

**The Next VRE Operations Board Meeting
June 21, 2019 - 9:00 am at PRTC**



MINUTES
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD MEETING
May 17, 2019

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Preston Banks (PRTC)
*Elizabeth Bennett-Parker (NVTC)
*Sharon Bulova
*Maureen Caddigan (PRTC) **
*John Cook (NVTC)
*Katie Cristol (NVTC)
*Mark Dudenhefer (PRTC)
*Matt Kelly (PRTC)
*Jeanine Lawson (PRTC)
*Wendy Maurer (PRTC)
*Martin Nohe (PRTC)
*Pamela Sebesky (PRTC)

Jurisdiction

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

Members Absent

Jennifer Mitchell (DRPT)
Gary Skinner (PRTC)

Commonwealth of Virginia
Spotsylvania County

Alternates Present

*Michael McLaughlin (DRPT)
*Paul Trampe (PRTC)

Commonwealth of Virginia
Spotsylvania County

Alternates Absent

Ruth Anderson (PRTC)
Pete Candland (PRTC)
Jack Cavalier (PRTC)
Hector Cendejas (PRTC)
Libby Garvey (NVTC)
Jason Graham (PRTC)
Todd Horsley (DRPT)
Tim Lovain (NVTC)
Jeff McKay (NVTC)
Cindy Shelton (PRTC)
Paul Trampe (PRTC)
Mark Wolfe (PRTC)

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

*Voting Member

**Delineates 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

Khadra Abdulle – VRE
Doug Allen – VRE
Monica Backmon – NVTA
Paolo Belito – Prince William County
Alexander Buchanan - VRE
Matt Cheng – NVTC
Karen Finucan-Clarkson - VRE
Greg Deibler - VRE
Rich Dalton – VRE
Xavier Harmony - DRPT
Chris Henry – VRE
Christine Hoeffner – VRE
Robert Hostelka - VRE
Todd Johnson – First Transit
John Kerins – Keolis
Cindy King - VRE

Mike Lake – Fairfax County
Lezlie Lamb – VRE
Bob Leibbrandt – Prince William County
Steve MacIsaac – VRE Legal Counsel
Betsy Massie – PRTC
Kate Mattice - NVTC
Becky Merriner – PRTC
Charlotte Nourse - VRE
Kristin Nutter – VRE
Dr. Bob Schneider – PRTC
Mark Schofield – VRE
Steve Sindiong – City of Alexandria
Alex Sugatan - VRE
Joe Swartz – VRE
Detrius Williams - VRE

Chair Cristol called the meeting to order at 9:06 A. M. The Pledge of Allegiance and the Roll Call followed.

Approval of the Agenda – 3

Mr. Kelly moved, with a second by Ms. Bulova, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Approval of the Minutes of the April 12, 2019 VRE Operations Board Meeting – 4

Maurer moved, with a second by Mr. Kelly, to approve the minutes from November 16, 2018. The vote in favor was cast by Members Banks, Bennett-Parker, Caddigan, Cook, Cristol, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky, and Skinner. Ms. Bulova abstained.

Chair's Comments – 5

- Chair Cristol reported she had represented VRE at the NoVa Spring Transportation Meeting, which is a joint CTB, NVTA, NVTC, and VRE public meeting on projects proposed for Planning District 8. Public comment about the VDOT and DRPT Draft FY20-25 Six-Year Improvement Plan was heard. Many comments addressed latest SmartScale recommendations.
- VRE has been recommended for FY20 funding for track access fees and debt service for railcars, as well as for operating assistance. Chair Cristol thanked DRPT for their continued support of VRE.
- VRE applied for but were not recommended for Rail Enhancement Funds (REF) to begin construction improvements to the Crystal City Station. DPRT has prioritized REF funding for the Long Bridge project.
- Staff is looking for alternative funding for Crystal City, including upcoming NVTA call for projects.
- Chair Cristol attended the annual Meet the Management event at Crystal City station on Wednesday.
- Chair Cristol stated she wants VRE to initiate an online public comments option.

- Chair Cristol offered the following reminders:
 - The Finance Committee will meet after the Operations Board meeting. The Agenda includes discussions about fuel hedging, C-ROC funding, among other issues.
 - The Audit Committee will meet at 8:45 am on June 21st, just before the June Operations Board meeting.
 - The CEO Evaluation Committee will also meet on June 21st, just after the Operation Board meeting.

Chief Executive Officer's Report – 6

Mr. Allen briefed the Operations Board on the following items of interest:

- Safety and Security activities for April included the following:
 - Staff met with MARC counterparts for the first of regular meetings to share best practices and lessons-learned.
 - Staff attended the SecureRail conference and gave a presentation on the advanced security camera and access control program deployment currently underway.
 - FRA leaders have re-chartered the Rail Safety Advisory Committee to allow industry and labor leaders to discuss proposed regulations with FRA in a public forum. VRE attended and committed to support APTA in the RSAC's Passengers Rail Safety Working Group.
- Customer Service Survey
 - The annual Survey will be conducted on all morning trains on Wednesday, May 22nd.
- Meet the Management
 - The annual events began at Union Station on May 1st
 - Will hold the event at Alexandria on May 29th and at Franconia-Springfield on June 5th
- Performance for April
 - Average Daily Ridership was just below 19,000
 - On-Time Performance was only 57% overall
 - 76% for the Fredericksburg Line
 - 39% for the Manassas Line
- Metro Shutdown plans
- Rich Dalton reported on the issues impacting service reliability.
 - Positive Train Control (PTC) Implementation:
 - Manassas Line trains were experiencing delays transitioning from Norfolk Southern to CSX tracks. VRE worked with both railroads to identify a way to enhance that transition.
 - Train turnarounds are unique to the Manassas Line and presented another challenge VRE and NS had to work through.
 - Train Congestion along with Signal issues has also impacted on-time performance.
 - Some delays were caused by air-brake issues and VRE got the manufacturer involved to address that issue.
 - Weekend track maintenance work on Norfolk Southern tracks had encountered some weather-related delays and impacted the speeds trains could operate.
 - Board Members' Questions:
 - Q: Mr. Banks asked if there are lingering problems and when will they be fixed?

- A: The PTC implementation issues encountered thus far have been addressed and resolved. There may be sporadic minor communications issues going forward; but the operational issues have been resolved. The mechanical issues have also been addressed and the manufacturer has assisted addressing the air brake issues.
- Q: Ms. Sebesky asked if PTC operations could have been suspended in order to mitigate the delays to passengers?
- A: The specific issues had to do with operating conditions within the full-service schedule. As each issue presented, it provided data to the railroads that was essential to developing solutions.
- Q: Ms. Lawson referenced a 70-minute delay she'd heard about from constituents, and asked if it was an outlier or if it was typical of the delays encountered?
- A: Mr. Dalton indicated he would get information on specific delays and provide details for the Members.
- Q: Ms. Bennett-Parker asked if PTC and track maintenance issues might impact VRE service during the upcoming Metro Shutdown.
- A: Mr. Dalton explained the NS track work was major work that is now done. It is always possible maintenance can occur if routine track inspections identify an issue that needs to be addressed.
- Q: Mr. Kelly stated that PTC seems to be magnifying routine issues and asked if that was a fair analysis.
- A: Railroad capacity issues and train congestion make recovery from any issue more challenging. PTC implementation and familiarization just an added to those challenges.
 - Mr. McLaughlin discussed railroad capacity projects such as Long Bridge and 4th Track.
 - Mr. Dalton also discussed the larger view of scheduling coordination with CSX and Amtrak, to mitigate railroad congestion.
- Q: Mr. Cook asked about potential dwell time delays that may be anticipated with increased passenger loads during the upcoming Metro Shutdown
- A: The congestion issues are already making our schedules very tight; however, we don't know what the impact is going to be. It is unknown how many Metro riders will be absorbed by VRE or whether platform crowding will impact dwell times. VRE plans on having staff at stations to help unfamiliar new riders.
- Q: Mr. Cook asked about heat restrictions and when that is going to start impacting service.
- A: Mr. Dalton said heat restrictions could begin right away and that's going to add a new element.
- Q: Ms. Cristol asked about how VRE communicates with passengers about delays.
- A: Mr. Henry described how the VRE communications room operates. When a "Train-Talk" message is sent, it automatically posts to Facebook and Twitter. The timing of the messages is biggest challenge. Often a delay can be made up over the course of the trip; so, a delay at one point doesn't necessarily mean an

actual delay impacting riders at another point. That fluidity is factored into when and how messages are composed and sent.

- Ms. Bulova states that the discussion illustrates how complicated each situation can be. She suggested VRE make a concerted effort to educate the public on the complexity and help them to understand.
- Ms. Cristol proposed VRE Staff develop a communications plan and bring it to the Board for feedback.

Public Comment Time – 7

Chair Cristol opened the floor for public comment time. There were no speakers. There was one comment submitted via email from Andrew Whitesell (Attached.)

Approval of the Consent Agenda – 8

Mr. Kelly moved, with a second by Ms. Bulova, to approve the Consent Agenda. There was no discussion on the motion. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Kelly, Lawson, Maurer, McLaughlin, Sebesky, and Trampe. Mr. Nohe abstained.

- Authorization to Issue an Invitation for Bids for Forklift Trucks – 8A
- Authorization to Issue a Request for Proposals for Website Management Services – 8B
- Authorization to Execute a Standard Project Agreement with the Northern Virginia Transportation Authority for Crystal City Station Improvements – 8C

Action Items – 9

Authorization to Execute Contracts for the Delivery of Diesel Fuel for VRE Locomotives– 9A

Ms. Bulova moved, with a second by Ms. Maurer, to authorize the CEO to execute a contract for the delivery of diesel fuel to the Crossroads Yard with James River Solutions and a contract for the delivery of diesel fuel to the Broad Run Yard with Griffith Energy Services.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe

Authorization to Execute a Sole Source Contract for Maintenance, Software, and Hosting Services for the Automated Fare Collections System – 9B

Ms. Bulova moved, with a second by Mr. Nohe, to authorize the CEO to execute a sole source contract with Scheidt and Bachmann, Inc. for maintenance, software, and hosting services for the automated fare collections systems.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Authorization to Amend the Contract for Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade Facility– 9C

Ms. Bulova moved, with a second by Ms. Maurer, to authorize the CEO to amend the contract with STV, Inc. to complete design services for the Lifecycle Overhaul and Upgrade facility.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Authorization to Amend VRE's Passenger Tariff – 9D

Mr. Nohe moved, with a second by Mr. Kelly, to authorize the CEO to retroactively amend the Passenger Tariff to reduce the cost of the Amtrak Step-Up ticket from \$8 to \$4 effective May 1, 2019; and to authorize the CEO to amend the Passenger Tariff to restore the passenger cost for the Amtrak Step-Up tickets to \$8 when the Metrorail work is completed.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Recommend Authorization to Amend the Amtrak Access and Storage Agreement to Reduce the Cost of the Amtrak Step-Up Ticket – 9E

Mr. Nohe moved, with a second by Mr. Kelly, to recommend the Commissions retroactively authorize the CEO to amend the Amtrak Access and Storage Agreement to reflect an agreed upon change to the cost of the Amtrak Step-Up ticket from \$13 to \$4 effective May 1, 2019 until Metrorail's platform improvement work is complete.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Recommend Authorization to Execute an Amendment for the Fifth Year of the First Option Period of the Contract for Operating Services for Commuter Rail – 9F

Ms. Bulova moved, with a second by Ms. Maurer, to recommend the Commissions authorize the CEO to amend the contract for operating services for commuter rail with Keolis Rail Services Virginia, LLC for the fifth year of the first option period.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Recommend Authorization to Execute an Amendment for the Fourth Year of the Contract for Maintenance Services for Commuter Rail – 9G

Mr. Kelly moved, with a second by Ms. Maurer, to recommend the Commissions authorize the CEO to amend the contract for maintenance services for commuter rail with Keolis Rail Services Virginia, LLC.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Resolution of Support for Prince William County's FY 2020 I-395/95 Commuter Choice Program Application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project – 9H

Mr. Nohe moved, with a second by Mr. Kelly, to support and endorse the application by Prince William County to the Northern Virginia Transportation Commission FY 2020 I-395-95 Commuter Choice Program for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Recommend Authorization to Extend the Amended and Restated Operating/Access Agreement with CSX Transportation – 9I

Ms. Bulova moved, with a second by Mr. Nohe, to recommend the Commissions authorize the CEO to execute a one-year extension of the existing Amended and Restated Operating/Access Agreement with CSX Transportation.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Trampe.

Information Items – 10

Spending Authority Report – 10A

In, the following purchases greater than \$50,000 but less than \$100,000 were made:

- A Purchase Order in the amount of \$86,350 to Powersolv, Inc. to provide support services for VRE's project controls system, e-builder.

Closed Session – 11

There was no Closed Session

Chair Cristol asked if there was any other business. There was none.

Chair Cristol adjourned the meeting, without objection, at 10:44 A.M.

Approved this 21st day of June 2019

Katie Cristol
Chair

John Cook
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the May 17, 2019 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Leslie M. Lamb

From: Andrew Whitesell [REDACTED]
Date: May 16, 2019 at 12:15:28 PM EDT
To: [REDACTED]
Subject: Public Comment for VRE Board of Operations

Good afternoon Ms Cristol,
I recently saw a comment on Twitter that you were willing to bring public comments to the upcoming VRE Board meeting for those unable to attend. I would like to submit such a comment.

It is no secret that since mid-march the VRE's On Time Performance has been well below standards. I do not fault them for having to implement PTC (it was, after all, a federal mandate). Any complex system is going to have bugs, and simulations and testing on off hours will only go so far in terms of catching those bugs.

However, while I don't fully blame the VRE for facing issues with the PTC, I do fully blame them for the way they have handled the roll out of the system. It only takes a few moments worth of scrolling through comments on Facebook or Twitter to see how negatively affected VRE riders have become in the past few months.

Doctors appointments have been missed, child care pick up times have been missed, meetings have been missed. People are losing money and losing reputation at work because of the way the VRE has handled things.

Yes, not all delays are the VRE's fault. One could hardly blame them for Norfolk Souther or CSX speed restrictions, however, warnings and notices often go late, if not at all.

For example, on May 4th, the VRE issued an update on the PTC issues. In this update, they also indicated there was planned track work on the Manassas Line which was scheduled to be completed that weekend, saying "The track maintenance work on the Manassas line should be completed before the start of Monday's service. We thank our host railroad, Norfolk Southern, for performing this important work safely and expeditiously."

Track work had not been completed that weekend, and the first notice of that went out at 6:22 when Manassas 322 was already running 15 minutes late. Again, it wasn't like the VRE didn't know that there was scheduled track work. It seems as though it should have been easy enough to see if the speed restrictions remained in place and sent out a notice that the work hadn't finished and it would be likely all trains from Manassas would be delayed.

This is not an isolated incident. From my personal experience, I

recently talked with the VRE management at one of their meet the management receptions that was at L'Enfante station. I spoke with the communications administrator about a recent delayed train that I had in which no "Train Talk" notices had gone out, only the GPS "train status" page showed us as being delayed. He confirmed that had happened, that because the train was north of Alexandria, no notice had gone out, as the train was likely done picking up passengers. He did say he would pass along my comments about the need for better communication.

The next Monday, I arrived at my train station about a minute too late to catch the "early for me" train from Leeland (Train 306). Having gotten there slightly late, and seeing a train pulling into the station, I figured I had just missed it as I had received no notices that the train was late. In actuality, the train that was arriving was actually train 304. I sat in my car waiting for what I thought was 308 when the real 306 came into the station. I attempted to make a run for that train, but ended up missing that one as well. Once I had made it to the platform, I saw the board was showing 302, 304, and 306 as being delayed. So the VRE already knew, or should have known, those trains would be delayed.

Instead of getting a notice promptly when the train was delayed (again, the delayed 304 pulled out of Leeland around 5:51-5:53am, around 15 minutes behind), I got the first notice that those trains were behind at 6:15am. Which would mean that notice went out no less than 20 minutes after the delay. That is an unacceptable delay in communication from the VRE. Furthermore, the notice that did go out indicated that 302 was delayed due to "following a freight train." On the monthly on time performance page, 302 is indicated as being late because "due to PNA passengers." The fact that these two reasons do not match makes it hard to trust the information that the VRE does put out.

Finally, I would like to end on the issue of Free Ride Certificates. Generally, it has been the policy of the VRE to hand out FRCs to riders when the train is delayed 30 minutes or more (it used to be 20 minutes). I know it has been brought up multiple times on the online question and answer forums that the majority of VRE riders are monthly ticket holders. For those of us who do purchase monthlies, FRCs are worse than useless. And to be honest, when dealing with the constant delays only made worse from the VRE's lack of communication, they are equivalent to a slap in the face.

Again, this has been brought up multiple times in the VRE's online forums. Normally the VRE's answer is to save them up. If that is the only option, I would suggest the VRE move immediately to implement a policy that FRCs will never expire. Barring that, there should be some

way for riders to trade in their FRCs for a cash value. Otherwise, they are not worth much of anything to your most steady ridership.

Again, I would like to reinforce that at no point during these past few months of delays has the VRE's communication resembled anything close to adequate. With fare prices set to rise, the least they could do would be to issue timely, and accurate information to it's riders.

Finally, Ms Cristol, I would like to thank you for bringing this issues, and any other of my fellow rider's issues, to the board meeting for us.

-Andrew

**Virginia Railway Express
Operations Board**

**Resolution
8A-05-2019**

Authorization to Issue an Invitation for Bids for Forklift Trucks

WHEREAS, the Federal Transit Administration (FTA) issued its Final Rule on July 26, 2016 (effective October 1, 2016) which describes the Transit Asset Management (TAM) requirements; and,

WHEREAS, VRE's TAM Plan provides recommendations for capital improvement and maintenance programs to meet service and performance needs as well as to achieve a State of Good Repair (SGR) for capital assets; and,

WHEREAS, VRE's Transit Asset Management Plan defines the Useful Life Benchmark for forklift trucks as seven years; and,

WHEREAS, the forklift trucks at VRE's Maintenance and Storage Facilities have exceeded their Useful Life Benchmark; and,

WHEREAS, program funding has been identified in the FY 2019 Budget amendment using Capital Reserve Funds;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Forklift Trucks.

Approved this 17th day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
8B-05-2019**

**Authorization to Issue a Request for Proposals for
Website Management Services**

WHEREAS, VRE maintains a public facing website to provide real time passenger and service-related information; and,

WHEREAS, website management services, to include monitoring and maintenance as well as change and modification support services are required for the VRE website; and,

WHEREAS, management of the VRE website requires support from subject matter experts to program and update the site on a regular basis to ensure it is current and relevant;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and that competitive negotiation is the appropriate method to procure these services; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Website Management Services.

Approved this 17th day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
8C-05-2019**

**Authorization to Execute a Standard Project Agreement with
the Northern Virginia Transportation Authority for
Crystal City Station Improvements**

WHEREAS, VRE submitted the Crystal City Station Improvements project to the Northern Virginia Transportation Authority for evaluation and consideration in their FY 2018-2023 Six Year Program; and,


WHEREAS, Northern Virginia Transportation Authority adopted its FY 2018-2023 Six Year Program in June 2018 and included the Crystal City Station Improvements among the 44 funded projects; and,

WHEREAS, Northern Virginia Transportation Authority appropriated \$4,000,000 in Fiscal Year 2020 Regional Revenue Funds for the Final Design phase of the Crystal City Station Improvements project in April 2019 and assigned it a project number of 2018-058-2; and,

WHEREAS, VRE and Northern Virginia Transportation Authority wish to execute a Standard Project Agreement and associated appendices for the Crystal City Station Improvements Project;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Standard Project Agreement and associated appendices with the Northern Virginia Transportation Authority for \$4,000,000 of funding for the final design phase of the Crystal City Station Improvements project. (project number 2018-058-2).

Approved this 17th day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9A-05-2019**

**Authorization to Execute Contracts for the
Delivery of Diesel Fuel for VRE Locomotives**

WHEREAS, VRE has a need for diesel fuel delivery services in order to operate daily commuter trains; and,

WHEREAS, the current fuel delivery services contracts are set to expire on June 30, 2019; and,

WHEREAS, the VRE Operations Board authorized the issuance of an Invitation for Bids in November 2018; and,

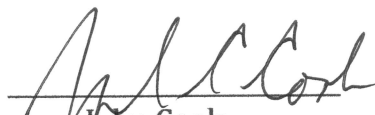
WHEREAS, the contracts will be structured to allow VRE to lock in future fixed prices for fuel; and,

WHEREAS it was determined Griffin Energy Services was the lowest responsive-responsible bidder for fuel deliveries to the Crossroads Yard; and,

WHEREAS it was determined River Solutions was the lowest responsive-responsible bidder for fuel deliveries to the Broad Run Yard;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract with James River Solutions of Ashland, Virginia (Crossroads Yard) and Griffith Energy Services, Inc. of Columbia, Maryland (Broad Run Yard) for diesel fuel delivery in an amount not to exceed \$2,647,500 for Crossroads and an amount not to exceed \$1,765,000 for Broad Run. The contracts will be for a base year, commencing July 1, 2019 through June 30, 2020, and four option years, with Operations Board approval required for each option year.

Approved this 17 day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9B-05-2019**

**Authorization to Execute a Sole Source Contract for
Maintenance, Software, and Hosting Services for the
Automated Fare Collections System**

WHEREAS, Scheidt and Bachmann, Inc. is the developer and manufacturer of VRE's Automated Fare Collection System; and,


WHEREAS, this contract will provide two full-time technicians for onsite remedial and preventive maintenance on the Ticket Vending Machines and Ticket Office Machines, software support, cloud hosting, and a full upgrade of the backend system from the existing administrative, reporting and remote maintenance interface which is no longer supported; and,

WHEREAS, the technical and software support relate to a proprietary technology; and,

WHEREAS, the hosting services and backend upgrade will improve VRE's cybersecurity posture and provide compliance with industry data security standards;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Sole Source Contract with Scheidt and Bachmann of Lowell, Massachusetts for Maintenance, Software, and Hosting Services for the Automated Fare Collections System in the amount of \$3,942,444, plus a 5% contingency of \$197,122, for a total not to exceed amount of \$4,139,566, for a term of one base year and three option years, with option years exercised at the CEO's discretion.

Approved this 17th day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9C-05-2019**

Authorization to Amend the Contract for Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade Facility

WHEREAS, the VRE Operations Board adopted a lifecycle maintenance strategy for VRE rolling stock in January 2014 to maintain VRE locomotives and passenger rail cars at the highest level of reliability throughout the equipment lifecycle; and,

WHEREAS, in April 2015, the VRE Operations Board authorized the CEO to execute a contract for Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade (LOU) Facility with STV; and,

WHEREAS, in April 2017, the VRE Operations Board authorized an amendment to the contract to provide additional funds to continue monitoring building and site permits and to prepare plats or Subdivision / Boundary Line adjustments; and,

WHEREAS, delays in adjacent property acquisition has caused some required revisions to the design to maintain code compliance and other changes; and,

WHEREAS, limited parking on-site at the Crossroads MSF will require additional parking to be investigated for implementation during construction; and,

WHEREAS, VRE has received a proposal from STV for completion of design services and has deemed it to be fair and reasonable;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a contract amendment with STV, Inc. of Fairfax, VA to complete design services as part of the Engineering, Environmental and Construction Services for the Lifecycle Overhaul and Upgrade Facility contract in the amount of \$390,000, plus a 10% contingency of \$39,000, for a total amount not to exceed \$429,000.

Approved this 17th day of May 2019



John Cook
Secretary



Katie Cristol
Chair

Operations Board

Resolution 9D-05-2019

Authorization to Amend VRE's Passenger Tariff

WHEREAS, VRE is working with Amtrak and the Virginia Department of Rail and Public Transportation to create capacity on VRE trains during WMATA's summer 2019 Platform Improvement Project; and,

WHEREAS, lowering the passenger cost of the Amtrak Step-Up ticket will incentivize monthly and multi-ride VRE passengers to take advantage of the Step-Up trains; and,

WHEREAS, creating capacity on VRE trains will allow VRE to accommodate Metrorail riders displaced by the closure of stations on the Yellow and Blue lines; and,

WHEREAS, a provision within the Agreement allows for Amtrak to change the cost VRE pays to Amtrak for each Step-Up ticket sold if notified in writing by the Virginia Department of Rail and Public Transportation to make this change; and,

WHEREAS, the Department of Rail and Public Transportation, with the support of the Commonwealth Transportation Board, has notified Amtrak in writing and directed Amtrak to reduce the cost VRE pays for each Step-Up ticket effective May 1, 2019 and will expire when the Metrorail work is completed;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby retroactively authorize the Chief Executive Officer to amend VRE's Passenger Tariff to reduce the passenger fare for Amtrak Step-Up tickets from \$8 to \$4 effective May 1, 2019; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend VRE's Passenger Tariff to restore the passenger fare for Amtrak Step-Up tickets to \$8 when the Metrorail work is completed.

Approved this 17th day of May 2019



John Cook
Secretary



Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9E-05-2019**

**Recommend Authorization to Amend the Amtrak Access and Storage
Agreement to Reduce the Cost of the Amtrak Step-Up Ticket**

WHEREAS, the Commissions have an Access and Storage Agreement with Amtrak to access and store VRE trains at Washington Union Station, and;

WHEREAS, the Agreement includes the ability for monthly and multi-ride VRE passengers to ride Amtrak regional trains by purchasing an additional Step-Up ticket; and,

WHEREAS, the Agreement establishes the cost VRE pays to Amtrak for each Step-Up ticket sold; and,

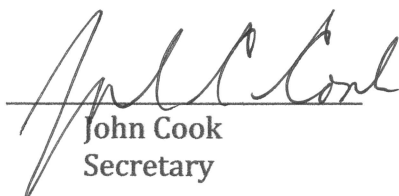
WHEREAS, a provision within the Agreement allows for Amtrak to change the cost VRE pays to Amtrak for each Step-Up ticket sold if notified in writing by the Virginia Department of Rail and Public Transportation to make this change; and,

WHEREAS, the Department of Rail and Public Transportation, with the support of the Commonwealth Transportation Board, has notified Amtrak in writing and directed Amtrak to reduce the cost VRE pays for each Step-Up ticket to \$4 effective May 1, 2019, and continuing for the expected duration of the Metrorail platform improvement work and associated service disruption;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions retroactively authorize the Chief Executive Officer to amend the Amtrak Access and Storage Agreement to reflect a change to the cost to VRE for the Amtrak Step-Up ticket from \$13 per ticket to \$4 per ticket in a form approved by legal counsel; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the Amtrak Access and Storage Agreement to restore the cost to VRE for the Amtrak Step-Up ticket at the cost identified in the existing agreement when the Metrorail work is completed.

Approved this 17th day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9F-05-2019**

**Recommend Authorization to Execute an Amendment for the
Fifth Year of the First Option Period of the Contract for
Operating Services for Commuter Rail**

WHEREAS, on October 16, 2009, the VRE Operations Board authorized a five-year contract, with two five-year option periods, with Keolis Rail Services Virginia for VRE operating and maintenance services and mobilization in the amount of \$18,459,348 through June 30, 2011; and,

WHEREAS, on May 15, 2015, the Operations Board authorized the first year of the first option period, through June 30, 2016, in the amount of \$20,931,000, for a total contract value not to exceed \$116,527,554; and,

WHEREAS, on May 20, 2016, the Operations Board authorized amending the agreement to remove the requirements for the maintenance of equipment and facilities after doing a procurement for a separate Maintenance Services Contract; and,

WHEREAS, on May 20, 2016, the Operations Board authorized the second year of the first option period, for operating services only, through June 30, 2017, in the amount of \$15,463,003, for a total contract value not to exceed \$131,990,557; and,

WHEREAS, on April 20, 2018, the Operations Board authorized the fourth year of the first option period, through June 30, 2019, in the amount of \$15,718,000, for a total contract value not to exceed \$163,124,557;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the Contract for Operating Services for Commuter Rail with Keolis Rail Services Virginia, LLC by approving up to \$16,287,000 for the fifth year of the first option period, for a total Contract value not to exceed \$179,411,557, through June 30, 2020.

Approved this 17th day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9G-05-2019**

**Recommend Authorization to Execute an Amendment for the Fourth
Year of the Contract for Maintenance Services for Commuter Rail**

WHEREAS, in 2015; the VRE Operations board recommended, and the Commissions authorized, a five-year Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC; and,

WHEREAS, the Contract start date and total authorization was amended in May of 2016; and,

WHEREAS, on April 21, 2017, the Operations board recommended, and the Commissions subsequently authorized the second contract year, through June 30, 2018, in the amount of \$7,092,267, for a total contract value not to exceed \$14,344,638; and,

WHEREAS, on April 20, 2018, the Operations Board recommended, and the Commissions subsequently authorized the third contract year, through June 30, 2019, in the amount of \$7,674,000, for a total contract value not to exceed \$22,018,638; and,

WHEREAS, the current Contract authorization runs through June 30, 2019; and,

WHEREAS, the increase in Contract authorization will allow for continued maintenance services and life cycle maintenance work scheduled for FY 2020;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to amend the Contract for Maintenance Services for Commuter Rail with Keolis Rail Services Virginia, LLC by increasing the total Contract authorization by \$8,889,465, for a total amount not to exceed \$30,908,103 through June 30, 2020.

Approved this 17th day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9H-05-2019**

**Resolution of Support for Prince William County's FY 2020 I-395/95
Commuter Choice Program Application for the I-395/95 Mobility
Education Campaign and Transportation Demand Management Project**

WHEREAS, the Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC) issued a Call for Projects for consideration for the FY2020 I-395/95 Commuter Choice program; and,

WHEREAS, Prince William County submitted an application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project for I-395/95 Commuter Choice Program funding consideration; and,

WHEREAS, if selected for funding, Prince William County will create a transportation demand management program targeting commuters along the I-395/95 corridor that will provide awareness of alternative I-395/95 mobility options to Prince William County residents and other commuters in the region; and,

WHEREAS, the I-395/95 Mobility Education Campaign and TDM Project complements VRE's Fredericksburg Line Improvements, including those at Rippon Station, Quantico Station, and Potomac Shores Station, by informing commuters along the I-395/95 corridor of the enhancements to our system;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby support and endorse Prince William County's FY 2020 I-395/95 Commuter Choice Program application for the I-395/95 Mobility Education Campaign and Transportation Demand Management Project.

Approved this 17th day of May 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9I-05-2019**

**Recommend Authorization to Extend the Amended and Restated
Operating/Access Agreement with CSX Transportation**

WHEREAS, the Commissions currently have an Amended and Restated Operating/Access Agreement with CSX Transportation (CSXT) relating to VRE operations in the Fredericksburg to Washington corridor, with the agreement ending June 30, 2019; and,

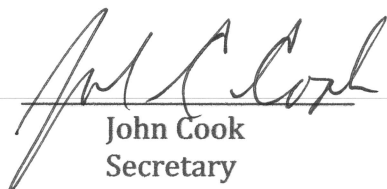
WHEREAS, VRE staff is currently engaged in ongoing discussions with CSXT concerning a new agreement and does not anticipate conclusion of these discussions prior to the expiration of the Amended and Restated Operating/Access Agreement; and,

WHEREAS, the purpose of this extension is to allow time to identify and negotiate additional capacity improvement projects in the corridor; and,

WHEREAS, necessary funding has been incorporated into the FY 2020 budget to allow VRE to continue its operations over CSXT tracks via this extension;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board recommends the Commissions authorize the Chief Executive Officer to execute an extension of the existing Restated and Amended Operating/Access Agreement with CSXT through June 30, 2020 in a form approved by legal counsel.

Approved this 17th day of May 2019



John Cook
Secretary



Katie Cristol
Chair