

**MOTION:**

**SECOND:**

**RE:            AUTHORIZE THE ACTING VIRGINIA RAILWAY EXPRESS CHIEF EXECUTIVE OFFICER TO  
                  AMEND THE AGREEMENT WITH THE CITY OF MANASSAS FOR THE OPERATION AND  
                  MAINTENANCE OF THE MANASSAS PARKING FACILITY**

**ACTION:**

**WHEREAS**, the Potomac and Rappahannock Transportation Commission and the Northern Virginia Transportation Commission (Commissions) executed an agreement with the City of Manassas in October 2009 for the operation and maintenance of a joint use parking facility in the City of Manassas; and

**WHEREAS**, the agreement was amended in July 2015, extending it for five (5) years; and

**WHEREAS**, both parties wish to extend the agreement for an additional term of five (5) years; and

**WHEREAS**, both parties wish to amend the agreement to permit the addition of designated bicycle storage inside the parking facility to be installed and maintained by the City of Manassas; and

**WHEREAS**, the VRE Operations Board recommends the Commissions authorize the Acting VRE Chief Executive Officer to amend the agreement with the City of Manassas for the operation and maintenance of the Manassas parking facility to extend the agreement an additional five (5) years and to allow the City of Manassas to add designated bicycle storage inside the parking facility; and

**WHEREAS**, the VRE Operations Board recommends the Commissions authorize the Acting VRE Chief Executive Officer to include within the amendment a provision allowing the agreement to be automatically extended for an additional five (5) years through June 2030, unless either party provides notice to the other of its request not to automatically extend the term.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission finds that, in accordance with recently adopted amendments to budget bills HB 29 and 30, meeting by electronic means is authorized because the nature of the declared emergency makes it both impracticable and unsafe for the Commission to assemble in a single location on June 4, 2020, and that meeting by electronic means is authorized because the items on the June 4, 2020 Commission Meeting Agenda are statutorily required or necessary to continue operations of the Commission and the discharge of the Commission's lawful purposes, duties, and responsibilities; and further finds that meeting by electronic means is authorized because the items on the June 4, 2020 Commission Meeting Agenda are encompassed within the continuity of operations ordinances adopted by member localities of the Commission to assure the continued operation of the government during the disaster posed by the public health emergency resulting from COVID-19; and

**BE IT FURTHER RESOLVED** the Potomac and Rappahannock Transportation Commission (PRTC) hereby authorizes the Acting VRE Chief Executive Officer to amend the agreement with the City of Manassas for the operation and maintenance of the Manassas parking facility to extend the agreement an additional five (5) years and to allow the City of Manassas to add designated bicycle storage inside the parking facility; and

**BE IT FURTHER RESOLVED** authorizes the Acting VRE Chief Executive Officer to include within the amendment a provision allowing the agreement to be automatically extended for an additional five (5) years through June 2030, unless either party provides notice to the other of its request not to automatically extend the term.

**Votes:**

**Ayes:**

**Nays:**

**Abstentions:**

**Absent from Vote:**

**Alternate(s) Present Not Voting:**

**Absent from Meeting:**



VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

**Agenda Item 8-E**  
**Action Item**

**To: Chairman Skinner and the VRE Operations Board**

**From: Rich Dalton**

**Date: May 15, 2020**

**Re: Recommend Authorization to Amend the Agreement with the City of Manassas for the Operation and Maintenance of the Manassas Parking Facility**

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**Recommendation:**

The VRE Operations Board is asked to recommend the Commissions authorize the Acting Chief Executive Officer to amend the agreement with the City of Manassas for the operation and maintenance of the Manassas Parking Facility.

**Summary:**

Approval of this resolution will recommend the Commissions authorize the Acting Chief Executive Officer to amend the agreement with the City of Manassas for the operation and maintenance of the parking facility located in the City of Manassas. The amendment will permit the installation of fixed bicycle storage spaces and extend the term of the agreement for five years. The resolution will also authorize the amendment to include a provision allowing the agreement to be automatically extended for an additional five years, through June 2030, unless either party provides notice to the other of its request not to automatically extend the term.

**Background:**

In October 2009, the City of Manassas and the Commissions executed an agreement for the operation and maintenance of the parking facility adjacent to the Manassas train station. Maintenance costs are shared based on the percentage of spaces allocated to VRE and to the City.



Northern Virginia  
Transportation Commission  
2300 Wilson Blvd., Suite 230  
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

In June 2015 the Commissions authorized execution of an amendment to the agreement extending it for five years and reallocating parking spaces between public parking and VRE commuter use. As a result, VRE commuter spaces increased by 100 and the second floor was re-designated for public use to support downtown retail.

The City of Manassas has developed a plan to install fixed bicycle lockers in the parking facility. Therefore, in addition to extending the agreement for an additional five years, the amended agreement will stipulate the cost to purchase, install and maintain the bicycle lockers will be at the sole expense and responsibility of the City of Manassas.

If authorized by the Operations Board and the Commissions, this resolution will allow the Acting Chief Executive Officer to amend the agreement with the City of Manassas to permit the installation of fixed bicycle storage spaces and extend the term for five years. The resolution will also authorize the amendment to include a provision allowing the agreement to be automatically extended for an additional five years, through June 2030, unless either party provides notice to the other of its request not to automatically extend the term.

**Fiscal Impact:**

This resolution will not increase the estimated annual operation and maintenance cost for the parking facility. The estimated cost for FY 2021 is \$100,200 for VRE's share of the operation and maintenance cost. This cost is included in the approved FY 2021 budget, and future costs for the operation and maintenance of the facility will be included in subsequent annual budgets.

**Virginia Railway Express  
Operations Board**

**Resolution  
8E-05-2020**

**Recommend Authorization to Amend the Agreement with the  
City of Manassas for the Operation and Maintenance of the  
Manassas Parking Facility**

**WHEREAS**, the City of Manassas and the Commissions executed an agreement in October 2009 for the operation and maintenance of a joint use parking facility in the City of Manassas; and,

**WHEREAS**, the agreement was amended in July 2015 extending it for five years; and,

**WHEREAS**, both parties wish to extend the agreement for an additional term of five years; and,

**WHEREAS**, both parties wish to amend the agreement to permit the addition of designated bicycle storage inside the parking facility to be installed and maintained by the City of Manassas;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions find that, in accordance with recently adopted amendments to budget bills HB 29 and 30, meeting by electronic means is authorized because the nature of the declared emergency makes it both impracticable and unsafe for the Operations Board to assemble in a single location on May 15, 2020, and that meeting by electronic means is authorized because the items on the May 15, 2020 Operations Board Meeting Agenda are statutorily required or necessary to continue operations of the Operations Board and the discharge of the Operations Board's lawful purposes, duties, and responsibilities; and further find that meeting by electronic means is authorized because the items on the May 15, 2020 Operations Board Meeting Agenda are encompassed within the continuity of operations ordinances adopted by member localities of the Virginia Railway Express Operations Board to assure the continued operation of the government during the disaster posed by the public health emergency resulting from COVID-19; and,

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions authorize the Acting Chief Executive Officer to amend the agreement with the City of Manassas for the operation and maintenance of the Manassas Parking Facility to extend the agreement an additional five years and to allow the City of Manassas to add designated bicycle storage inside the parking facility; and,

*Resolution 8E-05-2020 continued*

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to include, within the amendment, a provision allowing the agreement to be automatically extended for an additional five years, through June 2030, unless either party provides notice to the other of its request not to automatically extend the term..

Approved this 15<sup>th</sup> day of May 2020

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Gary Skinner  
Chairman

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Jeanine Lawson  
Secretary