

**POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION**

RESOLUTION

MOTION: _____

**RESOLUTION NO. 07-04-____
OFFICIAL COMMISSION MEETING
APRIL 5, 2007**

SECOND: _____

**RE: AUTHORIZATION TO ADVERTISE FOR PROCUREMENT OF FACILITY
CONDITION ASSESSMENT AND FACILITY ASSET MANAGEMENT SYSTEM
SERVICES**

WHEREAS, PRTC contracted for the conduct of a facility condition assessment (FCA) during the bus contractor transition period in early 2003; and

WHEREAS, PRTC management recommends reassessing portions of the facility and systems under the contractor's control and conducting a first-time assessment of those portions of the facility and systems directly under PRTC's control; and

WHEREAS, PRTC management also recommends developing a thorough, tailored facility asset management program (FAMP) that will establish proper maintenance practices/intervals, include a tracking system, and provide short and long range Maintenance Action Plans (MAP) along with associated repair or replacement costs; and

WHEREAS, funds for this project are available in the FY2007 PRTC budget;

NOW, THEREFORE, BE IT RESOLVED that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to advertise to procure these services.

April 5, 2007

TO: Chairman Gibbons and Commissioners

FROM: Alfred H. Harf
Executive Director

RE: Authorization to Advertise for Procurement of Facility Condition
Assessment and Facility Asset Management Program Services

Recommendation:

Authorize PRTC's Executive Director to advertise for procurement of facility condition assessment and facility asset management program services.

Background:

In January 2003, PRTC awarded a contract for facility condition assessment (FCA) services to The Environmental Company (TEC), Inc. The purpose of the FCA was twofold: (1) to inform the incoming bus operations contractor (First Transit) of the condition of assets they would be required to maintain; and (2) to notify the existing bus operations contractor (WMATA) of needed repairs and/or replacements required prior to the end of their contract. With the passage of almost four years, PRTC management believes it is important to reassess the condition these assets, supplemented by a complete, independent assessment of the facility/systems under PRTC's direct control, which has never been done.

Finally, while PRTC employs full-service contracts for some facility systems (e.g., heating, ventilation, and air conditioning <HVAC>, emergency generator services) a formal preventive maintenance plan for the remainder of the facility and systems under direct PRTC control has never been prepared (the 2003 TEC product included a preventive maintenance plan for the contractor's portion of the facility only). Conducting the FCA will provide the foundation necessary to develop a thorough, tailored facility asset management program (FAMP). The FAMP will establish proper maintenance practices/intervals, include a tracking system, and provide short and long range Maintenance Action Plans (MAP) along with associated repair or replacement costs.

Chairman Gibbons and Commissioners

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The project is considered “professional services” under the Virginia Public Procurement Act and as such will be handled as a Request for Procurement (RFP). This authorization would allow management to solicit proposals, returning to the Board for award authorization at the conclusion of the procurement process.

Fiscal Impact:

PRTC has included funding in the FY 2007 budget to cover the estimated cost of this procurement.