

**POTOMAC AND RAPPAHANNOCK  
TRANSPORTATION COMMISSION**

**RESOLUTION**

**MOTION:** \_\_\_\_\_

**RESOLUTION NO. 08-02-\_\_\_\_  
OFFICIAL COMMISSION MEETING  
FEBRUARY 14, 2008**

**SECOND:** \_\_\_\_\_

**RE: AUTHORIZATION TO AWARD A CONTRACT FOR DESIGN/  
CONSTRUCTION MANAGEMENT OF NEW COMMUTER LOT**

**WHEREAS**, the Potomac and Rappahannock Transportation Commission (PRTC) is now storing 113 buses in a facility designed to accommodate 88 buses and storing 9 buses and staff vehicles off-site; and

**WHEREAS**, a “yard expansion” design plan has been developed, which envisions a new commuter park-ride lot will be constructed adjacent to the PRTC Transit Center as a replacement for the existing commuter park-ride lot; and

**WHEREAS**, funding for the construction of the bus yard expansion, acquisition of property needed for the new park-ride lot, and design of the new park-ride lot is available by virtue of a Virginia Resources Authority (VRA) loan that the Commission authorized and that has been approved; and

**WHEREAS**, there is no in-house capability to undertake the park-ride lot design work, necessitating the retention of contracted engineering expertise; and

**WHEREAS**, the Commission authorized a competitive procurement for these services in April 2007, resulting in the receipt of six proposals which have been evaluated; and

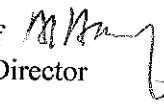
**WHEREAS**, The Engineering Groupe, Inc. was determined to be the highest scoring proposal.

**NOW, THEREFORE, BE IT RESOLVED** that the Potomac and Rappahannock Transportation Commission does hereby authorize the Executive Director to execute a contract with The Engineering Groupe, Inc. for design/construction management of the new commuter park-ride lot amounting to \$167,153.

**BE IT FURTHER RESOLVED** that the Commission also authorizes a contingency allowance amounting to \$19,222 that the Executive Director may tap as necessary to defray unforeseen costs related to this effort if they arise.

February 14, 2008

TO: Chairman Jones and Commissioners

FROM: Alfred Harf   
Executive Director

RE: Authorization to Award a Contract for Design/Construction Management of New  
Commuter Lot

Recommendation:

Authorize the Executive Director to award a contract for design and construction management related to a planned new commuter park-ride lot across the street from the PRTC Transit Center.

Background:

Currently, Potomac and Rappahannock Transportation Commission (PRTC) is parking 113 buses in an area designed for 88 and an additional 9 "contingency fleet" buses are being parked off-site. As the bus storage yard is at capacity, a "yard expansion" project is underway in which: (1) the yard is being extended into what is now the (PRTC) employee parking lot (this construction started January 14, 2008); (2) the lot currently serving as a commuter park-ride lot has been converted into an employee parking lot (also on January 14); and (3) a new commuter park-ride lot needs to be constructed across the street from the PRTC Transit Center on property recently acquired for this purpose<sup>1</sup> as a replacement for the existing commuter park-ride lot (a temporary lot was opened for commuters on January 14).

<sup>1</sup> At its May 2006 meeting, the Commission authorized Prince William County on behalf of PRTC to:

- Make voluntary purchase offers for two developed parcels in Woodbridge needed for the new commuter park-ride lot: (1) a 0.597 acre parcel owned by Charles W. and Anna Lee Dean at 14711 Potomac Mills Road (Prince William County PIN 8291-75-2140); and (2) a 0.882 acre parcel owned by Dharmesh M. Desai located at 14715 Potomac Mills Road (Prince William County PIN 8291-75-3529); and
- Provide assistance as required by state law to relocate the businesses present at these properties, incurring both the costs of the relocation assistance and the cost of relocation assistance expertise.

Negotiations with the property owners were unsuccessful, so the Commission subsequently authorized Prince William County to acquire these properties on PRTC's behalf on a "quick-take condemnation" basis. This has occurred and thus the properties are now in public ownership. Tenant notifications and assistance as required for tenant relocation ensued, such that the Dean tenant has vacated and Mr. Desai will be vacating by the end of the month.

Chairman Jones and Commissioners  
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At its April 2007 meeting, the Commission authorized the start of a competitive procurement for design (and construction management) services related to the new park-ride lot. The request for proposals was issued on October 24, 2007, requiring proposers to submit proposals no later than December 5, 2007. PRTC received six responsive proposals and management is recommending that a contract be awarded to The Engineering Groupe, Inc. in the amount of \$167,153, supplemented by a contingency allowance that can be tapped for unforeseen, related expenses amounting to \$19,222, or a total of \$186,375.

A Virginia Resources Authority (VRA) loan authorized by the Commission at its December 2006 meeting (for construction of the yard expansion project, the property acquisition, relocation assistance, and new park-ride lot design work) has been approved and is the principal source of funding for this work effort, supplemented by a state capital grant.

Fiscal Impact:

Funding for this effort is included in the approved VRA loan and the FY 2007 state capital grant.