



CEO BRIEF | EVERY VOICE COUNTS

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Chief Executive Officer

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Unusual Times Call for Unusual Measures

We are amidst unusual times across the globe and as leader of an agency of nearly 11,000 employees who help move millions of people through public transportation, I take these times very seriously. Without fear or panic, we all must do our part to change our behavior and have patience as healthcare professionals and industry experts work diligently to gain control of the COVID-19 outbreak. We have an established taskforce meeting daily with county health officials, law enforcement and others to ensure we are all abreast of the rapidly changing tides and making sure we stay ahead of the any further spread.

Metro remains proactive in our efforts to ensure an appropriate response to the COVID-19 crisis. This includes our robust daily cleaning effort in buses and trains, and major transit hubs such as Union Station to keep all surfaces as clean as possible, especially high touch-point areas such as handles, armrests, elevator call buttons, handrails, railings, ticket vending machines and restrooms which are cleaned every 30 minutes. As stated many times, the best way to prevent the spread of the virus is to engage in good public health hygiene and practice social distancing. Please respect peoples space, their feelings about this crisis and be aware of your impact on others including vulnerable populations. Lastly, a huge thanks to our

frontline employees who are making sure people are still able to move about the county for important business like checking on friends and family or picking up prescriptions.

Please refer to our FAQs sent out Friday, March 13, to answer various questions that have come up amongst employees. The FAQs can be found, [here](#).

Ticket Vending Machine Expansion Program for Easier TAP Card and Fare Purchases

As part of a Ticket Vending Machine (TVM) Expansion Program, Metro staff is working with municipal agencies to install TVMs at high volume transit centers and bus stops. Expanding the TVM network makes it easier for customers to purchase a TAP card and fares and travel seamlessly across 26 transit agencies throughout Los Angeles County.

Last month, Metro Chair and City of Inglewood Mayor James T. Butts and other dignitaries participated in a ribbon cutting ceremony to unveil Torrance Transit's new bus shelter and TVM at Del Amo Fashion Center. The installation was possible through a coordinated effort involving Torrance Transit, Metro, and Southern California Edison (SCE).

TVMs can also now be found at the LAX City Bus Terminal and Pico-Rimpau Bus Terminal in West LA. Future locations include Downtown Burbank Metrolink Station, Norwalk/Santa Fe Springs Transportation Center, Long Beach Transit and Visitor Information Center; and the to-be-constructed Torrance Transit Park & Ride Regional Terminal and Redondo Beach South Bay Regional Intermodal Transit Center.



Los Angeles Business Journal's Annual Diversity and Inclusion Summit

Last Tuesday, I was at the LA Grand Hotel to participate in a panel discussion for Los Angeles Business Journal's "Annual Diversity and Inclusion Summit." The Diversity and Inclusion Summit consisted of morning panel discussions featuring companies and individuals who have shown an exceptional commitment to advancing diversity and inclusion in the workplace and business leadership. Participants explained the importance of leading and developing a diverse workforce and how they achieve small business and under-utilized company goals. I discussed how all of Metro's competitively negotiated RFPs for projects with an estimated cost of more than \$25 million now require proposers to submit proposals that

include an innovative Contracting Outreach and Mentoring Plan (COMP) to outline their approach to provide Mentor Protégé opportunities to small and under-utilized businesses. I also reminded everyone of the importance of being confident especially as a person of color, and how small businesses must build a strong succession plan with plenty of education and skills training to maintain a quality workforce.

Metro Coordinates Travel to Clippers SciFest SoCal Event

On Friday, March 6, Metro's Community Education (MCE) team provided safety support and travel assistance for several LA County K-12 schools travelling to the Clippers SciFest SoCal at the Los Angeles Convention Center. Students and teachers from schools in South LA, San Gabriel Valley and East LA were greeted and directed by Metro staff at Union Station, 7th/Metro Center and Pico Station. When arriving at the Convention Center, students witnessed large-scale displays of STEM in action and participated in hands-on activities from leading STEM organizations. To receive their TAP cards, schools participated in Metro's Rail Safety Orientation Tours (RSOT) or Student Field Trip Program. Through MCE's programming and partnerships with the community, Metro is helping to transport and connect the next generation of STEM professionals. To learn more about Metro's RSOT and Field Trip Program, visit www.metro.net/ridesafely.



Metro Receives Prestigious APTA Adwheel Awards

I am proud to announce that the American Public Transportation Association (APTA) honored Metro Communications with three First Place awards at their annual Marketing and Communications Meeting:

- [Bus Lane Informational & Outreach Video](#), won for best educational social media

- [Los Angeles Through the Eyes of Artists](#) publication won for best print media to increase ridership
- [Metro Art Moves](#) docent program won for best partnerships to increase ridership.

Congratulations to the Metro Arts & Design, Marketing and Public Relations teams that developed and produced these first place award-winning initiatives which are now eligible for a Grand Award that will be presented at the APTA EXPO 2020 later this year.



Procurement Postings

Toll ExpressLanes Enforcement Assessment (RFP) - Small Business Prime

Metro released a Request for Proposals (RFP) to procure Information Technology Infrastructure Engineering support. **This solicitation is open to Metro Certified Small Businesses only.** The procurement process blackout period is expected to run from Tuesday, March 10, 2020 through Friday, May 29, 2020.

The purpose of this RFP is to identify and award a contract with a consulting firm that is capable of evaluating the effectiveness and efficiency of the ExpressLanes traffic enforcement agreement between LA Metro and CHP.

Any inquiries concerning this procurement action during the blackout period must be directed to and may only be answered by the Contract Administrator, Victor Zepeda, at zepedav@metro.net.

Shuttle and Valet Services for the Veteran Affairs (VA) During Construction of VA Station (IFB)

Metro released an Invitation for Bids (IFB) to procure shuttle and valet services at the VA Hospital during construction of the VA Station. The procurement process blackout period is expected to run from Monday, March 16, 2020 through Monday, June 1, 2020.

During construction of the VA Station as part of the Purple Line Section 3 Project, a major parking lot will be

impacted during construction. To minimize disruption to the VA's mission, Metro intends to procure shuttle services to connect various parking lots on the VA Campus as well as Valet services to serve the VA's patrons. This service is expected to run for the duration of the VA Station construction.

Any inquiries concerning this procurement action during the blackout period must be directed to and may only be answered by John Tor, Principal Contract Administrator at (424) 551-4515.

Vertical Lifts - Metro Green Line Yard (IFB)

Metro released an Invitation for Bids (IFB) to procure services to remove and replace two (2) vertical lifts machines. The procurement process blackout period is expected to run from Friday, March 13, 2020 through Monday, July 13, 2020.

The purpose of this IFB is to find contractors who can supply Metro's Green Line Yard with professional services through qualified professionals who possess the expertise as outlined in the SOW on a Firm Fixed Price basis.

Any inquiries concerning this procurement action during the blackout period must be directed to and may only be answered by Lorretta Norris, Sr. Contract Administrator at (213) 922-2632.

Environmental Engineering Services (RFP)

Metro released a Request for Proposals (RFP) to procure Environmental Engineering Services. The procurement process blackout period is expected to run from Thursday March 4, 2020, through, Thursday July 23, 2020.

The Environmental Engineering Services will involve site assessment, remediation, engineering, and execution of engineered solutions to environmental issues identified at Metro sites.

Any inquiries concerning this procurement action during the blackout period must be directed to and may only be answered by Daniel A. Robb Senior Contract Administrator at (213) 922-7074.

.Net Developer - Transit Applications (RFP) - Small Business Prime

Metro released a Request for Proposals (RFP) for a .NET Developer to update existing Transit Applications. **This solicitation is open to Metro Certified Small Businesses only.** The procurement process blackout period is expected to run from Thursday, March 12, 2020 through Monday, April 27, 2020.

Tasks will include evaluation of old applications and recommend steps for upgrade and implementation of single sign-on for existing applications. Upgrade and replace older web applications or develop new applications as needed.

Any inquiries concerning this procurement action during the blackout period must be directed to and may only be answered by Steven Dominguez, Sr. Contract Administrator at (213) 418-3158.

Construction Notices: Regional Connector, Purple Line, I-5

Regional Connector: Street Restoration closures at 1st/Alameda in DTLA

Street restoration at the 1st St and Alameda St intersection is now underway and scheduled to last through August 31, 2020. Plan ahead as lane reductions and road closures will be in place through the summer, as this work will be completed in two stages, each lasting approximately four months.

This effort marks the transition into the final phase of construction for the Regional Connector and brings it one step closer to testing and revenue operation. To learn more, click [here](#).

Purple Line Extension: Utility Potholing on Constellation Blvd East of Avenue of the Stars

Starting Monday, February 17 the construction contractor continued with utility potholing on the north side of Constellation Blvd. to identify utility and soil conditions near the future station entrance. Night-time lane and sidewalk closures will be required for this work. All other lanes and sidewalks will remain accessible. To learn more, click [here](#).

Caltrans Interstate 5: All Construction Updates [here](#).

"Storms make trees take deeper roots."

~ Dolly Parton

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Bus & Rail Transit information
323.GO.METRO (323.466.3876)
6:30am - 7pm (Monday - Friday)
8:00am - 4:30pm (Saturday/Sunday)