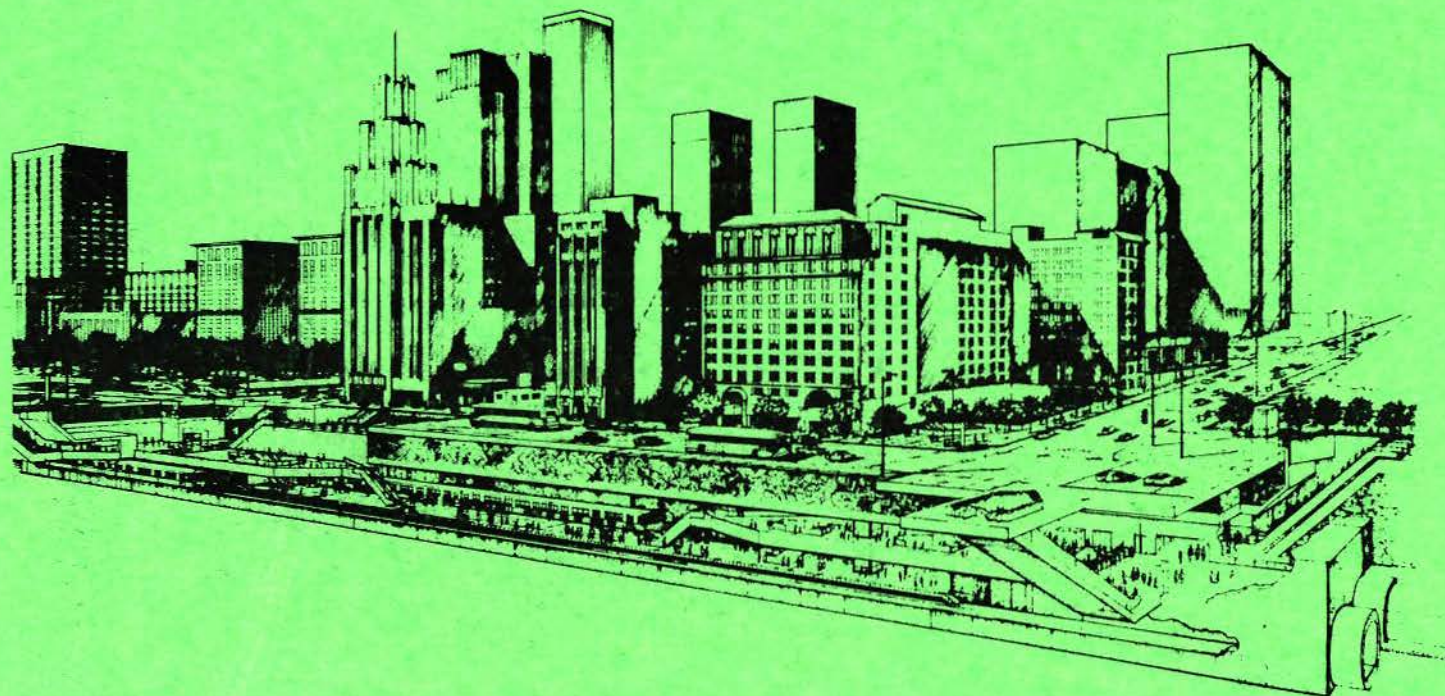


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LOS ANGELES **METRO RAIL** PROJECT MONTHLY CONTRACT PERFORMANCE REPORT



REPORT NUMBER 5
NOVEMBER 1984

PDCD

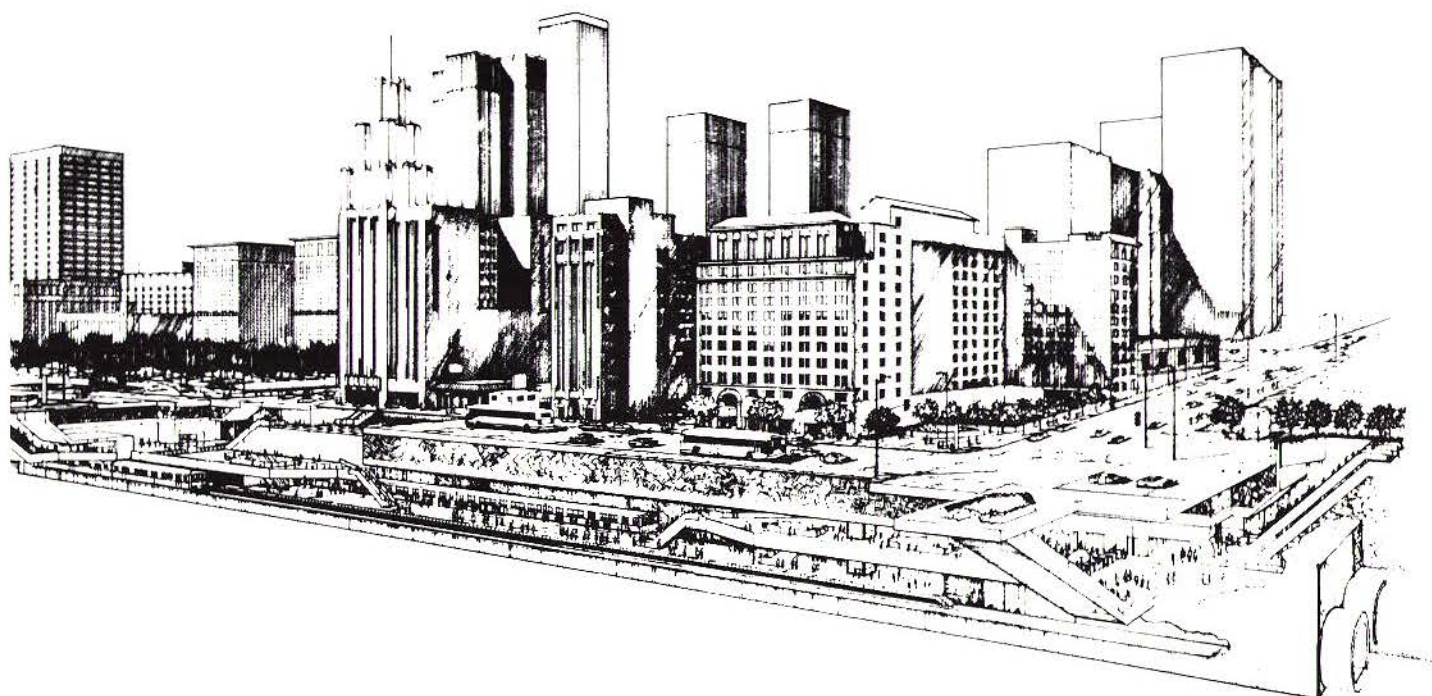
A JOINT VENTURE OF THE RALPH M. PARSONS COMPANY, DILLINGHAM CONSTRUCTION, INC. AND DE LEUW, CATHER & COMPANY



LOS ANGELES **METRO RAIL** PROJECT

MONTHLY CONTRACT PERFORMANCE REPORT

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REPORT NUMBER 5
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A JOINT VENTURE OF THE RALPH M. PARSONS COMPANY, DILLINGHAM CONSTRUCTION, INC. AND DE LEUW, CATHER & COMPANY



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

TABLE OF CONTENTS

	Pages
I. Construction Manager's Summary Statement	I-1 thru I-4
II. Manpower Performance	II-1 thru II-5
III. Equal Opportunity Performance	III-1 thru III-3
IV. Schedule Performance	IV-1 thru IV-16
V. Cost Performance	V-1 thru V-4
VI. Summary of Activities Performed in November	VI-1 thru VI-11
VII. Summary of Activities Planned in December	VII-1 thru VII-7
VIII. Areas of Concern	VIII-1
APPENDIX - PDCD Subcontractor Status	A1
PDCD Consultant Status	A2



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

FOREWORD

This fifth monthly Contract Performance Report covers work activities for the reporting month of November 1984, covering the period from October 27 through November 30 (five weeks).



LOS ANGELES METRO RAIL

CONTRACT PERFORMANCE REPORT

PDCD

PERIOD November 1984

I. Construction Manager's Summary Statement

The revised construction packaging and sequencing for MOS-1 was completed and submitted to RTD for approval during November. Working sessions were held with MRTC to arrive at a joint construction packaging recommendation. The revised MOS-1 Contract Packages, schedule, and estimate will be reviewed in early December.

Meetings have been held throughout the month with the RTD and MRTC representatives concerning structure underpinning from Hill Street to 7th Street. MRTC will continue to investigate positive underpinning techniques in the study area.

The PDCD position on Contractor Quality Control was developed, and a position paper was submitted to the RTD. While Contractors are responsible for the quality of all work they perform, PDCD recommended a mix of Contractor Quality Control and CM Quality Control. Contractors would be responsible for Quality Control in systems procurement contracts as it is standard practice. The CM will be responsible for Quality Control of facility construction and systems installation contracts. Contractors will submit a Quality Control Plan, and PDCD will establish a Quality Assurance Program to assess the effectiveness of the quality control efforts performed by the contractor or the CM.

RTD approval was received and Joint Venture contracts were executed with Better Personnel Employment Service; Dames & Moore; Hayakawa Associates; Jenkins, Gale & Martinez and Vanir Construction Management, Inc. Negotiations were begun with NPCC. The Ochoa & Sillas contract was submitted to the RTD for approval. An NTP was issued to James P. Gould, an underpinning consultant, pending execution of a consulting agreement.

During November, 9 positions were filled, bringing the total staff to 57 (two on a part-time basis). Of the newly filled positions, 5 came from subcontractors. The current staff mix by Joint Venture/associate subcontractors is summarized on the following chart:



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

<u>Company</u>	<u>Staff Level</u>
The Ralph M. Parsons Company	22
Dillingham Construction, Inc.	7
De Leuw, Cather & Company	9
Better Personnel Employment Services	7
Construction Control Services Corporation	3
Dames & Moore	1
Engineering-Science, Inc.	1
Hayakawa Associates	2
Jacobs Associates	1
Jenkins, Gales & Martinez, Inc.	1
Martin & Huang International	2
Vanir Construction Management, Inc.	1
Total	57

During November 2,277 hours were charged against Work Authorizations, bringing the equivalent manpower for the month to 60.3 (as reflected on Figure 2 in Section II).

The DBE/WBE participation goal is 20% of the total contract cost. In November, 10% of the total cost went to DBE's and 2% went to WBE's. The DBE/WBE participation remained constant although the cumulative percentages have decreased in this reporting period due to a proportionately greater increase in total cost.

Last months CPR listed 25 reviews scheduled for the November reporting period. Seven constructibility review packages scheduled for November were received during the month. An additional 18 packages that had been scheduled did not materialize. Three packages that had not been scheduled were also received, bringing the total number received in November to 10. Of these 10 review packages, 2 were completed in November, and the remaining 8 are scheduled for early December completion, in accordance with our review priority memo of November 13.

The utility Standards Review was completed in November and Technical Specifications Reviews were completed on Divisions 2 through 10. Divisions 15 and 16 will be completed in December.

An estimate format and content recommendation was submitted to RTD with a preliminary estimate review schedule.

Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

Figure 1 (Contd)

<u>Position</u>	<u>Planned</u>	<u>Actual</u>	<u>Variance</u>
<u>Operations (Contd)</u>			
Lead Environmental Monitoring/Permit Engineer	1	1	(-)
Zone CM	1	1	-
Manager, Systems Integration	1	1	-
Subtotal	13	10	(3)
Total	65	57	(8)



LOS ANGELES METRO RAIL

CONTRACT PERFORMANCE REPORT

PDCD

PERIOD November 1984

The final submittal was made on the Project Administration Procedure. Permits and Licenses, Coordination between Contractors and Coordination of Utilities and Traffic were also submitted in final as part of the Construction Operation manual. The Final Safety Monitoring Procedure and Safety Plan were submitted as part of the Safety and Security Manual.

The draft Configuration Control Procedure was completed and will be submitted to the RTD in early December. RTD comments were received and are being incorporated on the draft Cost and Schedule Procedure, the Staffing Plan, the Guidelines for Construction Inspectors and Guidelines for Constructibility Reviews. The revised drafts will be submitted in December.

TRACS evaluation and testing was continued in November and will proceed in December pending programming of the construction report formats. Contract A-114 will be test-loaded and reports run when the formats are programmed. PDCD has prepared the TRACS training schedule, which will be submitted to the RTD in early December. Training is scheduled from early December through the first week in February.

PDCD is assisting the RTD in preparing the CM services cost performance reports for generation on the RTD Computer System. The anticipated completion date is December 14.

The Preconstruction Survey Coordinator is on board and has been involved in reviewing environmental studies and developing a plot plan on the storm drain system and underground duct work system for Union Station Yard.

Meetings have been held with various agencies of the City of Los Angeles and utility company representatives to coordinate utility relocation activities.

November costs totaled \$609,810 versus a budget of \$568,334, bringing the cumulative expenditure to date \$633,791 under plan. The November costs exceeded the plan to date due to two primary factors. First, the plan was formulated on a constant month basis, while costs are accumulated through the last Friday of each month. Thus, five weeks of cost are reflected in the November period. Second, the level of home office labor required to meet project requirements was unplanned when the plan was formulated.

During December, PDCD plans to continue development of a joint MRTD/PDCD MOS-1 schedule and expects to assume responsibility for its continued maintenance and enhancement. The MOS-1 cost estimates will be reviewed and recommendations will be submitted. Utility relocation and traffic planning will also

Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

continue. Draft procedures will be revised to incorporate RTD's comments as they are received. Constructibility comments will continue on the design reviews. A review of the Standard General Conditions is being conducted and comments will be prepared and submitted. Work will continue on test-loading and implementation of TRACS for the construction phase of the project.

A handwritten signature in cursive script, reading "Robert S. O'Neil", written over a horizontal line.

Robert S. O'Neil
Construction Manager



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

II. MANPOWER PERFORMANCE

Project Staffing increased, as indicated below, by 9 during October, bringing the assigned total to 57, 2 of which are part-time positions. Figure 1 gives the status of planned personnel versus actual as of November 30, 1984.

Added personnel:

- Lead Environmental Monitoring/Permit Engineer
- Chief of Surveys
- Geotechnical Technicians (2)
- Mechanical Engineer
- Cost Engineer/Analyst
- Estimators (2)
- Secretary

A total of 11,101 manhours was expended during November, producing an equivalent manpower of 60 persons based upon 184 available work hours during the November reporting period compared with 160 available work hours in October (see Figure 2).



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

Figure 1 - Construction Managerial Manpower Status
Roster Count 11/30/84

<u>Position</u>	<u>Planned</u>	<u>Actual</u>	<u>Variance</u>
<u>Management</u>			
Construction Manager	1	1	-
Secretarial/Word Processing	12	11	(1)
Subtotal	13	12	(1)
<u>Administration and Staff Support</u>			
DCM	1	1	-
Manager, Project Administration	1	1	-
Office Manager	1	1	-
Senior Accountant	1	1	-
Personnel Administrator	1	1	-
Manager, Safety	1	1	-
Manager, Quality Assurance	1	1	-
Manager, Community Relations	1	1	-
EO Administrator	1	1	-
EO Assistant Administrator	1	0	(1)
Labor Relations Advisor		(as required)	As required
Subtotal	10	9	(1)
<u>Engineering Services/Project Controls</u>			
DCM	1	1	-
Manager, Project Controls	1	1	-
Lead Estimator	1	1	(-)
Estimator	1	1	(-)
Lead Cost Engineer/Analyst	1	1	-
Cost Engineer/Analyst	1	2	1
Lead Planner/Scheduler	1	1	-
Senior Planner Scheduler	1	1	-
Lead Document Control Specialist	1	1	-
Lead Change Control Analyst	1	0	(1)



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

Figure 1 (Contd)

<u>Position</u>	<u>Planned</u>	<u>Actual</u>	<u>Variance</u>	
<u>Engineering Services/Project Controls (Contd)</u>				
Manager, Contracts/Procurement	1	1	-	
Contract Administrator	1	1	-	
Procurement Specialist/Inspector	2	1	(1)	
Manager, Engineering Services	1	1	-	
Lead Geotechnical Engineer	1	1	-	
Lead Electrical Engineer	1	1	-	
Electrical Engineer	1	1	-	
Lead Civil Structural Engineer	1	1	-	
Civil Structural Engineer	1	1	-	
Lead Architect	1	1	-	
Lead Mechanical Engineer	1	1	-	
Mechanical Engineer	1	1	-	
Lead Systems Engineer	1	0	(1)	
Systems Engineer	1	0	(1)	
Geotechnical Technician	2	2	(-)	
Geotechnical Engineering Specialist	1	1	-	Part-time
Subtotal	28	25	(3)	
<u>Planning</u>				
DCM	1	1	-	Part-time
<u>Operations</u>				
DCM	1	1	-	
Manager, General Services	1	1	-	
Lead Utilities Engineer	1	1	-	
Utilities Engineer	2	1	(1)	
Chief of Surveys	1	1	(-)	
Surveyors	2	0	(2)	
Lead Traffic Coordinator	1	1	-	
Preconstruction Surveys Coordinator	1	1	-	



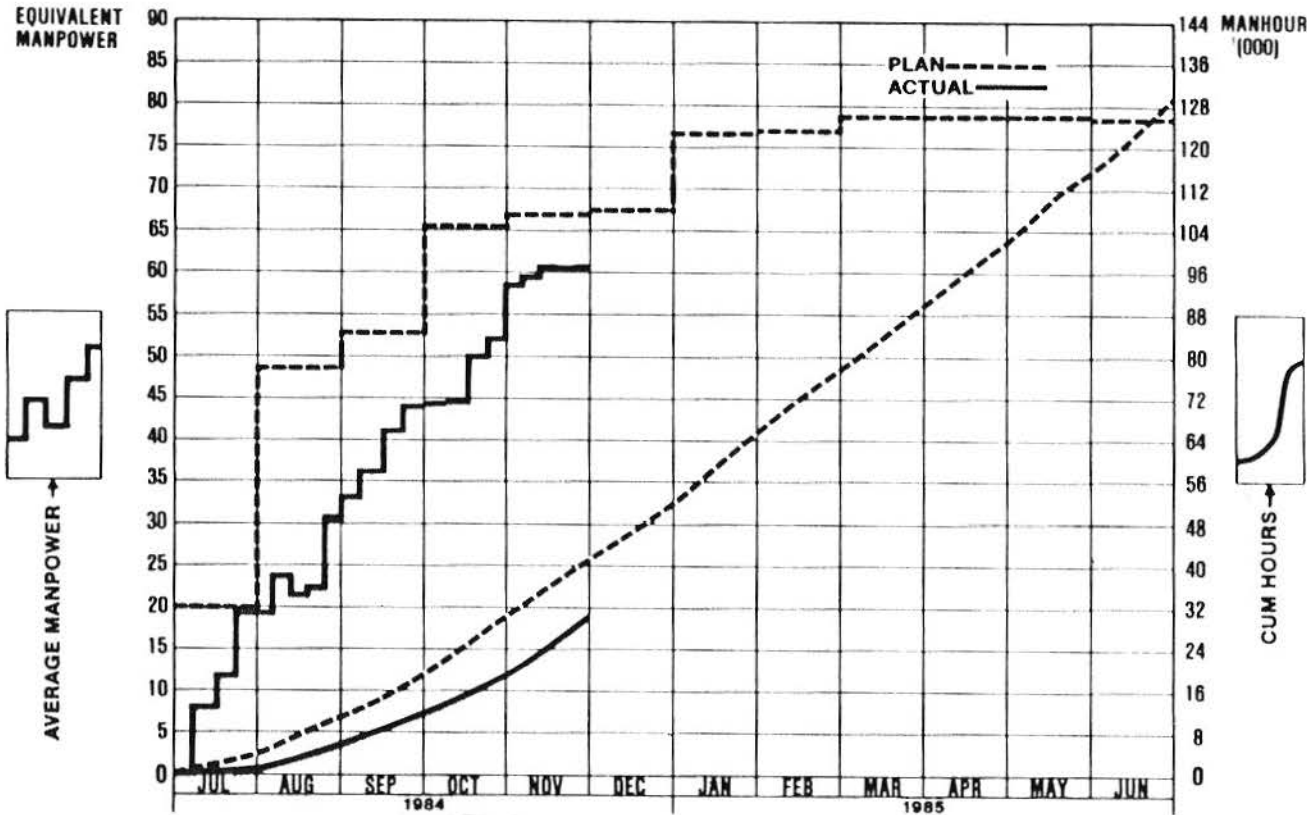
LOS ANGELES METRO RAIL

CONTRACT PERFORMANCE

REPORT

PDCD

PERIOD November 1984



PLANNED HRS/MO	3,143	7,615	9,055	10,275	10,510	10,589	12,003	12,081	12,317	12,317	12,316	12,270
ACTUAL HRS/MO	1,578	4,758	5,890	7,680	11,101							
PLANNED HRS/CUM	3,143	10,758	19,813	30,088	40,598	51,187	63,190	75,271	87,588	99,905	112,221	124,491
ACTUAL HRS/CUM	1,578	6,336	12,225	19,905	31,006							
PLANNED EQ MANPOWER	20.0	48.5	57.7	65.4	66.9	67.4	76.5	76.9	78.5	78.5	78.5	78.2
ACTUAL EQ MANPOWER	12.3	23.8	38.8	48.0	60.3							
AVAILABLE WORK HOURS	128	200	152	160	184							

PDCD MANPOWER STATUS

Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

III. EQUAL OPPORTUNITY PERFORMANCE

The DBE/WBE participation goal is 20% of the total contract cost. As indicated by Figure 3, 10% of the total November costs went to DBEs and 2% went to WBEs. The monthly percentages decreased for DBE/WBEs, 6% and 1% respectively. This decrease is due to the increase in overall total cost, not a decrease in DBE/WBE participation.

This month's DBE/WBE report also shows an adjustment to the October data as indicated on Figure 3.

The affirmative action goals for minorities and women continue to be substantially surpassed as reflected in Figure 4.

Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL

CONTRACT PERFORMANCE REPORT

PDCD

PERIOD November 1984

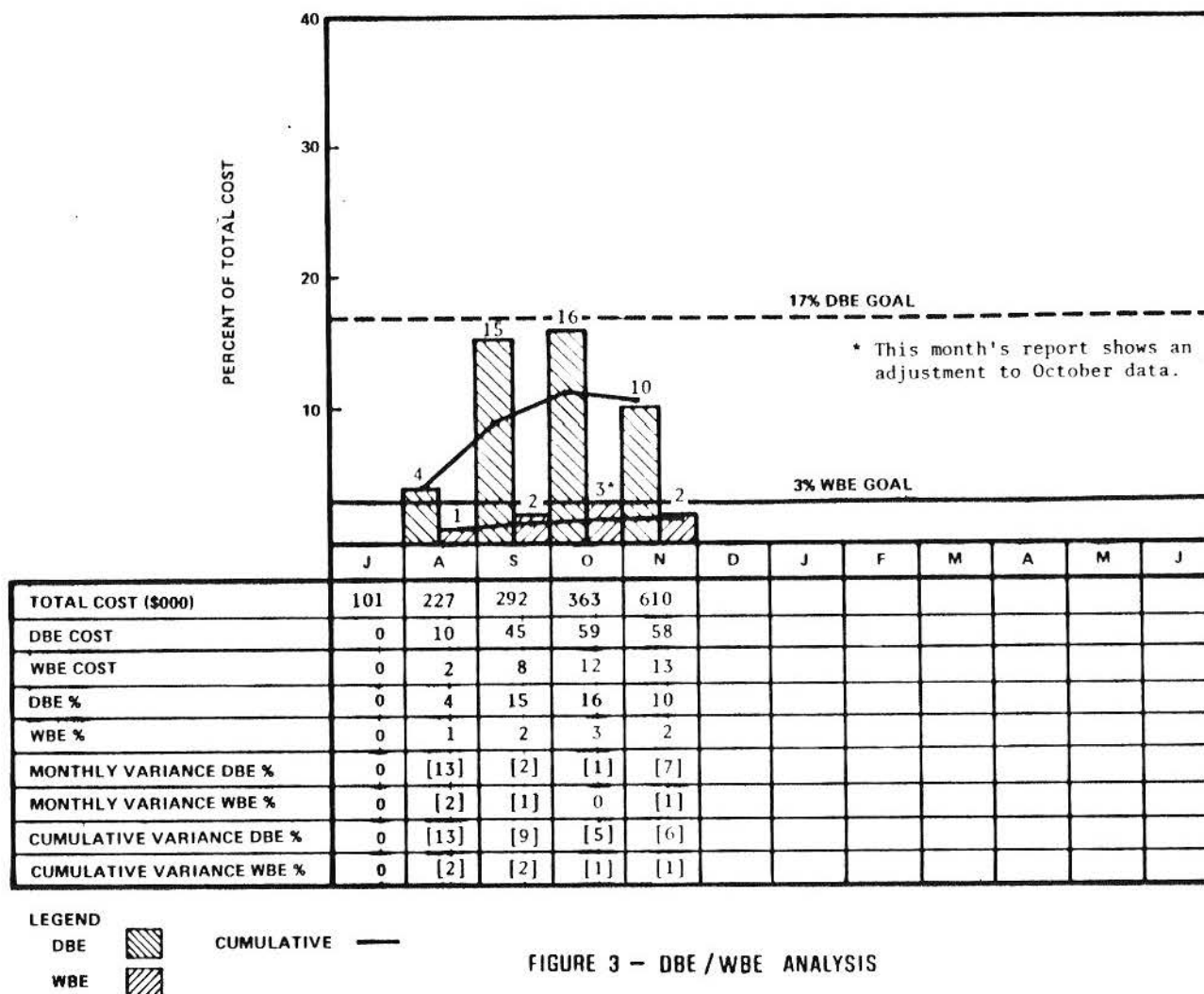


FIGURE 3 - DBE / WBE ANALYSIS

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LOS ANGELES METRO RAIL

CONTRACT PERFORMANCE REPORT

PDCD

PERIOD November 1984

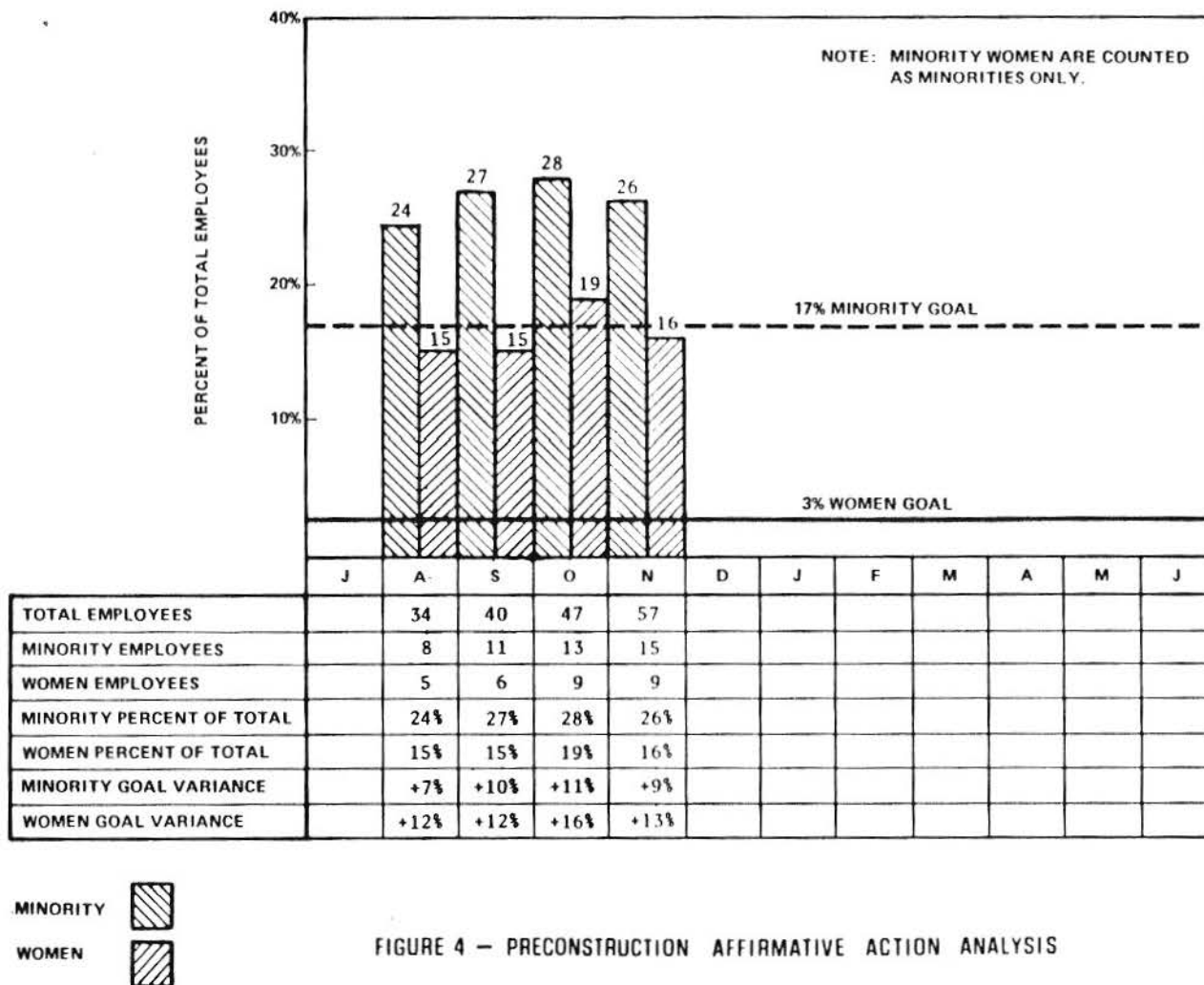


FIGURE 4 - PRECONSTRUCTION AFFIRMATIVE ACTION ANALYSIS



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

IV. SCHEDULE PERFORMANCE

At the beginning of November RTD was advised by PDCD of the 25 constructibility reviews scheduled for the last six weeks of the year and of the unfeasible workload this would place on our staff. A priority schedule concentrating on MOS-1 contracts was proposed. Of the 25, seven were received; the remaining 18 were not received. Three reviews which had not been scheduled were also received during the month, bringing the total count to 10. Of these 10, two were completed and eight are scheduled for submittal in early December.

As of the end of this reporting period, two packages are scheduled to be received in December. Five packages which were scheduled to be received in late November, but were not received, are also potential December reviews. Revised delivery dates for the remaining 13 design packages due in November will be determined upon receipt.



LOS ANGELES METRO RAIL

CONTRACT PERFORMANCE REPORT

PDCD

PERIOD November 1984

Figure 5 - Design Package Review Schedule
November and December 1984

<u>Contract No.</u>	<u>Planned % /Receipt</u>		<u>Actual Receipt/ Out</u>		<u>Remarks/Action</u>	<u>December Look-Ahead Planned Receipt Date</u>	
<u>MOS-1</u>							
115	85%	11/05	11/06	11/19	Review Completed	--	--
135	--	--	--	--	--	85%	12/05
165	85%	11/26	11/28	--	Review in process	--	--
167	85%	11/26	11/28	--	Review in process	--	--
170	85%	11/30	--	--	Has not been received	--	--
187	85%	11/29	--	--	Has not been received	--	--
671	85%	--	11/13	11/29	Review completed	--	--
142	--	--	11/13	--	Special review - in progress	--	--
<u>Special Reviews</u>							
Utility Standards	--	10/31	10/29	11/12	Review completed	--	--
Technical Specifications					Review in progress (Divisions 2 through 10 have been submitted)	--	--
Review of "Industry Review" Packages, Sys- temwide					All packages submitted except for traction power (early December)		



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

Figure 5 (Contd)

<u>Contract No.</u>	<u>Planned</u> <u>% /Receipt</u>	<u>Actual</u> <u>Receipt/ Out</u>	<u>Remarks/Action</u>	<u>December Look-Ahead</u> <u>Planned Receipt/Date</u>
<u>Follow-on</u>				
195	-- --	-- --	--	85% 12/19
250	60% 11/16	11/20 --	Review in process	-- --
252	85% 11/12	11/13 --	Review in process	-- --
267	60% 11/16	11/20 --	Review in process	-- --
310	60% 11/15	11/16 --	Review in process	-- --
327	60% 11/15	11/16 --	Review in process	-- --
410	85% 11/29	-- --	Has not been received	-- --
415	60% 11/16	-- --	Has not been received	-- --
427	85% 11/19	-- --	Has not been received	-- --



LOS ANGELES METRO RAIL

CONTRACT PERFORMANCE REPORT

PDCDPERIOD November 1984

PROCEDURE MANUALS SUBMITTAL STATUS REPORT

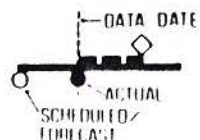
No.	MANUAL DESCRIPTION	INITIAL SUBMITTAL RTD	RTD COMMENTS RECEIVED	FINAL SUBMITTAL RTD	ISSUE DATE	REMARKS
1	ORGANIZATION & RESPONSIBILITIES	9-14-84	10-15-84	10-31-84		
2	ADMINISTRATION PROCEDURES	9-21-84	10-28-84	11-29-84		
3	CONSTRUCTION SAFETY & SECURITY (Includes Safety Monitoring and Safety Plan)	9-18-84	10-29-84	11-21-84		
4	QUALITY ASSURANCE/QUALITY CONTROL	9-14-84	10-29-84			Being rewritten per PDCD recommendation on Management of Quality
5	PROCUREMENT					Awaiting resolution of RE/CA responsibility
6	PROJECT CONTROL	10-25-84	11-20-84			Portions completed; cannot complete remainder until TRACS capability is determined
7	CONSTRUCTION OPERATIONS (Includes Permits & Licenses, Coordination between Contractors, and Coordination of Utilities and Traffic)	9-19-84	10-15-84	11-20-84		
8	RESIDENT ENGINEER (Includes Management of Construction Changes)	10-12-84				Awaiting resolution of RE/CA responsibility
9	INSPECTOR GUIDELINES	10-29-84	11-13-84			

Parsons-Dillingham-De Leuw, Cather

**MINIMUM OPERABLE SEGMENT (PHASE I)
DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE**

CONTRACT NUMBER		DESCRIPTION	RESPON- SIBILITY	TASK	SCHED.	OCTOBER					NOVEMBER					DECEMBER				JANUARY				
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1	
A100	A112	SERVICE AREA AND MAIN SHOP BUILDING		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
	A114	MAINTENANCE OF WAY (MOW) SHOP BUILDING		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
	A115	STORAGE YARD		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
	A130	YARD LEADS AND TRANSFER ZONE		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
A135	A131	UNION STATION TRACK RELOCATION (COMBINED WITH A135)		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
	A133	UNION STATION REPLACEMENT BAGGAGE HANDLING FACILITIES		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				

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REVIEW STATUS

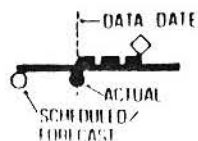
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- 100%
- ◇ SUBMITTAL TO RTD

- ◆ ADVISE FOR BIDS
- ⊕ NOTICE TO PROCEED
- PDC REVIEW PERIOD
- MTRC DESIGN SCHEDULE

**MINIMUM OPERABLE SEGMENT (PHASE I)
DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE**

CONTRACT NUMBER		DESCRIPTION	RESPON- SIBILITY	TASK	SCHED.	OCTOBER				NOVEMBER					DECEMBER				JANUARY				
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1
A135	A135	UNION STATION AND CROSSOVER STAGE I		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A136	UNION STATION AND CROSSOVER STAGE II		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A137	A137	CENTRAL CONTROL FACILITY (LOCATION TO BE DETERMINED)		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A140	A140	LINE SECTION, UNION STATION TO 7TH/FLOWER; CIVIC CENTER STATION & 5TH/HILL STATION STAGE I		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A142	EXCAVATION AND SUPPORT CIVIC CENTER MAIN BOX		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A147	CIVIC CENTER STATION, STAGE II		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			

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REVIEW STATUS

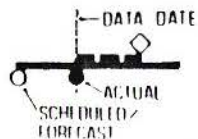
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- ◇ SUBMITTAL TO RTD

- ⊕ ADVERTISE FOR BIDS
- ⊕ NOTICE TO PROCEED
- PENDING REVIEW PERIOD
- MTRC DESIGN SCHEDULE

**MINIMUM OPERABLE SEGMENT (PHASE I)
DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE**

CONTRACT NUMBER		DESCRIPTION	RESPON- SIBILITY	TASK	SCHED.	OCTOBER					NOVEMBER					DECEMBER				JANUARY				
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1	
A140	A157	5TH/HILL STATION, STAGE II		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
A165	A165	7TH/FLOWER STATION STAGE I		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
	A167	7TH/FLOWER STATION STAGE II		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
A170	A170	WILSHIRE/ALVARADO STATION, STAGE I LINE SECTION 7TH/FLOWER TO WILSHIRE/ALVARADO		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
	A187	WILSHIRE/ALVARADO STATION STAGE II		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
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				COST ESTIMATE REVIEW																				
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REVIEW STATUS

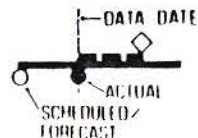
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- 100%
- ◇ SUBMITTAL TO RTD

- ⊕ ADVERTISE FOR BIDS
- ⊕ NOTICE TO PROCEED
- PLICD REVIEW PERIOD
- MTRC DESIGN SCHEDULE

FOLLOW-ON SEGMENTS (PHASES 2, 3 & 4)
(DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE)

CONTRACT NUMBER		DESCRIPTION	RESPON-SIBILITY	TASK	SCHED.	OCTOBER				NOVEMBER					DECEMBER				JANUARY				
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1
A195	A195	WILSHIRE/VERMONT STATION, STAGE I LINE SECTION WILSHIRE/ALVARADO TO WILSHIRE/VERMONT		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A197	WILSHIRE/VERMONT STATION STAGE II		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A220	A220	WILSHIRE/NORMANDIE STATION AND WILSHIRE/ WESTERN STATION, STAGE I LINE SECTION WILS/VERM TO WILSHIRE/WESTERN		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A227	WILSHIRE/NORMANDIE STATION STAGE II		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A230	LINE SECTION WILSHIRE/WESTERN TO WILSHIRE/LA BREA		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A237	WILSHIRE/WESTERN STATION STAGE II		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			

LEGEND



REVIEW STATUS

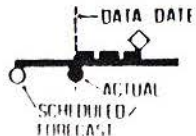
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- ◇ SUBMITTAL TO RTD

- ⊕ ADVERTISE FOR BIDS
- ⊕ NOTICE TO PROCEED
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- MTRC DESIGN SCHEDULE

FOLLOW-ON SEGMENTS (PHASES 2, 3 & 4)
(DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE)

CONTRACT NUMBER		DESCRIPTION	RESPON- SIBILITY	TASK	SCHED.	OCTOBER				NOVEMBER					DECEMBER				JANUARY				
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1
A240	A240	WILSHIRE/CRENSHAW STATION STAGE I		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A242	WILSHIRE/CRENSHAW STATION STAGE II		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A245	A245	WILSHIRE/LA BREA STATION STAGE I		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A247	WILSHIRE/LA BREA STATION STAGE II		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A250	A250	WILSHIRE/FAIRFAX STATION, STAGE I LINE SECTION - WILSHIRE/ LA BREA TO FAIRFAX/ BEVERLY STATION		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
	A267	WILSHIRE/FAIRFAX STATION STAGE II		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			

LEGEND



REVIEW STATUS

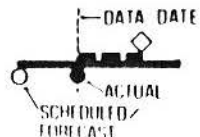
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- ⊗ ADVERTISE FOR BIDS
- ⊗ NOTICE TO PROCEED
- PDCD REVIEW PERIOD
- MTRC DESIGN SCHEDULE

FOLLOW-ON SEGMENTS (PHASES 2, 3 & 4)
(DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE)

CONTRACT NUMBER		DESCRIPTION	RESPON- SIBILITY	TASK	SCHED.	OCTOBER					NOVEMBER					DECEMBER				JANUARY				
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1	
A350	A350	HOLLYWOOD/CAHUENGA STATION STAGE I		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
	A352	HOLLYWOOD/CAHUENGA STATION STAGE II		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
A410	A410	LINE BETWEEN HOLLYWOOD/CAHUENGA AND UNIVERSAL CITY		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
A415	A415	HOLLYWOOD BOWL STATION (CONSTRUCTION DEFERRED)		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
A425	A425	UNIVERSAL CITY STATION STAGE I		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
				BID DOCUMENT REVIEW																				
	A427	UNIVERSAL CITY STATION STAGE II		DESIGN REVIEW																				
				COST ESTIMATE REVIEW																				
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LEGEND



REVIEW STATUS

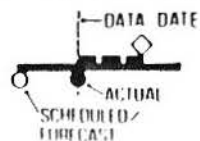
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- ⊕ ADVERTISE FOR BIDS
- ⊗ NOTICE TO PROCEED
- POCO REVIEW PERIOD
- MTRC DESIGN SCHEDULE

FACILITIES
(DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE)

CONTRACT NUMBER		DESCRIPTION	RESPON- SIBILITY	TASK	SCH-ED.	OCTOBER					NOVEMBER					DECEMBER				JANUARY					
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1		
A610	A610	TRACKWORK-MAINLINE TRACKWORK		DESIGN REVIEW																					
				COST ESTIMATE REVIEW																					
				BID DOCUMENT REVIEW																					
A611	A611	TRACKWORK-RUNNING RAIL SPECIFICATIONS		DESIGN REVIEW																					
				COST ESTIMATE REVIEW																					
				BID DOCUMENT REVIEW																					
A613	A613	TRACKWORK-TIMBER TIE SPECIFICATIONS		DESIGN REVIEW																					
				COST ESTIMATE REVIEW																					
				BID DOCUMENT REVIEW																					
A614	A614	TRACKWORK-SPECIAL TRACKWORK DESIGN		DESIGN REVIEW																					
				COST ESTIMATE REVIEW																					
				BID DOCUMENT REVIEW																					
A616	A616	TRACKWORK-DIRECT FIXATION FASTNER SPECIFICATIONS		DESIGN REVIEW																					
				COST ESTIMATE REVIEW																					
				BID DOCUMENT REVIEW																					
A617	A617	TRACKWORK-RAIL WELDING SPECIFICATIONS		DESIGN REVIEW																					
				COST ESTIMATE REVIEW																					
				BID DOCUMENT REVIEW																					

LEGEND



REVIEW STATUS

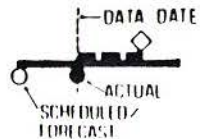
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- ⊕ ADVERTISE FOR BIDS
- ⊕ NOTICE TO PROCEED
- POCED REVIEW PERIOD
- MRTC DESIGN SCHEDULE

FACILITIES
(DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE)

CONTRACT NUMBER		DESCRIPTION	RESPON- SIBILITY	TASK	SCHED.	OCTOBER				NOVEMBER					DECEMBER				JANUARY				
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1
A760	A760	SIGNING		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
				DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
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			COST ESTIMATE REVIEW																				
			BID DOCUMENT REVIEW																				

LEGEND



REVIEW STATUS

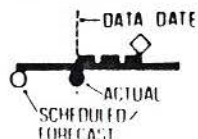
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- 60%
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- ◇ 100%
- ◇ SUBMITTAL TO RTD

- ⊕ ADVERTISE FOR BIDS
- ⊗ NOTICE TO PROCEED
- PDCT REVIEW PERIOD
- MRIC DESIGN SCHEDULE

SYSTEMS
(DESIGN, ESTIMATE AND BID DOCUMENT REVIEW SCHEDULE)

CONTRACT NUMBER		DESCRIPTION	RESPON- SIBILITY	TASK	SCHED.	OCTOBER				NOVEMBER					DECEMBER				JANUARY				
DESIGN	CONST.					5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1
A620	A620	AUTOMATIC TRAIN CONTROL		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A640	A640	COMMUNICATIONS		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A612	A612	TRACTION POWER		DESIGN REVIEW																			
A615	A615			COST ESTIMATE REVIEW																			
A630	A630			BID DOCUMENT REVIEW																			
A631	A631																						
A650	A650	PASSENGER VEHICLE		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A671 THRU A678	A671 THRU A678	AUXILIARY VEHICLES		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			
A660	A660	FARE COLLECTION		DESIGN REVIEW																			
				COST ESTIMATE REVIEW																			
				BID DOCUMENT REVIEW																			

LEGEND



REVIEW STATUS

- 30%
- 60%
- △ 85%
- 100%
- ◇ SUBMITTAL TO RTO

- ⊕ ADVERTISE FOR BIDS
- ⊗ NOTICE TO PROCEED
- PDCD REVIEW PERIOD
- MRIC DESIGN SCHEDULE



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

V. COST PERFORMANCE

The total cumulative cost expenditure under plan decreased from \$676,000 as of October 26 to \$634,000 as of November 30. The November costs exceed the plan by \$42,000. Analysis of this variance indicates the following:

- (1) The plan was formulated on a constant month basis; however, it was agreed with RTD to cut off activity reporting as of the last Friday of each month to simplify labor accruals. The October reporting period was cut off as of the 26th. In doing so, five weeks of costs are reflected in November.
- (2) A second factor contributing to the variance is the unplanned home office labor costs from Parsons and De Leuw Cather required to meet project requirements.

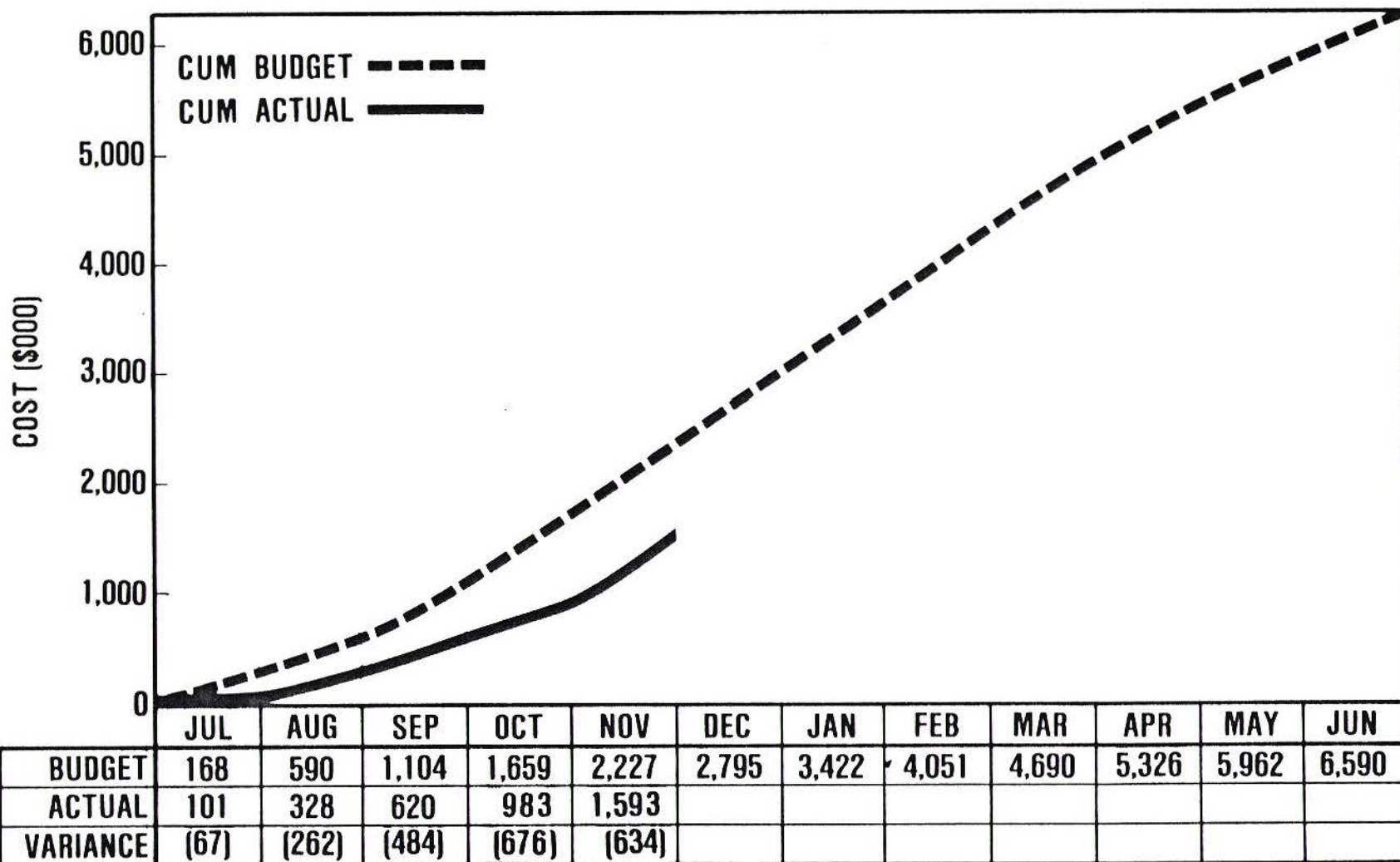


LOS ANGELES METRO RAIL

CONTRACT PERFORMANCE REPORT

PDCD

PERIOD November 1984



Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

CM Cost Performance - November 1984
(\$000)

PDCD	Planned	Actual	Variance	%
LABOR, BURDENS, FEE				
Cumulative through October	902	642	(260)	(29)
November Actuals (incl. accrual)	292	396	104	37
Cumulative through November	1,194	1,038	(156)	(13)
TRAVEL AND ODCs				
Cumulative through October	357	214	(143)	(40)
November Actuals (incl. accrual)	124	107	(17)	(14)
Cumulative through November	481	321	(160)	(33)
SUBCONTRACTORS				
Cumulative through October	400	127	(273)	(68)
November Actuals (incl. accrual)	152	107	(45)	(30)
Cumulative through November	552	234	(318)	(58)
TOTAL COST				
Cumulative through October	1,659	983	(676)	(41)
November Actuals (incl. accrual)	568	610	42	7
Cumulative through November	2,227	1,593	(634)	(28)
HOURS				
Cumulative through October	30,088	19,905	(10,183)	(34)
November Actuals (incl. accrual)	10,510	11,101	591	6
Cumulative through November	40,598	31,006	(9,592)	(24)

		Jul	Cumula- tive	Aug	Cumula- tive	Sep	Cumula- tive	Oct	Cumula- tive	Nov	Cumula- tive	Dec	Cumula- tive	Jan	Cumula- tive	Feb	Cumula- tive	Mar	Cumula- tive	Apr	Cumula- tive	May	Cumula- tive	Jun	Cumula- tive
FUNCTIONAL DEPARTMENT																									
Project Management and Secretarial	Plan	1,335.00	1,335.00	1,649.00	2,984.00	2,273.00	5,257.00	2,551.00	7,808.00	2,708.00	10,516.00	2,708.00	13,224.00	2,708.00	15,932.00	2,708.00	18,640.00	2,708.00	21,348.00	2,708.00	24,056.00	2,708.00	26,764.00	2,593.00	2,935.70
	Actual	724.00	724.00	1,643.50	2,367.50	1,684.50	4,052.00	2,064.00	6,121.00	2,356.00	8,477.00														
Systems Integration Manager	Plan	-	-	157.00	157.00	157.00	314.00	157.00	471.00	157.00	628.00	157.00	785.00	157.00	942.00	157.00	1,099.00	157.00	1,256.00	157.00	1,413.00	157.00	1,570.00	157.00	1,727.00
	Actual	-	-	-	-	120.00	120.00	160.00	280.00	184.00	464.00														
East Zone Construction Manager	Plan	-	-	157.00	157.00	157.00	314.00	157.00	471.00	157.00	628.00	157.00	785.00	157.00	942.00	157.00	1,099.00	157.00	1,256.00	157.00	1,413.00	157.00	1,570.00	157.00	1,727.00
	Actual	-	-	-	-	-	-	120.00	120.00	164.00	284.00														
General Services Manager	Plan	79.00	79.00	942.00	1,021.00	1,099.00	2,120.00	1,570.00	3,690.00	1,570.00	5,260.00	1,570.00	6,830.00	2,041.00	8,871.00	2,041.00	10,912.00	2,041.00	12,953.00	2,041.00	14,994.00	2,041.00	17,035.00	2,041.00	19,076.00
	Actual	40.00	40.00	216.00	256.00	187.00	443.00	568.00	1,011.00	1,147.00	2,158.00														
Project Controls	Plan	393.00	393.00	1,256.00	1,649.00	1,413.00	3,062.00	1,413.00	4,475.00	1,413.00	5,888.00	1,413.00	7,301.00	1,570.00	8,871.00	1,727.00	10,598.00	1,727.00	12,325.00	1,727.00	14,052.00	1,727.00	15,779.00	1,727.00	17,506.00
	Actual	262.75	262.75	842.00	1,104.75	912.00	2,016.75	952.00	2,968.75	1,500.25	4,469.00														
Contracts/Procurement	Plan	314.00	314.00	471.00	785.00	471.00	1,256.00	471.00	1,727.00	628.00	2,355.00	628.00	2,983.00	628.00	3,611.00	628.00	4,239.00	628.00	4,867.00	628.00	5,495.00	628.00	6,123.00	628.00	6,751.00
	Actual	119.00	119.00	377.50	496.50	396.00	892.50	428.50	1,321.00	524.00	1,845.00														
Engineering Services	Plan	79.00	79.00	1,727.00	1,806.00	1,962.00	3,768.00	2,276.00	6,044.00	2,276.00	8,320.00	2,276.00	10,596.00	2,590.00	13,186.00	2,590.00	15,776.00	2,747.00	18,523.00	2,747.00	21,270.00	2,747.00	24,017.00	2,826.00	26,843.00
	Actual	40.00	40.00	480.00	520.00	814.50	1,334.50	1,198.50	2,533.00	1,697.00	4,230.00														
Community Relations	Plan	79.00	79.00	157.00	236.00	157.00	393.00	157.00	550.00	157.00	707.00	157.00	864.00	471.00	1,335.00	471.00	1,806.00	471.00	2,277.00	471.00	2,748.00	471.00	3,219.00	471.00	3,690.00
	Actual	-	-	-	-	120.00	120.00	160.00	280.00	184.00	464.00														
Safety and Security	Plan	79.00	79.00	157.00	236.00	157.00	393.00	157.00	550.00	157.00	707.00	157.00	864.00	157.00	1,021.00	157.00	1,178.00	157.00	1,335.00	157.00	1,492.00	157.00	1,649.00	157.00	1,806.00
	Actual	-	-	176.00	176.00	136.00	312.00	152.00	464.00	180.00	644.00														
Quality Assurance	Plan	157.00	157.00	157.00	314.00	157.00	471.00	157.00	628.00	157.00	785.00	157.00	942.00	157.00	1,099.00	157.00	1,256.00	157.00	1,413.00	157.00	1,570.00	157.00	1,727.00	157.00	1,884.00
	Actual	46.00	46.00	192.00	238.00	134.00	372.00	147.00	519.00	144.00	663.00														
Administration	Plan	628.00	628.00	628.00	1,256.00	628.00	1,884.00	628.00	2,512.00	628.00	3,140.00	628.00	3,768.00	628.00	4,396.00	628.00	5,024.00	628.00	5,652.00	628.00	6,280.00	628.00	6,908.00	628.00	7,536.00
	Actual	198.00	198.00	452.00	650.00	371.50	1,021.50	494.00	1,515.50	579.50	2,095.00														
EEO Administration	Plan	-	-	157.00	157.00	157.00	314.00	314.00	628.00	314.00	942.00	314.00	1,256.00	471.00	1,727.00	471.00	2,198.00	471.00	2,669.00	471.00	3,140.00	471.00	3,611.00	471.00	4,082.00
	Actual	-	-	120.00	120.00	152.00	272.00	160.00	432.00	164.00	596.00														
Labor Relations	Plan	-	-	-	-	79.00	79.00	79.00	158.00	-	158.00	79.00	237.00	79.00	316.00	-	316.00	79.00	395.00	79.00	474.00	79.00	553.00	69.00	622.00
	Actual	-	-	8.00	8.00	10.00	18.00	-	18.00	-	18.00														
Legal Counsel	Plan	-	-	-	-	188.00	188.00	188.00	376.00	188.00	564.00	188.00	752.00	189.00	941.00	189.00	1,130.00	189.00	1,319.00	189.00	1,508.00	188.00	1,696.00	188.00	1,884.00
	Actual	-	-	-	-	-	-	-	-	-	-														
Subtotal	Plan	3,143.00	3,143.00	7,615.00	10,758.00	9,055.00	19,813.00	10,275.00	30,088.00	10,510.00	40,598.00	10,589.00	51,187.00	12,003.00	63,190.00	12,081.00	75,271.00	12,317.00	87,588.00	12,317.00	99,905.00	12,316.00	112,221.00	12,270.00	124,491.00
	Actual	1,429.75	1,429.75	4,507.00	5,936.75	5,042.50	10,979.25	6,604.00	17,583.25	8,823.75	26,407.00														
OTHER DIRECT LABOR																									
Home Office Support																									
The Ralph M. Parsons Company																									
Procurement & Contracts	Actual	50.00	50.00	42.50	92.50	24.00	116.50	27.50	144.00	150.00	294.00														
Admin. and Acctg.	Actual	29.00	29.00	54.00	83.00	27.00	110.00	460.00	570.00	300.00	870.00														
Technical	Actual	-	-	-	-	243.00	243.00	328.00	571.00	800.00	1,371.00														
Publication and Repro.	Actual	51.50	51.50	154.00	205.50	77.00	282.50	260.50	543.00	502.00	1,045.00														
DeLew, Cather & Company																									
Admin. and Acctg.	Actual	18.00	18.00	-	18.00	4.00	22.00	-	22.00	-	22.00														
Technical	Actual	-	-	-	-	472.00	472.00	-	472.00	525.00	997.00														
Dillingham Construction, Inc.																									
Technical	Actual	-	-	-	-	-	-	-	-	-	-														
Subtotal		148.50	148.50	250.50	399.00	847.00	1,246.00	1,076.00	2,322.00	2,277.00	4,599.00														
Grand Total	Plan	3,143.00	3,143.00	7,615.00	10,758.00	9,055.00	19,813.00	10,275.00	30,088.00	10,510.00	40,598.00	10,589.00	51,187.00	12,003.00	63,190.00	12,081.00	75,271.00	12,317.00	87,588.00	12,317.00	99,905.00	12,316.00	112,221.00	12,270.00	124,491.00
	Actual	1,578.25	1,578.25	4,757.50	6,335.75	5,889.50	12,225.25	7,680.00	19,905.25	11,100.75	31,006.00														



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

VI. SUMMARY OF ACTIVITIES PERFORMED IN NOVEMBER

A. Administration and Accounting

- (1) Assisted in relocation to the project of:

W.H. George
D.M. Harlan
D.L. Baker
O.G. Ree
D.M. Smith

- (2) Brought nine personnel on board.
- (3) Prepared requisitions and submitted resumes and salaries to the RTD for approval of six personnel.
- (4) Submitted the revised Administration Procedures Manual to the RTD for approval.
- (5) Completed initial training of two operators on DECmate WP and began keying in on DECmate equipment.
- (6) Requested and received approval for the purchase of six Panasonic memory typewriters.
- (7) Leased three automobiles through Parsons for PDCD use until approved long term lease vehicles arrive, bringing the current number of Parsons vehicles to four. Two additional vehicles have been requisitioned.
- (8) Completed installation and testing of the accounting programs on the IBM PC-AT and set up the cost reporting matrix.
- (9) Input the first group of payroll data, time sheets, and accounts payable invoices into accounting systems and reconciled the output with accounting records.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

- (10) Produced the first Project Cost Statement in LOTUS format.
- (11) Met with the landlord for downtown office location, and resolved final commercial and legal questions on proposed lease.
- (12) Met with the RTD personnel to resolve problems concerning invoice documentation support and use of home office personnel.
- (13) Submitted the balance of invoice document support as requested by the RTD.

B. Quality Assurance

- (1) Submitted to the RTD the revised Construction Operations Procedure Manual and the Safety and Security Procedures Manual, incorporating RTD's comments.
- (2) Submitted comments on standard specifications Divisions 2, 3, 4, 5, 6, 7, 8, 9, and 10.
- (3) Participated in development of PDCD's position on contractor quality control and made recommendation to the RTD.
- (4) Reviewed and prepared comments on Diesel Locomotive Specifications.
- (5) Participated in the development of the Configuration Control Procedure.

C. Equal Opportunity Administration

- (1) Attended an equal employment opportunity seminar on November 1 that was sponsored by the Equal Employment Opportunity Commission. The Office of Federal Contract Compliance (OFCCP) also had a representative present to discuss the rules and regulations regarding DBE/WBE goals.
- (2) Attended a meeting on November 3 held by the women commissioners appointed by Mayor Tom Bradley to discuss contract opportunities for WBE's goal.
- (3) Met with the Assistant General Manager, Office of Equal Opportunity, Mr. Marvin Williams, to discuss the progress of PDCD's EEO program and the DBE/WBE program.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

- (4) Prepared a written affirmative action plan for the project in accordance with the RTD's request.
- (5) Continued our community outreach efforts to disseminate information to individuals and companies regarding contract opportunities on the Metro Rail Project.

D. Contracts and Procurement

- (1) Executed the following subcontracts on behalf of PDCD after receipt of consent from the RTD:
 - (a) Better Personnel Employment Service
 - (b) Dames & Moore
 - (c) Hayakawa Associates
 - (d) Jenkins, Gales & Martinez
 - (e) Vanir Construction Management, Inc.
- (2) Started negotiation with NPCC.
- (3) Executed Amendment 1 to Dames & Moore's subcontract to allow proportionate invoicing of fixed fee.
- (4) Issued a Notice to Proceed to James P. Gould (underpinning consultant) pending execution of a consulting agreement.
- (5) Issued an RFQ on the lease of additional two automobiles, bringing the total vehicle count to six.
- (6) Participated in discussions relating to the rigid requirements of the prime Contract regarding the subcontractor insurance requirements and the need to amend the prime Contract to allow deviation when circumstances justify change.
- (7) Submitted the Ochoa & Sillas subcontract to the RTD for approval.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

E. Community Relations

- (1) Completed the development of the monthly guidelines for organizing the Community Relations component.
- (2) Surveyed 5th & Hill and 7th & Flower construction sites to identify businesses and landmarks in anticipation of community relations activities in these areas.
- (3) Began preparing files on specific business and landmark locations.
- (4) Reviewed utility and traffic issues and proposed mitigation measures.
- (5) Attended A-142 utility relocation meeting at the RTD.
- (6) Began organizing a resource filing system on community issues.
- (7) Attended the RTD/Los Angeles Area Chamber of Commerce seminar on construction contracts.
- (8) Reviewed the Arts-In-Transit Program which is designed to help provide stations with an individual, unique identity.

F. Safety and Security

- (1) Participated in biweekly Fire, Life, and Safety Committee and Security Subcommittee meeting. Items discussed included upgrading the design and constructibility of areas for observation by security staff in critical areas of the project and developing programs that will encourage the general public to use the system while discouraging the invasion of the criminal faction.
- (2) Met with Cal-OSHA and its Tunnel Section to discuss occupational safety during the course of construction.
- (3) Submitted the Construction Safety and Security Manual, incorporating RTD's comments.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

(4) Held discussions with Roger Wood of the RTD regarding attendance at the International Mine Rescue Training Services management course in Kellogg, Idaho, to further determine our needs and requirements for a rescue team.

(5) Reviewed and commented on the RTD Safety Certification Methodology.

G. Construction and General Services

G.1 General Activities

- (1) Finalized the Construction Operations Procedure Manual, which was submitted to the RTD on November 19, 1984.
- (2) Participated in the analysis of temporary decking structure depth requirements/ construction equipment loading and HS20-44.
- (3) Conducted an analysis of construction equipment space requirements relating to traffic flow and space restrictions at the construction sites.
- (4) Reviewed plans and specifications for a test pit at the Wilshire/Fairfax Station. Discussed tunneling methodology and made recommendations.
- (5) Continued review of Contract Standard Specifications - Divisions 1 to 16.
- (6) Continued review of project design plans in accordance with overall CM constructibility review schedule.
- (7) Held discussions with the RTD and MRTC for structure underpinning recommendations from Hill Street to 7th Street.

G.2 Systems Integration

- (1) Participated in the RTD meetings with domestic and foreign companies specializing in train control signaling systems.

Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

- (2) As a result of meetings noted in Item 1, began preparation of procurement and installation requirements to promote competitive bidding on proven systems.
- (3) Continued to conduct constructibility reviews of systemwide elements under design.

G.3 General Services

(1) Utilities

- (a) Reviewed standard specifications for utilities and held meeting with the RTD to review comments.
- (b) Modified standard specifications and reviewed standard utility drawings for temporary utility supports.
- (c) Reviewed utilities/civil drawings on Contract A-430, Tunnels/Vent Shafts, and Contract A-115, Storage Yard.
- (d) Reviewed construction sequencing for utility work at A-142, Civic Center.
- (e) Investigated utility arrangements in railroad yard for future servicing of construction operations facilities.
- (f) Documented conflict of references in standard specifications to agency standards and made improvement recommendations to the RTD.
- (g) Made comments and attended a meeting on the initial Utility Concept Plan for Contract A-430, Mid-Tunnel Vent Shaft and Crossover.
- (h) Reviewed utility company work orders prepared by the RTD for Civic Center Excavation and transmitted comments to the RTD.
- (i) Attended a coordination meeting with several agencies of the City of Los Angeles and the RTD for the Civic Center Excavation Contract.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

- (j) Reviewed the final Utility Rearrangement Plan on Contract A-157, 5th and Hill Station, and prepared comments for transmittal to the RTD and MRTC.

(2) Permits

- (a) Prepared a Matrix Tabulation of Permits relating to Metro Rail construction required by the City of Los Angeles. This table will be updated on a periodic basis.
- (b) Collected additional information for permits required by L.A. County and the State of California.

(3) Traffic Control

- (a) Held a meeting with the Traffic Engineer of MRTC to obtain traffic plans and specifications developed to date.
- (b) Held a meeting to discuss time/cost savings that could be recognized by using the CAD system on Metro Rail.
- (c) Reviewed the Worksite Traffic Control Plan at the Civic Center Station and other MOS-1 stations.
- (d) Held a meeting with LADOT Metro Rail traffic coordinator for review of future traffic control plans and construction sites.

(4) Surveys

- (a) Held a meeting with the RTD's Insurance Manager to discuss preconstruction survey criteria and other matters relating to insurance.
- (b) Added the Chief of Surveys to the CM organization.
- (c) Reviewed procedures, criteria, and standards for the proposed topographic survey activity.

MTA LIBRARY



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

- (d) Identified and requisitioned data pertaining to primary horizontal and vertical controls for topographic surveys.
- (e) Conducted a field inspection of MOS-1 alignment to familiarize the new staff with the requirements.
- (5) Environmental Control/Monitoring
 - (a) Conducted reviews and commented on:
 - o RTD's commitment to environmental controls and mitigation measures.
 - o Geotechnical and gas studies.
 - o New boring program.
 - o Noise and vibration studies.
 - o Traffic plans and truck haul routes.
 - o Construction schedule and its accumulative environmental effect.
 - (b) Evaluated the impact of archeological excavations on the construction schedules for Union Station and its crossover.
 - (c) Evaluated and prepared comments for scheduling of the RTD's archeologist and paleontologist.
 - (d) Prepared preliminary Environmental Control Plan and Premonitoring Survey Plan.
 - (e) Evaluated and recommended use of IBM-PCAT for technical applications of data control, surveying, and calculations.
 - (f) Recommended equipment to be used by PDCD for monitoring/verification during construction.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

G.4 Zone Construction Management

- (1) Continued effort on construction packaging and scheduling for MOS-1.
- (2) Continued constructibility reviews.
- (3) Continued developing staffing plan for field operations personnel. Interviewed potential candidates for the Resident Engineer position.

H. Engineering Services

(1) Constructibility Reviews

- (a) Status of activities planned for November as forecast in October report:

<u>Contract</u>	<u>Scheduled Completion</u>	<u>Date Submitted</u>
A-165 & 167	12/6/84	in progress

Other planned reviews did not materialize because documents were not received.

- (b) Additional constructibility reviews initiated or completed during November:

<u>Contract</u>	<u>Scheduled Completion</u>	<u>Date Submitted</u>
A-115 (plans & specs)	11/19/84	11/19/84
A-671	none	11/29/84
Utility Standards	11/8/84	11/10/84
A-252 (test pit)	11/19/84	in progress
A-310 & A-327	11/26/84	in progress
A-250 & A-267	12/3/84	in progress
A-142 (instrumentation specs)	-	completed
Standard Specifications	-	in progress

Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

- (2) Walked the full length of MOS-1.
- (3) Investigated and reported on the suitability of existing buildings slated for demolition for use as field office and made a recommendation.
- (4) Continued the search for Systems Engineers.
- (5) Secured services of a Junior Engineering Geologist and a Soils Engineer as permanent members of the geotechnical staff.
- (6) Arranged for a visit by Dr. J.P. Gould, a member of PDCD's Senior Technical Advisory Board, to participate in discussion of underpinning problems on MOS-1.
- (7) Attended meetings at the RTD and MRTC offices to discuss review comments, as required.

J. Project Controls

- (1) Participated in meetings with RTD Personnel to assist in development of required CM and Construction report formats utilizing TRACS and MSCS.
- (2) Continued dialogue with RTD regarding development of the work breakdown structure and dictionary for implementation on construction estimates, bid schedules, progress reports and change orders.
- (3) Participated in meetings with MRTC to develop a joint MOS-1 schedule.
- (4) Continued to refine time phased CM budgets for incorporation into the computerized reporting system.
- (5) Participated in Technical Specifications Reviews on Divisions 2 through 10.
- (6) Participated in Constructibility Reviews.
- (7) Developed Configuration Control procedures in coordination with MRTC.
- (8) Began incorporating RTD comments into the cost and schedule procedure.

Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

- (9) Submitted a TRACS Training Schedule to RTD for approval.
- (10) Prepared an estimate format and content recommendation for RTD approval and submitted an estimate review schedule.
- (11) Prepared Document and Material Control Recommendations.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

VII. ACTIVITIES PLANNED IN DECEMBER

A. Administration and Accounting

- (1) Begin initial training program for additional personnel on DECmate WP. Continue advanced training on DECmate WP for personnel who have completed initial training.
- (2) Continue providing assistance in the preparation of personnel requisitions, submission of qualifications to the RTD for approval, staffing and relocation, preparation of TAs; review of expense reports, and maintenance of personnel records.
- (3) Continue input of accounting data to produce reports at the current activity level.
- (4) Initiate training of accounting personnel on the IBM PC.
- (5) Audit the mail-handling activity.
- (6) Finalize the downtown office lease.

B. Quality Assurance

- (1) Rewrite QA/QC Manual to incorporate the RTD decision on Contractor Quality Control and more clearly delineate site construction QC activities.
- (2) Complete submittal of standard specification comments.
- (3) Complete submittal of outstanding procedures manuals.
- (4) Meet with RTD Quality Assurance and their consultant, Booz Allen, to discuss the QA/QC Manual.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

C. Equal Opportunity Administration

- (1) Attend the Los Angeles Unified School District Advisory Committee's meeting on December 5. The purpose of this meeting is to plan ways to involve young women in non-traditional Metro Rail positions.
- (2) Attend the Mexican American Legal Defense and Education Fund (MALDEF) dinner on Wednesday, December 5.
- (3) Attend a meeting and reception of elected women policymakers at the Los Angeles City Hall on Monday, December 17, sponsored by the Mayor's Office as part of the Metro Rail Community involvement in an effort to further the achievement of DBE/WBE goals.
- (4) Continue outreach activities, as required.

D. CONTRACTS AND PROCUREMENT

- (1) Complete negotiations with NPCC.
- (2) Execute (after receipt of the RTD's consent) the following subcontracts:
 - o Engineering-Science, Inc.
 - o Jacobs Associates
 - o Martin & Huang International
 - o Randolph & Tate Associates
 - o Ochoa & Sillas
- (3) Execute consulting agreements with A.A. Mathews, James P. Gould, Ronald H. Heuer, and William D. Alexander.
- (4) Resolve the subcontractor insurance requirement problem.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

E. Community Relations

- (1) Complete community relations survey of MOS-1 route.
- (2) Continue preparing files on specific locations.
- (3) Continue to develop issues-resource files.
- (4) Begin compiling a list of community activities and events that may affect construction project.
- (5) Coordinate the first issue of the PDCD newsletter.
- (6) Continue to review community impact/safety issues and mitigation.

F. Safety and Security

- (1) Hold further discussions with Cal-OSHA Tunnel and Construction Safety Engineers.
- (2) Meet with Department of Public Health of Los Angeles to review California radiation control regulations, discuss use of laser equipment in the City and County of Los Angeles, and obtain upgrade of the Director's List of Hazardous Substances and Air Pollution Control (underground employee related).
- (3) Continue to review necessary programs as they relate to safety and security during construction.
- (4) Conduct meetings with the LAPD, County Sheriff, the RTD, and Police and Fire Departments, as needed.

G. Construction and General Services

G.1 General Activities

- (1) Present findings on temporary decking depth analysis to the RTD and MRTC.
- (2) Discuss findings on the analysis of construction equipment space requirements with the RTD and MRTC. Evaluate impact on traffic control and environmental restrictions.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

(3) Continue constructibility reviews of design plans and specifications.

(4) Continue reviews of structure underpinning requirements from Hill to 7th Streets.

G.2 Systems Integration

(1) Continue constructibility reviews of other systemwide design documents to be distributed for industry review. These include:

<u>Document</u>	<u>Design Development(%)</u>
Communications	45
Passenger Vehicles	85
Traction Power	85

G.3 General Services

(1) Utilities

- (a) Develop a detailed Management Plan for monitoring and coordinating advance utility relocation work by utility companies and/or contractors.
- (b) Develop Sequence of Utility Rearrangement Reports and Schedules for MOS-1 contract packages.
- (c) Hold coordination meetings with the utility company construction personnel and discuss near-term projects.
- (d) Continue constructibility review of the utility rearrangements plans for contract packages along the 18-mile line.
- (e) Attend utility coordination meetings, as required.
- (f) Discuss findings on the analysis of Temporary Utility Supports with the RTD and MRTC.

Parsons-Dillingham-De Leuw, Cather



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

(2) Permits

- (a) Update Matrix Tabulation of Permits required on the Metro Rail Project.
- (b) Prepare permit requirements by individual contract package.
- (c) Participate in preparation of construction contract provisions that require a contractor to obtain permits.

(3) Traffic Control

- (a) Develop a traffic control plan for the MOS-1 adjacent street network. Identify proposed detours and traffic relocation plans (in sequence). Develop the capability to conduct a capacity analysis at strategic locations to determine the major impact areas.
- (b) Assist in the review of the proposed one-way couple - Hill and Broadway. Determine the advantages and disadvantages relating to the construction operations.
- (c) Coordinate the individual Worksite Traffic Control Plans with LADOT and RTD.

(4) Surveys

- (a) Identify potential survey conflicts and areas of concern by field investigation and mathematical review.
- (b) Requisition survey equipment and personnel.
- (c) Verify the integrity of primary control by field survey.

(5) Environmental Control/Monitoring

- (a) Revise and expand the preliminary Environmental Controls Plan.
- (b) Review the archeological and paleontological test plans for the Union Station and Civic Center Stations in MOS-1 and the Wilshire/Fairfax Station.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

(c) Review the existing air, noise, and vibration surveys for adequacy.

(d) Conduct the Premonitoring Survey to identify land-use and existing conditions sensitive to dust, exhaust, noise, and vibration.

(e) Evaluate new geotechnical boring data, results of new gas study, and relationship of groundwater dewatering and gas release.

G.4 Zone Construction Manager

(a) Continue constructibility reviews of design packages.

(b) Review the construction rights-of-way to ensure the adequacy of contractor laydown areas and access to the construction site(s).

H. Engineering Services

(1) Based on MRTD's published design review schedule, the following packages are planned for review during December:

<u>Content</u>	<u>% Complete</u>
A-252 (test pit)	85
A-170 & A-187	85
A-250 & A-267	60
A-165 & A-167	85
A-410	85
A-135 & A-136	85

J. Project Controls

(1) Incorporate RTD comments into cost and schedule procedure and submit the revision to RTD.

(2) Prepare and submit draft claims control procedure.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

- (3) Continue development of a joint PDCD/MRTC MOS-1 Schedule and prepare for assumption of responsibility for future maintenance of MOS-1 Schedule.
- (4) Continue to review estimates provided and review the MOS-1 estimate package.
- (5) Review the Standard General Conditions and prepare comments.
- (6) Continue to resolve the compatibility of TRACS with the proposed Project Control Plan.
- (7) Continue to benchmark Contract A114 in TRACS.
- (8) Finalize establishment of the CM services computer reporting system and input data from the inception of the project.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

VIII. AREAS OF CONCERN

1. Clarification of the role of Contract Administration versus Resident Engineer in management administration of construction contracts.
2. Resolution of application of Contractor Quality Control.
3. Underpinning of structures, especially at Hill and 7th St.
4. Scope of work, schedule and estimated costs for utility work at 5th/Hill and 7th/Flower.



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

APPENDIX



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

Subcontractor	NTP Issued	Negotiated Subcontract	Consent Submitted	Consent Approved
BPES	8/27/84	9/13/84	10/5/84	11/15/84
CCSC	8/20/84	9/18/84	10/1/84	11/9/84
Dames & Moore	9/20/84	10/8/84	10/15/84	11/8/84
Engineering-Science	9/18/84	10/22/84	11/28/84	
Hayakawa	9/7/84	9/19/84	9/21/84	11/19/84
Jacobs	9/21/84	10/25/84	10/29/84	
Jenkins, Gale & Martinez	8/28/84	10/12/84	10/17/84	11/8/84
Martin & Huang	9/4/84	10/29/84	10/31/84	
NPCC				
Ochoa and Sillas		11/15/84	11/26/84	
Randolph & Tate	9/25/84	11/19/84	11/20/84	
Vanir	8/22/84	8/30/84	9/27/84	11/8/84



LOS ANGELES METRO RAIL
CONTRACT PERFORMANCE
REPORT

PDCD

PERIOD November 1984

CONSULTANT STATUS

Consultant	NTP Issued	Executed Subcontract	Consent Submitted	Consent Approved
A.A. Matthews				
R.H. Heuer				
J.P. Gould	11/21/84			
W.D. Alexander				