



CONSTRUCTION COMMITTEE  
MARCH 18, 2004

PROJECT: EASTSIDE LIGHT RAIL PROJECT, EXPOSITION LIGHT RAIL  
TRANSIT PROJECT AND CAPITAL PROGRAM PROJECTS

CONTRACT: PM022, PROJECT MANAGEMENT ASSISTANCE,  
URS CORPORATION

ACTION: AUTHORIZE THE CEO TO EXERCISE ONE-YEAR OPTION

RECOMMENDATION

Authorize the Chief Executive Officer to exercise a no-cost increase, one-year option to Contract No. PM022, Project Management Assistance (PMA) with URS Corporation, to provide support services for various Projects, from June 1, 2004 to May 31, 2005.

RATIONALE

Contract PM022 was awarded for a three-year period of performance that ends on May 31, 2004. The contract includes two options to extend the period of performance for one year each. The PMA Contract is a cost-effective means of providing as-needed, highly qualified expertise required to perform specialized temporary technical services that cannot be performed by existing MTA staff.

On May 24, 2001, the MTA Board authorized initial funding to provide support services for various projects. The PMA Contract is funded on a Contract Work Order (CWO) basis that separates the Board authorized contract funding into manageable parts that allow for efficient cost control and budget management by MTA Project Managers. The Board has authorized a total contract amount of \$6,766,665 for the period of May 24, 2001 through May 31, 2004. The current total incurred contract cost is \$4,835,484. The remaining fund authorization will be used to complete FY04 and FY05 work.

Exercising the one-year option to this contract will provide specialized technical support on Rail Operations Capital Program projects, including systems, stations, yard and shops and other facilities. PMA support on the major capital projects will be for the Metro Gold Line Eastside Extension and Exposition LRT projects on a limited as-needed basis. Therefore, no additional contract funding is being requested since MTA staff will:

- 1) Limit all future tasks under this contract to critical technical issues requiring specialized expertise not available at the MTA; and
- 2) Continue prudent cost management including internal authorization to transfer funds between CWOs in order to accomplish unanticipated work within the authorized contract funding.

#### IMPACTS TO OTHER CONTRACTS

Not applicable.

#### FINANCIAL IMPACT

The funds for this contract are included in the FY04 budget in Cost Center 8510, Account 50316 in Metro Gold Line Eastside Extension (800088), Mid-City/Wilshire Bus Rapid Transit (800111), Metro Green Line (800023), Exposition Light Rail Project (800113).

The estimated cost for FY05 is \$920,000, plus \$75,000 for the balance of FY04. There is sufficient existing authorization to fund these costs.

#### ALTERNATIVES CONSIDERED

The MTA Board may reject the recommended actions and direct staff to:

- 1) Recruit and hire additional staff necessary for the required specialized expertise for full time positions. Hiring permanent MTA staff, in lieu of utilizing "as needed" PMA support, to deal with intermittent workloads is not cost-effective.
- 2) Prepare a new consultant services contract for these specialized services. Given the limited amount of work anticipated over the course of the next year, this approach is not considered cost effective for either the MTA or potential bidders.
- 3) Demobilize the services under this contract. This would leave current action on critical technical issues unresolved and constrain the MTA's ability to respond to new issues requiring specialized expertise.

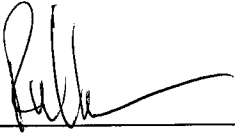
#### NEXT STEPS

The balance of unexpended authorized contract value is sufficient for the remainder of FY04 and task support currently anticipated for FY05. If additional contract authorization is required later in FY05, Project Managers will determine the scope of work, associated cost and submit a request to the MTA Board for an increase to the authorized contract funding limit.

## ATTACHMENTS

- A. Procurement Summary
- A-1. Procurement History
- A-2. Small Business Participation

Prepared by: Mark Perez, Director of Program Management



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Richard Thorpe  
Chief Capital Management Officer



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Roger Snoble  
Chief Executive Officer

**BOARD REPORT ATTACHMENT A  
PROCUREMENT SUMMARY  
AUTHORIZE THE CEO TO EXERCISE ONE-YEAR OPTION**

1.	Contract Number: PM022 <b>Exercise of Option To Existing Contract</b>		
2.	Recommended Vendors: URS Corp.		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: <b>Not Applicable</b>	Recommended Negotiated Price: <b>Not Applicable</b>	
	B. Details of Significant Variances: N/A		
4.	Contract Type: <b>Labor Hour Contract</b>		
5.	Procurement Dates: <b>Not Applicable To Exercise of Options.</b>		
	A. RFP Issued: <b>Not Applicable</b>		
	B. Advertised: <b>Not Applicable</b>		
	C. Pre-proposal Conference: <b>Not Applicable</b>		
	D. Proposals Due: <b>Not Applicable</b>		
	E. Pre-Qualification Completed: <b>Not Applicable</b>		
	F. Conflict of Interest Form Submitted to Ethics: <b>Not Applicable</b>		
6.	Small Business Participation:		
	A. Bid Goal: <b>Not Applicable.</b>	Date Small Business Evaluation Completed: <b>Not Applicable.</b>	
	B. Small Business Commitment: <b>20%</b>		
4.	Invitation for Bid/Request for Proposal Data:		
	Notifications Sent: <b>Not Applicable</b>	Bids/Proposals Picked up: <b>Not Applicable</b>	Bids/Proposals Received: <b>Not Applicable</b>
5.	Evaluation Information:		
	A. Bidders/Proposers Names: <b>URS Corporation</b>	Bid/Proposal Amount: <b>Not Applicable</b>	Best and Final Offer Amount: <u>N/A</u>
	B. Evaluation Methodology: <b>Not Applicable</b>		
6.	Protest Information:		
	A. Protest Period End Date: <b>Not Applicable</b>		
	B. Protest Receipt Date: <b>Not Applicable</b>		
	C. Disposition of Protest Date: <b>Not Applicable</b>		
7.	Contract Administrator: <b>Larry M. Lyon</b>	Telephone Number: <b>922-7320</b>	
8.	Project Manager: <b>Dennis Mori</b>	Telephone Number: <b>922-7238</b>	

**BOARD REPORT ATTACHMENT A-1  
PROCUREMENT HISTORY  
ACTION**

**AUTHORIZE THE CEO TO EXERCISE ONE-YEAR OPTION, EXTENDING  
PERFORMANCE UNDER CONTRACT PM022 FROM 6/1/04 TO 5/31/05**

**A. BACKGROUND ON CONTRACTOR**

URS Corporation was founded in 1904. Corporate offices are located in San Francisco, California with a major regional office located at 915 Wilshire Boulevard, Suite 1800, Los Angeles, CA 90017. URS Corporation has served both public agencies and the private sector in Los Angeles for more than seventy-five (75) years. URS has extensive experience in transportation design and project management. They provide more than \$500 million worth of professional services to the transportation industry annually.

URS has provided support in various capacities to the MTA for over ten (10) years. Some of the MTA projects included work on the Metro Green Line, Metro Red Line Geotechnical and Environmental Services, Wilshire/La Brea Station Foundation Engineering and State Route 2 – Glendale Freeway Improvements.

**B. PROCUREMENT BACKGROUND**

Contract No. PM022 is an indefinite delivery, indefinite quantity, federally funded Fixed Labor Hour contract to provide Program Management Assistance (PMA) to the MTA. Following a full and open competition, the Board Authorized award of this contract to URS Corporation to provide project management assistance services for the Metro Gold Line Eastside Extension, Mid-City/Wilshire Bus Rapid Transit Project, Capital Program Projects and Exposition Light Rail Transit Project.

URS's proposal for this work was determined to be most advantageous to the MTA after considering management/technical factors and price by a Pre-Selection Evaluation Committee in a competitive procurement. The PMA Contract provides staff augmentation support and specialty services to Project Managers in order to cost effectively complete major transit projects.

The Project Management Assistance Contract (PMA) Contract No. PM022 replaced prior PMA Contract No. PM021, with Fluor Daniel Inc., that expired on May 30, 2001, and Contract No. E0110, with Booz-Allen & Hamilton Inc., which expired on February 28, 2002.

The PMA Contract is funded on a Contract Work Order (CWO) basis. A separate CWO budget estimate is made for the PMA needs for each of the Projects. The CWO separates the funding into manageable parts, that allow for efficient cost control and budget management by the MTA Project Office. Project Managers can request specific work as long as they stay within the total

MTA Board authorized funding limit. This process provides the staff with the ability to initiate PMA activities quickly without the necessary lead time required for individual Board actions. Staff prepares the scope of work for each task, considering the information available and applicable time constraints on the performance of the work. Whenever practical, a fixed price will be negotiated for the CWO, otherwise a labor hour CWO will be issued utilizing the hourly rates set forth in the contract. This contracting process allows the contractor to expeditiously accomplish and complete specific tasks in support of the transit corridor and Capital Projects as the requirements are encountered.

Contract No. PM022 was awarded for a three year period of performance that ends on May 31, 2004. The contract includes two options to extend the performance period one year each.

On May 24, 2001, the MTA Board authorized initial funding in the amount of \$700,000 for Transit Corridor Project Support for the period June 1, 2001, through August 31, 2001 (CWO 1). On July 26, 2001, the MTA Board authorized initial AFE funding in the amount of \$316,172 for Capital Program Projects support for the period August 1, 2001, through December 31, 2001 (CWO 6). Staff extended the period of performance through February 28, 2002, and managed the work within the Board approved funding.

On February 28, 2002, the MTA Board authorized additional funding of \$1,718, 295 to extend Transit Corridor Project Support and Capital Program Projects Support through June 30, 2002.

On July 25, 2002, the MTA Board authorized the Chief Executive Officer to negotiate and execute Change Orders with URS under Contract PM022 to provide support services on the Metro Gold Line Eastside Extension, Mid-City/Wilshire Bus Rapid Transit Project, Capital Program Projects and Exposition Light Rail Transit Project through June 30, 2003 and increased funding to current levels.

In June 2003, the period of performance for PM022 was extended under staff authority through May 31, 2004, within the Board approved funding.

## BOARD REPORT ATTACHMENT A-2

### LIST OF CONTRACTORS/SUBCONTRACTORS

#### **PRIME CONTRACTOR**

URS Corporation

#### **SMALL BUSINESS SUBCONTRACTORS**

TEC Management Consultants, Inc.

D'Leon Consulting Engineers Corporation

LS Gallegos & Associates Inc.

#### **OTHER SUBCONTRACTORS**

Booz Allen & Hamilton

J. L. Patterson

RWDI

Lewis and Zimmerman

Accentech

#### **SMALL BUSINESS PARTICIPATION**

The Diversity and Economic Opportunity Department (DEOD) established a 20% Disadvantage Business Enterprise (DBE) goal for this CWO Contract. The primary recommended Project Management Assistance (PMA) Support Consultant, URS Corporation, formed a team and committed to utilize a sufficient number of DBE firms capable of performing the scopes of work identified in their proposal.

Achievement of the project's overall 20% DBE participation goal is based on the aggregate DBE attainment and participation percentages achieved by URS Corporation. There are no specific dollar commitments made to the designated DBEs. Compliance with the DBE program requirement will be monitored aggressively based on the PMA Support Consultants' good faith efforts to utilize the DBE firms listed to perform work exclusively, when DBE scopes of work are included in the CWOs.

A total of four (4) CWOs have been issued since contract award. Current DBE attainment<sup>1</sup> based on relevant contract amount<sup>2</sup> is 10.37%. Current DBE participation based on the total actual amount paid-to-date to prime is 14.52%.

Original Award Amount

\$ 700,000 (Limited Notice to Proceed)

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<sup>1</sup>Current Attainment = Total Actual Amount Paid-to-Date to Subs ÷ Total Relevant Contract Amount

<sup>2</sup>Relevant Contract Value = Original Contract Value + Contract Cost Modifications

<sup>3</sup>Current Participation = Total Actual Amount Paid-to-Date to Subs ÷ Total Actual Amount Paid-to-Date to Prime



Relevant Contract Value<sup>2</sup> \$ 6,766,665  
 Total Actual Amount Paid to Date to Prime \$ 4,833,283

DBE Subcontractor	Commitment	Current Attainment <sup>1</sup>	Current Participation <sup>3</sup>	Current Status
TEC Management Consultants	CWO	8.38%	11.85%	Performing
L.S. Gallegos & Associates	CWO	1.39%	1.95%	Performing
D'Leon Consulting Engineers	CWO	.60%	.84%	Performing
<b>TOTAL</b>	<b>20%</b>	<b>10.37%</b>	<b>14.52%</b>	<b>Expected to Meet Goal</b>

<sup>1</sup>Current Attainment = Total Actual Amount Paid-to-Date to Subs ÷ Total Relevant Contract Amount

<sup>2</sup>Relevant Contract Value = Original Contract Value + Contract Cost Modifications

<sup>3</sup>Current Participation = Total Actual Amount Paid-to-Date to Subs ÷ Total Actual Amount Paid-to-Date to Pr

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