



Expo

Exposition Metro Line
Construction Authority

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DATE: DECEMBER 14, 2006

TO: BOARD OF DIRECTORS

**FROM: RICHARD D. THORPE
CHIEF EXECUTIVE OFFICER**

ACTION: APPROVE ANNUAL WORK PLAN FOR CALTRANS

RECOMMENDATION

Authorize the Chief Executive Officer to execute an Annual Work Plan (AWP) with Caltrans in the amount of \$500,000 or substantially the same, on behalf of the Authority.

SUMMARY

This action, when added to the Interim Work Order approved under the Chief Executive's authority in August, 2006, provides funding for Caltrans' review and input to the project design and construction processes for FY07 in the total amount of \$650,000. The approved FY07 budget for this work is \$1.1 million.

The FY07 budget was approved at the May, 2006 Board of Directors meeting. Since that time, Authority staff has been negotiating specific work agreements with each of the agencies, departments, utilities and other third parties who will review and/or have oversight responsibilities on various elements of the project.

DISCUSSION

During the course of rail transit projects such as the Expo LRT project, significant support from several departments of various jurisdictions is required. This support has been typically obtained via Annual Work Programs authorized and funded by the agency responsible for the project's design and construction.

Authority staff has been conducting extensive negotiations with Caltrans over the past several months. The staff has determined that the FY07 activities for Caltrans will under-run the original forecast budget amount due to a set of overly aggressive assumptions about the Design/Build contractor's design schedule. As a result, Caltrans' work effort will be less than forecast for this fiscal year.

Authority staff's efforts to proactively manage these costs include: controlling the design review process by conducting pre-reviews and early coordination of design efforts to establish/clarify standards and requirements, reviewing submittals for completeness, and ensuring that third party requirements are identified and addressed prior to sending to the third party, reviewing timesheets and review functions with each third party organization on a weekly or bi-weekly basis to ensure that hours charged are appropriate, and conducting executive and staff level partnering with third parties.

FINANCIAL IMPACT

The recommended action is within the FY07 project budget.

NEXT STEPS

The CEO will execute the AWP which funds Caltrans' FY07 requirements in order to continue progress on the project.

ATTACHMENT(S)

A. Caltrans Annual Work Plan

ATTACHMENT A

Work Order	
Contract/MCA No.: <u>801-800113</u>	Date Issued: _____
Work Order No.: <u>EN-07-004</u>	Revision No.: <u>1</u>
Issued to: Caltrans	
Category of Work: Annual Work Plan for Fiscal Year 2006-2007. Plan Review Services and Coordination and Construction Phase Services to Support Final Design and Construction.	
Scope of Work and Justification: Review of plans, coordination of design and construction activities, attendance at meetings, and inspection services in support of Mid-City/Exposition Light Rail Transportation Project for Fiscal Year 2006-7. The previous authorization was an interim work order to allow finalization of the work order estimate by Caltrans. The initial authorization (\$150k) was almost completely spent by the end of September 2006.	
Schedule: <i>(This Work Order Only)</i>	
Start Date: October 1, 2006	Completion Date: June 30, 2007

Estimated Cost:

<i>Total Estimate</i>	\$ 650,000
<i>Previously Authorized</i>	\$ 150,000
<i>This Revision</i>	\$ 500,000
<i>Total Authorized</i>	\$ 650,000

Estimated Credits:

Betterments	N/A
Salvage	N/A
Expired Service Life	N/A
Incentive Credit Adjustment	N/A
Estimated Total Credits	N/A

Authorization:

<i>Total Estimate</i>	\$ 650,000
Authority Share	N/A
Less Credits	N/A
Total Authorization	\$ 650,000

This Work Order or Revision:

Change in Scope _____
Change in Budget _____
Change in Expiration _____
Change Requested by _____
Contingent Approval _____

This Work Order is released as authorization for work to continue. Any expenditures or reimbursements resulting from this Work Order are subject to the terms set forth in the finalized Master Cooperative Agreement (“MCA”) by and amongst California Department of Transportation (Caltrans) and the Exposition Metro Line Construction Authority (Authority) (inclusive of the terms obligating one party or the other to pay for particular work).

It is stipulated between the parties that the amounts set forth in this Work Order are estimates only of the costs associated with the Scope of Work. Actual Costs shall be determined by the finalized terms of the MCA. In the absence of a **written** Work Order revision issued by the Authority, the Authority shall not be obligated to pay for any work, whether or not described herein, when the cost for such work is in excess of the amount set forth in this Work Order, and the party to whom this Work Order is issued shall not be authorized to perform work in excess of this amount. All billings shall be subject to audit by the Authority and shall note all labor rates, overhead rates, and/or the prices of materials charged.

When a Work Order revision is given on contingent approval, it is to be understood that the conditions or circumstances surrounding the revision are still to be subject to verification and justification. Until these steps are satisfactorily completed, the Authority’s responsibility for any change in costs may be limited. As part of the change verification process, the Authority may identify the potentially responsible parties, (i.e., contractor, agency, etc.). The Authority reserves all rights as stated in the MCA.

Authorization:

_____	_____	_____	_____
Initiator	Date	Director of Engineering and Construction	Date

For Financial Services Use Only – Account Distribution:

By _____ Project Controls

Requisition No. _____ Vendor No. _____ P.O. No. _____

Task #	Project	Cost Center	Object Code	Amount
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