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2ND REVISION
CONSTRUCTION COMMITTEE
JANUARY 17, 2008

PROJECT: MULTIPLE PROJECTS

CONTRACT: PM024, PROJECT MANAGEMENT ASSISTANCE CONSULTANT
STV, Incorporated

ACTION: AWARD CONTRACT NO. PM024 TO STV, INCORPORATED FOR
PROJECT MANAGEMENT ASSISTANCE SUPPORT

RECOMMENDATION

- A. Authorize the Chief Executive Officer to negotiate and execute a five-year Indefinite Quantity/Indefinite Delivery contract, Contract No. PM024 to STV, Incorporated for Project Management Assistance (PMA) services on Contract Work Orders (CWO) in an amount not-to-exceed \$22,000,000.00;
- B. Authorize the Chief Executive Officer to issue individual Contract Work Orders up to \$500,000.00 each within the total amount in Recommendation A.

Within the Construction Committee Authority: Yes No N/A

RATIONALE

On July 9, 2007, the Board was informed via a Board Box Item of staff's intent to issue a Request for Proposal (RFP) for a Project Management Assistance (PMA) Consultant.

The PMA Contract is an indefinite delivery, indefinite quantity, labor hour contract that provides specialized consultant services. The PMA Contract provides a cost-effective means to engage technical experts on an as needed basis to provide specialized support to augment staff, for any future major capital projects (i.e. Canoga Transportation Corridor, Crenshaw Corridor, Westside Extension, Regional Light Rail Connector, I-405 Car Pool Lane, I-710 South Corridor). In addition, support may also be required for joint development or systemwide capital improvement projects.

The PMA Contract provides for assistance and temporary/interim critical staff support, including but not limited to, review and analysis of design work performed by others, engineering, project control, quality control, quality assurance, systems assurance, estimating, contract administration, claims analysis and defense, construction, safety compliance, and special assignments. All services will be performed under the direction of staff.

PMA will be used to respond to engineering and construction related requirements, which can often arise with little notice, and require immediate attention. While most types of activities may be anticipated, the exact timing is often not predictable. Because of the

unpredictability of required support, the PMA Contract would be funded on a Contract Work Order (CWO) basis, involving a separate CWO budget estimate for the PMA needs for each of the various Projects. The CWO separates the funding into manageable parts that allow for efficient cost control and budget management by staff. Staff can request specific tasks to be performed within each CWO, provided that the estimated cost is within the total Contract No. PMO24 authorized funding limit.

Staff would fund and award discrete scopes of project management assistance for projects by issuing CWO's. The scopes of work will be as specific as possible, in accordance with the information available and applicable time constraints on the performance of the work. The CWO will be issued for a not-to-exceed amount utilizing the hourly rates set forth in the Contract. This process provides the staff with the flexibility to initiate PMA activities on a timely basis without the need for individual Board actions, which could increase administrative costs and create delays on projects.

The PMA contract also provides a cost effective means of addressing temporary staffing needs as workload requirements fluctuate, as well as the temporary staffing of critical vacant positions until those positions are permanently filled.

IMPACTS TO OTHER CONTRACTS

None

FINANCIAL IMPACT

The funds for these expenses are included in the FY08 Budget and Life-of-Project Budget for each individual project and will be budgeted in future fiscal years in a variety of projects throughout the Agency. As specific PMA services needs arise, Contract Work Orders will be issued and funded from their associated project budgets, upon approval by the responsible Project Manager. The funds will be budgeted in various Cost Centers, in the Professional Services Account No. 50316, under various project numbers. Since this is a multi-year contract, the Cost Center Manager and Chief Capital Management Officer will be accountable for budgeting the cost in future years, including any option exercised.


ALTERNATIVES CONSIDERED

The Board has the option to reject the recommended award and require the hiring of additional permanent staff. Staff does not recommend this alternative. Hiring permanent staff, in lieu of utilizing "as needed" PMA staff to deal with peaks and valleys in workloads, is not cost effective. It would also require an extensive hiring effort to provide additional permanent staff to meet these specialized demands, however it does not guarantee that certain types of expertise may be immediately available.

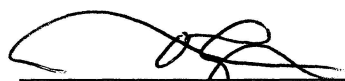
ATTACHMENTS

- A. Procurement Summary
- A-1. Procurement History
- A-2 List of Subcontractors

Prepared By: William Brown, Project Control Manager,
K. N. Murthy, Deputy Chief Capital Management Officer



Richard Thorpe
Chief Capital Management Officer



Roger Snoble
Chief Executive Officer

**BOARD REPORT ATTACHMENT A
PROCUREMENT SUMMARY**

PM024, PROJECT MANAGEMENT ASSISTANCE CONSULTANT

1.	Contract Number: PM024		
2.	Recommended Vendor: STV, Inc.		
3.	Cost/Price Analysis Information:		
	A. Bid/Proposed Price: \$22,020,033	Recommended Price: \$22,000,000 NTE	
	B. Details of Significant Variances are in Attachment A-1.D		
4.	Contract Type: Labor Hour/Indefinite Delivery Indefinite Quantity		
5.	Procurement Dates:		
	A. Issued: July 31, 2007		
	B. Advertised: August 2, 2007 through August 9, 2007		
	C. Pre-proposal Conference: August 13, 2007		
	D. Proposals Due: September 28, 2007		
	E. Pre-Qualification Completed: November 28, 2007		
	F. Conflict of Interest Form Submitted to Ethics: November 20, 2007		
6.	Small Business Participation:		
	A. Bid/Proposal Goal: 10% 16.62% Voluntary DALP	Date Small Business Evaluation Completed: January 11, 2008	
	B. Small Business Commitment: 10% 16.62% Details are in Attachment A-2		
7.	Request for Proposal Data:		
	Notifications Sent: 985	RFPs Picked up: 160	Proposals Received: 9
8.	Evaluation Information:		
	A. Bidders/Proposers Names: The list of proposers is in Attachment A-3)	<u>Proposal Amount:</u> \$22,020,033.00	<u>Best and Final Offer Amount:</u> \$22,000,000.00 [NTE]
	B. Evaluation Methodology: Best Value; details are in Attachment A-1.C		
9.	Protest Information:		
	A. Protest Period End Date: December 20, 2007		
	B. Protest Receipt Date: N/A		
	C. Disposition of Protest Date: N/A		
10.	Contract Administrator: DonCosta E. Seawell	Telephone Number: 922-1056	
11.	Project Manager: KN Murthy	Telephone Number: 922-3084	

BOARD REPORT ATTACHMENT A-1 PROCUREMENT HISTORY

PM024, PROJECT MANAGEMENT ASSISTANCE CONSULTANT

A. Background on Contractor

- STV, Inc., Rancho Cucamonga, CA
- In business for 80 years
- Planning, Architecture, Engineering, Construction Services
- MRL Canopy project; MOL Preliminary Engineering; CM services; MBL Connector services
- STV has performed major contracts with SCRRA, SANDAG, RCTC, Caltrans, Los Angeles County, Orange County, City of Los Angeles; PMA services for Charlotte Area Transit System (CATS), Houston METRO Rail; FTA PMO assignments in Seattle, San Francisco (MUNI); and Denver (T-Rex)

B. Procurement Background

- Negotiated, competitive, procurement for Metro staff augmentation services
- Standard competitive, non-Architectural & Engineering, professional services procurement, qualifications-based selection, with price as a factor
- The contract will have three (3) base years, with two (2) option years

C. Evaluation of Proposals

The evaluation was in compliance with MTA Procurement policies and procedures

D. Cost/Price Analysis Explanation of Variances

The recommended price has been determined to be fair and reasonable based upon a cost/price analysis. The analysis included a comparison with similar firms offering the same services, a detailed analysis of rates and factors that will comprise the Labor Hour billing rate upon which the contractor will base its invoices, and compliance with both Federal Acquisition Regulation (FAR) guidelines and Generally Accepted Accounting Principles (GAAP).

**BOARD REPORT ATTACHMENT A-2
LIST OF SUBCONTRACTORS**

PM024, PROJECT MANAGEMENT ASSISTANCE CONSULTANT

PRIME CONTRACTOR – STV, Inc.

Small Business Commitment (DBE)

Safework, Inc.	4.24%
Intueor Consulting, Inc. (DBE)	5.70%
Lenax Construction Services, Inc.	5.87%
Summit Consulting & Engineering, Inc.	<u>0.81%</u>

Other Subcontractors

PinnacleOne/ARCADIS
Booz Allen Hamilton
Turner Engineering Corp.
Yang Management

Total Commitment	10%	16.62%
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**BOARD REPORT ATTACHMENT A-3
LIST OF PROPOSERS/TEAMS**

PM024, PROJECT MANAGEMENT ASSISTANCE CONSULTANT

- *Axiom Engineering & Science Corp.*
- *Caltrop*
- *Carter & Burgess*
- *CICH*
- *Hill International*
- *Power Tech Engineers, Inc.*
- *Stantec/DMJM*
- **STV, Inc.**
- *URS*