



ITEM ID: 2025-113-0

TRANSMITTAL DATE: February 21, 2025

MEETING DATE: February 28, 2025

TO: Board of Directors

FROM: Donald Filippi, Chief Operating Officer

SUBJECT: Contract Amendment for Contract No H1674-21 Trapeze Software Group for Maintenance of Way (MOW) Signals, Communication & Signal (C&S) Help Desk migration technical support and State of Good Repair/Capital Planning Module implementation in the Enterprise Asset Management (EAM) Optimization Project

Issue

The Authority needs additional technical support to complete the final implementation phases of the EAM system for the MOW Signals & C&S Help Desk disciplines and the State of Good Repair (SGR)/Capital Planning Module. The level of effort and complexity regarding the migration of MOW disciplines into Trapeze EAM system was greatly underestimated at the onset of the project due to a large number of assets and variabilities in components, inspections, and regulatory requirements. Leveraging additional technical support will allow the Authority to ensure the remaining MOW disciplines are configured and migrated in a manner that is conducive for longevity and asset visibility, as well as set up the foundation for the State of Good Repair/Capital Planning Module. This work is part of an agency-wide effort to consolidate existing siloed systems into a single system of record for all the agency's critical assets. Once this system is fully adopted, it will improve staff's ability to capture asset condition data, monitor asset performance, identify potential risks, and to prioritize future rehabilitation and new capital investments.

Recommendation

Contracts, Operations, Maintenance, and Safety Committee recommended (4-0) the Board authorize the Chief Executive Officer approve amendment to extend Contract No. H1674-21 for additional technical support in Maintenance of Way Signals, C&S Help Desk migration support and State of Good Repair/Capital Planning Module Implementation to December 31, 2026, and increase contract authority by \$803,907 to a new not-to-exceed amount of

\$3,290,569.00.

Strategic Commitment

This report aligns with the Strategic Business Plan commitments of:

- **Safety is Foundational:** We will stay on the leading edge by deploying new technologies and processes to enhance the safety and security of our riders, our fellow employees, and the communities we serve. The Enterprise Asset Management (EAM) Optimization Project will significantly improve staff's ability to monitor and track the agency's critical assets at a more detailed level and improve decision making, ensuring assets are maintained and achieve da State of Good Repair (SGR).
- **Modernizing Business Practices:** We will improve our operational efficiency through transparency, objective metrics, and streamlined governance, reducing over-reliance on subsidy while bringing our system into a SGR and investing in the development of our employees. Operational efficiencies for both the Authority and contractors that will utilize the EAM System will be improved through the consolidation of existing asset management systems into a single repository, automated workflows, key performance indicator reporting, SOGR/Capital Projects Planning.

Background

The Authority is responsible for managing thousands of assets across the entire commuter rail network. The most notable asset types include rolling stock, track, facilities, signal & communications, structures, and other equipment. These assets were previously tracked and monitored using different siloed asset management systems and, in some cases, through manual processes and with the use of spreadsheets. In July 2018, the Federal Transit Administration (FTA) published the Transit Asset Management (TAM) Final Rule [49 CFR 625], requiring greater oversight and ensuring assets are maintained in a state of good repair. In compliance with this rule, the Authority adopted a TAM Plan along with key initiatives including the need to improve data availability and enhance decision-support tools.

One of the primary action items from the TAM Program was the need to migrate and optimize the Authority's Enterprise Asset Management (EAM) System, creating a central repository and single source of truth for the Authority's critical assets.

During this implementation period, the Authority has been diligently optimizing and building out its EAM System. This has led to a more structured asset management framework and strategy, business processes have been streamlined, standard operating procedures have been updated, workflows have been automated where possible, dashboards have been developed and there is improved access to critical asset data. These improvements have also allowed the Authority to begin developing a more mature and robust lifecycle management plan containing key content as recommended by FTA. These plans will allow asset managers to make informed decisions for asset investment that consider the benefits and trade-offs associated with capital versus operations and maintenance solutions.

Metrolink staff have successfully migrated the Facilities, Rolling Stock, MOW

Communications, and the MOW Structures disciplines into the Trapeze EAM system. The MOW Track and ROW disciplines are anticipated to be migrated next in March 2025 followed by the MOW Signal discipline and MOW C&S Help Desk in July 2025. The implementation of the MOW disciplines has required more time and resources than originally scoped due to the scale of assets, the unique system configuration and inspection requirements between disciplines, staffing availability, and the FRA electronic recordkeeping approval process.

While the Authority has leveraged consultants to augment staff, the intricacies involved in collecting millions of asset data points and sub-elements throughout all MOW assets, validating and uploading this data into the new system, configuring the EAM platform, setting up automation, and refining inspections and workflows has proven to be far more challenging than originally anticipated and budgeted for. In addition, the Authority's ability to use the Trapeze EAM system as an official electronic record keeping system for crossing and signal tests and inspections was contingent upon receiving the Federal Railroad Administration's (FRA) approval pursuant to 49 CFR §§ 234.273 and 236.110 regulations. After 10 months of configuring inspection reports for all regulatory and Authority inspections, and addressing FRA comments, the Authority received FRA approval on October 2024 to use the Trapeze EAM system, an official electronic recordkeeping system for crossing and signal tests and inspections once its implemented.

Discussion

On May 28th, 2021, the Board approved the recommendation for the Chief Executive Officer to negotiate and award a Non-Competitive Contract No. H1674-21 to Trapeze Software Group for an amount not to exceed \$1,500,000, for the purchase of additional Trapeze modules, Trapeze software optimization, and change management services.

On April 30, 2022, the Authority amended the contract under Amendment No. 1 to support the EAM system implementation efforts that will directly benefit the Facilities Department.

On July 28, 2023, the Authority amended the contract under Amendment No. 2 to add data loading and general consulting services to the scope of the Agreement and increase the contract funding authority by \$986,662 to a total not-to-exceed amount of \$2,486,662.

On May 7, 2024, the Authority amended the contract under Amendment No. 3 to account for adjustments to the EAM system implementation milestone payment percentages due to the revised project timeline.

On December 6, 2024, the Authority amended the contract under Amendment No. 4 to modify the delivery method of the Enterprise Asset Management (EAM) project.

The base contract originally included scope for migrating all workgroups, however, as noted previously, due to the magnitude, complexity, staffing availability, and the FRA electronic recordkeeping approval process all contributed to the extended project delivery timeline and the need for additional resources. More specifically, there are no sufficient funds in the base contract or through the staff augmentation amendment to also deliver the Go-Live for the MOW Signals and C&S Help Desk disciplines as well as the implementation of the State of Good Repair/Capital Planning Module.

Lastly, the vendor will be assisting with the existing mobilization efforts for the Facilities Maintenance agreements, which are currently ramping up. This additional scope will be delivered over the course of fiscal year 2025 and is expected to be completed by December 2026. Therefore, staff is recommending a contract amendment to provide the additional technical resources to deliver the remaining scope and complete the implementation leading to the Authority's first single system of record for all the Authority's critical assets.

Budget Impact

The amount of \$803,907 requested for this contract amendment is included in the Adopted Capital Program budget for FY2023-24.

Next Steps

Upon approval of this request, Staff will finalize negotiations between the Authority and Trapeze Software Group will be finalized and contract amendment will be executed.

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Approved by: Don Filippi, Chief Operating Officer