



ITEM ID: 2025-244-0

TRANSMITTAL DATE: June 20, 2025

MEETING DATE: June 27, 2025

TO: Board of Directors

FROM: Donald Filippi, Chief Operating Officer

SUBJECT: Contract No. E761-25 - On-Call Professional Services for Metrolink Operations - Recommendation to Award - AECOM Technical Services, Inc.

Issue

The Authority is seeking a consultant to provide On-Call Professional Services for staff augmentation, project management, and technical services for Metrolink Operations which are needed on a wide variety of small- and large-scale tasks and projects to support the Authority for day-to-day train operations and ancillary tasks. This contract is funded through both the Authority's annual Operating and Capital budget process. The existing On-call Contract No. E746-20 currently supporting these services is set to expire on June 30, 2025.

Recommendation

It is recommended that the Board authorize the Chief Executive Officer to award Contract No. E761-25 for On-Call Professional Services for Metrolink Operations to AECOM Technical Services, Inc. (AECOM) in a not-to-exceed contract authority of \$21,000,000 for a base term of five years with a single three-year option to be exercised at the discretion of the CEO, subject to budget availability. Work under this contract will be authorized through individual Contract Task Orders (CTO). This award is subject to resolution of any timely filed protest.

Strategic Commitment

This action aligns with the Strategic Business Plan commitments of:

- **Safety is Foundational:** The on-call services being performed under this contract will

directly support the safe delivery of Metrolink train operations and support the Authority's Operations department support of Capital and Third-Party Construction program, ensuring compliance with Authority standards and procedures while maintaining safe railroad operations and construction practices for the protection of our staff, contractors, riders and the public.

- **Modernizing Business Practices:** The contract will allow staff to continue to efficiently use qualified consultants to provide staff with professional staff augmentation support, project management and technical services to support the Authority for day-to-day train operations, by having a dedicated team ready to address the Authority's train operation needs and funding constraints.

Background

The Authority requires continued staff augmentation, project management, and technical services support to assist the Authority's Operation team in day-to-day train operations and ancillary support tasks, including but not limited to:

- Support and coordinate with Authority staff and contractors on Positive Train Control (PTC) and Asset Management Change and Configuration Management for planned and unplanned changes.
- Review and approve Authority department invoices, verify for contract compliance, review, and process Contractor's monthly invoices, verify purchases against contractor A/P journals, verify labor rates and headcount prior to approval and route for signatures.
- Perform testing and assessment of Authority asset conditions
- Support the Authority on updating and reviewing Authority's Asset Management system as assets are updated (added/removed/refurbished)
- PTC technical support for planning, testing, and implementation of software and hardware updates and enhancements.
- Support software and configuration enhancements and maintenance of the Authority's PTC and Asset Management Change and Configuration Management tools
- Assist with development of public train schedules, including but not limited to simulation of projected future services, historical review of performance compared to schedule of service, suggest optimizations based on projected ridership demands, review of origin-destination pairs based on ridership demand, generate ridership forecast of projected schedules
- Review of current and future equipment cycle plans for optimizations and/or cost saving initiatives.
- Review of current and future manpower planning for train services for optimizations and/or cost saving initiatives.

With ridership growth, service expansion, and continued Operations support for the safe and reliable day-to-day service, the requirement for such services continues. The existing Bench Contract No. E746-20, with five consultant firms, for Project Management, Construction Management and Staff Assistance, that currently supports these services, is set to expire on June 30, 2025. The existing Bench Contract No. E746-20 was mainly targeted to support Project/Program Delivery support whereas this new Contract No. E761-25 is targeted for Operations support and will only be awarded to one consultant firm. These technical support services are needed on an on-call basis the Operations department anticipates a wide variety of small- and large-scale projects and continued support funded through Metrolink's Annual

Operating Capital budget programs. Work under this on-call contract will be authorized through the use of Contract Task Orders (CTO's), which will be issued as funding for Operations and Capital/Rehab projects are awarded to the Authority. Staff has successfully used the CTO process to manage previous on-call professional service contracts like this project management, construction management and staff assistance services contract. The CTO process enables staff to define individual scopes of work for each project and monitor and control the expenditures for each task.

Discussion

The Authority issued Request for Proposals (RFP) No. E761-25 on November 20, 2024. The RFP was advertised on the Authority's online solicitation portal and 560 registered vendors were notified. It was also advertised in publications in the five member counties and in diversity newspapers. The solicitation documents were downloaded by 123 registered vendors. Representatives from eighteen firms attended the pre-proposal conference. A total of 84 questions and requests were addressed during the Q&A process. The Authority received six proposals by the due date of February 19, 2025. A Technical Evaluation Committee evaluated and scored the technical proposals per the below criteria.

Technical Criteria	Maximum Points
A) Understanding of Scope and Qualification to perform scope	25
B) Past Experience and Qualification of Proposer	20
C) Capability and Assigned Resources	20
D) Project Management & Document Control	15
Total:	80

The proposals from AECOM and US Rail Systems Inc. were found to meet the minimum evaluation criteria of 56 points (70% of the total technical criteria). The table below shows the final scoring for the two proposers in the competitive range, after adding the price score which was calculated based on the submitted price proposals compared to the lowest.

Criterion	AECOM	US Rail
A	23.75	19.75
B	19.00	16.50
C	19.50	15.25
D	13.75	12.00
Price	20.00	16.13
Total	96.00	79.63

The price proposal listed consultant positions with estimated hours for evaluation purposes in order to capture the maximum individual rates that will apply for this contract. A pre-defined escalation per year was also included. AECOM was found to be the highest ranked proposer. Pursuant to negotiation of those rates, Staff determined that they were fair and reasonable.

A Disadvantaged Business Enterprise (DBE) contract specific goal of 14.9% has been established for these U.S. Department of Transportation assisted contracts. AECOM committed to meeting this goal.

Budget Impact

The amounts for which base maintenance annual contract authority to be used in FY26 is estimated at \$3,505,000 which is included in, and contingent upon, the adoption of the Proposed FY2025-26 Operating Budget and the FY2025-26 Capital Budget. Funding for subsequent years will be requested through the annual budget or an equivalent process. There is no financial commitment with respect to subsequent years and work will be authorized only if funding is approved.

Next Steps

Upon Board approval of this request and adoption of the FY2025-26 Operating and Capital Budgets, staff will execute a contract with AECOM and issue a Notice to Proceed (NTP).

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Approved by: Donald Filippi, Chief Operating Officer