



ITEM ID: 2024-336-0

TRANSMITTAL DATE: December 6, 2024

MEETING DATE: December 13, 2024

TO: Board of Directors

FROM: Justin Fornelli, Chief, Program Delivery
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SUBJECT: Contract No. E760-25 On Call Capital and Third-Party Construction Project Management, Construction Management and Staff Assistance Services - Recommendation to Award

Issue

The Authority is seeking a consultant to provide On-Call Capital and Third-Party Construction Project Management, Construction Management and Staff Assistance Services which are needed to support a wide variety of small and large Capital and Third-Party construction projects funded through both the Authority's annual Capital budget process and from Third Party support service Agreements with no impact to the Authority's 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:

1. Authorize Staff to negotiate contract rates with the highest ranked proposer, Hill International, for On Call Capital and Third-Party Construction Project Management, Construction Management and Staff Assistance Services until acceptable rates have been reached. If an agreement cannot be reached, Staff will negotiate rates with the next highest ranked proposer; and
2. Award Contract No. E760-25 for On Call Capital and Third-Party Construction Project Management, Construction Management and Staff Assistance Services in a not-to-exceed contract authority of \$20,000,000 for a base term of three years from Notice to Proceed date, and a two-year option to be exercised at the discretion of the Authority's Chief Executive Officer (CEO) and 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's 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 engineering support, project management and construction management services for critical infrastructure projects, by having a dedicated team ready to address the Authority's Capital and Third-Party construction needs and funding constraints.

Background

The Authority's Capital and Third-Party Construction projects include construction projects directly contracted through the Authority, or contracted through Third Party project owners, on, over, or about the Metrolink system railroad right-of-way. Projects may involve but not be limited to new installations, replacements, rehabilitation, improvements and inspection of track, signal and communication system infrastructure, grade crossings, grade separations, bridges, stations, maintenance facilities or other buildings and right-of-way infrastructure. On-call project management, construction management and general staff assistance services are required on an on-call basis to support staff effectively and efficiently manage a variety of such projects through construction and integration into the Authority's railroad network for the next five years. Capital Projects are funded through Capital budgets while Third Party projects are funded through support service Agreements with Project Owners at no cost to the Agency.

Work under this on-call contract will be authorized through the use of Contract Task Orders (CTOs), which will be issued as project requirements arise and associated funding becomes available for support to the construction phases of Capital and Third-Party projects. Staff has successfully used the CTO process to manage previous on-call professional engineering 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

On August 9, 2024, staff issued a Request for Proposals for On-Call Capital and Third-Party Construction Project Management, Construction Management, and Staff Assistance Services on an as-needed basis for a not to exceed base contract term of three years with a further two-year option. The solicitation was posted to the Authority's online procurement system and

