



**ITEM ID:** 2024-244-0

**TRANSMITTAL DATE:** July 19, 2024

**MEETING DATE:** July 26, 2024

**TO:** Board of Directors

**FROM:** Justin Fornelli, Chief, Program Delivery

**SUBJECT:** Contract No. E758-25 On Call State of Good Repair Project Management, Construction Management and Staff Assistance Services

### **Issue**

The Authority is seeking a consultant to provide On Call State of Good Repair Project Management, Construction Management and Staff Assistance Services which are needed to support a wide variety of small and large State of Good Repair projects which are funded through the Authority's annual budget process. The existing On-call Contract No. E746-20 is set to expire on June 30, 2025.

### **Recommendation**

Contracts, Operations, Maintenance, and Safety Committee recommended (4-0) that the Board authorize the Chief Executive Officer to:

1. Authorize Staff to negotiate contract rates with the highest ranked proposer, RailPros Inc., for On Call State of Good Repair 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.
2. Award Contract No. E758-25 for On Call State of Good Repair Project Management, Construction Management and Staff Assistance Services in a not-to-exceed contract authority of \$24,000,000 for a term of five years from Notice to Proceed date. 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 Metrolink's State of Good Repair program, which tracks the condition, programs for funding, and deliver's critical infrastructure projects that protect the safety of our riders.
- **Modernized 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 project, by having a dedicated team ready to address the Authority's State of Good Repair needs and funding constraints.

## **Background**

On-call state of good repair project management, construction management and general staff assistance services such as management of railroad, systems or structures projects through funding, design, bid, award, construction, contract management, testing/integration and final close-out are needed on a wide variety of state of good repair projects for the next five years. These technical support services are needed on an on-call basis and may also include tasks to support the Authority's environmental clearances, maintenance of way support, permitting, bridge management services and additional miscellaneous support studies such as environmental, hydrology and hydraulics, and geotechnical investigations.

The Program Delivery department anticipates a wide variety of small and large state of good repair projects funded through Metrolink's Annual Capital budget program, based on the recommendations of the Metrolink Rehabilitation Plan, which was presented to the Board in April 2024. The project management, construction management, and staff assistance services are for projects that include grade crossing safety improvements and rehabilitation, rehabilitation of track, structures, and signal systems, bridge management services, asset management and condition assessments, environmental clearance, and other miscellaneous support needed for the delivery and construction of state of good repair projects on Metrolink's system.

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 state of good repair projects is awarded to the Authority. 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 February 14, 2024, staff issued a Request for Proposals for On-Call State of Good Repair Project Management, Construction Management, and Staff assistance services on an as-needed basis for a contract term of 5 years. The solicitation was posted to the Authority's

online procurement system and notifications were sent to 3000 registered firms, the Authority also advertised the RFP in publications in the five member counties and in diversity newspapers. More than 50 representatives from interested firms attended the pre-proposal meeting conducted on February 27, 2024.

Proposals were due on March 29, 2024. Two proposals were received from Hill International and RailPros, Inc., both proposals were responsive and qualified to move forward in the evaluation process.

The evaluation team consisted of staff from the Program Delivery Department, the Operations Department and two outside representatives from the Authority's Member Agencies.

The evaluation criteria consisted of the following:

- Qualifications of the Firm 20%
- Staffing and Project Organization 35%
- Work Plan 30%
- Interview 15%

During the interview phase, both firms presented their proposals and expertise to the evaluation panel, which included an impromptu scenario that evaluated the team's ability to work together and respond quickly and efficiently to a hypothetical problem that the Authority could face.

The final scoring for the two firms were as follows:

- RailPros Inc. - 78.1
- Hill International - 76.9

### **Budget Impact**

There is no financial commitment with respect to approving the Contract Authority, as work will only be authorized if funding is approved and available through the annual budget or an equivalent process.

### **Next Steps**

Following Board approval, an independent audit will be conducted to review and determine that the proposed rates are fair and reasonable. Then Staff will finalize the rates, execute the contract, and issue a Notice to Proceed.

Prepared by: Aaron Azevedo, Director, State of Good Repair  
Jaime Saucedo, Contract and Compliance Administrator

Approved by: Justin Fornelli, Chief of Program Delivery