

## PROCUREMENT SUMMARY

**METRO PILOT CRENSHAW/LAX TRANSIT PROJECT  
BUSINESS SOLUTION CENTER/ PS2890900**

1.	<b>Contract Number:</b> PS2890900		
2.	<b>Contractor:</b> Del Richardson & Associates, Inc.		
3.	<b>Mod. Work Description:</b> Professional services to continue support for the ongoing implementation of the Metro Pilot Crenshaw/LAX Transit Project Business Solution Center (BSC)		
4.	<b>Contract Work Description:</b> Professional services to support the ongoing implementation of the Metro Pilot Crenshaw/LAX Transit Project BSC		
5.	<b>The following data is current as of:</b> 5/3/21		
6.	<b>Contract Completion Status</b>		<b>Financial Status</b>
	<b>Contract Awarded:</b>	10/27/2016	<b>Contract Award Amount:</b> \$849,008
	<b>Notice to Proceed (NTP):</b>	11/03/2016	<b>Total of Modifications Approved:</b> \$682,117
	<b>Original Complete Date:</b>	11/02/2018	<b>Pending Modifications (including this action):</b> \$219,070
	<b>Current Est. Complete Date:</b>	07/03/2022	<b>Current Contract Value (with this action):</b> \$1,750,195
7.	<b>Contract Administrator:</b> Lily Lopez		<b>Telephone Number:</b> (213) 922-4639
8.	<b>Project Manager:</b> Kyle Wagner		<b>Telephone Number:</b> (213) 418-3336

**A. Procurement Background**

This Board Action is to approve Contract Modification No. 4 issued for the continuation of professional services to support the ongoing implementation of the Metro Pilot Crenshaw/LAX Transit Project Business Solution Center (BSC) for up to an additional twelve (12) months with focus on supporting businesses for transition and/or referral to existing service providers for ongoing business assistance and development.

This Contract Modification was processed in accordance with Metro's Acquisition Policy and the contract type is firm fixed price.

On October 27, 2016, the Board awarded a two-year, firm fixed price Contract No. PS2890900 to Del Richardson & Associates, Inc. to operate the Metro Pilot Crenshaw/LAX Transit Project BSC.

Three modifications have been issued to date.

Refer to Attachment B – Contract Modification/Change Order Log for modifications issued to date.

**B. Price Analysis**

The recommended price has been determined to be fair and reasonable based upon an independent cost estimate (ICE), technical analysis, a price analysis, fact finding, and negotiations.

<b>Proposal Amount</b>	<b>Metro ICE</b>	<b>Negotiated Amount</b>
\$557,597	\$99,290	<b>\$219,070</b>

The ICE was based on an estimate from the current level of effort and projected levels to be performed during the remaining term of the Pilot BSC. However, the ICE underestimated the anticipated level of effort required, increased market rates and did not account for the two, three-month option periods.