

## PROCUREMENT SUMMARY

WEB EDITOR-IN-CHIEF/PRIMARY WRITER/REPORTER FOR THE SOURCE /  
PS71103378

1.	<b>Contract Number:</b> PS71103378		
2.	<b>Contractor:</b> Steve Hymon		
3.	<b>Mod. Work Description:</b> Modification No. 1 allows the Contractor to continue providing web editor-in-chief/primary writer/reporter services for Metro's blog 'The Source'		
4.	<b>Contract Work Description:</b> Web Editor-In-Chief/Primary Writer/Reporter for Metro's blog 'The Source'		
5.	<b>The following data is current as of:</b> 11/1/2017		
6.	<b>Contract Completion Status</b>		<b>Financial Status</b>
	<b>Contract Effective:</b>	July 1, 2014	<b>Contract Award Amount:</b> \$145,000.00
	<b>Notice to Proceed (NTP):</b>	July 15, 2014	
	<b>Original Complete Date:</b>	June 30, 2016	<b>Pending Modifications (including this action):</b> \$398,972.75
	<b>Current Est. Complete Date:</b>	June 30, 2018	<b>Current Contract Value (with this action):</b> \$543,972.75
7.	<b>Contract Administrator:</b> Greg Baker		<b>Telephone Number:</b> 213-922-7577
8.	<b>Project Manager:</b> Joni Goheen		<b>Telephone Number:</b> 213-922-6931

**A. Procurement Background**

This Board Action is to approve Modification No. 1 to Contract No. PS71103378 in order for the Contractor to continue to provide editor-in-chief/primary writer/reporter services through June 30, 2018 for Metro's blog 'The Source'.

This Contract Modification will be processed in accordance with Metro's Acquisition Policy and the contract type is a firm fixed unit rate. All other terms and conditions remain in effect.

In early 2014 Metro Procurement staff released a solicitation for a consultant to provide editor-in-chief/primary writer/reporter services for Metro's blog 'The Source'.

On July 1, 2014, Contract No. PS71103378 was issued to Steve Hymon in a not to exceed amount of \$145,000 to provide web editor in chief/primary writer/reporter services for The Source. On July 15, 2014, a Limited Notice to Proceed was issued to the Contractor. The original Period of Performance (POP) was from July 1, 2014 through June 30, 2016.

(Refer to Attachment B – Contract Modification/Change Order Log)

## **B. Price Analysis**

The recommended firm fixed hourly rate has been determined to be fair and reasonable based upon historical data. Steve Hymon's current hourly rate reflects an annual increase of less than 2% since 2014.