

PROCUREMENT SUMMARY

BUSINESS INTERRUPTION FUND ADMINISTRATION SERVICES/PS56079000

1.	Contract Number: PS56079000		
2.	Contractor: Pacific Coast Regional Small Business Development Corporation (PCR)		
3.	Mod. Work Description: Extend the period of performance by six (6) months.		
4.	Contract Work Description: Business Interruption Fund Administration Services		
5.	The following data is current as of : 11/02/22		
6.	Contract Completion Status		Financial Status
	Contract Awarded:	2/28/19	Contract Award Amount: \$1,585,246
	Notice to Proceed (NTP):	3/12/19	Total of Modifications Approved: \$1,819,915
	Original Complete Date:	3/11/21	Pending Modifications (including this action): \$798,631
	Current Est. Complete Date:	4/30/24	Current Contract Value (with this action): \$4,203,792
7.	Contract Administrator: Lily Lopez		Telephone Number: (213) 922-4639
8.	Project Manager: Eric Chun		Telephone Number: (213) 922-7067

A. Procurement Background

This Board Action is to approve Contract Modification No. 8 issued to extend the period of performance from May 1, 2023 to October 31, 2023 for the continued delivery of professional services to support the ongoing Business Interruption Fund Administration Services.

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

On February 28, 2019, the Board awarded firm fixed price Contract No. PS56079000 to PCR for a two-year base period in the amount of \$1,585,246 with two, one-year options, with an optional start-up for the inclusion of future new rail lines in this pilot.

Seven modifications have been issued to date.

Refer to Attachment B – Contract Modification/Change Order Log.

B. Cost Analysis

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

Proposal Amount	Metro ICE	Modification Amount
\$798,631	\$755,486	\$798,631

Metro's ICE was based on the current level of effort and projected levels to be performed. However, Program Management determined that additional construction activity may be necessary along the Crenshaw/LAX project alignment which would require an additional level effort for 6 months. PCR's proposal covers services for these months. Therefore, the level of effort and cost proposed has been deemed adequate and proper to complete the work described.