

## PROCUREMENT SUMMARY

## METRO PILOT BUSINESS INTERRUPTION FUND/PS69403444

1.	<b>Contract Number:</b> PS69403444		
2.	<b>Contractor:</b> Pacific Coast Regional Small Business Development Corporation		
3.	<b>Mod. Work Description:</b> Provide increase level of effort and resources for the remaining two years of the professional services contract and continuation of the services to eligible “mom and pop” businesses directly impacted by the full street closure along 2nd & Broadway segment of the Regional Connector.		
4.	<b>Contract Work Description:</b> Business Interruption Fund Administration Services		
5.	<b>The following data is current as of:</b> 11/2/16		
6.	<b>Contract Completion Status</b>		<b>Financial Status</b>
	<b>Contract Awarded:</b>	11/13/14	<b>Contract Award Amount:</b> <b>\$1,800,000</b>
	<b>Notice to Proceed (NTP):</b>	12/04/14	<b>Total of Modifications Approved:</b> \$165,090
	<b>Original Complete Date:</b>	12/03/18	<b>Pending Modifications (including this action):</b> <b>\$297,616</b>
	<b>Current Est. Complete Date:</b>	12/03/18	<b>Current Contract Value (with this action):</b> <b>\$2,262,706</b>
7.	<b>Contract Administrator:</b> Lily Lopez		<b>Telephone Number:</b> (213) 922-4639
8.	<b>Project Manager:</b> Shalonda Baldwin		<b>Telephone Number:</b> (213) 922-4488

**A. Procurement Background**

This Board Action is to approve Modification No. 3 to Contract No. PS69403444 to support the increased level of effort and resources for the remaining two years of the contract and services to eligible “mom and pop” businesses directly impacted by the full street closure along 2<sup>nd</sup> & Broadway segment of the Regional Connector. This Modification enables the Contractor to process additional Business Interruption Fund (BIF) applications and extends the services for the 2<sup>nd</sup> & Broadway segment of Regional Connector transit rail project due to construction delays.

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

On November 13, 2014, Contract No. PS69403444 was awarded to Pacific Coast Regional Small Business Development Corporation in the firm fixed price of \$1,800,000 (inclusive of two, one-year options) for professional services to serve as the fund administrator to implement strategies that provide access to financial assistance for eligible impacted mom and pop businesses along the Crenshaw Line,

the Little Tokyo area along the Regional Connector and Phase I of the Purple Line extension.

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

**B. Cost Analysis**

The recommended price has been determined to be fair and reasonable based upon a cost analysis and technical analysis. All direct labor rates and fee remain unchanged from the original contract.

<b>Proposed Increase</b>	<b>Metro ICE</b>	<b>Negotiated Amount</b>
\$297,616	\$315,775	\$297,616