

## PROCUREMENT SUMMARY

**COMMUNICATIONS SUPPORT SERVICES BENCH  
PS85397000 THROUGH PS85397015**

<b>1.</b>	<b>Contracts Number:</b> PS85397000 through PS85397015		
<b>2.</b>	<b>Contractors:</b> Arellano Associates, Communications Lab, Community Connections, Costin Public Outreach Group, Dakota Communications, Del Sol Group, Lazar Translating & Interpreting, Lee Andrews Group, MBI Media, Murakawa Communications, Natively Fluent, North Star Alliances, Pacific Graphics Inc., Redwood Resources, The Robert Group, and VMA Communications		
<b>3.</b>	<b>Mod. Work Description :</b> Increase the Not-to-Exceed (NTE) cumulative bench contract value		
<b>4.</b>	<b>Contract Work Description</b> Provide as needed communications support services		
<b>5.</b>	<b>The Following Data is Current as of :</b> 10/11/2024		
<b>6.</b>	<b>Contract Completion Status</b>		<b>Financial Status</b>
	<b>Bench Contracts Awarded:</b>	9/22/22	<b>Bench Contracts Award Amount:</b> \$32,000,000
	<b>Notice to Proceed (NTP):</b>	N/A	<b>Total of Modifications Approved:</b> \$0
	<b>Original Complete Date:</b>	9/30/26	<b>Pending Modifications (including this action):</b> \$18,000,000
	<b>Current Est. Complete Date:</b>	9/30/26	<b>Current Bench Contract Value (with this action):</b> \$50,000,000
<b>7.</b>	<b>Contract Administrator:</b> Antwaun Boykin		<b>Telephone Number:</b> (213) 922-1056
<b>8.</b>	<b>Project Manager:</b> Lilian De Loza-Gutierrez		<b>Telephone Numbers:</b> (213) 922-7479

**A. Procurement Background**

This Board Action is to approve Modification No. 2 to the Communications Support Services Bench Contract Nos. PS85397000 through PS85397015 to increase the NTE cumulative bench contract value and continue to provide supplementary communications services on an on-call basis.

Contract Modifications will be processed in accordance with Metro's Acquisition Policy and the contract type is task order based, firm fixed unit rate.

In September 2022, the Board approved the award of 16 Contract Nos. PS85397000 through PS85397015 to provide communications support services for a four-year term.

One modification has been issued to date.

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

**B. Price Analysis**

The fully burdened hourly rates for the term of the bench contracts were established as part of the competitive contract award in September 2022. Rates remain unchanged and are lower than current market rates for similar services. Task Orders will be subject to technical analysis, price analysis, and negotiations to determine the fairness and reasonableness of price prior to award.