

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: Exercise One-Year Option Term		
4.	Contract Work Description: Business Interruption Fund Administration Services		
5.	The following data is current as of: 3/5/21		
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: \$100,000
	Original Complete Date:	3/11/21	Pending Modifications (including this action): \$720,882
	Current Est. Complete Date:	4/30/22	Current Contract Value (with this action): \$2,406,128
7.	Contract Administrator: Lily Lopez		Telephone Number: (213) 922-4639
8.	Project Manager: Kyle Wagner		Telephone Number: (213) 418-3336

A. Procurement Background

This Board Action is to approve Contract Modification No. 3 issued to exercise the first one-year option term of the Metro Business Interruption Fund (BIF) Administration Services Contract No. PS56079000 to PCR.

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.

Two 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 on pricing that was evaluated as part of the competitive contract awarded in 2019. Pricing remains unchanged.

Proposal Amount	Metro ICE	Modification Amount
\$903,655.86	\$706,708.15	\$720,882