

**Metro**Los Angeles County
Metropolitan Transportation AuthorityOne Gateway Plaza
Los Angeles, CA 90012-2952213.
metro.net**PLANNING AND PROGRAMMING COMMITTEE
July 16, 2014****SUBJECT: BOB HOPE AIRPORT/HOLLYWOOD WAY STATION****ACTION: APPROVE RECOMMENDATIONS****RECOMMENDATION**

- A. Authorize the Chief Executive Officer to negotiate and execute a Memorandum of Understanding (MOU) with Burbank/Bob Hope Airport for engineering and construction of a parking lot to the new Bob Hope Airport Hollywood Way rail station;
- B. Amend the FY2014-15 Metro Budget to include the programming of \$350,000 in Measure R 3% funds for the engineering services of the Bob Hope Airport Hollywood Way rail station parking lot;
- C. Execute Contract Modification No. 3 to Contract Task Order No. PS2415-3024-02-01 with HNTB Corporation to provide additional engineering services for the Burbank/Bob Hope Airport rail station project. This modification adds additional services in the amount not-to-exceed \$200,000, increasing the total contract task order value from \$771,429 to \$971,429; and
- D. Approve additional Contract Modification Authority specific to Contract Task Order No. PS2415-3024-02-01 in the amount \$350,000.

ISSUE

The proposed Bob Hope Airport/Hollywood Way Station will provide a new Metrolink station on the Antelope Valley Line at the Burbank/Bob Hope Airport (Airport). This station will provide a station connection at the airport to north Los Angeles County passengers using the Metrolink service on the Antelope Valley Line.

The design of the station was awarded as a Contract Task Order (CTO) of the Regional Rail Engineering and Planning Contract Bench No. PS2415-3024. Metro has been working with the Airport to design and develop this new station. The original plan was that Metro would design and construct the station and the Airport would design and construct the parking lot. The Airport has requested that Metro design and construct the parking lot as well as the station. Additional funds will be required to complete the expanded services.

DISCUSSION

Metro has been working with the Airport and Metrolink in the development of a station at Hollywood Way and San Fernando Road on the Antelope Valley Line. This station will provide a “plane to train” connection for passengers using this Metrolink line, especially those riders in northern Los Angeles County.

In addition to the platform, canopies, and station amenities, the design includes “kiss and ride” turnouts on San Fernando Boulevard. In addition, turnouts are provided for shuttle service from the Airport. This station will be an important part of the ground transportation network at the Airport that includes the soon to be completed Regional Intermodal Transportation Center (RITC).

Metro staff has been working closely with Airport staff in the development of the overall plans for the station. The initial plan was for Metro to design and construct the station on Metro owned and Metrolink operated right-of-way and for the Airport to design and construct the parking lot associated with the station. This parking lot is located on Airport property and is currently used as leased parking. The Airport has asked that Metro design and construct the parking lot.

It is the intention of the Airport staff to go to the Burbank/Bob Hope Airport Commission to allocate the parking for use for the station. In addition, the Airport will obtain any environmental clearance necessary for the parking lot. The parking lot may not be available before the currently forecasted station opening date of January 2015. The Airport will work to make the parking lot available after March 2015.

The estimated cost of the engineering and construction of the parking lot is \$350,000. Staff is seeking the authority from the Metro Board to proceed with the development of a MOU with the Airport for the development of this parking lot. This MOU will establish that Metro will develop the station and the Airport will maintain the station.

During the development of the station there has been a need to add scope to the engineering contract. In particular, it is currently proposed to split the construction packages in order to accelerate the project. This requires work beyond the original scope. In addition, there has been additional data gathering related to the Airport’s Ground Access Study. Staff is seeking authorization to expand the scope of services to include the services and is also seeking an increase in additional Contract Modification Authority to respond to unanticipated tasks.

DETERMINATION OF SAFETY IMPACT

The station is being designed in accordance with Metrolink standards and will be compliant with the Americans with Disabilities Act. There are no pedestrian crossings of the existing Metrolink track so no safety impacts are expected.

FINANCIAL IMPACT

In July 2012 the Metro Board approved \$2 million for the development of the station. The Airport designated \$1.75 million in Surface Transportation Uniform Relocation Assistant Act (STURAA) funds for station.

With Board approval of the additional Measure R 3% funds the contract changes for the project will be fully funded. In addition, the Board approval will fully fund the development of the parking lot associated with the station.

The Metro budget will be amended to include \$550,000 in cost center 2415, Regional Rail, Project number 460065 Task 06.01.

Impact to Bus and Rail Operating Budget

The STURAA and Measure R 3% funding of this Project is not eligible for bus and rail operations.

ALTERNATIVES CONSIDERED

An alternative would be to not advance the Project. This will go against previous Board action to advance "plane to train" connections with the Airport.

NEXT STEPS

Upon Board approval, staff will develop the MOU with the Airport for the development of the parking lot. In addition, staff will negotiate and execute a contract modification to the Burbank/Bob Hope Airport Contract Task Order with HNTB Corporation to initiate this expanded effort.

ATTACHMENTS

- A. Procurement Summary
- B. Contract Modification/Change Order Log

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PROCUREMENT SUMMARY

BOB HOPE AIRPORT HOLLYWOOD WAY STATION

1.	Contract No.: PS2415-3024-02-01		
2.	Contractor: HNTB Corporation		
3.	Mod. Work Description: Increased Scope		
4.	Work Description: Professional A&E Services		
5.	The following data is current as of :	June 11, 2014	
6.	Contract Completion Status:		
	Bids Opened	N/A	Financial Status
	Contract Awarded	8/15/13	Contract Award Amount
	NTP	8/15/13	Total of Modifications approved
	Orig. Complete Date	8/15/15	Pending Modifications (including this action)
	Current Est. Complete Date	8/15/15	Current Contract Value (with this action)
7.	Contract Administrator: Ben Calmes	Telephone Number: (213) 922-7341	
8.	Project Manager: Don Sepulveda	Telephone Number: (213) 922-7491	

A. Procurement Background

This proposed modification is for a not-to-exceed (NTE) amount of \$200,000.

This contract modification will be processed in accordance with Metro's approved Acquisition Policy and Procedure for contract modifications.

On August 15, 2103, Regional Rail Engineering and Planning Contract Bench Task Order No. PS2415-3024-02-01 was awarded to HNTB Corporation for a firm fixed price contract amount of \$765,746 for the Burbank/Bob Hope Airport Environmental and Preliminary Engineering professional A&E Services.

Attachment B shows that two modifications have been issued to date to increase the level of effort.

B. Cost/Price Analysis

The final negotiated amount will comply with all requirements of Metro’s Acquisition Policy and Procedure, including fact-finding, clarifications, negotiations, and cost analysis to determine a fair and reasonable price before the contract task order modification is executed.

	Proposal Amount	MTA Estimate	Negotiated Amount
1.	\$200,000	\$167,000	TBD

C. Small Business Participation

HNTB Corporation made a 28.54% Disadvantaged Business Enterprise (DBE) commitment. The project is 85% complete and current DBE participation is 13.46%, a 15.08% shortfall. HNTB explained that not all aspects of the work have been completed, but confirmed that they will meet their DBE commitment when all the subcontract work is finished and DBE invoices are submitted.

HNTB is currently non-compliant with DBE Program requirements. In accordance with Section 400 of the Contract Compliance Manual (FHWA), non-compliance by contractors with the DBE contract requirement or federal regulations constitutes a breach of contract. Therefore, HNTB will be required to submit a written explanation and documented description of good faith efforts (GFE) to meet their DBE commitment. Failure to comply may result in appropriate administrative remedies.

DISADVANTAGED BUSINESS COMMITMENT	DBE 28.54%	DISADVANTAGED BUSINESS PARTICIPATION	DBE 13.46%
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	DBE Subcontractor	% DBE Commitment	Current DBE Participation
1.	BA, Inc.	2.49%	0.00%
2.	Earth Mechanics, Inc.	9.58%	5.62%
3.	FPL & Associates	10.40%	1.15%
4.	Rail Surveyors & Engineers	6.07%	6.69%
	Total Commitment	28.54%	13.46%

Contract Modification/Change Order Log

Contract Modifications

	Original Contract	08/15/13	\$765,746
1	Additional Insurance Requirements, pass-through cost.	10/21/13	\$2,933
2	Revise Scope of Services with additional work to tasks; Modify the contract to include additional subcontractor.	04/10/14	\$2,750
3	Pending Board Approval		\$200,000
	Total		\$971,429