

Washington Metropolitan Area Transit Authority
Board Action/Information Summary

<input checked="" type="radio"/> Action <input type="radio"/> Information	MEAD Number: 101080	Resolution: <input type="radio"/> Yes <input checked="" type="radio"/> No
---	------------------------	--

TITLE:

Program Management Services

PURPOSE:

Obtain Board approval to increase the authorization for Program Management Services contract by \$4.5 million for FY11 and \$8 million each year for FY12 through FY15.

DESCRIPTION:

The Program Management Services contract was awarded to PB, America on September 9, 2010. The contract was initiated so various offices could acquire support in order to accomplish Metro's annual goals and achieve accomplishing the six-year Capital Improvement Program (**CIP**) by encumbering and expending the approved budget in the year the funding is allocated. The Program Management Services contract provides support staff to complement Metro's existing staff.

As part of the PB, America contract, PB provides a "core team" of **55 consultants** to accomplish the Metro-established functions on a daily basis, to include weekly financial reports, monthly progress report, monthly master schedule, quarterly jurisdiction billing, annual work plan and budget book. The planned core services are on schedule and within negotiated core amount of \$6,680,272, for nine months.

For augmented staff, the Office of Procurement issues stand-alone tasks for a particular discipline for each office as the requirements are identified. The task is funded by the requesting office as within their approved budget.

To date, Metro has issued tasks to augment the Orange/Blue Line staffing and BUS1 staffing. In addition, contract administrators have been hired to expedite contract document preparation; construction engineers to expedite the Job Order Contract (JOC) component of the CIP projects; and project managers to assist with key CIP projects. A total of 17 support positions have been added, as of the end of February 2011, and that number is expected to increase to 25 by June 30, 2011. This action supports the strategic goal of using every resource wisely.

The ~~General Manager~~ **Board** approved **the original contracting** authorization of \$9 million **as part of the FY11 Plan of Contracts, under Resolution 2010-31 in June 2010.** ~~However,~~ in order to achieve the program goals, the current **contracting authorization authority** level must be increased by \$4.5 million to \$13.5 million for FY11

and increased by \$8 million each year for FY12 through FY15. The remaining balance of the originally authorized \$9 million and the additional \$4.5 million will be used to issue task orders and to obtain staffing support directly associated with the implementation of specific CIP projects. The \$4.5 million provides for 25 consultant staff. ~~MEAD 100800 gave the General Manager approval to initiate the FY11 Plan of Contract transactions. The action to approve the initial authorization of \$9 million only required GM's approval since it was part of the FY11 Plan of Contracts, which was approved by the Board under Resolution 2010-31 in June 2010.~~

FUNDING IMPACT:

	Capital Improvement Program	
Project:	All CIP	
Project Manager:	Randall Pozzi	
Project Department/Office:	Department of Transit Infrastructure and Engineering Services (TIES)/Office of Program Planning and Energy (PPLE)	
Budget:	FY11	FY12 - FY15
	\$9,000,000	\$36,000,000
Budget Increase:	\$4,500,000	\$32,000,000
This Action:	\$4,500,000	\$32,000,000
Prior Approval:	\$9,000,000	\$36,000,000
Remaining Budget:	\$0	\$0
Remarks:	Funding in FY12 and beyond is subject to approval by the Board and availability of funds.	
Operating Budget Impact:	No impact on Operating budget.	

RECOMMENDATION:

Approval to increase the authorization for Program Management Services contract by \$4.5 million for FY11 and \$8 million each year for FY12 through FY15.