



(Board Copy)
 Washington Metropolitan Area Transit Authority
**METRO ELECTRONIC ACTION
 DOCUMENT**

IDENTIFICATION			
MEAD ID:	99299	ACTION:	Initiate
AWARD VALUE:	(Not yet awarded)	CONTRACT: (Proposed)	
FUND SOURCES: (View)	Operating Funds	CONTRACTOR:	
LAST MODIFIED:	05/09/2006		

DESCRIPTION	
SUBJECT:	Exercise option year two of the Parking Customer Assistance Contract CO-4103MJ with a modification
PURPOSE:	Staff request that the Board approve the exercise of option year two of the Parking Customer Assistance contract CO-4103MJ and its related modification of contract to provide additional staffing requirements necessary to effectively provide operational and customer service provisions to our customers.

ORIGINATION					
INITIATOR			DEPARTMENTAL APPROVAL		
RAYMOND STONER on 02/07/2006			Approved by WILKINS , PAMELA 05/03/2006		
PHONE:	--	OFFICE:	CSVC	DEPT:	Communications

COORDINATION (ROUTING)		
OFFICE	NAME	ACTION/DATE
(7110)	WILKINS, PAMELA	Approved 05/03/2006
AGMC (6110)	AGOURIDIS, LEONA	Approved 05/03/2006
PRMT (7410)	JACKSON, LUCY	Approved 05/03/2006
PRMT (7410)	JACKSON, LUCY	Approved w/ Comments 05/08/2006
AUDT (7210)	STEWART, JAMES	Approved w/ Comments 05/10/2006
COUN (1410)	O'KEEFFE, CAROL	Approved 05/12/2006

FINAL APPROVALS	
OFFICE	NAME/ACTION
OPER_CMTE	Approved w/ Comments for OPAS by JAMES HUGHES on 05/11/2006
BEMR	Approved for by Emeka Moneme on 05/12/2006
GM	Approved for GMGR by GMGR CEO on 05/12/2006
BOARD	BOARD WMATA (Not Yet Approved)



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NARRATIVE

Discussion:

In conjunction with the implementation of cashless parking, the WMATA Board of Directors approved the initiation and award of a contract in May 2004 to provide customer assistance at WMATA operated parking facilities. Accordingly, contract C0 4130/MJ was awarded to LAZ Parking in 2004 for a one year base and three one year options. Option year one of the contract was awarded in February of 2005.

Subsequent to the initial contract award previous Board action items approved use of additional staff for tourist season and staffing required to staff Morgan Blvd. and Largo Town Center stations to manage the Non-Metro rail rider fee during large events at Fed Ex Field. Additional staffing is also required as a result of system expansion and to provide additional service for large events at Fed Ex Field.

Staff is requesting Board approval to exercise option year two of contract co-4103/MJ. In addition, staff is also requesting modification to this contract to provide additional staffing requirements necessary to effectively provide operational and customer service provisions to our customers occasioned by large events at Fed Ex Field. This modification is priced at rates that were negotiated through a competitive procurement process at the time of award.

Alternative:

Not exercise this option and it related modification. Failure to exercise this option would result in no personnel presence in our parking facilities to handle questions concerning the use of our smart card only parking platform or anyone to ensure that the gates are operational during the desired revenue periods.

Impact on Funding:

Budget: FY07 Operating Budget, subject to Board approval

Office: PARK 69100

Account: Parking Lot Management Services (5030102) page # 63 in proposed FY07 budget book

This Action: \$3,345,775 exercise option year two
 \$527,640 modification to option year two

Prior Approvals:

Award of the base contract to LAZ Parking Mid-Atlantic Inc. by the Board on May 21, 2004
 Award of option year one of the contract to LAZ Parking Mid-Atlantic Inc. by the Board on February 22, 2005

Affirmative Action Requirements:

Not used

Disadvantage Business Enterprise (DBE):

DBE goals are not set for non-federally funded or operationally funded contracts and procurements. Therefore, there is no DBE goal established for this contract.

Recommendation:

Approval to exercise option year two and modify the contract authority to allow staff to shedule staff for system expansion, tourist season, and events at Fed-Ex Field