



March 11, 2003

Metropolitan  
Transportation  
Authority

One Gateway Plaza  
Los Angeles, CA  
90012-2952

**TO: BOARD OF DIRECTORS**

**THROUGH: ROGER SNOBLE**  
**CHIEF EXECUTIVE OFFICER**

**FROM: DENNIS S. MORI**  
**INTERIM EXECUTIVE OFFICER**  
**CONSTRUCTION PROJECT MANAGEMENT**

**SUBJECT: BOARD REQUESTED INPUT ON SOFT COSTS FOR**  
**SAN FERNANDO VALLEY METRO RAPID**  
**TRANSITWAY**

**ISSUE**

At the February 27, 2003 MTA Board of Directors meeting, Director Zev Yaroslavsky requested additional information be provided to the MTA Board regarding the soft costs associated with the Project Budget for the San Fernando Valley Metro Rapid Transitway and Bikeway Projects.

**RATIONALE**

On February 27, 2002, the MTA Board of Directors, under Board Report Item No. 12, approved the adoption of the budget for Project 800112, San Fernando Valley Metro Rapid Transitway for a baseline value of \$329,500,000 and Project 800114, San Fernando Valley Bikeway for a baseline value of \$8,100,000. The Board Report included Attachments A and B which defined the cost element breakout within each Project budget.

The cost element associated with project soft costs is Professional Services as highlighted in Attachment C. For Project 800112 the Professional Services Cost Element is \$45,700,141 or 13.9% of the total Project Cost. Within Professional Services there are several sub-categories that have soft costs broken down as follows:

- MTA Administration 8.6%
  - Preliminary Engineering plus  
Design Services During Construction 2.3%
  - Construction Management Support 1.5%
  - Other Consultant Support 0.9%
  - Legal Services 0.6%
- 13.9%

To plan, monitor and maintain Professional Services at the 13.9% level, a detailed-staffing plan was developed by the Construction Project Management Division for the life of the Project. The detailed-staffing plan for MTA administration and consultant staffing is summarized in Attachment D by Average Full Time Equivalents per Fiscal Year. For Fiscal Year 2004, MTA administration and consultant staffing are at a peak and then are reduced proportionately during the life of the Project.

For Project 800114, the Professional Services Cost Element is \$1,257,789 or 15.5% of the total Project Cost. Within Professional Services there are several sub-categories that have soft costs broken down as follows:

• MTA Agency	10.5%
• Construction Management Support	2.5%
• Other Consultant Support	1.4%
• Legal Services	<u>1.1%</u>
	15.5%

For the San Fernando Valley Bikeway Project, the detailed-staffing plan for MTA administration and consultant staffing is included in the overall totals shown in Attachment D.

### **NEXT STEPS**

Staff monitors monthly, the MTA administrative and consultant progress against the cost element budget and report forecast and expenditures to date in the Project Monthly Progress Status Report.

### **ATTACHMENTS**

- A. Proposed Metro Rapid Transitway Budget
- B. Proposed San Fernando Valley Bikeway Budget
- C. Project Budget Cost Element Breakout
- D. MTA Administrative and Consultant Staffing Levels

**BOARD REPORT ATTACHMENT A  
PROPOSED METRO RAPID TRANSITWAY BUDGET**

**PROJECT 800112**

<b>ELEMENT</b>	<b>PROPOSED ADOPTED BUDGET</b>	<b>COMMENTS</b>
<b>GUIDEWAYS</b>	<b>\$124,217,162</b>	Includes Los Angeles River, Bull Creek and Tujunga Wash bridges, and busway construction. Options for street light upgrades, pedestrian crossing, and new access road. Includes costs for submittals, mobilization, etc.
<b>YARDS &amp; SHOPS</b>	<b>1,214,559</b>	Includes maintenance & bus storage yard upgrades, storage carts, transport cars, and revenue trucks.
<b>SYSTEMS</b>	<b>12,674,495</b>	Includes Universal Fare System equipment, ATSC system , systems & vehicle control , etc. Options for Closed Circuit Television (CCTV) construction, fiber optic ducts and pullboxes.
<b>STATIONS</b>	<b>46,894,316</b> <b>30,394,316</b>	Includes construction costs for all 13 stations from the North Hollywood Terminal Station to the Warner Center Terminal Station
<b>PROPOSED PARK-AND- RIDE FACILITY</b>	<b>16,500,000</b>	<b>Allowance for proposed park-and-ride facility at the Western Terminus of the Transitway</b>
<b>VEHICLES</b>	<b>17,500,000</b>	Revised to accommodate a bus procurement quantity of 22 buses by Revenue Operations Date.
<b>SPECIAL CONDITIONS</b>	<b>24,180,253</b>	Includes costs for a Contractor Controlled Insurance Program, Master Cooperative Agreements, Art Program, Testing and Pre Revenue Operations, and environmental consultants
<b>RIGHT OF WAY</b>	<b>24,935,108</b>	Includes costs for appraisals, relocations and acquisitions.
<b>PROFESSIONAL SERVICES</b>	<b>45,700,141</b>	Includes environmental impact report consultant, preliminary engineering consultant, MTA administration, construction management consultant, project management assistance consultant, legal services and other consultant services.
<b>PROJECT CONTINGENCY</b>	<b>32,183,966</b>	Unallocated contingency for unknown but anticipated changes.
<b>PROJECT REVENUE</b>	<b>0</b>	
<b>TOTAL MRT BUDGET</b>	<b>\$329,500,000</b>	

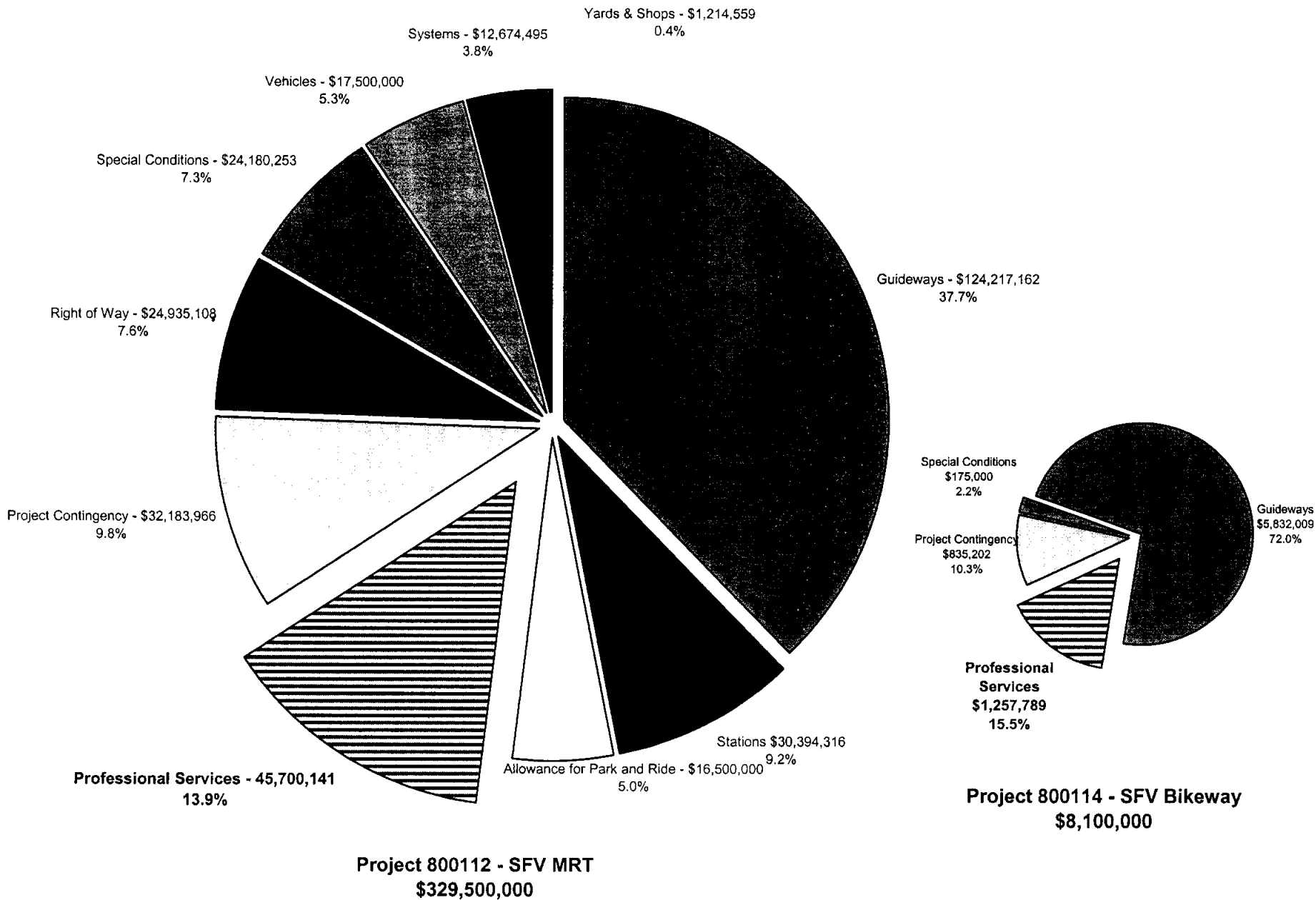
**BOARD REPORT ATTACHMENT B  
PROPOSED BIKEWAY BUDGET**

**PROJECT 800114**

<b>ELEMENT</b>	<b>PROPOSED ADOPTED BUDGET</b>	<b>COMMENTS</b>
<b>GUIDEWAYS</b>	<b>\$5,832,009</b>	Construction costs for bikeway and pedestrian path.
<b>SPECIAL CONDITIONS</b>	<b>175,000</b>	Includes Contractor Controlled Insurance Program and environmental mitigation.
<b>PROFESSIONAL SERVICES</b>	<b>1,257,789</b>	Includes MTA administration, legal services and other consultant services.
<b>PROJECT CONTINGENCY</b>	<b>835,202</b>	Unallocated contingency for unknown but anticipated changes.
<b>PROJECT REVENUE</b>	<b>0</b>	
<b>TOTAL BIKEWAY BUDGET</b>	<b>\$ 8,100,000</b>	

# BOARD REPORT ATTACHMENT C

## Project Budget Cost Element Breakout



**BOARD REPORT ATTACHMENT D**  
**San Fernando Valley Metro Rapid Transit and Bikeway Projects**  
 MTA Administrative and Consultant Staffing Levels  
 (Full Time Equivalents by Fiscal Year)

