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CONSTRUCTION

COMMITTEE RECOMMENDATION

The Committee concurred with the staff recommendation to approve:

- a. Amendment No. 19 to Contract No. 3369 with Parsons-Dillingham, covering incorporation of Consultant Change Requests on the Metro Red Line in the amount of \$2,785,875 , increasing the total contract value to \$274,157,520; and
- b. an increase to the Authorization for Expenditure (AFE) in the amount of \$2,785,875 for a revised total AFE amount of \$274,157,520.

AMENDED TO EXCLUDE APPROVAL OF CCR Nos. 121,141, 159, 190, 207 and 208; AND DIRECTED staff to report back on the rationale for the procedure for leasing of office space for consultants and on overhead vs. direct cost for office space and personnel.

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July 19, 1995

Los Angeles County
Metropolitan
Transportation
Authority

TO: CONSTRUCTION COMMITTEE

THROUGH: FRANKLIN E. WHITE

818 West Seventh Street
Suite 300
Los Angeles, CA 90017

FROM: STANLEY G. PHERNAMBUCQ *Phernambucq*

SUBJECT: METRO RED LINE
CONTRACT NO. 3369
CONSTRUCTION MANAGEMENT SERVICES
PARSONS-DILLINGHAM (PD)
APPROVAL OF AMENDMENT NO. 19 AND APPROVAL TO
INCREASE AUTHORIZATION FOR EXPENDITURE

213.972.6000

Mailing Address:

P.O. Box 194
Los Angeles, CA 90053

RECOMMENDATION

It is recommended that the Board approve Amendment No. 19 in the amount of \$2,785,875, which increases the total contract value to \$274,157,520, which is not within the Authorization for Expenditure (AFE) amount of \$271,371,645. The associated Consultant Change Requests have been approved by the Consultant Change Control Board. A corresponding increase in the AFE in the amount of \$2,785,875, is required to increase the total AFE to \$274,157,520.

DBE PARTICIPATION

The DBE goal for this Contract as committed to by PD is 30%. To date, PD is exceeding the DBE goal established for this Contract.

ALTERNATIVES CONSIDERED

Disapproval of this item will result in the termination of CM services prior to the actual conclusion of construction, testing and start-up activities. This would have an adverse impact on the project completion, as adequate MTA staff does not exist to perform the required work.

CONSTRUCTION COMMITTEE

Contract No. 3369, Approval of Amendment No. 19 and Approval to Increase AFE

July 19, 1995

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IMPACT ON BUDGET AND OBJECTIVES

Funds for this action are available within the MTA Board approved project budgets.

BACKGROUND

Contract No. 3369 between the Southern California Rapid Transit District (SCRTD) and the predecessor of Parsons-Dillingham was entered into on June 29, 1984, and was assigned to the LACTC on July 10, 1990. Consistent with the original procurement this Contract was for the provision of all Construction Management Services on the Metro Red Line.

The Amendment at hand will incorporate Consultant Change Requests (CCRs) negotiated for the provision of supplemental staffing and/or additional services, as required to support construction. These changes provide for an additional level of services beyond that negotiated in the baseline contract and are summarized in the following table. An Executive Summary for each CCR is provided in Attachment C to this Board Report.

Project No.	CCR No.	Change Title	Negotiated Value
R92	121.00	Office Lease Pacific Mutual Building	1,835,766.00
R92	136.00	Environmental Services Support	50,644.07
R81	141.00	Hollywood Offices Design and Start-Up	241,428.35
R81	143.00	MTA Briefing Room at B251 RE Office	1,829.46
R81	156.01	B290 Contract Development	69,446.24
R05	159.00	Construction Start-up Support	211,716.79
R82	163.00	C0331 Partnering Program	5,632.12
R82	172.00	Environmental Coordinator	121,920.80
R81	185.00	Relocation B231 Field Office	31,394.08
R81	186.00	Ground Penetrating Radar - Underground Storage Tanks	8,638.97

CONSTRUCTION COMMITTEE

Contract No. 3369, Approval of Amendment No. 19 and Approval to Increase AFE
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Project No.	CCR No.	Change Title	Negotiated Value
R81	190.00	Security Services for Mitigation Projects	34,609.78
R81	197.00	Community Relations - Emergency Mitigation Efforts Due to Grouting Operations	3,476.25
R81	207.00	B251 Tunnel Equipment Time and Motion Studies	125,039.64
R81	208.00	Temporary Staff for Response to Public Records Requests	44,332.00
		TOTAL	\$2,785,874.55

The value of the Amendment request has been successfully negotiated down from a ROM of \$2,822,693 to the proposed value of \$2,785,875. A portion of this Amendment may be recovered after staff finishes the investigation into the causes precipitating the various changes.

Prepared by:



STAN LOTTERMAN
Deputy Director of Contracts
Metro Construction Division



CHARLES W. STARK
Deputy Executive Officer / Project Manager
Metro Red Line

ATTACHMENT A
 CONTRACT VALUE STATUS
 CONTRACT NO. 3369, CONSTRUCTION MANAGEMENT SERVICES
 CONTRACTOR: PARSONS-DILLINGHAM
 APPROVAL OF AMENDMENT NO. 19 AND INCREASE IN AUTHORIZATION FOR EXPENDITURE

Date: July 19, 1995

CONTRACT VALUE STATUS:		VALUES	COMMENTS
1	Contract Award Amount	\$8,708,418	
2	Executed Amendments as of: July 19, 1995	\$262,663,227	
3	Current Contract Value (Line 1+2)	\$271,371,645	
4	Advance Work Authorizations (AWA's) as of:	\$0	
5	Obligated Contract Value (Line 3+4)	\$271,371,645	
6	This Amendment / Award Value	\$2,785,875	
7	Proposed Obligated Contract Value (Line 5+6)	\$274,157,520	

AUTHORIZED FOR EXPENDITURE STATUS (AFE): INCREASE IN AFE REQUIRED/REQUESTED:

8	MTA Approved AFE	\$271,371,645	
9	Total Estimated Contract Value (Line 7)	\$274,157,520	
10	Remaining AFE (Line 8-9)	(\$2,785,875)	
11	Other Pending Changes (Merited)	\$0	
12	Remaining AFE with Changes (Line 10-11)	(\$2,785,875)	
13	Trends and Contingencies (Pending Merit Finding)	\$0	
14	Remaining AFE with Trends (Line 12-13)	(\$2,785,875)	\$2,785,875 For Pending Changes

BUDGET STATUS:

15	Current Contract Budget	\$353,330,000	CM Services Budget for MOS-1, MOS-2 and MOS-3 North Hollywood
16	Forecast Contract Value (Line 9+11+13)	\$274,157,520	
17	Remaining Contract Budget (Line 15-16)	\$79,172,480	

CONTRACT INCREASE PERCENTAGES:

18	% of Budget (This Change)	0.79%
19	% of Budget (Merited Changes)	0.00%
20	% of Budget (All Changes)	75.13%
21	% Contract Complete	

ATTACHMENT B
LIST OF SUBCONTRACTORS
CONTRACT NO. 3369, CONSTRUCTION MANAGEMENT SERVICES
CONTRACTOR: PARSONS-DILLINGHAM
APPROVAL OF AMENDMENT NO. 19 AND INCREASE TO AFE

CONTRACTOR NAME AND ADDRESS	SUBCONTRACTORS	SUBCONTRACTOR CONTACT / TELEPHONE	DBE'S ETHNICITY	PERCENT	DESCRIPTION OF WORK
Parsons-Dillingham, Joint Venture 523 West Sixth Street, Suite 400 Los Angeles, CA 90014 George Morschauser 213-362-6000	Jenkins, Gales & Martinez Construction Control Services, Inc. The Nettleship Group	Earl Gales 310-645-0561 Tayzoon Rasani 919-682-5741 Marguerite Jorgensen 310-392-8585	Black American Black American Anglo Woman Asian Indian American Asian Indian American N/A Asian Pacific American	N/A N/A N/A N/A N/A N/A	Inspection / Administrative Construction Management Construction Management Construction Management Clerical / Administrative Construction Management / Claims Structural Engineering
	Kal Krishnan Consulting Engineers, Inc. Cambridge / Sterling Associates Jacobs Associates Martin & Huang International, Inc.	Kal Krishnan 510-465-9800 Kal Krishnan 213-624-9099 Norbert Tracey 415-434-1822 King Huang 818-585-9680	N/A N/A N/A N/A N/A	N/A N/A N/A N/A N/A	Construction Management Construction Management Construction Management / Claims Structural Engineering

ATTACHMENT B
 LIST OF SUBCONTRACTORS
 CONTRACT NO. 3369, CONSTRUCTION MANAGEMENT SERVICES
 CONTRACTOR: PARSONS-DILLINGHAM
 APPROVAL OF AMENDMENT NO. 19 AND INCREASE TO AFE

CONTRACTOR NAME AND ADDRESS	SUBCONTRACTORS	SUBCONTRACTOR CONTACT / TELEPHONE	DBE'S ETHNICITY	PERCENT	DESCRIPTION OF WORK
	D'Leon Consulting Engineers, Inc.	Domingo Leon 310-532-4743	Hispanic American	N/A	Construction Management
	Parsons Engineering Science, Inc.	Donald F. Christie 818-585-6052	N/A	N/A	Environmental Services
	Dames & Moore, Inc.	Wolfgang Roth 213-683-1560	N/A	N/A	Geotechnical Services



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 121.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE
121.00	OFFICE LEASE FOR PACIFIC MUTUAL BLDG	\$1,835,766.00

WHO IDENTIFIED:

President RCC, Memo Dated 3/7/94

WHAT:

Under this change Parsons-Dillingham will enter into a new lease for its project office facility at the Pacific Center.

JUSTIFICATION:

During negotiation of Amendments 13 and 14 to P-D's contract, for services to be rendered after 5/1/91, funds were included on P-D's budget to cover the Project Office lease through February, 1993 only. The Authority (RCC) then envisioned P-D co-locating with them in Authority facilities. This plan changed, requiring additional budget for continuation of the project office lease from March, 1993 onwards. P-D was authorized to re-negotiate and extend its lease through September, 1998.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 136.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R92 - Systemwide Rail Transit

CCR NUMBER	TITLE	CCR VALUE	\$50,644.07
136.00	ENVIRONMENTAL SERVICES SUPPORT		

WHO IDENTIFIED:

Vice President-Engineering, LACMTA

WHAT:

Provide the services of an administrative assistant to the MTA Environmental Services Department to assist in the preparation and processing of environmental reports and documentation.

The estimated period of performance for this effort is May 1993 to April 1994.

This effort is complete.

JUSTIFICATION:

The increased number of environmental reports, and the volume of documentation associated with some of these reports, requires a temporary increase in staffing to avoid schedule delays.

COST IMPACTS

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 141.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$241,428.35
141.00	HOLLYWOOD OFFICES DESIGN AND START UP		

WHO:

Deputy Project Manager, LACMTA

WHAT:

Provide the services of a subcontractor to establish the Metro Rail Hollywood Public Information Offices at "Vine" and "Vermont". The items/activities to be provided include: remodeling, door security system, pest spraying, carpeting, window glass, computers and computer equipment/software, fax machine, copy machine, furniture, watercoolers, water, office supplies, fire extinguishers, refrigerator, microwave and amenities.

JUSTIFICATION:

This change is required to expedite the establishment of Metro Rail Public Information offices at "Vine" and "Vermont". These offices are a critical part of the commitment made to the public regarding construction mitigation and were not anticipated at the time of contract award. The public information program, developed and implemented by the MTA Public Affairs staff, highlights the information office as a place where the public may have easy access to Metro Rail staff and receive necessary construction information. The Metro Rail Public Information offices are an important way to show the public the sincere efforts of the Metro Red Line to be good neighbors. This work, not anticipated or provided for in P-Ds existing contract, was originally to be performed as a comprehensive program initiated by Public Affairs to design and furnish all Public Affairs Field Offices. That program encountered problems, which necessitated the assignment of the Vermont and Hollywood Field Offices work to Parsons-Dillingham in order to have the offices open in time to support construction in those corridors.

COST IMPACTS:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 143.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$1,829.46
143.00	RCC/MTA BRIEFING ROOM AT B251 RE OFFICE		

WHO IDENTIFIED:

Deputy Project Manager, LACMTA, memo dated 4/25/93.

WHAT:

This change directs Parsons-Dillingham to transform the conference room at the B251 Resident Engineer's Office into a briefing room for use by the MTA.

JUSTIFICATION:

The MTA requires a briefing room be established at B251 to be used during project tours, job site visits, meetings and presentations conducted by the MTA.

This effort is complete.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 156.01

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$69,446.24
156.01	B290 CONTRACT DEVELOPMENT		

WHO IDENTIFIED:

Deputy Project Manager, LACMTA, memos dated 10/18/93 and 10/28/93.

WHAT:

Provide the staff necessary to develop the B290 Contract - Ancillary Construction and Maintenance. Under this change, Parsons-Dillingham will develop contract documents, including Contract Unit Descriptions and bid phases for the B290 contract, up to the NTP date.

The estimated period of performance for this effort is February 1994 to December 1994.

JUSTIFICATION:

This change will enhance the MTA's ability to support the opening of the Wilshire Corridor and minimize cost to the project. Construction completion projects not part of the prime construction contractor and clean up and maintenance until released to operations.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 159.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R05 - Pasadena Blue Line

CCR NUMBER	TITLE	CCR VALUE	\$211,716.79
159.00	CONSTRUCTION STARTUP SUPPORT		

WHO IDENTIFIED:

Vice President/Project Manager Pasadena Blue Line, memo R05-PM500 dated 3/7/94.

WHAT:

Parsons-Dillingham provided temporary support to the MTA Director of Construction during the final design and constructability review and construction contract formulation processes until a candidate could be recruited.

The estimated period of performance for this effort is March 1993 to February 1994.

JUSTIFICATION:

This support was required to prevent delays to construction during the critical start up period.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 163.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R82 - Metro Red Line Seg-3 N. Hlwd.

CCR NUMBER	TITLE	CCR VALUE	\$5,632.12
163.00	C0331 PARTNERING PROGRAM		

WHO IDENTIFIED:

LACMTA Director of Quality, memo R82 C0331 SI610 dated 1/14/94.

WHAT:

Under this change, Parsons-Dillingham, THE EMC, THE MTA, and Obayashi Corp. will form a partnering relationship.

JUSTIFICATION:

This partnering relationship is required to identify project goals and concerns for the MOS-3 contract C0331.

This effort is complete.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 172.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R82 - Metro Red Line Seg-3 N. Hlwd.

CCR NUMBER	TITLE	CCR VALUE	\$121,920.80
172.00	ENVIRONMENTAL COORDINATOR		

WHO IDENTIFIED:

Deputy Executive Officer, LACMTA

WHAT:

Under this change Parsons-Dillingham will provide the services of an Environmental Coordinator between June 1994 and May 1995.

JUSTIFICATION:

This change is required to resolve environmental issues between the general contractor and the MTA's environmental consultants.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 185.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$31,394.08
185.00	RELOCATION OF B231 FIELD OFFICE		

WHO IDENTIFIED:

Deputy Project Manager, LACMTA

WHAT:

This change will provide field office facility maintenance and service for the construction management staff.

JUSTIFICATION:

This change is required to reduce cost by the avoidance of contractor mark-up and lower office space cost.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 186.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$8,638.97
186.00	GROUND PENETRATING RADAR - UNDERGROUND STORAGE TANKS		

WHO IDENTIFIED:

Technical Operations Director, LACMTA, memo dated 6/3/94.

WHAT:

In order to comply with NFPA 130, Parsons-Dillingham has conducted ground penetrating radar investigations to determine the location of underground storage tanks.

JUSTIFICATION:

Originally, the designers were supposed to identify underground storage tanks (UST), then the MTA, with the assistance of the California Regional Water Quality Control Board (CRWQCB) and the Los Angeles Fire Department, planned to coordinate and complete removal of these USTs in the vicinity of the alignment, in accordance with NFPA 130 requirements. In order to curtail remediation costs, MTA requested that CRWQCB coordinate and enforce removal of those USTs within 25 feet of the alignment.

Therefore, USTs impacting the project should have been removed and abated prior to the Notice to Proceed (NTP). As such, it was not included in the contract specifications, and Parsons-Dillingham was not required to survey and identify USTs. During the construction phase, undocumented USTs were encountered by the contractor. MTA realized that some of the USTs were either not identified or mis-located on the maps. The removal of the USTs during construction has resulted in serious impacts to the project. As a result, MTA Environmental requested that Parsons-Dillingham survey and identify USTs along the Segment 2 alignment in order to assist them with the planned removals.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 190.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$34,609.78
190.00	SECURITY SERVICES FOR MITIGATION PROJECTS		

WHO IDENTIFIED:

Vice President-Technical Operations, LACMTA

WHAT:

Per MTA direction, Parsons-Dillingham issued an interim contract to International Services, Inc., a security guard service, for the Hollywood Mitigation Program and other Metro Red Line mitigation needs until MTA established permanent security service.

The estimated completion date for this effort is August 1994.

JUSTIFICATION:

Due to unforeseen circumstances, it was necessary to procure emergency security guard service for the Hollywood Mitigation Program and other Metro Red Line needs. Directed by the Manager of Security Operations and authorized by the Project Manager, MOS-2, Parsons-Dillingham issued an interim contract for security guard services to International Services, Inc. to cover the time until MTA could issue the permanent contract. The Parsons-Dillingham Scope of Work does not include security services at construction sites.

COST IMPACTS:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 197.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$3,476.25
197.00	COMMUNITY RELATIONS - EMERGENCY MITIGATION EFFORTS DUE TO GROUTING OPERATIONS		

WHO IDENTIFIED:

Deputy Project Manager, LACMTA

WHAT:

This change authorizes Parsons-Dillingham to pay AAA Services for emergency services provided to clean and sanitize the apartment building basement at 1637 Whitley. The basement was flooded as the result of a clogged sewer line.

This service was provided in September 1994.

JUSTIFICATION:

As a third tier subcontractor, AAA Services would not be paid for at least 60 days from the date of its invoice. AAA Services is a small concern and will suffer from a cash flow crisis if not paid under the payment terms of its invoice. By authorizing Parsons-Dillingham to pay the invoice instead of the contractor hiring the work, the MTA will avoid complaints.

COST IMPACT:

This change is within the current project budget. No cost recovery potential exists.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 207.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$125,039.64
207.00	B251 TUNNEL EQUIPMENT TIME AND MOTION STUDIES		

WHO IDENTIFIED:

Deputy Executive Officer-Construction, LACMTA

WHAT:

Add three inspectors to perform time and motion studies on the operation of each major piece of tunnel and shaft equipment at B-251 on a 24 hour a day basis.

The estimated period of performance for this effort is January 1995 to June 1995.

JUSTIFICATION:

Claims mitigation negotiations at B-251 have made it abundantly clear that complete and accurate records on the operation of each major piece of tunnel and shaft equipment on a 24 hour per day basis are a necessity for evaluating claims. The negotiating position on equipment and labor costs will improve significantly if accurate detailed records of equipment operating time is maintained.

COST IMPACTS:

This Change is within the approved budget for R81. There is no cost recovery potential.



CONSULTANT CHANGE BOARD EXECUTIVE SUMMARY

CCR#: 03369 208.00

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CONTRACT # / TITLE: 03369 / CONSTRUCTION MANAGEMENT CONSULTANT

CONSULTANT: PARSONS-DILLINGHAM

AMENDMENT #: 19 - CWO PROJECT R81 - Metro Red Line Seg-2

CCR NUMBER	TITLE	CCR VALUE	\$44,332.00
208.00	TEMPORARY STAFF FOR RESPONSE TO PUBLIC RECORD REQUESTS		

WHO IDENTIFIED:

Records Manager, LACMTA

WHAT:

Additional staff is needed to respond to the increase in requests forwarded by MTA for public record request information, and to respond to litigation discovery actions relative to recent settlement along Hollywood Boulevard.

The estimated period of performance for this effort is March 1995 to August 1995.

JUSTIFICATION:

In the last three months, MTA has forwarded some 30 requests for public records information relative to litigation concerning Hollywood Boulevard settlement and the frequency of requests is rising. It is anticipated that, due to the Hollywood area construction difficulties, this need will persist for at least the next six months. These responses require not only more than mere document retrieval, but involve interviewing and communicating with involved parties to determine the type of documents needed. Retrieval of documents identified with public or legal information requests frequently targets categories of information not tracked in the indexing system, requiring significant manual search efforts.

COST IMPACTS:

This Change is within the approved budget for R81. There is a potential cost recovery through insurance claims.
