



JPB Finance Committee
Meeting of March 27, 2023

Subject

- 1 On-Call Communication and Signal Services Update
- 2 On-Call Transportation Planning and Consultant Support Services Update

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Finance Committee

Through: Michelle Bouchard, Executive Director

From: Lawrence Leung, Manager, Rail Contracts & Budget
Zouheir Farah, Director, Caltrain Engineering
Carlos Ortega, Deputy Director, Caltrain Systems Engineering

Subject: **On-Call Communication and Signal Services Update**

<input type="checkbox"/> Finance Committee Recommendation	<input type="checkbox"/> Technology, Operations, Planning, and Safety Committee Recommendation	<input type="checkbox"/> Advocacy and Major Projects Committee Recommendation	<input type="checkbox"/> Staff Coordinating Council Reviewed	<input type="checkbox"/> Staff Coordinating Council Recommendation
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Action

This report is for information only. No Board action is required.

Significance

This informational item is presented quarterly to the Board and reports on the following:

- Total amount of work directives (WDs) issued to each firm since contract inception
- List of WDs and amendments issued since the last reporting period with the WD number, title, description, JPB project manager, vendor, issuance date, start date, end date, and value

The tables below provide an update of contract activities from December 7th, 2022 thru March 5th, 2023. Table 1 summarizes the contract capacity status. Table 2 updates the percentage of capacity used against the percent time elapsed. Table 3 shows the Board approved dates and amounts. Table 4 aggregates the WD amounts issued to each of the vendors. Table 5 describes each of the WDs issued since the last reporting period.

Budget Impact

There is no impact on the budget.

Background

Pursuant to Resolution No. 2022-37, the Board of Directors (Board) awarded contracts to RSE Corporation, STV Incorporated, WSP USA, Inc., and Xorail, Inc., consisting of a five-year base term for an aggregate not-to-exceed amount of \$18,000,000.

Prepared By:	Lawrence Leung	Manager, Rail Contracts & Budget	650-508-6328
	Zouheir Farah	Director, Caltrain Engineering	650-622-7819
	Carlos Ortega	Deputy Director, Caltrain Systems Engineering	650-551-6191

Table 1

Contract Summary	Years	Amount
Total Capacity:	5.0	\$18,000,000
Work Directives Issued:		\$5,831,162
Remaining Exercised Capacity:		\$12,168,838

Table 2

Contract Days	Days Elapsed	% Time Elapsed	Capacity Used
1825	213	12%	32%

Table 3

Contract Information	Start	End	Years	Capacity	Resolution/ Authorized
Base	8/4/2022	8/3/2027	5.0	\$18,000,000	2022-37
Amendment			0.0		
Total:			5.0	\$18,000,000	

Table 4

Vendor	RSE	STV	WSP	Xorail
Contract #	22-J-P-024A	22-J-P-024B	22-J-P-024C	22-J-P-024D
Total WDs Issued	\$5,550,964	\$280,198	\$0	\$0
Previous Reporting Period	\$3,334,578	\$280,198	\$0	\$0
Current Reporting Period	\$2,216,386	\$0	\$0	\$0

Table 5

WD#	Title	Description (Updates in Bold)	Vendor	Updated	Start	(Revised) End	Current Value
23091 11000	PCEP Utility Coordinator and Field Support Services FY23	To provide utility coordinator and utility field support services for the Peninsula Corridor Electrification Project (PCEP) under the guidance/direction of JPB staff.	RSE	1/30/2023	10/1/2022	6/30/2023	\$712,479.00
10871	Systems Engineering Support	Support to provide systems engineering support services for Caltrain's signal and I-ETMS PTC system.	RSE	1/19/2023	10/1/2022	6/30/2023	\$1,129,586
10921	Railroad Signal Systems	Support to provide services for complying with all FRA and CPUC regulations by maintaining accurate InService signal plans, up to date software files, maintain the FileRequest CheckOut/CheckIn plan, provide on-call engineering support, and design service as needed.	RSE	1/9/2023	1/9/2023	6/30/2023	\$374,321.53

**Peninsula Corridor Joint Powers Board
Staff Report**

To: Finance Committee
Through: Michelle Bouchard, Executive Director
From: Lawrence Leung, Manager, Rail Contracts & Budget
Melissa Reggiardo, Manager, Caltrain Planning
Subject: **On-Call Transportation Planning and Consultant Support Services Update**

<input type="checkbox"/> Finance Committee Recommendation	<input type="checkbox"/> Technology, Operations, Planning, and Safety Committee Recommendation	<input type="checkbox"/> Advocacy and Major Projects Committee Recommendation	<input type="checkbox"/> Staff Coordinating Council Reviewed	<input type="checkbox"/> Staff Coordinating Council Recommendation
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Budget Impact

There is no impact on the budget.

Background

Pursuant to Resolution No. 2020-18, the Board of Directors (Board) awarded contracts to Fehr & Peers, HNTB Corporation, Kimley-Horn & Associates, Inc., Arup North America Ltd., Mott MacDonald Group Inc., and WSP USA, Inc., consisting of a five-year base term for an aggregate not-to-exceed amount of \$25,000,000 with two additional, one-year option terms in an aggregate not-to-exceed amount of \$5,000,000 for each option year.

Prepared By: Lawrence Leung Manager, Rail Contracts & Budget 650-508-6328
 Melissa Reggiardo Manager, Caltrain Planning 650-868-9925

Table 1

Contract Summary	Years	Amount
Total Capacity:	7.0	\$35,000,000
Exercised:	5.0	\$25,000,000
Work Directives Issued:		\$18,175,768
Remaining Exercised Capacity:		\$6,824,232

Table 2

Contract Days	Days Elapsed	% Time Elapsed	Capacity Used
1825	977	54%	73%

Table 3

Contract Information	Start	End	Years	Capacity	Resolution/ Authorized
Base	7/1/2020	6/30/2025	5.0	\$25,000,000	2020-18
Option #1	7/1/2025	6/30/2026	1.0	\$5,000,000	
Option #2	7/1/2026	6/30/2027	1.0	\$5,000,000	
Amendment			0.0		
Total:			7.0	\$35,000,000	

Table 4

Vendor	Fehr & Peers	HNTB	Kimley-Horn	ARUP	Mott	WSP
Contract #	20-J-P-006A	20-J-P-006B	20-J-P-006C	20-J-P-006D	20-J-P-006E	20-J-P-006F
Total WDs Issued	\$3,561,550	\$3,923,264	\$4,720,726	\$1,183,094	\$3,215,586	\$1,571,547
Previous Reporting Period	\$3,046,942	\$3,880,695	\$4,510,621	\$1,183,094	\$2,904,201	\$582,408
Current Reporting Period	\$514,608	\$42,569	\$210,105	\$0	\$311,385	\$989,139

Table 5

WD#	Title	Description (Updates in Bold)	Vendor	Updated	Start	(Revised) End	Current Value
10877	Caltrain Go Pass Program Management Support	Consultant program management support for Caltrain’s Go Pass Program. A2 extended from 1/31/23 to 4/30/23 and added \$8k for additional support. A3 added \$114k for additional support.	Fehr & Peers	2/17/2023	10/10/2022	4/30/2023	\$188,678.00
10308	Internal Support for Interim Executive Director Transition	Internal support for the Interim Executive Director transition for the JPB and includes the following tasks: Development of Internal Action Plan for Transition Period, Support for Implementation of Internal Action Plan, Manage Special Projects as Identified by COO/ED, and Support Recruitment of Chief of Staff including Transitioning Internal Action Plan Tasks as Needed. A1 added \$120k for additional support. A2 extended from 9/30/21 to 11/30/21. A3 extended from 11/30/21 to 3/31/22 and added \$32k for additional support. A4 extended from 3/31/22 to 6/24/22 to pay a final invoice.	Fehr & Peers	2/13/2023	3/15/2021	6/24/2022	\$354,339.93
10669	Caltrain Policy, Strategy and Communications Support	Support in the areas of policy and strategy on a number of key issues including the Caltrain governance. A1 extended from 12/31/22 to 12/31/23 and added \$366k for additional support.	Fehr & Peers	2/3/2023	7/1/2022	12/31/2023	\$541,338.48
23085 32000	Communications and Outreach Program Support for PCEP FY23	Communication and outreach program support including a comprehensive marketing and communications program for PCEP in FY23. A1 added \$43k for additional support.	HNTB	1/25/2023	7/1/2022	6/30/2023	\$312,382.00
10301	Business Plan - Outreach Support	Stakeholder outreach to support the continuation and completion of the Caltrain Business Plan technical work. A1 added \$60k for additional support. A2 from 6/30/21 to 12/31/21. A3 extended from 12/31/21 to 3/31/22. A4 extended from 3/31/22 to 9/30/22. A5 extended from 9/30/22 to 12/31/22.	Fehr & Peers	1/23/2023	7/1/2020	12/31/2022	\$104,208.64
10449	SF Railyards PBC - Tech & BC Development	Obtain Technical Analysis and Business Case Development services for the completion of the San Francisco Railyards Redevelopment Preliminary Business Case. A1 added \$274k for additional support.	Mott	1/23/2023	8/20/2021	6/30/2023	\$1,707,826
10878	Caltrain Electrified Service Planning	Support for Caltrain Electrified Service Planning.	Fehr & Peers	1/19/2023	1/19/2023	12/31/2023	\$23,123.13
10430	Long-Term CIP Development	Support the development of Caltrain's first Capital Improvement Plan (CIP). The CIP will define Caltrain involvement in the development of capital projects over the next 10 years. It will provide a structured, evidence-based and equitable decision-making framework to prioritize investments and resources for capital projects across the Caltrain corridor. The consultant will also support Caltrain in an intensive and thoughtful internal stakeholder engagement process and will provide recommendation for the integration of the CIP with other Caltrain practices and processes.	WSP	1/13/2023	1/13/2023	12/31/2024	\$989,138.34
10304	DISC Plan – PM & Outreach Support	Technical and outreach program management for the remainder of Phase I of the Diridon Station Concept Plan. A1 extended from 12/31/20 to 6/30/21. A2 added \$140k for additional support. A3 extended from 6/30/21 to 10/31/21 and added \$96k for additional support. A4 extended from 10/31/21 to 2/28/22. A5 extended from 2/28/22 to 6/30/22. A6 extended from 6/30/22 to 9/30/22 and added \$30k for additional support. A7 extended from 9/30/22 to 2/28/23 and added \$60k for additional support.	Kimley-Horn	1/3/2023	9/3/2020	2/28/2023	\$494,548.00

WD#	Title	Description (Updates in Bold)	Vendor	Updated	Start	(Revised) End	Current Value
10432	Diridon Station PBC	<p>Initial work as part of the Diridon Station Business Case (BC). Mott MacDonald submitted a full proposal for the BC on June 30, 2022 and interviewed with the JPB and Partner Agencies on August 3, 2022. While the Mott MacDonald proposal and interview earned the highest score and the Mott MacDonald team was selected to complete the PBC, all parties agree that revisions are needed to the scope of work to reflect recent developments, agency priorities, and a baseline amount of funding currently available for the effort. Additionally, discussions are needed to help determine appropriate project management structures and organizational/governance tasks, the latter which were previously identified as being optional. Organizational/governance tasks will need to be expedited per Diridon Joint Policy Advisory Board (JPAB) guidance.</p> <p>It is anticipated that once this work is complete, an amendment to this Work Directive (WD) will be provided so the team can start on the rest of the BC tasks as defined in the revised scope, schedule and budget. A1 extended from 1/31/23 to 2/28/23 and added \$50k for such support.</p>	Mott	1/3/2023	10/7/2022	2/28/2023	\$299,926.27
10671	Schedule & Service Plan Alternatives Analysis	<p>Support to: analyze our current 104 train per weekday/32 trains per weekend day schedule to determine the optimal crew and equipment (trainset) requirements, develop a new schedule to reduce the overall equipment requirements and/or to provide more maintenance time for the existing rolling stock, and look at alternative service plans to increase track time for construction activities. A1 extended from 10/1/22 to 12/30/22. A2 extended from 12/30/22 to 6/30/23.</p>	Fehr & Peers	12/27/2022	8/15/2022	6/30/2023	\$68,141.49
10305	DISC Plan – Technical Support & Analysis	<p>Technical management and support and organizational, governance and funding analysis and strategy for the remainder of Phase I of the Diridon Station Concept Plan. A1 added \$59k for additional support. A2 added \$208k and extended from 6/30/21 to 10/31/21. A3 revised scope. A4 extended from 10/31/21 to 2/28/22. A5 extended from 2/28/22 to 6/30/22. A6 extended from 6/30/22 to 9/30/22. A7 extended from 9/30/22 to 2/28/23.</p>	Kimley-Horn	12/20/2022	9/3/2020	2/28/2023	\$594,682.00
10307	DSAP Development Support Services	<p>Development support services associated with commercial development on the Caltrain-owned parcels within the Diridon Station Area Plan (DSAP) area in the City of San Jose. Specifically, the development team will be responsible for developing planning, land use, economic, environmental and development strategy associated with the City of San Jose’s preliminary review application and formal planning application. \$573k budgeted thru FY24 but \$98k authorized for FY21 and \$254k authorized for FY22. Added \$117k for environmental review services in order to meet CEQA requirements; total budget now \$691k and total authorization remains at \$352k. A2 authorized \$100k; total authorization is \$453k with a remaining \$238k unauthorized.</p>	Fehr & Peers	12/19/2022	3/8/2021	6/30/2024	\$452,538.46