



Regional Transit Authority Solicitation Request Routing Sheet

INSTRUCTION: The user department is responsible for providing all information requested below and securing the requisite signatures.

Attachments (*Indicates Required Items)	
* Scope of Work *	Project Schedule/Delivery Date *
Technical Specifications	Selection Criteria (RFQ/RFP Only)
DBE/SBE Goal Calculation	

A. I have reviewed this form and the attachments provided and by signing below I give authority to the below stated Department Representative to proceed as lead in the procurement process.

Korrie Mapp
Name

Dir. Occ. Safety + Health 8464
Title Ext.

B. Name of Project, Service or Product: On-Call Technical Safety Support

C. Justification of Procurement:

This solicitation is for a highly qualified consultant to provide technical in the areas of Safety and Security Certification (SSC), internal Safety Management Systems (SMS) documentation and auditing, the technical review of capital projects for system safety purposes, and Occupational Safety and Health and Industrial Hygiene program implementation. Through recent third-party and oversight audits and internal reviews, RTA staff have identified a critical need for additional technical support in these areas. Support will be coordinated through task orders on an on-call basis. This work will augment current, ongoing efforts to implement SMS throughout the agency as mandated by the Federal Transit Administration (FTA), and comply with federal and local safety regulations and standards.

D. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant? Yes No
[Signature] Date 7/12/21
Director of Grants / Federal Compliance

E. Safety: Include Standard Safety Provisions Only

Additional Safety Requirements Attached
[Signature] Date 7/8/21
Safety Director

Risk Management: Include Standard Insurance Provisions Only? Yes No
Include Additional Insurance Requirements Attached N/A

7/9/2021

Risk Management Analyst

Date

F. Funding Source: Federal State Local Other: _____

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

Total Available Funding: \$ 50,000 Jan 2021 only
 Estimated Cost: { \$300,000 total contract } \$ 100,000/yr Jan 3 years
 FTA Grant No.(s) \$50,000 est. for 2021

Line Item(s) _____
 Operations/Department Code _____
 Budget Code(s) 1460002.7070.166
Monica J. Richard
 Budget Analyst _____
 Date 7/12/2021

G. DBE/SBE Goal: 0 % DBE
John C. Zini
 Director of Small Business Development _____
 Date 7/12/2021
John C. Zini
 DBE/SBE Compliance Manager _____
 Date 7/12/2021

H. Authorizations: I have reviewed and approved the final solicitation document.
Michael J. Smith
 Department Head _____
 Date 7/8/21

N/A
 Division Manager _____
 Date N/A
James H. Bagstad
 Director of Procurement _____
 Date 7/12/21

FOR PROCUREMENT USE ONLY
 Type of Procurement Requested: (circle one) IFB RFQ RFP SS TWO-STEP
Invitation for Bid (IFB) This competitive method of awarding contracts is used for procurements of more than \$25,000 in value. The agency knows exactly what and how many of everything it needs in the contract, as well as when and how the products and services are to be delivered. The award is generally based on price.
Request for Quote (RFQ) This type of solicitation is often used to determine current market pricing.
Request for Proposal (RFP) This approach to contracting occurs when the agency isn't certain about what it wants and is looking to you to develop a solution and cost estimate.
Sole Source (SS) this procurement can be defined as any contract entered into without a competitive process, based on a justification that only one known source exists or that only one single supplier can fulfill the requirements.
Two-step Procurement - request for qualifications step-one used in the formal process of procuring a product or service, It is typically used as a screening step to establish a pool of vendors that are then qualified, and thus eligible to submit



responses to a request for price proposal (RFP). In this two-step process, the response to the RFQ will describe the company or individual's general qualifications to perform a service or supply a product, and RFP will describe specific details or price proposals.



Chief Financial Officer

7/13/21

Date

Chief Executive Officer

Date

On-Call Technical Safety Support

(Including Safety and Security Certification, SMS Documentation and Auditing, and Technical Review Services)

RTA Safety Department

BACKGROUND

This Scope of Work is for a highly qualified consultant to support the New Orleans Regional Transit Authority (RTA) on an on-call/as-needed basis in the areas of Safety and Security Certification (SSC), internal Safety Management Systems (SMS) documentation and auditing, the technical review of capital projects for system safety purposes and Occupational Safety and Health and Industrial Hygiene. Program areas listed under this Scope of Work support RTA's technical and organizational capacity to comply with all FTA and Louisiana Department of Transportation and Development (LADOTD) safety-related and Occupational Safety and Health Administration (OSHA) requirements.

1. The consultant project manager and all project staff must have direct experience in bus, streetcar, and paratransit safety management.
2. The consultant team ["consultant"] must include staff with previous, direct experience in SSC for federally-funded capital projects.
3. The consultant team must include staff with direct experience in safety, industrial hygiene and OSHA compliance.
4. Consultant's primary tasks will support RTA's current efforts to adhere to OSHA standards and regulations.
5. Consultant's primary tasks will support RTA's current efforts to develop and fully implement SMS in accordance with applicable FTA and LADOTD requirements. Specifically, this Scope of Work aims to augment ongoing SMS processes and activities that are currently incorporated into RTA's Agency Safety Plan (ASP) and are currently being implemented under the direction of the Chief Safety Officer, with the additional technical capacity and resources needed to fully implement SMS in accordance with FTA and LADOTD requirements.
6. Tasks will be authorized on the basis of individual task orders that will include a brief description of the request, scope of work, estimated task hours, and schedule. For each project task, the consultant will determine a proposed work plan, including Scope of Services, man-hour estimate, specific staffing, cost estimate and schedule. Proposed work plans are subject to review and approval prior to commencement of work.
7. The consultant will be responsible for performing the specific tasks as defined in this Scope of Services in a professional, timely, and cost-effective manner.
8. The RTA reserves the right to perform some or all the required tasks and delete some from the consultant's Scope of Services.

The following Scope of Work describes the four primary areas in which RTA is seeking a qualified consultant's support through the task order system described above.

SCOPE OF WORK

1. Safety and Security Certification (SSC)

The consultant shall help RTA maintain and implement its Safety and Security Certification Program Plan (SSCPP) as well as all referenced plans and procedures. For individual capital projects, through individual task orders, the consultant will support RTA staff with the development and implementation of Safety and Security Management Plans (SSMP) to certify that all system components are safe and secure for passenger service.

Supporting activities that may be issued as individual task orders include, but are not limited to: hazard analyses, threat and vulnerability assessments, establishing safety and security design criteria, identification of certifiable elements, and verification of conformance with project safety and security requirements. Ad hoc task orders may also be issued to support RTA with technical reviews of site plans, engineering drawings, and other project documents for system safety purposes, consistent with FTA's SMS requirements.

Consultant shall help ensure emergency response capabilities for RTA operations, maintenance and dispatch personnel are adequate.

Consultant shall support RTA's current efforts to review, revise, approve, and issue existing and new standard operating procedures (SOPs) for certifiable projects.

Consultant shall support RTA's Safety & Security Certification Review Committee (SSCRC) on an as-needed basis, including development and delivery of SSC-related documents, and facilitation of SSCRC meetings.

2. Safety Management System (SMS) Documentation and Auditing

The consultant will support the Chief Safety Officer, executive leadership team, and safety staff with developing, implementing, reviewing, and updating RTA's SMS programs and plans, ensuring compliance with 49 CFR Parts 670, 672, 673, and 674.

Task orders may require facilitation of, and participation in, working group/committee meetings with RTA and LADOTD personnel as needed.

Safety-related documentation that may require review and technical support is expected to include, but not be limited to:

- ASP
- Accident/Incident Investigation Procedures
- Internal Safety Management Audit (ISMA) procedures, reports, checklists, briefings, and other related documents
- SSCPP and project-specific SSMPs

- Safety and security documentation as required by U.S. Coast Guard
- Security and Emergency Preparedness Plan and “all hazards” plans
- Fire/Life Safety plans, policies, inspection materials, and reports
- Employee Safety Reporting Program (ESRP) documentation
- Standard Operating Procedures (SOPs) and Emergency Operating Procedures (EOPs)
- Safety rules for all operating modes
- Quarterly Safety Meeting materials (safety training only)
- SMS training for all levels of staff
- Training plans and records (safety training only)
- Safety Risk Management documentation—
 - Hazard notifications and logs
 - Hazard/risk evaluation and analysis
 - Hazard investigation reports
 - Mitigation monitoring and management plans
- Accident/incident investigation reports
- SMS implementation plan (SIP) status reports and briefings

The consultant will support any and all aspects of the Safety Department’s Internal Safety Management Audit process, in accordance with both RTA’s ASP and FTA regulations. This will consist of direct responsibility for completing audits of three to six pre-selected, safety-critical functions or RTA departments per 12-month cycle, with each audit broken down into the following tasks:

- Formal notification to department stakeholders, executive leadership, and the SSO
- Development of topic-specific audit checklists
- Interviews of agency staff and management
- Performance of on-site verification activities to evaluate conformance to agency safety and operations procedures and other internal/external requirements
- Delivery of draft and final audit reports containing observations, findings, and completed audit checklists
- Development and issuance of formal corrective action plans (CAPs) to responsible parties (RTA management).

The consultant shall provide additional technical assistance to the Chief Safety Officer in support of monitoring the progress of CAPs and developing status reports or briefings as necessary.

Monitoring progress relative to CAPs may require additional document review and meetings (in-person or virtual) with department stakeholders. The need for additional technical assistance in support of implementing a CAP may be identified as a separate task order item.

The consultant may be tasked through a specific task order to develop one or more CAPs for RTA and LADOTD review and approval. This process would consist of: identifying the deficiency or hazard, assessing the associated level of risk (based on the safety risk assessment methodology in the ASAP), developing

the formal required action in consultation with the responsible party and Safety staff, identifying the person directly responsible, and providing an appropriate estimated date of completion.

Based on the results of the above documentation and audit activities, the consultant will advise RTA in making the necessary program improvements to meet the requirements of the FTA and LADOTD.

3. Technical Review Support

The consultant in this capacity shall provide experienced and qualified staff to review and advise RTA on existing or planned RTA capital projects, on behalf of or in support of the Chief Safety Officer, for system safety purposes. Under the Management of Change and Safety Assurance (SA) requirements of SMS, codified in 49 CFR Part 673, FTA requires that certain types of projects and system modifications be evaluated under the agency's Safety Risk Management (SRM) and SA processes as described in the ASP. The consultant shall support RTA's efforts to identify qualifying projects or changes, perform thorough hazard analyses and risk assessments, and develop and implement mitigations as appropriate, consistent with these requirements.

Task orders may require facilitation of, and participation in, working group/committee meetings with RTA and LADOTD personnel as needed.

Task orders will either be issued for individual deliverables that support the Chief Safety Officer's existing SRM and SA processes for a given project or for complete and direct handling of a project on the Safety Department's behalf (i.e., multiple deliverables over the project's lifecycle).

4. Occupational Safety and Health and Industrial Hygiene

The consultant shall help RTA write and implement its Safety and Health policies as well as all referenced plans and procedures. The consultant will support the Director of Occupational and Safety with conducting industrial hygiene assessments and other workplace safety assessments or audits. The consultant in this capacity may be tasked with delivering training and/or facilitating or leading safety meetings, on behalf of or in support of the Safety Department.

Supporting activities that may be issued as individual task orders include, but are not limited to:

- Perform hazard analyses
- PPE assessment
- Hazardous Communication development and evaluation
- Develop system-wide Lockout/Tag out program
- Noise surveys
- Air monitoring
- Fit testing
- Heat stress maps

- Ad hoc task orders may also be issued for additional occupational safety and health and industrial hygiene purposes.

PERIOD OF PERFORMANCE

This contract will be awarded for a three-year period with three one-year options.



Proposed Project Schedule

Additional task orders may be issued separately

Proposed tasks may overlap

Estimated Start (months)	Estimated Duration (months)	Milestone/Deliverable	Responsible Party(ies)
--	--	Notice to Proceed (NTP)	RTA CSO
NTP + 1	0	Coordination/ kickoff meeting with consultant team	RTA CSO RTA Deputy COO Consultant
NTP + 1	1	On-site assessment of OSHA compliance	RTA CSO RTA Deputy COO Consultant
NTP + 2	6	Program development to ensure OSHA compliance	RTA CSO RTA Deputy COO Consultant
NTP + 2	0.5	Assessment of SSC of current capital projects	RTA CSO RTA Deputy COO Consultant
NTP + 2	0.5	Assessment of Internal Safety Audit compliance	RTA CSO RTA Chief of Security Consultant
NTP + 2	2	Internal Safety Audit of 1 or more topics identified in Agency Safety Plan, in compliance with LA DOTD and FTA requirements	RTA CSO RTA Chief of Security Consultant
NTP + 6	2	Needs assessment for OSHA-required training – operations and maintenance	RTA CSO Consultant
N/A	N/A	Ongoing on-call technical support per SOW	RTA CSO Consultant
After 3 years	N/A	Project Term/ Renewal	RTA CSO RTA CFO

MJB

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number: On-call technical safety support

Date of Estimate: 7/13/21

Description of Goods/Services:

On-call consultant support for specialized SMS auditing, SSC, review of capital projects, and occ. safety and health and industrial hygiene program implementation.

- New Procurement
- Contract Modification (Change Order)
- Exercise of Option

Method of Obtaining Estimate:

Attach additional documentation such as previous pricing, documentation, emails, internet screen shots, estimates on letterhead, etc.

- Published Price List (attach source and date)
- Historical Pricing (attach copy of documentation from previous PO/Contract)
- Comparable Purchases by Other Agencies (attach email correspondence) See attached WMATA + TriMet documents, from their respective websites.
- Engineering or Technical Estimate (attach)
- Independent Third-Party Estimate (attach)
- Other (specify) _____ attach documentation
- Pre-established pricing resulting from competition (Contract Modification only)

Through the method(s) stated above, it has been determined the estimated

total cost of the goods/services is \$ 100,000 / year
300,000 for 3 years

The preceding independent cost estimate was prepared by:

Michael Smith, CSO

Name

Michael J. Smith

Signature

Date: February 22, 2017

To: Board of Directors

From: Neil McFarlane *Neil McFarlane*

Subject: RESOLUTION 17-02-09 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING CONTRACTS WITH ADS SYSTEM SAFETY CONSULTING LLC; BSI EHS SERVICES AND SOLUTIONS; PARSONS TRANSPORTATION GROUP INC; AND VITAL ASSURANCE LTD FOR SAFETY MANAGEMENT SYSTEM (SMS) CONSULTING SERVICES

1. Purpose of Item

The purpose of this item is to request the TriMet Board of Directors (Board) adopt a resolution authorizing the General Manager to execute contracts with four firms: ADS System Safety Consulting LLC; BSI EHS Services and Solutions; Parsons Transportation Group Inc; and Vital Assurance Ltd for Safety Management System consulting services (Services).

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

Board approval is required for personal services contracts obligating TriMet to pay in excess of \$150,000.

4. Type of Action:

- Resolution
- Ordinance 1st Reading
- Ordinance 2nd Reading
- Other _____

5. Background

The safety of passengers and employees is TriMet's top priority. In 2015, the Federal Transit Administration (FTA) published a Safety Management System (SMS) Framework as the basis for its new National Public Transportation Safety Plan. The SMS Framework provides the building blocks and some of the major milestones for its implementation and aims to standardize the understanding and implementation of SMS through communication and partnership with the public transportation industry.

SMS is a management system, similar to a financial or quality management system. It ensures that TriMet has the necessary organizational structure, resources, operational procedures, and staffing and training in place to efficiently and effectively align safety priorities and promote continuous improvement in safety performance. SMS is comprised of four components:

1. Safety Management Policy

The objectives of this component are to: (a) generate a blueprint of how to meet and integrate SMS requirements into TriMet's service delivery operations; (b) create an accountability framework for the development of SMS implementation activities; and (c) develop safety policy documents.

2. Safety Risk Management

The objectives of the safety risk management are to: (a) establish and implement Safety Risk Management activities and tools so TriMet can identify and analyze hazards and evaluate safety risks; and (b) correct potential shortcomings in activities and tools that TriMet already has in place.

3. Safety Assurance

The objectives of the safety assurance component are to: (a) implement essential Safety Assurance activities and tools that allow TriMet to monitor safety performance during service delivery operations; (b) manage operational change; and (c) provide for continuous improvement of the SMS.

4. Safety Promotion

The objectives of safety promotion component are to develop training and communication strategies and programs that: (a) foster improved safety performance and competencies; and (b) increase safety awareness.

6. Procurement Process

On November 16, 2016, TriMet issued a Request for Proposals (RFP) for SMS Consulting Services with the intention of making multiple awards and allocating work throughout the term of the contracts through a competitive task order process. The RFP sought firms with qualifications and experience in providing the Services, specifically with regards to assisting transit agencies in meeting the mandated FTA SMS Framework, and following American Public Transportation Association (APTA) SMS guidelines.

On December 19, 2016 TriMet received twelve (12) proposals in response to the RFP:

- Allen, Davis, and Sergent (ADS) System Safety Consulting LLC
- Arcadis Design & Consultancy
- British Standards Institution Environmental Health and Safety (BSI EHS) Services and Solutions
- Bureau Veritas North America Inc.
- DuPont Sustainable Solutions
- Glostone Trucking Solutions

- Indy Safety Inc.
- LTK Engineering Systems
- Parsons Transportation Group
- SNC-Lavalin Rail & Transit Inc.
- Touchstone Consulting LLC
- Vital Assurance Ltd.

A Source Evaluation Committee (SEC) comprised of staff from the Safety, Security and Environmental, Maintenance Operations and Facilities Management departments was appointed to review and evaluate the proposals. The evaluation criteria in the RFP included: (1) qualifications of the firm, staff, and diversity; (2) project understanding/work plan; and (3) price proposal. After evaluating the proposals, ADS System Safety Consulting LLC, BSI EHS Services and Solutions, Parsons Transportation Group Inc, and Vital Assurance Ltd were shortlisted to the competitive range and the SEC opened price proposals from those four firms. Interviews were then scheduled with the four firms in the competitive range to seek clarification from the firms on their understanding of the Services to be provided. Following interviews, the evaluation committee determined that all four finalists would be considered for award and they were asked to submit a Best and Final Offer (BAFO). Overall proposal scores of the four firms after interviews and BAFOs are summarized in the table below:

	Possible Points	ADS System Safety Consulting LLC	BSI EHS Services and Solutions	Parsons Transportation Group Inc	Vital Assurance Ltd
<i>Evaluation Criteria</i>					
Qualifications of the Firm, Staff, and Diversity	30	23.8	23.3	27.0	24.5
Project Understanding – Work Plan	40	31.0	31.3	35.0	34.3
Price Proposal	30	30.0	24.6	27.5	26.4
Total Score =	100	84.8	79.2	89.5	85.2
Pricing** =		\$90,397.10	\$110,410.00	\$98,706.42	\$102,610.82

***Pricing was Proposed Based on Work Category Scenarios Outlined in the RFP and at Proposers' Hourly Rates*

It was determined that the four competitive range firms demonstrated the technical experience, qualifications, and a strong understanding of the work and are hereby being recommended for award. Each contract will be structured with a one-year base term, with TriMet's option for up to four additional one-year extensions. Price adjustments will be permitted on an annual basis if TriMet elects to exercise the additional one-year extensions and will be capped at the percentage difference from the prior year of the Consumer Price Index (CPI), for All-Urban Workers, for the Portland-Salem area. All four contracts will be task order based and the firms will all compete for individual task orders throughout the duration of the contracts. Pricing for each contract will include approved hourly rates for proposed staff and task orders will be priced accordingly. Actual payments made to each contractor will be based on the number of task orders that each firm is awarded throughout the duration of the contracts and will vary.

This Resolution authorizes TriMet to contract with ADS System Safety Consulting LLC, BSI EHS Services and Solutions, Parsons Transportation Group Inc and Vital Assurance Ltd for the Services in the amount of \$609,340.00 per contract for a total of \$2,437,360.00 for all four contracts for the five year period. The actual amount of money to be spent on each contract will be dependent on TriMet's requirements for the Services and the number of task orders awarded to each firm.

7. Diversity

TriMet's RFP required proposers to include a workforce diversity summary of the firm as well as a Disadvantaged Business Enterprise (DBE) subcontracting plan.

ADS System Safety Consulting LLC's workforce is 23% female and 54% minority. They are a federal certified DBE firm and intend to self perform a majority of the Services, but have identified DBE subcontracting opportunities for additional capacity, if necessary.

BSI EHS Services and Solutions intends to self perform the Services with its own workforce, which is 47% female and 23% minority. No subcontracting opportunities are anticipated.

Parsons Transportation Group Inc's workforce is 25% female and 27% minority. They intend to self perform a majority of the Services but has identified DBE subcontracting opportunities for additional capacity, if necessary.

Vital Assurance intends to self perform the Services with its own workforce, which is 38% female and 0% minority. No subcontracting opportunities are anticipated.

8. Financial/Budget Impact

The Services are budgeted for in the Safety, Security, and Environmental Services division budget for FY2017.

9. Impact if Not Approved

TriMet does not have the experience or expertise to be able to perform the Services with existing staff. If these contracts are not approved, TriMet risks non-compliance with federal requirements.

RESOLUTION 17-02-09

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING CONTRACTS WITH ADS SYSTEM SAFETY CONSULTING LLC; BSI EHS SERVICES AND SOLUTIONS; PARSONS TRANSPORTATION GROUP INC; AND VITAL ASSURANCE LTD FOR SAFETY MANAGEMENT SYSTEM (SMS) CONSULTING SERVICES

WHEREAS, TriMet has authority under ORS 267.200 to enter into contracts with four firms: ADS System Safety Consulting LLC; BSI EHS Services and Solutions; Parsons Transportation Group Inc; and Vital Assurance Ltd for Safety Management System Consulting Services (Contracts); and

WHEREAS, the total amount of each of the Contracts are expected to exceed \$150,000; and

WHEREAS, the TriMet Board of Directors (Board), by Resolution dated November 25, 2009, adopted a Statement of Policies requiring the Board to approve personal services contracts obligating TriMet to pay in excess of \$150,000;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Contracts shall be in conformance with applicable laws.
2. That the General Manager is authorized to execute the Contracts.

Dated: February 22, 2017

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department

OFFICE OF PROCUREMENT AND MATERIALS (PRMT)
 CONTRACT MODIFICATIONS - FY2016, QUARTER 3

CONTRACT NUMBER	CONTRACT DESCRIPTION	PRMT GROUP	FUNDING SOURCE	MODIFICATION AMOUNT	AWARD DATE	AWARDED VENDOR	DBE GOAL %	RATIONALE	COMMENTS
CQ12089	MiFare Cards	ADMIN	Operating	\$ 4,052,920	03/22/16	Giesecke & Devrient	N/A	6 - TRES	
CQ14075	Lead Remediation	ADMIN	Operating	\$ -	03/22/16	Military Environmental & Construction Co	N/A	4 - MTPD	
CQ10074	Benefit Consulting	ADMIN	Operating	\$ 315,000	03/25/16	AON Consulting	N/A	4 - HRCB	
CQ14040	Preemployment Medical testing	ADMIN	Operating	\$ -	03/07/16	Concentra	N/A	7 - HRCB	Adding of line items
FQ10064	On Call AEC-Engineering Services	ADMIN	Operating	\$ 98,999	03/30/16	LTK	N/A	4 - CENI	
CQ15071	Professional Engineering services	ADMIN	Operating	\$ 2,292,570	03/30/16	K&J	N/A	7 - SAFE	Adding of funds for base year 2
CQ12018	First Choice Background Screening	ADMIN	Operating	\$ 348,840	03/24/16	First Choice	N/A	6 - CHRO	
CQ14071	Elevator Escalator	ADMIN	Operating	\$ 7,030,617	03/14/16	Adams	N/A	6 - ELES	Quantity / Increased Estimated Ceiling Value
CQ14071	Elevator Escalator	ADMIN	Operating	\$ 453,657	03/14/16	Glebe Electronics	N/A	6 - ELES	Quantity / Increased Estimated Ceiling Value
CQ14071	Elevator Escalator	ADMIN	Operating	\$ 984,475	03/14/16	Kone	N/A	6 - ELES	Quantity / Increased Estimated Ceiling Value
CQ14071	Elevator Escalator	ADMIN	Operating	\$ 163,579	03/14/16	Thermal Devices	N/A	6 - ELES	Quantity / Increased Estimated Ceiling Value
FQ15136	Radios	ADMIN	Capital	\$ 734,804	03/04/16	Motorola	0%	6 - MTPD	
CQ15052	AIM Train Control System	IT	Operating	\$ 300,000	03/14/16	ARINC	N/A	7 - APPS	Program Request
FQ13085	Dulles Phase II	IT	Capital	\$ 175,546	03/22/16	LATA Test, Engineering	0%	7 - NCS	Consulting Services
CQ12169E	Transdev Facility Claim for Equitable Adjustment	ACCS	Operating	\$ 735,425	03/31/16	Transdev	N/A	7 - ACCS	WMATA allowed the contractor to run service from dual locations, and received benefit.
CQ15110	Recycle Scrap Metal Services - Revenue Generating	RAIL	Revenue Generating	\$ -	03/31/16	Montgomery Scrap Metal	N/A	4 - SCES	Extend POP for re-evaluation of metal market conditions
CQ12097	Snow and Ice Removal Services	RAIL	Operating	\$ 55,000	03/17/16	CT Stanely	N/A	7 - PLNT	Additional funding to cover expenses incurred from January 24th snowstorm.
CQ12042	Snow and Ice Removal Services	RAIL	Operating	\$ 150,000	03/17/16	WDC	N/A	7 - PLNT	Additional funding to cover expenses incurred from January 24th snowstorm.

WMATA Washington D.C.

**Role in This Project:**

K & J has been supporting WMATA by providing safety and security certification support services as well as system safety, safety engineering, safety and security training, rules/procedures development, safety auditing and emergency management consulting services.

2021 Planned Activities

Safety certification activities:

- 8 Car Precision Station Stopping (PSS)
- Auto Doors
- Stop and Proceed / Positive Train Stop
- 6K SMP (Overhaul)
- 8K RFP / Bid Proposal review
- Tunnel Vacuum Train
- Escalator Canopies (phase 4)
- Swing Crane / MOW Vehicles
- Radio Infrastructure Replacement (700 MHz)
- Protran
- Blue Line Power Upgrade
- Red, Green, Orange (RGO) Line Power Upgrade
- Tagging Relay Pilot Program
- Medical Center / MD. 355 Underpass Project
- Station Platform Rehabilitation, Contract 1
- Station Platform Rehabilitation, Contract 2
- Station Platform Rehabilitation, Contract 3
- Station Platform Rehabilitation, Contract 4
- Rehabilitation / Design of Three Pedestrian Bridges
- Rehabilitation / Design of Eight Segmental Bridges
- Minnesota Ave Pier Cap Replacement
- Silver Line Project
- WMATA Deliverables
- Potomac Yard Station
- Bladensburg Bus Division Design-Build Services
- Northern Bus Division Design-Build Services
- Rail Heavy Repair and Overhaul Facility (HROF)
- ATC Upgrade Alexandria Yard
- Purple Line
- I-66 Widening Certification Project
- Elevator Project Replacement
- System Wide Fare Gate Program
- Replacement of Drainage Pumping Stations
- RTU Replacement
- ATC Training Lab
- Safety Certification Training
- FLS / Safety Design Criteria Manual Development
- Virginia Square / GMU Station Elevators
- Crystal City 2nd Mezzanine Addition
- CTF Communication Room Modification Design
- Station Entrance Modernization Contracts
 - L'Enfant Station
 - Ballston Station
 - Metro Center
- Solar Energy Systems

2020

Safety Engineering On-Call Professional Services:

- Oversee, assess and document safety oversight and certification:
- Dulles Phase II Project – Primary duties for WMATA SAFE include review of the contractor's design and construction changes via Notice of Design Changes and Field Design Changes from an overall system criticality, safety, long term inspection and maintenance perspectives. This work effort has led to the identification of issues and suggestion of potential project revisions to eliminate, lessen or mitigate the undesirable safety condition(s). Additional responsibilities in the safety and security certification process include project documentation reviews and updates; SSMP, SSCP, project required Safety Certification Procedures, Certifiable Items List (CIL), one hundred percent verification of the Design Conformance Checklist (for both Package A & B) and continued verification of the Construction and Startup Integration and Testing Conformance Checklists (CSC and SITC) via inspection of contract documentation to verify compliance with project specifications and criteria. Continued identification and review of Hazards and Vulnerabilities during the construction and testing process to ensure acceptable project resolution to include incorporation of any required additional mitigations.
- Station Platform Rehabilitation WMATA 6 & 3 Projects – Primary duties for WMATA SAFE was limited to field verification of completed systems and post construction walkdowns.
- Station Platform Rehabilitation Phase 4 – safety certification
- Provide necessary support, assistance and documentation of Internal Safety Audits
- Oversee, assess and document safety oversight and certification:
- Completed the 7000 Series Rail Car Safety Certification
- 8000 Series Rail Car Specification Safety Design Review
- Dulles Phase II Project – design, construction and integrated testing review and verification effort
- Dulles Phase II Project – Arts-in-Transit safety acceptance verification
- Dulles Phase II Project – Automatic Fare Collection certification
- Dulles Phase II Project – Signage & Graphics certification
- Dulles Phase II Project – NO6/NO7 tie-in certification
- Radio Infrastructure Upgrade – verification support
 - On-going certification efforts for Above Ground, Tunnel, and METRO Box certifiable items
- Station Platform Rehabilitation (WMATA 6) (WMATA 4) (WMATA 3) – design review, verification of the contractor's Conformance Checklist submissions via inspection of contract documentation to verify compliance with project specifications and criteria and identification and review of Hazards and Vulnerabilities during the design and construction process to ensure acceptable project resolution to include incorporation of additional mitigations.
- Heavy repair overhaul facility – review PHAs and CILs in support of the project
- Potomac Yard Station – SSCP, SSMP, CIL and PHA completed and approved by SCRC. TVA was completed. Design verification was completed in 2020. Currently conducting Construction verification.
- Purple Line (MTA) Interfaces with WMATA – safety certification has been stopped until further notice.
- Northern Bus Garage Replacement Project – design has actually moved back to 60%. Draft PHA and CIL have been reviewed and approved by the SCWG. Waiting to submit to SCRC once IFC happens.
- Bladensburg Bus Division Project – early stages, safety certification
- Heavy Repair Overhaul & New Carrollton Yard Project – early stages, safety certification

- Research and drafted a comparison paper of various State Safety Oversight Agencies, regulations, program standards, codes, practices, and enforcement authority.
- Conducted Hazard Analysis and Semi-Quantitative Safety Risk Evaluation of the existing traction power restoration procedure, interim traction power restoration procedure and "new" traction power restoration procedure.
- Performed a Safety Integrity Level (SIL) Determination Study on the "Tagging Relay" intended to enhance the safety of the traction power de-energization and energization process for the Washington Metropolitan Area Transit Authority (WMATA).
- Performing a Hazard Analysis and Semi-Quantitative Safety Risk Evaluation of the COVID-19 pandemic effects on transit systems.
- Revised and expanded the safety section of the Rail Activation Plan for the WMATA Metrorail Phase 2 of the Dulles Corridor Silver Line project.
- Completed a review of the Operational Hazard Analysis for the WMATA Metrorail Phase 2 of the Dulles Corridor Silver Line project.
- Completed a review of the SSMP for the WMATA 8000 Series rail car procurement project.
- Reviewed and provided comments on the Preliminary Hazard Analysis of the WMATA Drainage Pumping Station Rehabilitation project at 13 locations.
- Initiated development of a Pandemic Response Plan, for future pandemics.
- Reviewed the Preliminary Hazard Analysis for the WMATA Automatic Train Control Laboratory rehabilitation project.
- Developed a Preliminary Hazard Analysis for the WMATA Greenbelt Yard Pilot Automatic Wayside Inspection System (AWIS) project.

Assessment of WMATA Rail Traffic Controller Program

- K&J provided expertise in assessing the Rail Traffic Controller (RTC) training program at the Washington Metropolitan Area Transit Authority (WMATA). The training was revised to make it a highly efficient and productive training program, including a determination of the optimal training subjects, methods of delivering classroom and on-the-job (OJT) training and reduced the overall duration of time consumed in training by six days. In addition, to delivering a revised training program, the K&J team provided forty-four recommendations to increase the overall safety and productivity within the ROCC.

Assessment of WMATA Traction Power Restoration Process

- K&J provided expertise in assessing the Rail Traffic Controller (RTC) training program at the Washington Metropolitan Area Transit Authority (WMATA). The training was revised to make it a highly efficient and productive training program, including a determination of the optimal training subjects, methods of delivering classroom and on-the-job (OJT) training and reduced the overall duration of time consumed in training by six days. In addition, to delivering a revised training program, the K&J team provided forty-four recommendations to increase the overall safety and productivity within the ROCC.

2019

1: Safety Engineering On-Call Professional Services:

- Oversee, assess and document safety oversight and certification:
 - Dulles Phase II Project – design and construction review and verification efforts.
 Primary duties for WMATA SAFE include review of the contractor's design package submittals from an overall system criticality, safety, long term inspection and maintenance perspectives. This work effort has led to the identification of issues and suggestion of potential revisions to eliminate, lessen or mitigate the undesirable safety condition(s). Additional responsibilities in the safety and security certification process include project

documentation reviews and updates; SSMP, SSCP, project required Safety Certification Procedures, Certifiable Items List (CIL), Design and Construction Conformance Checklists (DCC & CSC), verification of the contractor's Conformance Checklist submissions via inspection of contract documentation to verify compliance with project specifications and criteria and identification and review of Hazards and Vulnerabilities during the design and construction process to ensure acceptable project resolution to include incorporation of additional mitigations.

- Provide necessary support, assistance and documentation of Internal Safety Audits
- Oversee, assess and document safety oversight and certification:
 - 7000 Series Rail Car Safety Certification
 - 8000 Series Rail Car Specification Safety Design Review
 - Dulles Phase II Project – design and construction review and verification effort
 - Dulles Phase II Project – Arts-in-Transit certification support
 - Dulles Phase II Project – Non-Revenue Vehicles certification support
 - Dulles Phase II Project – Automatic Fare Collection certification support
 - Dulles Phase II Project – Signage & Graphics certification support
 - Dulles Phase II Project – ROCC tie-in certification support
 - Andrews Federal Center Bus Garage – certification completed October 2019
 - Radio Infrastructure Upgrade – verification support
 - Rehabilitation/Design of 3 Pedestrian Bridges – verification support
 - Rehabilitation/Design of 8 Segmental Bridges – verification support
 - Station Platform Rehabilitation & Double Crossover (WMATA 6) – design review, verification of the contractor's Conformance Checklist submissions via inspection of contract documentation to verify compliance with project specifications and criteria and identification and review of Hazards and Vulnerabilities during the design and construction process to ensure acceptable project resolution to include incorporation of additional mitigations, 6 stations reopened in September 2019.
 - Potomac Yard Station – SSCP, CIL and PHA completed and approved by SCRC. SSMP is in draft format still. TVA is being conducted by the designers ARUP. Construction trailers are set. SCWG meetings taking place monthly
 - Purple Line (MTA) Interfaces with WMATA – safety certification
 - Northern Bus Garage Replacement Project – early stages, safety certification
 - Bladensburg Bus Division Project – early stages, safety certification
 - Heavy Repair Overhaul & New Carrollton Yard Project – early stages, safety certification
 - Safety and Security Certification of the accelerated six (6) Station, two (2) Drainage Pumping Station, three (3) Fan Shafts, and a Pedestrian Bridge rehabilitation project.
 - Performed an assessment of the Washington Metropolitan Area Transit Authority (WMATA), Office of Track and Structures' leak injection grouting process.
 - Station Platform Rehabilitation Phase 2 – safety certification
 - Station Platform Rehabilitation Phase 3 – safety certification

2018

1: Safety Engineering On-Call Professional Services:

- Oversee, assess and document safety oversight and certification:
 - Dulles Phase II Project – design and construction review and verification efforts. Primary duties for WMATA SAFE include review of the contractor's design package submittals from an overall system criticality, safety, long term inspection and maintenance perspectives. This work effort has led to the identification of issues and suggestion of potential revisions to eliminate, lessen or mitigate the undesirable safety condition(s). Additional responsibilities in the safety and security certification process include project

documentation reviews and updates; SSMP, SSCP, project required Safety Certification Procedures, Certifiable Items List (CIL), Design and Construction Conformance Checklists (DCC & CSC), verification of the contractor's Conformance Checklist submissions via inspection of contract documentation to verify compliance with project specifications and criteria and identification and review of Hazards and Vulnerabilities during the design and construction process to ensure acceptable project resolution to include incorporation of additional mitigations.

- Provide necessary support, assistance and documentation of Internal Safety Audits
- Oversee, assess and document safety oversight and certification:
 - 7000 Series Rail Car Safety Certification
 - 8000 Series Rail Car Specification Safety Design Review
 - Dulles Phase II Project – design and construction review and verification effort
 - Dulles Phase II Project – Arts-in-Transit certification support
 - Dulles Phase II Project – Non-Revenue Vehicles certification support
 - Dulles Phase II Project – Automatic Fare Collection certification support
 - Dulles Phase II Project – Signage & Graphics certification support
 - Dulles Phase II Project – ROCC tie-in certification support
 - Andrews Federal Center Bus Garage – certification support
 - Radio Infrastructure Upgrade – verification support
 - Rehabilitation/Design of 3 Pedestrian Bridges – verification support
 - Rehabilitation/Design of 8 Segmental Bridges – verification support
 - Station Platform Rehabilitation & Double Crossover – verification support
 - Potomac Yard Station – early stages of design review.
 - Red Line Rehab Project – design review and verification report generation
 - Greenbelt Test Track/Commissioning Facility – design review and verification report generation
 - Purple Line (MTA) Interfaces with WMATA – safety certification

2017

1: Safety Engineering On-Call Professional Services:

- Provide necessary support, assistance and documentation of Internal Safety Audits
- Oversee, assess and document safety oversight and certification:
 - 7000 Series Rail Car Safety Certification
 - 8000 Series Rail Car Specification Safety Design Review
 - Dulles Phase II Project – design and construction review and verification efforts.
 - Dulles Phase I Project – Arts-in-Transit certification efforts.
 - Andrews Federal Center Bus Garage – verification efforts.
 - Radio Infrastructure Upgrade – early stages of the project to upgrade the radio infrastructure for Metro rail.
 - Redline Rehab Project – verification efforts.
 - Greenbelt Test Track/Commissioning Facility – verification efforts.
 - Purple Line (MTA) Interfaces with WMATA – safety certification
- Facilities Fire System Assessments – (1) Metro rail station a month is having a fire assessment conducted.
- Perform various Hazard Analysis as requested; including
 - N Line Emergency Ladder Landing Boards
 - Vehicle Ladder deployment
 - Investigate after action report findings – Ladder configuration and deployment, existing track construction configuration and training,
 - West Falls Church Yard Service and Inspection Facility – Cracking found in shop floor,

- Shady Grove Turntable Assessment; Tracks 7N and 8N.

2016

1: Safety Engineering On-Call Professional Services:

- Provide necessary support, assistance and documentation of Internal Safety Audits
- Oversee, assess and document safety oversight and certification:
 - 7000 Series Rail Car Safety Certification
 - Dulles Phase II Project – design review and verification efforts.
 - Dulles Phase I Project – Arts-in-Transit certification efforts.
 - Andrews Federal Center Bus Garage – verification efforts.
 - Radio Infrastructure Upgrade – early stages of the project to upgrade the radio infrastructure for Metro rail.
 - Redline Rehab Project – verification efforts.
 - Greenbelt Test Track/Commissioning Facility – verification efforts.
- Facilities Fire System Assessments – (1) Metro rail station a month is having a fire assessment conducted.
- Perform various Hazard Analysis as requested; including
 - N Line Emergency Ladder Landing Boards
 - Vehicle Ladder deployment
 - Investigate after action report findings – Ladder configuration and deployment, existing track construction configuration and training,
 - West Falls Church Yard Service and Inspection Facility – Cracking found in shop floor,
 - Shady Grove Turntable Assessment; Tracks 7N and 8N.

2015

1: Safety Engineering On-Call Professional Services:

- Provide necessary support, assistance and documentation of Internal Safety Audits
- Oversee, assess and document safety oversight and certification:
 - 7000 Series Rail Car Safety Certification
 - Dulles Phase II Project – design review and verification efforts.
 - Silver Spring Transit Center – verification was completed and closed on September 16, 2015
 - Andrews Federal Center Bus Garage – design review completed and notice to proceed was granted
 - Radio Infrastructure Upgrade – early stages of the project to upgrade the radio infrastructure for Metro rail.
- Facilities Fire System Assessments – (1) Metro rail station a month is having a fire assessment conducted.
- Perform various Hazard Analysis as requested

2014

1: Safety Engineering On-Call Professional Services:

- Provide necessary support, assistance and documentation of Internal Safety Audits
- Completed Dulles Phase I Project – Safety and Security Verification
- Oversee, assess and document safety oversight and certification:
 - 7000 Series Rail Car Safety Certification

- Dulles Phase II Project – Safety and Security Verification
- Silver Spring Transit Center
- Andrews Federal Center Bus Garage
- Infrastructure Renewal Program – Safety Certification
- Documentation & Process Improvement:
 - Review of all existing safety policies, procedures, instructions and protocols to ensure relevancy
 - Assist in the development and timeliness of periodic external reporting requirements
- Facilities Fire system Assessments
- Assess and document current configuration management relative to SSSP
- Assess and develop standards and procedures for Safety Department
- Develop Hazard Management and Assessment guide

2013

1: Safety Engineering On-Call Professional Services:

- Provide necessary support, assistance and documentation of Internal Safety Audits
- Oversee, assess and document safety oversight and certification:
 - Dulles Project – Safety and Security Certification
 - 7000 Series Rail Car Safety Certification
 - Infrastructure Renewal Program – Safety Certification
- Documentation & Process Improvement:
 - Review of all existing safety policies, procedures, instructions and protocols to ensure relevancy
 - Assist in the development and timeliness of periodic external reporting requirements
- Facilities Fire system Assessments
- Assess and document current configuration management relative to SSSP
- Assess and develop standards and procedures for Safety Department
- Develop Hazard Management and Assessment guide

2010 – 2012

1: Technical Assistance to Address Federal Transit Administration (FTA) and Tri-State Oversight Committee (TOC) Safety Recommendations:

- Conduct an assessment to identify the resources and expertise necessary for the Safety Department to carry out the activities specified in WMATA's System Safety Program Plan, TOC's safety oversight program standard and procedures and WMATA's Safety Rules and Procedures Manual
- Assist WMATA to update Procedure Number 2.1/0 and Section 6 of the SSPP to develop a hazard management process in compliance with TOC's program standard that requires that all departments participate in an on-going manner
- Assist WMATA to develop a plan to ensure that adequate technical and personnel resources are in place to perform system-wide hazard analysis as required in 49 CFR Part 659 and TOC's Program Standard
- Assist WMATA to develop an internal process to require the communication of safety-related information across the WMATA departments, including assessments regarding the impacts of budget cuts and resource constraints on the performance of maintenance activities and requirements
- Assist WMATA to develop a process to require that proposed rules or operational changes are assessed for effectiveness prior to system-wide implementation

- Assist WMATA to determine how formal hazard analysis regarding changes made to rules and administrative procedures affecting the safety of workers on the right-of-way can be incorporated into WMATA's rules revision process.
- Assist TOC and WMATA in developing an effective and sustainable internal safety audit program
- Assist WMATA in implementing findings and recommendations from the U.S.DOT.

Check out some of our other
projects...

RTA Riverside

[VIEW PROJECT »](#)

CONNDOT

[VIEW PROJECT »](#)