

# Metrorail Safety Commission

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## MEMORANDUM

**To:** Metrorail Safety Commission Board  
**From:** Nicholas Ramfos, COG  
**Date:** September 10, 2018  
**RE:** Status of MSC Staffing Services RFQ

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On June 13, 2018, the COG Board adopted Resolution R24-2018 authorizing COG to procure and enter into a contract for staffing services to help support the Metrorail Safety Commission not to exceed \$1,200,000.

The MSC Staffing Services RFQ was released on June 27, 2018. Three proposals were received and were reviewed by a technical selection committee comprised of MSC, COG and TOC representatives. Based on the feedback from the review, the committee is recommending that two of the firms be hired to provide staffing services to the MSC for Technical Program Specialist positions and for surge capacity requirements. The Technical Specialist positions will support the full time MSC Subject Matter Expert staff on an as needed basis and in surge capacity situations. The total value of both contracts is not to exceed \$850,000 and is in line with the available budget for MSC staffing when considering full time MSC staffing costs.

This staffing arrangement has also been discussed between the FTA and Dr. Mayer with a favorable response by the FTA. The arrangement will be included in the final staffing plan and workload assessment as part of the MSC's SSOA Certification Application which will be submitted to the FTA by September 30, 2018.