SFMTA | Municipal Transportation Agency

PROGRESS PAYMENT APPLICATION NO.: **3**

SFMTA CONTRACT NO.: CS-156-2
Blanket Purchase Order Document No.: BPPT11000109
AWP Document No. DPPT11003113
INDEX CODE: 68CPT5441237

CONTRACTOR: Hill International
ADDRESS: 303 Lippincott Centre
Marlton, NJ 08053

PAYMENT PERIOD: 12/1/2011 TO 12/31/2011

CONTRACT TITLE: Procurement and Implementation of an Agency Capital Program Controls System and Related Support Services
Task 2

CERTIFICATE OF PROGRESS PAYMENT

CONTRACTOR'S PROGRESS PAYMENT REQUEST WAS RECEIVED BY PROGRAM MANAGER ON: Tuesday, January 10, 2012
REQUEST FOR PAYMENT IS HEREBY MADE:

EARNINGS		
Bond	$54,650.00	
Deliverable - Per Attached	$651,887.00	
TOTAL PROGRESS EARNINGS TO DATE:		$706,537.00
DEDUCTIONS		
PREVIOUS PROGRESS PAYMENTS:	$454,534.40	
10 % RETENSION:	$44,431.60	
OTHER DEDUCTIONS:	$0.00	
TOTAL DEDUCTIONS TO DATE:		$498,966.00
TOTAL AMOUNT DUE TO CONTRACTOR ON THIS PAYMENT APPLICATION:		**$207,571.00**

RECONCILIATION - CURRENT PROGRESS PAYMENT PERIOD		
PROGRESS EARNINGS THIS PERIOD - (PAYMENT APPLICATION ATTACHED):		$207,571.00
10 % RETENSION:	$20,757.10	
LESS: OTHER DEDUCTIONS	$0.00	
TOTAL DEDUCTIONS THIS PERIOD:		$20,757.10
TOTAL AMOUNT DUE TO CONTRACTOR ON THIS PAYMENT APPLICATION:		**$186,813.90**

CONTRACT COST SUMMARY

AWP Year	AWP Doc No	Index Codes	Authorized Amount	Modifications	Total
2011	DPPT11003113	68CPT5441237	$ 1,774,864.00		$ 1,774,864.00
		TOTAL	$ 1,774,864.00	$ -	$ 1,774,864.00

Includes Modification #s: none

EARNED PERCENTAGE TO DATE (Authorized Amount): | 39.8% |

SAN FRANCISCO MUNICIPAL TRANSPORTATION AGENCY

SUBMITTED FOR PAYMENT:

Andrew Howard
Digitally signed by Andrew Howard
DN: cn=Andrew Howard, o=SFMTA, ou=Program
Mgmt & Project Controls,
email=drew.howard@sfmta.com, c=US
Date: 2012.01.10 07:50:11 -08'00'

ANDREW J HOWARD IV   DATE
PROGRAM MANAGER

REVIEWED FOR PAYMENT:

MARIO GALLARDO   DATE
CONTRACT ADMINISTRATION

APPROVED BY:

SHAHNAM FARHANGI   DATE
ACTING DIRECTOR, CAPITAL PROG. & CONSTRUCT

Payment to be made to the
Contractor by:

January 25, 2012

Robert Creeley

I Know a Man

As I sd to my
friend, because I am
always talking, -- John, I

sd, which was not his
name, the darkness sur-
rounds us, what

can we do against
it, or else, shall we &
why not, buy a goddamn big car,

drive, he sd, for
christ's sake, look
out where yr going

SFMTA SBE FORM No. 6
PROGRESS PAYMENT REPORT

To be completed by Consultant and submitted to Project Manager with its monthly progress payment application (transmit and copy to all of the following.)

TRANSMITTAL   To: Project Manager   Copy: Contract Compliance Office

From: Consultant   Hill International, Inc   Date Transmitted: 1/5/2012

PART 1: Fill in all blanks and check the box below.

Contract Number: CS-156	Contract Title: Capital Program Controls System Procurement & Support Services

Reporting Period (Month and Year):	12/01/2011 - 12/31/2011
Corresponding Progress Payment No.:	3

Note: The information submitted on Parts 1 and 2 of this form is accurate for the progress payment period immediately preceding that of the current payment application attached herewith.

1. Amount of Prime Contract	$1,774,864.00
2. Amount of Change Orders, Amendments and Modifications to Date	
3. Total Contract to Date including Change Orders, Amendments and Modifications (Line 1 + Line 2)	$1,774,864.00
4. Amount Invoiced this Reporting Period	$207,571.00
5. Total Amount PAID to Date including Retention (excluding Line 4)	$383,130.00
6. Total Amount UNPAID to Date including Retention (excluding Line 4)	$115,836.00
7. Amount of Progress Payment Requested to Date (Line 4, 5 & 6)	$706,537.00
8. Percent Complete (Line 6 ÷ Line 3)	39.81%
9. Reporting Period - From (date): 12/1/2011	To (date): 12/31/2011

Consultant, including each joint venture partner, must execute this form.

James W Palmer
Digitally signed by James W Palmer
DN: cn=James W Palmer, o=Hill International America's,
email=jimpalmer@hillintl.com,
c=US
Date: 2012.01.09 15:59:39 -08'00'

Owner/Authorized Representative (Signature)

Name & Title (Please Print)   Date

Firm Name

Telephone   Fax

Owner/Authorized Representative

Name & Title (Please Print)   Date

Firm Name

Telephone   Fax

PART 2: Provide complete information in the following table for Consultant, each SBE joint venture partner and all subconsultants. Make copies of this sheet as needed. Attach copies of all invoices from subconsultants supporting the information tabulated on this form and Consultant's invoice and Contract Payment Authorization for the immediately preceding progress payment period.

Note: Failure to submit all required information may lead to partial withholding of progress payments. See 49 CFR Sections 26.29, 26.37.

A Name of Firm (List consultant, including each joint venture partner, and all subconsultants, and indicate if firm is a SBE.)	B Portion of Work	C Amount of Subcontract or Purchase Order	D Amount of Change Orders to Date	E Total Amount Subcontract or Purchase Order to Date + Change Orders (C + D)	F Amount Invoiced this Reporting Period	G Amount of Progress Payments Paid AND Unpaid to Date	H Percent Completed to Date [F + G] / E
Hill International, Inc.	33.60%	596,354.30	0.00	596,354.30	0.00	319,786.00	53.62%
Stellar Consulting	62.80%	1,114,614.60	0.00	1,114,614.60	188,611.00	348,651.00	48.20%
EcoSys	3.60%	63,895.10	0.00	63,895.10	18,960.00	38,100.00	89.30%
TOTALS	100.00%	1,774,864.00	0.00	1,774,864.00	207,571.00	706,537.00	39.81%

Page 2 of 2
END OF SFMTA SBE FORM No. 6

SFMTA SBE FORM No. 7
SUBCONSULTANT PAYMENT DECLARATION

(To be completed and submitted by Consultant, including all joint venture partners, if any, and submitted to the Contract Compliance Office within 5 working days following actual payment to subconsultant. Payments to subconsultant shall be made no later than 3 working days following receipt of progress payment from the City).

TRANSMITTAL TO: Contract Compliance Office

COPY TO: Project Manager

From: Prime Consultant: Hill International, Inc   Date Transmitted: 1/4/2012

Provide the following information for each progress payment received from SFMTA. Use additional sheets to include complete payment information for all subconsultants and vendors utilized on this Contract including each joint venture partner. Failure to submit all required information may lead to partial withholding of progress payment.

Contract No: CS-156   Contract Title: Capital Program Controls System Procurement & Support Services

Contract Awarding Department:

Progress Payment No.: 1 - Task II   Period Ending: 9/30/2011

Amount Received: $ 350,282.00   Date: 12/12/2011   Warrant/Check No. 4091718

Prime JV/Subconsultant/ Vendor Name	Business Address	Amount Paid	Payment Date	Check Number
Stellar Services	70 W 36th Street, Suite 702, New York, NY 10018	$ 141,080.00	12/30/2011	142680
Eco Sys	800 West Chester Avenue, Suite 710, Rye Brook, NY 10573	$ 35,750.00	12/30/2011	142470

I/We declare under penalty of perjury under the laws of the State of California that the above information is complete, and that the tabulated amounts paid to date are accurate and correct.

Prime Consultant, including each joint venture partner, must sign this form.

Page 1 of 2

James W Palmer

Digitally signed by James W Palmer
DN: cn=James W Palmer, o=Hill
International, ou=PM America's,
email=jimpalmer@hillintl.com, c=US
Date: 2012.01.09 15:59:54 -08'00'

Owner/Authorized Representative (Signature)

Owner/Authorized Representative

Name   (Please Print)

Name   (Please Print)

Title   (Please Print)   Date

Title   (Please Print)   Date

Firm Name

Firm Name

Telephone   Fax

Telephone   Fax

Page 2 of 2

END OF SFMTA SBE FORM No. 7

San Francisco Municipal Transportation Agency Contract No. CS-156
CPCS Project

APPLICATION FOR PROGRESS PAYMENT

Hill International
Address

Application No. 3
Period Ending 12/31/11
Date Submitted 01/04/12

ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE	CONTRACT QUANTITY	CONTRACT AMOUNT	PREVIOUS PERIOD QUANTITY	PREVIOUS PERIOD AMOUNT	THIS PERIOD QUANTITY	THIS PERIOD AMOUNT	TOTAL TO DATE QUANTITY	TOTAL TO DATE AMOUNT
1	**START UP PHASE**										
STP 1.0	Project Management & Quality Plan (PMQP)	LS	$83,072.00	1	$83,072.00	1	$83,072.00	0	$0.00	1	$83,072.00
SPT 2.0	Baseline Resource Loaded Project Schedule	LS	$23,760.00	1	$23,760.00	1	$23,760.00	0	$0.00	1	$23,760.00
SPT 3.0	Communications/Organizational Change Management Plan	LS	$12,480.00	1	$12,480.00	1	$12,480.00	0	$0.00	1	$12,480.00
STP 4.0	Core Project Team Training Plan	LS	$32,000.00	1	$32,000.00	1	$32,000.00	0	$0.00	1	$32,000.00
	SUBTOTAL:		$151,312.00		$151,312.00		$151,312.00		$0.00		$151,312.00
2	**BUSINESS ANALYSIS PHASE**										
BA 5.0	Project Kick-Off	LS	$7,664.00	1	$7,664.00	1	$7,664.00	0	$0.00	1	$7,664.00
BA 6.0	Business Process Reengineering (BPR) Recommendations	LS	$115,836.00	1	$115,836.00	1	$115,836.00	0	$0.00	1	$115,836.00
BA 7.0	RIDS Analysis	LS	$139,776.00	1	$139,776.00	1	$139,776.00	0	$0.00	1	$139,776.00
BA 8.0	Updated Business Requirements & Traceability Matrix	LS	$5,064.00	1	$5,064.00	0	$0.00	1	$5,064.00	1	$5,064.00
BA 9.0	Core Project Team Training	LS	$5,800.00	1	$5,800.00	1	$5,800.00	0	$0.00	1	$5,800.00
BA 10.0	Technical Infrastructure Analysis, Procurement Specifications & Acquisition Support	LS	$23,928.00	1	$23,928.00	1	$23,928.00	0	$0.00	1	$23,928.00
BA 11.0	Software & Hardware Installation & Technical Environments Maintenance	LS	$145,800.00	1	$145,800.00	0	$0.00	0.79	$115,182.00	1	$115,182.00
	SUBTOTAL:		$443,868.00		$443,868.00		$293,004.00		$120,246.00		$413,250.00
3	**DESIGN PHASE**										
DS 12.0	Fit-Gap Analysis	LS	$28,152.00	1	$28,152.00	0	$0.00	0	$0.00	0	$0.00
DS 13.0	Functional & Technical Specifications for Reports	LS	$19,740.00	1	$19,740.00	0	$0.00	0	$0.00	0	$0.00
DS 14.0	Functional & Technical Specifications for Interfaces and Systems Integration	LS	$15,000.00	1	$15,000.00	0	$0.00	0	$0.00	0	$0.00
DS 15.0	Functional & Technical Specifications for Data Conversion	LS	$17,400.00	1	$17,400.00	0	$0.00	0	$0.00	0	$0.00
DS 16.0	Functional Specifications for Security	LS	$17,400.00	1	$17,400.00	0	$0.00	0	$0.00	0	$0.00
DS 17.0	Requirements Gap Cost-Benefit Analysis and Customizations Approval	LS	$31,592.00	1	$31,592.00	0	$0.00	0	$0.00	0	$0.00
DS 18.0	Final To-Be Functional Design and Business Changes	LS	$74,800.00	1	$74,800.00	0	$0.00	0	$0.00	0	$0.00
DS 19.0	Functional and Technical Specifications for Workflow	LS	$59,440.00	1	$59,440.00	0	$0.00	0	$0.00	0	$0.00
DS 20.0	Best Practice Organizational Model Recommendations	LS	$33,000.00	1	$33,000.00	0	$0.00	0	$0.00	0	$0.00
DS 21.0	Training Assessment Findings & Recommendations	LS	$33,160.00	1	$33,160.00	0	$0.00	0	$0.00	0	$0.00
	SUBTOTAL:		$329,684.00		$329,684.00		$0.00		$0.00		$0.00
4	**DEVELOPMENT PHASE**										
DV 22.0	Application/Workflow Configuration & Documentation	LS	$60,400.00	1	$60,400.00	0	$0.00	0	$0.00	0	$0.00
DV 23.0	Queries and Reports Development & Documentation	LS	$61,600.00	1	$61,600.00	0	$0.00	0	$0.00	0	$0.00
DV 24.0	Interfaces and Integration Development & Documentation	LS	$111,600.00	1	$111,600.00	0	$0.00	0	$0.00	0	$0.00
DV 25.0	Data Conversion Implementation & Reconciliation Proof Documentation	LS	$175,120.00	1	$175,120.00	0	$0.00	0	$0.00	0	$0.00
DV 26.0	Security Implementation & Documentation	LS	$30,080.00	1	$30,080.00	0	$0.00	0	$0.00	0	$0.00
DV 27.0	Proposer Unit & Functional Testing Results Documentation	LS	$51,120.00	1	$51,120.00	0	$0.00	0	$0.00	0	$0.00
DV 28.0	Requirement Traceability Validation	LS	$39,144.00	1	$39,144.00	0	$0.00	0	$0.00	0	$0.00
DV 29.0	Validation (Testing) Phase Plan	LS	$67,560.00	1	$67,560.00	0	$0.00	0	$0.00	0	$0.00
DV 30.0	Training Materials Development	LS	$288,000.00	1	$288,000.00	0	$0.00	0	$0.00	0	$0.00
	SUBTOTAL:		$884,624.00		$884,624.00		$0.00		$0.00		$0.00
5	**VALIDATION PHASE**										
VL 31.0	Deliver UAT Orientation/Training	LS	$48,920.00	1	$48,920.00	0	$0.00	0	$0.00	0	$0.00
VL 32.0	Implementation UAT Testing & Formal Signoff of Functional Testing	LS	$145,000.00	1	$145,000.00	0	$0.00	0	$0.00	0	$0.00
VL 33.0	Implementation Performance Testing & Acceptance	LS	$33,200.00	1	$33,200.00	0	$0.00	0	$0.00	0	$0.00
VL 34.0	IT Operations Procedures & Training	LS	$23,456.00	1	$23,456.00	0	$0.00	0	$0.00	0	$0.00
VL 35.0	Final Training Materials	LS	$14,600.00	1	$14,600.00	0	$0.00	0	$0.00	0	$0.00
	SUBTOTAL:		$265,176.00		$265,176.00		$0.00		$0.00		$0.00
6	**DEPLOYMENT PHASE**										
DP 36.0	Deliver Formal End User Training	LS	$42,920.00	1	$42,920.00	0	$0.00	0	$0.00	0	$0.00
DP 37.0	Go Live Help Desk and Field Support Operational and Logistics Plan	LS	$75,000.00	1	$75,000.00	0	$0.00	0	$0.00	0	$0.00
DP 38.0	Cut Over Plan and Go Live Communications	LS	$21,736.00	1	$21,736.00	0	$0.00	0	$0.00	0	$0.00
DP 39.0	Go Live Readiness Checklist Assessment	LS	$10,104.00	1	$10,104.00	0	$0.00	0	$0.00	0	$0.00
DP 40.0	Post Production Support Plan	LS	$27,000.00	1	$27,000.00	0	$0.00	0	$0.00	0	$0.00

San Francisco Municipal Transportation Agency Contract No. CS-156
CPCS Project

APPLICATION FOR PROGRESS PAYMENT
Hill International
Address

ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE	CONTRACT QUANTITY	CONTRACT AMOUNT	PREVIOUS PERIOD QUANTITY	PREVIOUS PERIOD AMOUNT	THIS PERIOD QUANTITY	THIS PERIOD AMOUNT	TOTAL TO DATE QUANTITY	TOTAL TO DATE AMOUNT
DP 41.0	Implement Cut-over (Go Live)	LS	$11,200.00	1	$11,200.00	0	$0.00	0	$0.00	0	$0.00
DP 42.0	Post Production Issues Management & Resolution	LS	$247,200.00	1	$247,200.00	0	$0.00	0	$0.00	0	$0.00
DP 43.0	Final System Acceptance	LS	$9,888.00	1	$9,888.00	0	$0.00	0	$0.00	0	$0.00
	SUBTOTAL:				$445,048.00		$0.00		$0.00		$0.00
7	Additional Proposed Items										
	DPPT11003113 TO # 2 2011	LS	$2,499,712.00	1	$2,499,712.00	1	$444,316.00	0	$120,245.00	1	$564,562.00
	Willis PL Insurance Bond	LS	$54,650.00	1	$54,650.00	1	$54,650.00	0	$0.00	1	$54,650.00
	Stellar Bond	LS	$50,408.00	1	$50,408.00	0	$0.00	0	$0.00	0	$0.00
	Procurement of Software	LS	$700,534.00	1	$700,534.00	0	$0.00	0	$0.00	0	$0.00
	Year 1 Software Support & Maintenance	LS	$118,854.00	1	$118,854.00	0	$0.00	0	$0.00	0	$0.00
	Extra Software Allowance	LS	$230,612.00	1	$230,812.00	0	$0.00	0	$0.00	0	$0.00
	Allowance for Software Customization	LS	$480,000.00	1	$480,000.00	0	$0.00	0	$0.00	0	$0.00
	Allowance for Supplemental Work	LS	$1,022,000.00	1	$1,022,000.00	0	$0.00	0.0855	$87,325.00	0.0855	$87,325.00
	DETAILED ALLOWANCE FOR SUPPLEMENTAL:										
SUPP 1	Install Software	LS	$3,200.00	1	$3,200.00	0	$0.00	0	$0.00	0	$0.00
SUPP 1	Configure Software	LS	$12,000.00	1	$12,000.00	0	$0.00	0	$0.00	0	$0.00
SUPP 1	Configure Spreadsheet Import	LS	$3,200.00	1	$3,200.00	0	$0.00	0	$0.00	0	$0.00
SUPP 1	Test Configuration	LS	$4,000.00	1	$4,000.00	0	$0.00	0	$0.00	0	$0.00
SUPP 1	Training	LS	$4,800.00	1	$4,800.00	0	$0.00	0	$0.00	0	$0.00
SUPP 1	Deployment	LS	$2,400.00	1	$2,400.00	0	$0.00	0	$0.00	0	$0.00
SUPP 1	Support	LS	$4,000.00	1	$4,000.00	0	$0.00	0	$0.00	0	$0.00
SUPP 1	Project	LS	$2,400.00	1	$2,400.00	0	$0.00	0	$0.00	0	$0.00
SUPP 2	Install New Infrastructure	LS	$40,960.00	1	$40,960.00	0	$0.00	1	$40,960.00	1	$40,960.00
SUPP 3	Additional for Infrastructure	LS	$46,376.00	1	$46,375.00	0	$0.00	1	$46,375.00	1	$46,375.00
	TOTAL				$123,325.00						
	SUBTOTAL:		$2,657,058.00		$2,657,058.00		$54,650.00		$87,325.00		$141,975.00
CM	CONTRACT MODIFICATIONS										
	SUBTOTAL:										
	TOTAL:		$5,156,770.00		$5,156,770.00		$498,966.00		$207,571.00		$706,537.00

I certify that all subcontractors and suppliers who, whether directly to the Contractor or through intermediate subcontractors, performed work or supplied materials or equipment, payment for which was included in the previous progress payment received, have been paid all amounts due for all the work, materials, and equipment for which the Agency has so paid this Contractor

INSURANCE STATUS (EXPIRATION DATES SHOWN): GL (04/2012), AUTO (04/2012), WORKER COMP'T (04/2012)

Contractor: Hill International, Inc.

James W Palmer
Jim Palmer, Project Manager

CS-156 CPCS Task 2 Deliverable Signoff/Approval Sheet

Deliverable ID: | 11 BA11

Version	Submitted	Comments
1	20-Dec-11	

Deliverable Name: | Software and Hardware Installation and Technical Environments Maintenance

Deliverable Type: ☐ Functional ☑ Technical ☐ Organizational
(Check all that apply)

Purpose: Installation of business application software and IT Infrastructure hardware/software per relevant vendor installation requirements. Attached is a secure word document supporting the server information with the exception of database server information. The information for the database server information is too sensitive. Also attached is the final to be hardware and software infrastructure.

		Total Hours	Hours for Future Support	Percentage	Costs associated with Support
Original Deliverable Cost:	$145,800	115,182 1252	266	21%	$30,618.00
Supplemental 1: 2	$40,950	234			
Supplemental 2: 3	$46,375	225			

Current Deliverable Cost: | $202,507

Future Payment: | $30,618.00

Submitter's Comments: Hill/Stellar are seeking partial payment for the hardware / software implementation. 266 hours of the initial 1,252 hours is for future support. The production and non production environments are complete.

Hill Team Signoff: _____
Deliverable Lead

James W Palmer
Digitally signed by James W Palmer.
DN: cn=James W Palmer, o=Hill International, ou=PM America's, email=jimpalmer@hillintl.com, c=US
Date: 2011.12.20 15:13:51 -08'00'
Implementation Manager

SFMTA Approval: _____
Functional Lead

Robert Clarke Blair
Digitally signed by Robert Clarke Blair
DN: cn=Robert Clarke Blair, email=cblair@convsci.com, o=CSI, ou=CSI, c=US
Date: 2011.12.20 17:14:12 -08'00'
Implementation Manager

Virdis Gamble
Digitally signed by Virdis Gamble
DN: cn=Virdis Gamble, o=SFMTA, ou=IT, email=virdis.gamble@sfmta.com, c=US
Date: 2011.12.21 12:52:05 -08'00'
Technical Lead

Drew Howard
Digitally signed by Drew Howard
DN: cn=Drew Howard, o=SFMTA, ou=Program Mgmt & Project Controls, email=drew.howard@sfmta.com, c=US
Date: 2011.12.21 13:37:17 -08'00'
Program Manager

_____
Organizational Readiness Lead

Pay Deliverable (100%): ☐ Yes ☑ No

CS-156 CPCS Task 2 Deliverable Signoff/Approval Sheet

Deliverable Scope: Software and Hardware Installation and Technical Environments Maintenance.

SFMTA Comments

The full Deliverable scope:
Hill will install both business application software and IT infrastructure hardware/software per
relevant vendor installation requirements. Hill will certify in writing as such appropriate
checklists. Following the installation, Hill will continue to monitor and tune the environments
until the CPCS solution is accepted by SFMTA at the end of the post-production period.

CS-156 CPCS Task 2 Deliverable Signoff/Approval Sheet

	Version	Submitted	Comments
Deliverable ID: 8.0-BA8.0-CS156	1	27-Oct-11	
	2	4-Nov-11	
Deliverable Name: Updated Business Requirements and Traceability Matrix	3	1-Dec-11	
Deliverable Type: ☑ Functional ☐ Technical ☐ Organizational			
(Check all that apply)			

Purpose: This is the Updated Business Requirements and Traceability Matrix document. It was prepared in order to update the contract business requirements based on the Business Process Reengineering (BPR) Recommendations and RIDS analysis conducted by Hill/Stellar team. This matrix will be used as a baseline requirements document for design work initiation. This deliverable has passed the internal quality processes within the Hill/Stellar organizations.

Original Deliverable Cost: $5,064

Current Deliverable Cost: $5,064

Submitter's Comments:

Hill Team Signoff:

Deliverable Lead

James W Palmer
Digitally signed by James W Palmer
DN: cn=James W Palmer, o=Hill International, ou=PM America's, email=jimpalmer@hillintl.com, c=US
Date: 2011.12.06 14:31:21 -08'00'

Implementation Manager

SFMTA Approval:

Functional Lead

Clarke Blair
Digitally signed by Clarke Blair
DN: cn=Clarke Blair, o=CSI, ou=President, email=clarkeblair@hotmail.com, c=US
Date: 2011.12.07 08:54:07 -08'00'

Implementation Manager

Technical Lead

Drew Howard
Digitally signed by Drew Howard
DN: cn=Drew Howard, o=SFMTA, ou=Program Mgmt & Project Controls, email=drew.howard@sfmta.com, c=US
Date: 2011.12.09 07:57:22 -08'00'

Program Manager

Organizational Readiness Lead

Pay Deliverable (100%): ☑ Yes ☐ No

CS-156 CPCS Task 2 Deliverable Signoff/Approval Sheet

Deliverable Scope: Based on BPR recommendations and RIDS analysis, the Hill/Stellar team must update the contract business requirements (not a scope change) and must add new sections to the requirements matrix on reports, interfaces, data conversion and security. This matrix will be used as a baseline requirements document for design work initiation. This matrix will also be used at the end of development phase to validate the fulfillment of business requirements with specific functionality from the proposed solution (requirements traceability validation).

Response to: "Letter in Response to "Request for Supplemental Infrastructure Installation Work""

Date: 25 August 2011

To: Jim Palmer, Hill International

From: Drew Howard, CPCS Program Manager

This is in response to the Hill/Stellar "Request for Supplemental Infrastructure Installation Work" submittal received 12 July 2011 and follow up response letter received 17 August 2011.

We have decided to accept your "Request for Supplemental Infrastructure Installation Work" in its entirety. Please prepare a supplemental work request for $40,950 in compliance with the contractual requirements of CS-156.

We are accepting this request with the following conditions:

- There is no claim for additional time. The roughly 800 hours you budgeted for this work will now be roughly 1,000 hours, but the work will be done within the originally anticipated time frame as shown on the baseline schedule of August 5, 2011.

- Hill/Stellar takes full responsibility for the installation and verification of all contractual software, including the Citrix Netscaler Load Balancer, on both the non-production and production sites.

SFMTA | Municipal Transportation Agency

SFMTA Capital Program Controls System (CPCS)

Request for Supplemental Allowance-Additional System Administrator for Infrastructure Software Installation Work
September 22, 2011

Prepared for:
SFMTA
One South Van Ness
San Francisco, CA 94103

Prepared by:
Hill International, Inc.
Jim Palmer
680 Mission Avenue
San Francisco, CA 94105

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1. Introduction

This is a request for supplemental allowance for a Senior System Administrator who would be required to set up and configure the servers.   We are required to modify the staff plan for CPCS. The alternatives that were explored include:

- Utilizing SFMTA IT Staff.
- Staying with the original solution design.

The SFMTA has determined that it is in their best interest to leverage a Senior Server Administrator for the implementation effort.

Hill/Stellar recognizes that a portion of this work is within the scope of the existing Task 2 lump sum contract. The value that is to be apportioned against the existing deliverables is reflected in the attached table of negotiations.

Included in the agreement, Hill/Stellar agrees to the terms identified in Drew Howard's response dated August 25, 2011.   This can be found in Appendix A.

Appendix B — Implementation Effort Comparison is included and was previously reviewed by the SFMTA.

2. Value of Supplemental Request Agreement

Impacted Deliverable	BA 11 -Software and Hardware Installation
Original Tasks	Supplemental Tasks
Install upgraded infrastructure software of HyperV, Windows OS, and JBOSS.	Install upgraded infrastructure software of VMWare, Oracle Linux Server for database and Clustered Weblogic Servers, Weblogic for business applications.
Original Costs: $169,729	Supplemental Costs: $40,950
	Total Costs: $210,678
	See Appendix of the detail work plan , we estimated about 234 hours of additional consultants work; at a rate of $175 /hour

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SFMTA Capital Program Controls System
Request for Supplemental Allowance- Additional System
Administrator for Infrastructure Software Installation Work

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Appendix A – Drew Howard's Response Letter dated 8/25/11.

Edwin M. Lee | Mayor

Tom Nolan | Chairman
Jerry Lee | Vice-Chairman
Leona Bridges | Director
Cheryl Brinkman | Director
Malcolm Heinicke | Director
Bruce Oka | Director
Joél Ramos | Director

Edward D. Reiskin | Director of Transportation

Response to: "Letter in Response to "Request for Supplemental Infrastructure Installation Work""

Date: 25 August 2011

To: Jim Palmer, Hill International

From: Drew Howard, CPCS Program Manager

This is in response to the Hill/Stellar "Request for Supplemental Infrastructure Installation Work" submittal received 12 July 2011 and follow up response letter received 17 August 2011.

We have decided to accept your "Request for Supplemental Infrastructure Installation Work" in its entirety. Please prepare a supplemental work request for $40,950 in compliance with the contractual requirements of CS-156.

We are accepting this request with the following conditions:

- There is no claim for additional time. The roughly 800 hours you budgeted for this work will now be roughly 1,000 hours, but the work will be done within the originally anticipated time frame as shown on the baseline schedule of August 5, 2011.

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San Francisco Municipal Transportation Agency
One South Van Ness Avenue, Seventh Fl. San Francisco, CA 94103 | Tel: 415.701.4500 | Fax: 415.701.4430 | www.sfmta.com

Appendix B – Implementation Effort Comparison

CPCS Hardware System Installations	Original Estimate Effort	Additional Estimate Effort	Total Effort	Hill/Stellar Team	SFMTA IT	Comments
Preparation and Installation Design -- Confirm the final architecture setup and installation plan	16	24	40	Chuck Romoser/Senior System Administrator	Hoppers	Senior Stellar Consultant will require 3 additional days due to the complexities of the VMWare Installation.
Production Environment Installation						
Allocating all needed IP addresses, setting up DNS, AD, firewall rules, routing on the rack with network connection, etc.	8	0	8	Senior System Administrator	Hoppers	Stellar Consultant will work with Hoppers
Provisioning and zoning storage LUNs for using on Oracle servers (shared LUNs).	4	0	4	Senior System Administrator	Hoppers	Stellar Consultant will work with Hoppers
Provisioning and zoning storage LUNs for using on MS SQL servers (shared LUNs).	4	0	4	Senior System Administrator	Hoppers	
Provisioning and zoning storage LUNs for using as datastore on ESX servers.	4	0	4	Senior System Administrator	Hoppers	Stellar Consultant will work with Hoppers
Provisioning and zoning storage LUNs for using as data partitions on application servers.	4	0	4	Senior System Administrator	Hoppers	
Installing ESX servers creating VMs on ESX servers (18 VMs)	0	24	24	Chuck Romoser/ Senior System Administrator		Senior Stellar Consultant will require 3 additional days due to the complexities of the VMWare ESX Installation.
Installing Linux on Oracle and Weblogic physical servers	16	16	32	Chuck Romoser/Senior System Administrator		Senior Stellar Consultant will require 2 additional days instead of installing Windows OS and JBOSS.
Allocating storage from datastore, creating VMs on ESX servers	0	40	40	Chuck Romoser/ Senior System Administrator		Senior Stellar Consultant will require 5 additional days to connect ESX and VMs to Storage. Also included non-production environment here.
Installing Windows 2008 server on VMs	16	0	16	Senior System Administrator		

Task				Role	Name	Notes
Installing Oracle RAC on physical servers, building database, configuring SQLNet	24	24	48	Chuck Romoser/ Oracle DBA	Baqir Hussain	
Installing and configuring Weblogic cluster on physical servers	0	8	8	Chuck Romoser/ Senior System Administrator		Senior Stellar Consultant will require 1 additional day to set up clustered Weblogic environment.
Configuring Windows Failover Clustering on physical servers	24	0	24	Senior System Administrator		
Installing Clustered MS SQL server	24	0	24	Senior System Administrator		
Installing and configuring load balancers	8	0	8	M. Bloodworth/ Senior System Administrator		Changed to Citrix Netscaler load balancer
Continue with Business Applications installation	480	0	480	Senior System Administrator /Yang Zhang/A. Gomez		
Application connectivity testing with infrastructure software	8	32	40	All		The entire team, including Senior Consultant, to verify and troubleshoot all business applications on VM ware environment.
Application connectivity testing with Oracle RAC environment	8	32	40	All	Baqir Hussain	The entire team, including Senior Consultant, to verify and troubleshoot all business applications on Oracle RAC via weblogic Cluster environment.
Non-Production Environment						
Allocating all needed IP addresses, setting up DNS, AD, routing, on the rack with network connection, etc.	see above	0	0	Senior System Administrator	Hoppers	Stellar Consultant will work with Hoppers
Provisioning and zoning storage LUNs for using on Oracle servers (shared LUNs).	see above	0	0	Senior System Administrator	Hoppers	Stellar Consultant will work with Hoppers
Provisioning and zoning storage LUNs for using as datastore on ESXservers.	see above	0	0	Senior System Administrator	Hoppers	Stellar Consultant will work with Hoppers
Installing ESX server	0	16	16	Chuck Romoser/ Senior System Administrator		Senior Stellar Consultant will require 2 additional days to set up and connect ESX Server.
Allocating storage from datastore,	8	0	8	Chuck Romoser/ Senior System Administrator		
Installing Linux on Oracle and Weblogic VMs in non-production env. (2 VMs)	8	10	18	Chuck Romoser/ Senior System Administrator		Senior Stellar Consultant will require 1.5 additional days to set up Linux and Web Logic.

Task				Role	Notes
Installing and configuring Weblogic server on non-production VM	0	8	8	Senior System Administrator	Senior Stellar Consultant will require 1 additional day to set clustered weblogic environment.
Installing Oracle server on non-production VM, building database, configuring SQLNet	8	8	16	Oracle DBA	Oracle DBA
Installing Windows 2008 server on VMs	8	0	8	Senior System Administrator	
Install MS SQL server	8	0	8	Senior System Administrator	
Continue with Business Applications installation	160	0	160	Senior System Administrator /Yang Zhang/Albert Gomez	
Application connectivity testing with infrastructure software	8	16	24	All	The entire team, including Senior Consultant, to verify and troubleshoot all business applications on VM ware environment.
Application connectivity testing with Oracle RAC environment	8	16	24	All	The entire team, including Senior Consultant, to verify and troubleshoot all business applications on Oracle RAC via weblogic Cluster environment.
Subtotal	864	234	1,098		Difference of 234 hours for supplemental work.
	$169,729	$40,950	$210,678		

Assumption: All hardware are installed into the racks, cabled, and ready to power up. RedHat Linux 5 will be installed on all servers

Date: 14 December, 2011

To: Jim Palmer, Hill International

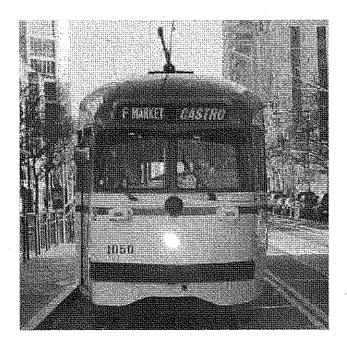**From:** Drew Howard, CPCS Program Manager

Response to: "Request for Supplemental Allowance--Additional Infrastructure Software Installation Work"

This is in response to the Hill/Stellar "Request for Supplemental Allowance--Additional Infrastructure Software Installation Work" received 9 December 2011.

Based on our previous discussions we will accept this additional work and will pay under the allowance for supplemental work.

SFMTA | Municipal Transportation Agency

SFMTA Capital Program Controls System (CPCS)

Request for Supplemental Allowance-Additional for Infrastructure Software Installation Work December 9, 2011

Prepared for:
SFMTA
One South Van Ness
San Francisco, CA 94103

Prepared by:
Hill International, Inc.
Jim Palmer
680 Mission Avenue
San Francisco, CA 94105

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1.   Introduction

This is a request for supplemental allowance for the Infrastructure work implementing the software supporting the CPCS Project.

Compounding changes and acceleration efforts have increased the number of hours proposed to complete the implementation.

Several key changes that were identified on October 11th include:

1. Wiping the SQL Cluster which SFMTA had installed and reinstalling the SQL Cluster in Production. The plan was to utilize the SQL Cluster which had already been set up.
2. Installing a SQL Cluster for the non-production environment is a new request.
3. The original design was to have P6 and Contract Manager utilize Windows Servers. The SFMTA IT Department requested that all software (where possible) would run on Oracle Enterprise Linux and not on Windows Servers. We altered the plan to support the decision of having all software (where possible) run in one operating system (Linux).
4. Installing the Oracle Enterprise Linux Cluster in the non-production environment. The original plan was to have a stand-alone instance.
5. Installing the Oracle Database Cluster in the non-production environment. The original plan was to have a stand-alone instance.
6. Installing the Weblogic Clusters in test was not in the original plan.
7. Installation of Contract Manager 14. This required a separate Linux and WebLogic instance in order to separate this from the non-production software already installed.
8. We also had roughly 3 day delay at the onset due to the hardware not being 100% available.
9. Effort associated with escalation process which required consultant and staff to work additional hours beyond their normal 40 hour work week.

We realize there was a prior supplement dated 9/22/11, which was approved for work specific to setting up VMWARE ESX Server, Oracle Databases and Linux Operating Systems.   On October 11, 2011, the SFMTA IT Department provided some of this work and altered the specific tasks.   The chart in section 2 allocates the hours and costs from the prior supplemental and identifies added hours.

SFMTA Capital Program Controls System
Request for Supplemental Allowance- Additional
Infrastructure Software Installation Work

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2. Supplemental Request

Key Changes	Hours Utilized from Initial Supplemental	Additional Hours	Agreement
1. Wiping the SQL Cluster which SFMTA had installed and reinstalling the SQL Cluster in Production. We were lead to believe we were going to utilize the SQL Cluster which had already been set up.	32 hours		
2. Installing a SQL Cluster for the non-production environment is a new request.	32 hours		
3. The original design was to have P6 and Contract Manager utilize Windows Servers. , The SFMTA IT Department requested that all software (where possible) would run on Oracle Enterprise Linux and not Windows Servers. We altered the plan to support a sound decision of having all software (where possible) run in one operating system (Linux).	66 hours	120 Additional Hours	40 hours
4. Installing the Oracle Enterprise Linux Cluster in the non-production environment. The original thought was to have a stand-alone instance.	56 hours	40 Additional Hours	0 hours
5. Installing the Oracle Database Cluster in the non-production environment. The original thought was to have a stand-alone instance.	32 hours		
6. Installation of Weblogic Clustering on the Test Servers.	New Request	40 Additional hours for this effort.	40 hours
7. Installation of Contract Manager 14. This required a separate Linux and Weblogic instance in order to separate this from the non-production software already installed.	New Request.	40 Hours for new effort. 24 Hours for Xin Guan.	64 hours
8. We also had roughly 3 day delay at the onset due to the hardware not being 100% available.	16 hours	16 Hours for Sam Navarro 8 Hours for Mike Zheng	24 hours

SFMTA Capital Program Controls System
Request for Supplemental Allowance- Additional
Infrastructure Software Installation Work

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Key Changes	Hours Utilized from Initial Supplemental	Additional Hours	Agreement
9. Effort associated with escalation process which required consultant and staff to work additional hours beyond their normal 40 hour work week.		Sam Navarro – 57 hours of additional time (evenings and Saturdays). Xin Guan – 12 hours of additional time in the evening. Mike Zheng -24 hours of additional time in the evening. Jeffrey Lai – 12 hours – additional resource to work in parallel to have Live Link installed.	57 hours
10. Re-installation of CM13		40 hours	40 hours
Totals	234 hours	433 hours	265 hours

3.0 Request Summary

Description	Hours	Hourly Rate	Total
CM14 Installation Efforts	64	$175	$11,200
Reinstallation of CM13	40	$175	$7,000
Other Various System Administrative Activities	161	$175	$28,175
Total:	265		$46,375

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Request for Supplemental Allowance- Additional
Infrastructure Software Installation Work

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