

Exhibit A

SCOPE OF SERVICES **Consultant Service Agreement between City of Fresno (“City”)** **and The LeFlore Group (“Consultant”)** Project Management and Procurement Support Consultant Services

The following is a scope of services and schedule of fees for the LeFlore Group. This scope of services and fee schedule has been derived from the available services for the State of California Multiple Award Schedule (CMAS) for The LeFlore Group, contract number **4-15-03-0461B**. All terms and conditions from the above referenced CMAS contract apply to this agreement.

A. Department-Wide Assessment for Compliance

- i. Provide an assessment of FAX compliance with new 2 CFR 200 regulations promulgated by the Federal Transit Administration
- ii. Provide support towards the establishment and refinement of a compliance department, which will satisfy internal controls requirements.
 - i. This includes development of staff toolkit to assist in ongoing and future efforts with FTA compliance.
- iii. Provide support towards compliance with mandatory FTA programs such as Title VI, EEO, DBE and ADA

B. Procurement Support – Provide procurement support in the execution of FTA funded projects

- i. Interpretation of Federal Transit Administrations (FTA) recommendations and directives
- ii. Training of FAX staff in best practices for procurement in adherence with industry standards
- iii. Liaison support with the FTA and third party contractors
- iv. Contracts review and development

C. Project Management Support – Provide necessary liaison support between FAX and the Federal Transit Administration, as needed:

- i. FTA and Project Management Oversight Committee (PMOC) liaison support
- ii. Support of miscellaneous capital projects
- iii. Training of FAX staff in best practices for project management in adherence with industry standards

Schedule of Fees and Expenses

The hourly rate for services rendered will be \$120.00. This hourly rate will be applicable to all services described in the scope of services and is below the rates in the CMAS contract for Project Manager as described in the base GSA schedule number: **GS-00F-191CA (ABACUS TECHNOLOGY CORPORATION)**. All travel expenses will be reimbursed consistent with the City's travel policies.

Costs

Services Rendered Estimate	1875 hours	\$120.00/hour
Travel Estimate	Actual Cost	\$25,000

Total Costs	\$250,000.00
Services Rendered	\$225,000.00
Travel	\$25,000.00