



MEMPHIS AREA TRANSIT AUTHORITY

One Commerce Square
40 South Main Street · Memphis, TN 38103
www.matatransit.com
Gary J. Rosenfeld
Chief Executive Officer

Board of Commissioners

Dr. Martin Lipinski, Chair
Shelia Williams, Vice-Chair

Angus Blair
Michael Fulton
Edward Stephens, III
Janice Holder

Sara Burnett
Michelle McKissack
Anton Mack

Board of Commissioners

Regular Meeting AGENDA
Tuesday, November 28, 2023
3:30 PM

- I. Call to Order
- II. Board Roll Call

Martin Lipinski
Gary Rosenfeld

Member	Arrived	Departed	Member	Arrived	Departed
Blair, Angus	1535	1603	Mack, Anton		
Burnett, Sara	1535	1655	McKissack, Michelle	1535	1655
Fulton, Michael	1559	1655	Stephens, Edward	1535	1655
Holder, Janice	1535	1655	Williams, Shelia	1535	1655
Lipinski, Martin	1535	1655			

- III. Approval of Minutes
 - a. Regular Board Meeting – October 24, 2023

Commissioners

- The minutes of the October 24, 2023, Board meeting can be found beginning on page 6.

Item:	Approval of the October 24, 2023, Regular Board Meeting Minutes								
Motion by:	McKissack				Second By:	Williams			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus	X				Mack, Anton				X
Burnett, Sara	X				McKissack, Michelle	X			
Fulton, Michael				X	Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

IV. CEO (Chief Executive Officer) Report

Gary Rosenfeld

V. Consent Agenda Items

VI. Procurement Item(s)

- Resolution to award a contract to Smith Seckman Reid (SSR) for on-call engineering and program management
 - Resolution 23-49
 - Memo 23-49

Item:	Resolution 23-49 to award a contract to Smith Seckman Reid (SSR) for on-call engineering and program management								
Motion by:	Holder				Second By:	Stephens			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus	X				Mack, Anton				X
Burnett, Sara	X				McKissack, Michelle	X			
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice	X				Williams, Shelia	X			
Lipinski, Martin	X								

- b. Resolution to approve Interlocal/Interagency agreement with Dallas Rapid Transit (DART) for GoPass
- Resolution 23-51
 - Memo 23-51

Item:	Resolution 23-51 to approve Interlocal/Interagency agreement with Dallas Rapid Transit (DART) for GoPass									
Motion by:	Stephens				Second By:	Burnett				
	Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
	Blair, Angus				X	Mack, Anton				X
	Burnett, Sara	X				McKissack, Michelle	X			
	Fulton, Michael	X				Stephens, Edward	X			
	Holder, Janice	X				Williams, Shelia	X			
	Lipinski, Martin	X								

- c. Resolution to award a three-year contract to Infrastrategies LLC for strategic management consulting services
- Resolution 23-52
 - Memo 23-52

Item:	Resolution 23-52 to award a three-year contract to Infrastrategies LLC for strategic management consulting services									
Motion by:	Holder				Second By:	Williams				
	Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
	Blair, Angus				X	Mack, Anton				X
	Burnett, Sara	X				McKissack, Michelle	X			
	Fulton, Michael	X				Stephens, Edward	X			
	Holder, Janice	X				Williams, Shelia	X			
	Lipinski, Martin	X								

- d. Resolution to approve change order #2 to ALLWORLD contract 21-15
 - Resolution 23-53
 - Memo 23-53

Item:	Resolution 23-53 to approve change order #2 to ALLWORLD contract 21-15									
Motion by:					Second By:					
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Blair, Angus					Mack, Anton					
Burnett, Sara	Pulled at the table for additional information needed									
Fulton, Michael										
Holder, Janice										
Lipinski, Martin										

VII. Service and Development

VIII. Finance Agenda Items

- a. Resolution to approve an interagency loan agreement with the City of Memphis
 - Resolution 23 – 54
 - Memo 23-54

Item:	Resolution 23-54 to approve an interagency loan agreement with the City of Memphis									
Motion by:					Second By:					
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent	
Blair, Angus					Mack, Anton					
Burnett, Sara	Pulled at the table for additional information needed									
Fulton, Michael										
Holder, Janice										
Lipinski, Martin										

IX. Acknowledgement of Public Comment

IX. Old or New Business

- a. Board meeting date change: December 19th instead of December 26th

X. Adjournment

The Next Regular Meeting of the
MATA Board of Commissioners will Be:

Tuesday, December 19, 2023

@ 3:30 PM

At

Memphis Area Transit Authority
One Commerce Square
40 S. Main Street Memphis, TN 38103

Resolutions presented and voted upon:

Item:	Resolution 23-46 to rescind resolution 23-33 to award a contract to HFT Management, Inc DBA Gateway Outdoor Advertising for transit advertising, sales, production, and removal								
Motion by:	Mack				Second By:	Burnett			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus				X	Mack, Anton	X			
Burnett, Sara	X				McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice				X	Williams, Shelia				X
Lipinski, Martin	X								

Item:	Resolution 23-47 to award a contract to Zellner for installation of three bus charging stations								
Motion by:	Stephens				Second By:	Mack			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus				X	Mack, Anton	X			
Burnett, Sara	X				McKissack, Michelle				X
Fulton, Michael	X				Stephens, Edward	X			
Holder, Janice				X	Williams, Shelia				X
Lipinski, Martin	X								

Item:	Resolution 23-48 to approve December 3, 2023 service changes								
Motion by:	Fulton				Second By:	Burnett			
Member	Aye	Nay	Abstain	Absent	Member	Aye	Nay	Abstain	Absent
Blair, Angus									
Burnett, Sara									
Fulton, Michael									
Holder, Janice									
Lipinski, Martin									

Motion to Table Resolution 23-48

Motion: Fulton 2nd: Williams

Ayes: Burnett, Fulton, Lipinski, Mack, Stephens, Williams

Absent: Blair, Holder, McKissack

**BOARD OF COMMISSIONERS
MEMPHIS AREA TRANSIT AUTHORITY**

RESOLUTION NO. 23-49

**RESOLUTION TO APPROVE CONTRACT TO SMITH SECKMAN REID., (SSR) FOR ON-CALL GENERAL
ENGINEERING AND PROGRAM MANAGEMENT SERVICES**

WHEREAS, The Memphis Area Transit Authority (MATA) has plans for multiple capital improvement projects over the next three-year period; and

WHEREAS, MATA has need for certain engineering, architectural, program management and related services to accomplish these projects; and

WHEREAS, It is in the best interest of MATA to establish a task-by-task order-based contract for use of such services as may be required; and

WHEREAS, MATA has advertised and solicited proposals for On-Call General Engineering and Program Management Services in accordance with established qualification-based selection procedures; and

WHEREAS, Four proposals were received and evaluated by the Evaluation Committee; and

WHEREAS, Smith Seckman Reid, Inc., (SSR) was determined to be the best qualified firm; and

WHEREAS, Smith Seckman Reid, Inc., (SSR) submitted the unit costs were deemed fair (shown in Attachment 1); and

WHEREAS, MATA staff recommends that a contract be awarded to Smith Seckman Reid, Inc., (SSR) for On-Call General Engineering and Program Management Services for a period of three years at the rates listed in Attachment 1; and

WHEREAS, Funding for this contract will be provided based on available funding.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded for On-Call General Engineering and Program Management Services to Smith Seckman Reid, Inc., (SSR) for a period of three years effective December 1, 2023, at the rates listed in Attachment 1.

BE IT FURTHER RESOLVED That staff be authorized to execute task orders not to exceed the amount of \$2,500,000.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chairman or Vice-Chairman is authorized to execute the necessary documents.

I. UNIT COST SUMMARY			
GENERAL ENGINEERING AND PROGRAM MANAGEMENT SERVICES			
HOURLY RATES			
CLASSIFICATION	YEAR 1	YEAR 2	YEAR 3
Principal/Program Manager	\$71.71	\$74.58	\$77.56
Senior Project Engineer/Construction Manager	\$67.96	\$70.68	\$73.51
Senior Planner	\$57.03	\$59.31	\$61.68
Project Engineer	\$65.34	\$67.95	\$70.67
Transportation Specialist	\$78.73	\$81.88	\$85.15
Senior Project Architect	\$67.96	\$70.68	\$73.51
Senior Architect/Engineer	\$65.85	\$68.48	\$71.22
Staff Architect/Engineer/Planner	\$46.62	\$48.48	\$50.42
Electrical Engineer	\$58.88	\$61.24	\$63.68
Mechanical Engineer	\$58.57	\$60.91	\$63.35
Engineering Intern (0-2) yrs. exp.	\$39.44	\$41.02	\$42.66
Inspector	\$33.58	\$34.92	\$36.32
Technician	\$33.64	\$34.99	\$36.39
Senior Environmental Specialist	\$51.94	\$54.02	\$56.18
Quality Control/Quality Assurance	\$67.96	\$70.68	\$73.51
Field Technician	\$29.96	\$31.66	\$32.40
Secretary/Administrative Assistant	\$29.50	\$30.68	\$31.91
Survey Crew (3 - Men)	\$86.95	\$90.43	\$94.05
Overhead (%) (SSR Inc., brg3s Inc. G7 Environmental Services, Geotechnology, LLC, Innovative Engineering Services, LLC, THY Inc., Tioga Environmental Consultants)	178.94%	178.94%	178.94%
Profit (%)	10%	10%	10%
Administrative Mark-up on Subcontractors (%)	5%	5%	5%
Telephone, Printing (other than Bid Documents), Local Travel, Reproduction, Allocated cost based on salary plus overhead	4%	4%	4%
Retainage when required on specific task orders (%)	8%	8%	8%

MEMO 23-49

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: On-call general engineering and program management services RFP #23-17

DATE: NOVEMBER 28, 2023

This memo summarizes the procurement and evaluation process for On-Call General Engineering and Program Management Services for three years. This contract provides for a contractor to be available as needed by MATA to perform services without having to go through a separate procurement process each time a need arises. Individual task orders are issued for specific work that is needed by MATA. This contract is for a three-year period with a compensation limit range up to \$2,500,000.

The Evaluation Committee consisted of six MATA staff members. The following technical criteria was established:

- a. Specialize Experience and Technical Competence (150 pts.) = 43% of allowable points
- b. Qualifications and Experience of the Firms/Team (115 pts.) = 33% of allowable points
- c. Representation of DBE Firms on Project Team (40 pts.) = 12% of allowable points
- d. Past Record of Performance on Contracts (40 pts.) = 12% of allowable points

This procurement was accomplished through the Brooks Method which is required by the Federal Transit Administration for procurements involving architectural, engineering, or similar services. Under this method the technical qualifications are evaluated without considering price. MATA is only allowed to request the cost from the top-ranked firm. If an agreement cannot be reached with the top-ranked firm, then negotiations are ended with that firm and begun with the second-ranked firm. This process is repeated until MATA can accept the cost of the firm.

MATA has established a Disadvantaged Business Enterprise (DBE) goal of 29.82 percent for this contract. However, DBE participation is encouraged either in the capacity of the prime contractor or subcontractor. A DBE goal will be established individually for each task order.

MATA received four proposals (Allen & Hoshall, Fisher Arnold, Malasri Engineering, and Smith Seckman Reid, Inc., (SSR)). The Evaluation Committee evaluated the proposals based upon the criteria established in the RFP and determined the proposers to be responsive and responsible.

Each committee member could allocate 345 points to each vendor. The total points allowed to each proposer was 2070. The scores were as followed:

<u>Proposer</u>	<u>Points</u>
Allen & Hoshall .	<u>1817</u>
Fisher Arnold .	<u>1629</u>
Malasri Engineering	<u>1747</u>
Smith Seckman Reid, Inc. (SSR)	<u>1860</u>

After scoring on technical criteria, Smith Seckman Reid, Inc., (SSR). was determined to be the top-ranked proposer. A price proposal was requested from Smith Seckman Reid, Inc., (SSR) for their hourly rates associated with various personnel classifications along with their overhead and profit rates. After reviewing their price proposal, the Committee recommended the contract be awarded to Smith Seckman Reid, Inc., (SSR). Staff concurs with the Evaluation Committee's recommendation.

SSR, Inc. has served as MATA's on-call engineering contractor for numerous years, and MATA is satisfied with their work.

Passed 11/28/23

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 23-51

RESOLUTION FOR APPROVAL TO ACQUIRE THE GoPASS MOBILITY PLATFORM AND APP SOLUTION

WHEREAS, The Memphis Area Transit Authority (MATA) is seeking technological solutions to improve and modernize the customer experience for an integrated trip planning and payment solution; and

WHEREAS, Through a cooperative relationship with Dallas Area Rapid Transit (DART) and Kuba Denmark ApS (Kuba Denmark), MATA will be able to provide an improved customer experience through acquiring the GoPass Mobility Platform and an Integrated App Solution; and

WHEREAS, the GoPass Mobility Platform and Integrated App Solution will allow multi-modal trip planning, booking, and payment; and

WHEREAS, MATA Staff have reviewed the GoPass Mobility Platform and deem this to be an economically viable solution to improve MATA’s customer facing experience for trip planning, booking, and fare payment and recommends the acquisition of this technology; and

WHEREAS, Grant funds are available for this procurement;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That MATA acquire the GoPass Mobility Platform and Integrated App Solution through an Intergovernmental agreement with DART and Kuba Denmark ApS to integrate into the Go901 Application for a cost of up to \$500,000 and including ongoing application operational fees as outlined in the Agreement and other estimated costs.

BE IT FURTHER RESOLVED That MATA be authorized to enter into a contractual agreement with the Dallas Area Rapid Transit for the GoPass App Solution and that the Chief Executive Officer, Deputy Chief Executive Officer, Chief Administrative Officer, the Chairman and Vice-Chairman of the MATA Board are authorized to execute partnership documents, contracts, and other necessary documents.

MEMO 23-51

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, CEO

RE: Resolution to acquire GoPass App Solution to allow for multi-modal planning, booking, and payment integration within the GO901 application

DATE: November 28, 2023

The purpose of this resolution is to approve the integration of the GoPass App Solution into MATA's Go901 Application. The GoPass App Solution was developed by Unwire, now known as KUBA, through a collaborative partnership with DART (Dallas Area Rapid Transit) which is an industry leading mobile ticketing and multimodal trip planning application. The GoPass Mobility Platform is now in use by DART and over 10 other transit agencies across the United States.

Through integrating the GoPass App with the Go901 Application, it will allow riders to plan, book, and pay for their trips across mobility modes through one app solution.

The proposed cost and budget for the implementation and deployment of this new App and integrated fare-payment solution totals up to an estimated \$500,000 in addition to operational fees outlined in the supporting documentation.

Please let me know if you have any questions.

Passed 11/28/23

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 23-52

**RESOLUTION TO AWARD A THREE-YEAR CONTRACT TO INFRASTRATEGIES LLC
FOR STRATEGIC MANAGEMENT CONSULTING SERVICES**

WHEREAS, The Memphis Area Transit Authority (MATA) is looking for effective ways to assist in developing, implementing organizational leadership & performance measurements and optimizing business processes, etc.; and

WHEREAS, Staff solicited proposals from firms to develop and implement creative and innovative Strategic Management services as requested in the RFP; and

WHEREAS, Six proposals were received in response to MATA's procurement and three of the proposals were deemed responsive and responsible; and

WHEREAS, The Evaluation Committee evaluated the three responsive and responsible proposals and determined InfraStrategies LLC to be the best proposer; and

WHEREAS, MATA requested a Best and Final Offer (BAFO) from InfraStrategies. The Evaluation Committee recommends that a contract be awarded to InfraStrategies at the rates show in Exhibit A for a total cost not to exceed \$479,479.12.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded to InfraStrategies at the hourly rates shown in Exhibit A.

BE IT FURTHER RESOLVED, That MATA staff is authorized to issue task orders to InfraStrategies up to a total cost not to exceed \$479,479.12.

BE IT FURTHER RESOLVED, That the Chief Executive Officer, Deputy Chief Executive Officer, Chairman or Vice Chairman is authorized to execute any and all documents necessary to process this contract.

* * * * *

EXHIBIT A

Labor Classification	Hours	Hourly Rate Including Overhead	Subtotal Labor	Fringe Benefit % Rate	Total
InfraStrategies				38.5%	
Managing Partner	180	\$ 358.40	\$ 64,512.00	\$ 11,088.00	\$ 75,600.00
Principal Consultant	250	\$ 212.80	\$ 54,051.20	\$ 9,290.05	\$ 63,341.25
Senior Consultant	255	\$ 168.00	\$ 42,840.00	\$ 7,363.13	\$ 50,203.13
Associate Consultant	24	\$ 131.39	\$ 2,627.82	\$ 637.56	\$ 3,790.94
Beverly Scott & Associates				25%	
Leadership SME	22	\$ 500.00	\$ 11,000.00	\$ 1,684.38	\$ 12,684.38
Foursquare ITP				55%	
Principal	12	\$ 150.81	\$ 1,809.72	\$ 1,000.05	\$ 2,809.77
Sr Project Manager	100	\$ 123.08	\$ 12,308.00	\$ 6,801.40	\$ 19,109.40
Sr Planner III	100	\$ 107.06	\$ 10,706.00	\$ 5,916.14	\$ 16,622.14
Sr Planner II	40	\$ 91.49	\$ 3,659.60	\$ 2,022.29	\$ 5,681.89
Sr Planner I	40	\$ 79.11	\$ 3,164.40	\$ 1,748.65	\$ 4,913.05
Sr Planner / Visualization	60	\$ 81.56	\$ 4,893.60	\$ 2,704.20	\$ 7,597.80
Visualization Specialist	40	\$ 66.62	\$ 2,664.80	\$ 1,472.57	\$ 4,137.37
Planner III	41	\$ 69.99	\$ 2,869.59	\$ 1,585.74	\$ 4,455.33
Planner II	40	\$ 65.97	\$ 2,638.80	\$ 1,458.20	\$ 4,097.00
Planner I	40	\$ 60.30	\$ 2,412.00	\$ 1,332.87	\$ 3,744.87
Jr Planner	80	\$ 55.70	\$ 4,456.00	\$ 2,462.39	\$ 6,918.39
Insight Strategies				40%	
Project Coaching Manager	40	\$ 268.33	\$ 10,733.33	\$ 3,266.67	\$ 14,000.00
Principal in Charge	20	\$ 364.17	\$ 7,283.33	\$ 2,216.67	\$ 9,500.00
Senior Coach / SME	40	\$ 345.00	\$ 13,800.00	\$ 4,200.00	\$ 18,000.00
Coach	40	\$ 325.83	\$ 13,033.33	\$ 3,966.67	\$ 17,000.00
321 Strategies				35%	
Strategic Planner	64	\$ 147.26	\$ 9,424.80	\$ 3,124.00	\$ 9,456.04
Jones Worley				40%	
Engagement Principal	62	\$ 235.98	\$ 14,630.91	\$ 4,718.71	\$ 19,349.62
Outreach/PIP Project Mgr	60	\$ 101.06	\$ 6,063.64	\$ 1,955.62	\$ 8,019.26
Outreach/PIP Support	90	\$ 106.54	\$ 9,588.84	\$ 3,092.56	\$ 12,681.41
Sr. Creative Services	100	\$ 85.68	\$ 8,567.97	\$ 2,763.31	\$ 11,331.28
Creative Services	22	\$ 74.50	\$ 1,639.05	\$ 528.62	\$ 2,167.67
Account Executive	10	\$ 37.43	\$ 374.26	\$ 120.70	\$ 494.96
Project Accountant	0	\$ 67.04	\$ 670.44	\$ 216.23	\$ 886.67
SHA Analytics				35%	
Principal Economist	20	\$ 240.30	\$ 4,806.00	\$ 56.70	\$ 4,862.70
Senior Economist	35	\$ 204.70	\$ 7,164.50	\$ 48.30	\$ 7,212.80
Economist	36	\$ 169.10	\$ 6,087.60	\$ 39.90	\$ 6,127.50
Total Labor Costs					\$ 424,912.44

Other Expenses

Travel	\$ 12,000.00
Printing	\$ 200.00
Software	\$ 2,290.00
Total Other Expenses	\$ 14,490.00

Profit (Labor & Fringe Benefits)

Percent	9.5%
Total Profit	\$ 40,366.68
Grand Total	\$ 479,479.12

MEMO 23-52

TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: RFP 20-03 Strategic Management Consulting Services

DATE: November 28, 2023

This memo summarizes the procurement process for the services associated with Strategic Management Consulting Services to assist in strategic planning, general advisory consultant services, staff development and training and leadership and executive coaching.

The RFP was sent to 13 vendors, formally advertised and posted to MATA's website. There was a 31% DBE goal set for this procurement.

Six proposals were received; however, only three were responsive and responsible. MATA's Evaluation Committee reviewed the three responsive proposals and discussed their findings based on the criteria set forth in the RFP. The proposers could receive a maximum of 1800 points. The results of the Evaluation Committee's evaluations were as follows:

Vendor	Total points
Greater You Leadership	362
Guidehouse Global	1479
InfraStrategies	1767
Robinson Construction Consultant	100
Systematic Equity solutions	142
TransPro	1644

The Evaluation Committee recommends a contract be awarded to InfraStrategies LLC at the hourly rates shown on Exhibit A. MATA Staff will issue task orders as services are needed, and the total of the task orders will not exceed the total cost of \$479,479.12.

Pulled 11/28/23
For additional
information

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 23-53

RESOLUTION TO APPROVE CHANGE ORDER #2 TO ALLWORLD CONTRACT 21-15

WHEREAS, The Memphis Area Transit Authority (MATA) has ongoing needs for capital improvement projects that include specialized consulting and project management; and

WHEREAS, MATA staff, through solicitation of RFP 21-09 – Program Management Services, procured Allworld Project Management, LLC to perform program management services for MATA; and

WHEREAS, The MATA Board of Commissioners, by Resolution 21-15, awarded a 5-year Contract in the amount of \$1,000,000.00 to ALLWORLD Project Management LLC; and

WHEREAS, On April 18, 2023, the MATA Board of Commissioners by Resolution 23-30 approved Change Order #1 in the amount of \$1,500,000.00, increasing the Contract to \$2,500,000.00; and

WHEREAS, MATA staff is requesting to increase the current Contract 21-15 amount by \$1,000,000.00, for a total not to exceed the amount of \$3,500,000.00; and

WHEREAS, MATA staff recommend the adoption of the Resolution with the understanding that future work chargeable to Change Order #2 is contingent upon the availability of funds.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That Change Order #2 is authorized for a not-to-exceed amount of \$1,000,000, increasing the total contract amount to \$3,500,000.00.

BE IT FURTHER RESOLVED That the Contracting Officer is authorized to execute the change order.

MEO 23-53

TO: Board of Commissioners for MATA

FROM: Gary Rosenfeld, CEO

SUBJECT: Resolution to approve change order 2 to ALLWORLD contract #21-15

DATE: November 28, 2023

ALLWORLD has been actively involved in projects with MATA, including the Electric Bus Procurement and installation of the charging stations for 1370 Levee Road.

This change order intends to cover the continuation of project management services, work completed, and work required up to the end of their contract.

The estimated cost for continuing project management services is \$1,000,000, contingent upon funding availability. The additional funding will increase the contract to \$3,500,000.

We are asking the Board to approve Change Order #2 for current and future project tasks as assigned by MATA staff and that the contract amount increase is based on the availability of funds.

Please let me know if you have any questions.