

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
5	03/14/16	Open	Action	03/02/16

Subject: Whether or not to approve the Third Amendment to the Temporary Employment Contract with Robin Haswell for Project Assistance.

ISSUE

Whether or not to approve the Third Amendment to the Temporary Employment Contract with Robin Haswell for Project Assistance.

RECOMMENDED ACTION

Adopt Resolution No 16-03-_____, Approving the Third Amendment to the Personal Services Contract with Robin Haswell for Project Assistance.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$ 18,500
Budget Source:	Capital	Next FY:	\$ 55,500
Funding Source:	FY11-12 and FY14-15	Annualized:	\$ 74,000
	Proposition 1B Transit Security		
Cost Cntr/GL Acct(s) or Capital Project #:	T006, T034, T036, T037, T038	Total Amount:	\$ 74,000
Total Budget:	\$74,000		

DISCUSSION

Under the General Manager/CEO's authority, RT entered into a Contract with Robin Haswell on March 29, 2013 for capital project support. On March 10, 2014, the Board approved the First Amendment to Ms. Haswell's Contract, which increased the total Contract consideration by \$70,000, to \$120,000, increased the hourly rate by \$7/hr, from \$28/hr to \$35/hr, and extended the term of the Contract to March 31, 2015. On March 23, 2015, the Board approved the Second Amendment to Ms. Haswell's Contract, which increased the total Contract consideration by \$70,000, from \$120,000 to \$190,000, and the term of the Contract to March 31, 2016.

Ms. Haswell is performing project coordination and logistical support, vendor management, grant reporting, and general project management assistance to the Project Manager and the Director, Information Technology on multiple capital projects. Ms. Haswell's continued support is necessary to ensure the projects remain within budget and that the projects are delivered on time.

Project budget, schedule and scope details regarding the above referenced projects are as follows:

Approved:

Presented:

Final 03/08/16

General Manager/CEO

IT Project Coordinator

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- Light Rail System Automated Vehicle Location Project (T006), Total Available Budget: \$345,549, Project must be completed by December 31, 2016. Project Scope: Light Rail system integration into Clever Devices Bus Time AVL System.
- Computer Aided Dispatching System Project (T034), Total Available Budget: \$768,000. Project must be completed by March 31, 2018. Project Scope: Computer aided route simulation for scheduling, computer aided dispatching of bus fleets.
- Facilities Safety, Security, and Communications Infrastructure Upgrades Project (T037), Total Available Budget: \$386,195. Project must be completed by March 31, 2018. Project Scope: Safety and security enhancements to RT facilities, upgraded communication systems between facilities.
- Operations Computer Systems Replacements Project (T037), Total Available Budget: \$142,800. Project must be completed by March 31, 2018. Project Scope: Replacement of computer systems in RT's transportation and security operations.
- Upgrades to Security Video and Data Systems Project (T038), Total Available Budget: \$177,512. Project must be completed by March 31, 2018 – Project Scope: Replacement of video cameras and video storage systems that are near end-of-life, upgrade of video storage capacity and reliability.

Full funding for this Contract has been budgeted and is included in the above referenced capital projects. This funding cannot be spent on management and administration tasks.

Staff recommends that the Board approve the Third Amendment to the Contract which increases the total Contract consideration by \$74,000, from \$190,000 to \$264,000, increases the hourly rate by \$2/hr, from \$35/hr to \$37/hr, and extends the term of the Contract to March 31, 2017.

RESOLUTION NO. 16-03-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

March 14, 2016

**APPROVING THE THIRD AMENDMENT TO THE PERSONAL SERVICES
CONTRACT WITH ROBIN HASWELL FOR PROJECT ASSISTANCE.**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Third Amendment to the Personal Services Contract between Sacramento Regional Transit District, therein referred to as "RT," and Robin Haswell, therein referred to as "Contractor," whereby the not-to-exceed amount of the Contract is increased by \$74,000, from \$190,000 to \$264,000, the hourly rate is increased by \$2/hr, from \$35/hr to \$37/hr, and the term of the Contract is extended to March 31, 2017, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said Third Amendment.

JAY SCHENIRER, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary