



# Memorandum

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To: Operations Committee

Date: January 2, 2009

From: Executive Director

Re: Contract Amendment - Freeway Service Patrol (FSP) In-Vehicle Equipment and AVL:  
Mentor Engineering

## Background

The FSP program requires voice and data communications between the tow operators and the California Highway Patrol (CHP), Caltrans, and MTC SAFE. Such communications are critical for fleet operations and for measuring tow service performance. The communications system includes Mobile Data Computers (MDC's), radios, and antennas located both in the tow trucks and at the CHP and MTC SAFE offices.

## Mentor Contract

Mentor Engineering was selected through a competitive procurement in October 2006 to act as MTC SAFE's In-Vehicle Equipment and Automated Vehicle Locator (AVL) Application Services Provider. They manufacture the MDC's and provide software development services for the AVL system. Funds were amended to the contract in October 2007 for a total current contract amount of \$1,001,000.

The FSP program requests an additional \$99,000 for the Mentor Engineering contract to keep a supply of MDC's during the tow contract switchover period beginning in June 2009 and continuing through August 2009. During this time, half of the tow service fleet will be replaced with new trucks in order to maintain continued uninterrupted FSP service, now trucks must be outfitted with the necessary telecommunications equipment before the outgoing trucks end their service.

## Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Mentor Engineering to add \$99,000, bringing the total contract amount to \$1,100,000.

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Steve Heminger

SH: SL

# REQUEST FOR COMMITTEE APPROVAL

## Summary of Proposed Contract Amendment

Work Item No.: 1232

Contractor: Mentor Engineering, Calgary, Canada

Work Project Title: FSP In-Vehicle Equipment and AVL Application Services

Purpose of Project: Continue to provide in-vehicle equipment and AVL application services.

Brief Scope of Work: Provide, maintain, Mobile Data Computers (MDCs), provide support for the AVL system

Project Cost Not to Exceed: \$99,000 this amendment (\$1,001,000 previous contract amount)

Funding Source: SAFE, LAP

Fiscal Impact: Project is included in the annual budget.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Mentor Engineering to continue to provide FSP In-Vehicle Equipment and AVL Application Services and the Chief Financial Officer is directed to set aside funds up to \$99,000 for such contract amendment.

Operations Committee:

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Sue Lempert, Chair

Approved: Date: January 9, 2008