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Memorandum

TO: BATA Oversight Committee

DATE: January 7, 2009

FR: Deputy Executive Director

RE: Purchase Order Amendment – Purchase of 50,000 FasTrak[®] Non-Retail Toll Tags: Sirit Corporation

In May 2007, based on an Invitation for Bid (IFB), BATA entered into a contract with Sirit Corporation to purchase 180,000 non-retail toll tags to fulfill new FasTrak[®] accounts that are opened via the web, phone, mail, fax, or walk-in center. The contract included two options for BATA to purchase an additional 50,000 tags (25,000 toll tags per option) at any time after the initial quantity of 180,000 had been ordered.

In order to replenish BATA's current supply and maintain a sufficient continuous supply of non-retail toll tags to meet demand, staff is requesting the Committee to authorize both options for a total of 50,000 additional non-retail toll tags. These tags are projected to last until June 2009. Procurement for additional non-retail toll tags beyond June 2009 will begin by March 2009.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to issue a purchase order amendment to Sirit Corporation in an amount not to exceed \$823,781 to furnish 50,000 non-retail toll tags for the FasTrak[®] Program.

Andrew B. Fremier

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Purchase Order Amendment

Work Item No.: 1252

Vendor: Sirit Corporation
Carrollton, TX

Work Project Title: FasTrak[®] Non-Retail Toll Tags

Purpose of Project: To replenish inventory of non-retail toll tags.

Brief Scope of Work: Exercise Options 1 and 2 to purchase 50,000 non-retail toll tags for the FasTrak[®] Program (each option is 25,000 tags).

Project Cost Not to Exceed: \$823,781 – this amendment, current purchase order amount \$2,965,612.50

Funding Source: Toll Funds

Fiscal Impact: Project costs are consistent with funds programmed and budgeted in the BATA Toll Bridge Rehabilitation Program.

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order amendment to Sirit Corporation to purchase 50,000 non-retail toll tags for the FasTrak[®] Program and the Chief Financial Officer is authorized to set aside funds up to \$823,781 for such amendment.

BATA Oversight Committee:

Steve Kinsey, Chair

Approved: Date: January 14, 2009