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## *Memorandum*

TO: BATA Oversight Committee

DATE: September 1, 2010

FR: Executive Director

W. I. 1253

RE: Contract Amendment – Spare Parts Inventory for Changeable Message Signs (CMS): Ver-Mac, Inc. (Ver-Mac)

Staff is requesting authorization for the Executive Director to enter into a contract amendment related to the maintenance of the Changeable Message Signs (CMS) that have been installed at the toll plaza and approaches of the state-owned bridges in the region.

BATA has an existing contract with Ver-Mac to fabricate and deliver CMS. Staff is proposing to amend the current contract with Ver-Mac, as follows:

<b>Service</b>	<b>Cost</b>
Purchase spare parts (e.g. controllers, character boards, filters, and photocells)	\$82,570
Provide photocell upgrade	\$36,000
Provide software upgrades	\$20,000
Total	\$138,570

### **Recommendation**

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Ver-Mac in an amount not to exceed \$138,570

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Steve Heminger

SH: jw

REQUEST FOR COMMITTEE APPROVAL  
Summary of Contract Amendment

Work Item No.: 1253

Vendor: Ver-Mac, Inc  
Quebec, Canada

Work Project Title: Changeable Message Signs (CMS)

Purpose of Project: Provide CMS at state-owned bridges.

Brief Scope of Work: Procurement CMS sign spare parts and related equipment.

Project Cost Not to Exceed: \$138,570 (current contract \$820,000)

Funding Source: BATA Capital Rehabilitation Program

Fiscal Impact: Project costs are consistent with funds programmed and budgeted in the FY 2010-11 Capital Rehabilitation program

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Ver-Mac, Inc. to procure CMS spare parts and the Chief Financial Officer is authorized to set aside funds up to \$138,570 for such contract amendment.

BATA Oversight Chair: \_\_\_\_\_  
Bill Dodd

Approved: Date: September 8, 2010