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## *Memorandum*

TO: BATA Oversight Committee

DATE: May 29, 2014

FR: Executive Director

W. I. 1253

RE: Contract Amendment – Professional Project Management and Technical Assistance for ATCAS: Traffic Technologies, Inc. (\$100,000)

This item would authorize a contract amendment with Traffic Technologies, Inc. (TTI) to provide tolling system project management and technical assistance services in an amount not to exceed \$100,000.

### **Background**

In June 2008, BATA entered into a contract with TTI to provide tolling system project management and technical assistance services. On an as needed basis. BATA staff is requesting approval to enter into a contract amendment with TTI to continue providing project management and technical assistance services related to the Advanced Toll Collection and Accounting System (ATCAS) Project. The services TTI would assist BATA in completing over the remainder of the contract period would include:

- Coordinating day-to-day activities related to oversight of the ATCAS toll system contractor.
- Ensuring that documentation provided by the contractor, including operations and maintenance procedures, are furnished in accordance with the ATCAS contract.
- Performing ATCAS performance monitoring and assisting with other operational monitoring and reporting assignments as directed.
- Assisting in the preparation of ATCAS contract change order documentation.
- Facilitating ATCAS project meetings as directed by BATA staff.

### **Recommendation**

Staff recommends the Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with TTI to provide project management and technical assistance services for the ATCAS project in an amount not to exceed \$100,000, subject to the approval of the FY 2014-15 Toll Bridge Operating and Capital Budgets.

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Steve Heringer

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**REQUEST FOR COMMITTEE APPROVAL**  
**Summary of Proposed Contract Amendment**

**Work Item No.:** 1253

**Vendor:** Traffic Technologies, Inc., New Windsor, NY

**Work Project Title:** Professional Project Management & Technical Assistance for ATCAS

**Purpose of Project:** Professional project management & technical assistance for ATCAS, Toll Collection and Accounting System for the seven state-owned bridges.

**Brief Scope of Work:** Provide project management and technical assistance to BATA during the initial maintenance period of the contract.

**Project Cost Not to Exceed:** This amendment - \$100,000  
Current contract amount before this amendment- \$3,566,800  
Maximum contract amount after this amendment - \$3,666,800

**Funding Source:** Toll Bridge Rehabilitation Program Budget contained within the Toll Bridge Capital Budget.

**Fiscal Impact:** Funds to be included in the Program Budget for FY 2014-15, subject to approval.

**Motion by Committee:** That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Traffic Technologies, Inc. to provide project management and technical assistance for ATCAS, as described above and in the Executive Director's memorandum dated June 4, 2014 and the Chief Financial Officer is authorized to set aside funds in the amount of \$100,000 for such contract amendment, subject to the approval of the FY 2014-15 Toll Bridge Operating and Capital Budgets.

**BATA Oversight Committee:**

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Bill Dodd, Chair

**Approved:** Date: June 11, 2014