



This request with ID: 98 is currently locked thus not editable. It's in progress and it has been approved by one of RTA levels of approval. In order to make this request editable, it must be rejected and return to the department representative for re-work.

Click to see the full log

REQUEST ID: 98

Mode: Locked

Status: In-Progress

Stage: Budget Review

Created By: ROBICHAUX, JACQUES
Wed May 17 2023 17:11:17 GMT-0500 (Central Daylight Time)

Default Email Routing Assignment *

NOTE: Please click above to update the "Email Routing Assignments".

Check to see any reject comments if any

EMAIL ROUTING ASSIGMENTS

Dir/Dept Head Personnel
Lookup *

Jacques Robichaux

Dept Head Full Name

#Jacques Robichaux

Dept Head RTA Email *

jrobichaux@rtaforward.org

Grants Personnel Lookup

Alisa Maniger

Dir Grants Rep Full Name

Alisa Maniger

Dir Grants RTA Email *

amaniger@rtaforward.org

Budget Personnel Lookup

Budget Team (All budget ...

Budget Analyst Full Name

#Budget Team (All budget a

Budget Analyst RTA Email *

Budget@rtaforward.org

Safety Personnel Lookup

Michael J Smith

Chief Safety Full Name

Michael J Smith

Chief Safety RTA Email *

mjsmith@rtaforward.org

Risk Personnel Lookup

Marc Popkin

Risk Analyst Full Name

Marc Popkin

Risk Analyst RTA Email *

mpopkin@rtaforward.org

SBE Personnel Lookup

Adonis Expose

Dir SBE Full Name

Adonis Expose

Dir SBE RTA Email *

aexpose@rtaforward.org

DBE Personnel Lookup

Adonis Expose

DBE/EEO Compliance Manager
Name

Adonis Expose

DBE/EEO Compliance Manager
RTA Email *

AExpose@rtaforward.org

Chief Lookup *

Ryan Moser

Chief Full Name

#Ryan Moser

Chief RTA Email *

rmoser@rtaforward.org

Procurement Lookup

Ronald Baptiste Jr.

Dir Procurement Full Name

Ronald Baptiste Jr.

Dir Procurement RTA Email *

rbaptiste@rtaforward.org

CFO Lookup

Gizelle Banks

CFO Full Name

Gizelle Banks

CFO RTA Email *

gbanks@rtaforward.org

CEO Lookup

Lona E. Hankins

CEO Full Name

Lona E. Hankins

CEO RTA Email *

lhankins@rtaforward.org

A. Department Representative to participate in the procurement process:**Title:** DIRECTOR OF MAINTENANCE **Name:** ROBICHAUX, JACQUES **Email:** jrobichaux@rtaforward.org

RTA Phone Ext. Number

*

5048278476

B. Contract Information

Contract No.

912398

Contract Title *

Gasoline Fuel Card Purchasing Services

PO No. *

912398

 Check to add attachments (Limited to 25MB)

Additional Contract Info Attachments



change order fuel card 1.pdf

C. Contract History

Original award value *

\$	1,300,000.00
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Previously executed change order value

\$	2,056,980.00
----	--------------

Adjusted contract value

\$	3,356,980.00
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Adjusted Contract Value prior to requested change order

Current change order value *

\$	162,000.00
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Revised contract value *

\$	3,518,980.00
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Revised Contract Value with current change order

D. Justification of Change Order *

This change order is being initiated to extend our existing month-to-month fuel card contract, which is essential for fueling our paratransit and non-revenue vehicles. The purpose is to maintain uninterrupted fueling services until we can successfully transition to the Louisiana state fuel contract.

E. Type of Change Request *

- Administrative
- Supplemental
- Termination

F. Responsibility Determination: Price determined fair and reasonable based on (An ICE form or other form of determination must be provided)

Responsibility Determination *

Independent Cost Estimate

ICE

\$ 162,000.00

Ice Form or Other form is required *

051723 ICE.pdf

G. Prime firm's DBE/SLDBE Commitment (NOTE: The Prime Firm must be notified by the Project Manager that the DBE Commitment percentage applies to the Total Contract Value after all amendments and change orders.):

Director of Small Business Development

DBE/EEO Compliance Manager

ADONIS EXPOSE

ADONIS EXPOSE

H. Specification of Authorized Grant is Required?

Director of Grants / Federal Compliance

Yes No

ALISA MANIGER

I. Funding Source

Funding Type *

Federal State Local Other

Budget Analyst

#BUDGET TEAM (ALL BUDGET ANALYSTS)

Available Federal funding

Available State Funding

Available Local Funding *

Available Other Funding

\$

\$

\$ 162,000.00

\$

Revised Projected Federal cost

Revised Projected State Cost

Revised Projected Local Cost *

Revised Projected Other Cost

\$

\$

\$ 162,000.00

\$

Total Available Funding

Revised Projected total cost

Revised Contract Value Entered

\$ 162,000.00

\$ 162,000.00

\$ 3,518,980.00

Note: The default "Budget Team" includes all budget analysts. They will all get an email, but only one will approve according to the budget code assignment.

Budget Code -1 *

FTA Grant -1

1450006.8030.03105

Budget Code - 2

FTA Grant - 2

1450006.9221.03105

Budget Code - 3

1430099.8030.081

Budget Code - 4

1430099.9221.181

FTA Grant - 3

FTA Grant - 4

J. Safety/Security and Risk

Include Safety Review and Approval is Required



Yes

Safety Chief

MICHAEL J SMITH

Check to add Safety Attachments

Include STD Insurance Provisions is Required



Yes

Risk Management Analyst

MARC POPKIN

Check to add Risk Attachments

Department Representative

Department Requestor Signature *

Jacques Robichaux Sr.

Date *

May 17, 2023