



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority
Board of Commissioners
Meeting Agenda - Final

Tuesday, February 22, 2022

10:00 AM

Virtual

The New Orleans Regional Transit Authority's Board of Commissioners hereby certifies that it will convene a meeting on Tuesday, February 22, 2022 electronically via Zoom in accordance with the provisions of La. R.S. 42:17.1(A)(2)(a)-(c).

1. Call to Order

2. Roll Call

3. Consideration of Meeting Minutes

[Board Meeting Minutes - January 25, 2022]

[22-030](#)

4. Reports

A. RTA Chairman's Report

B. Operations & Administration Committee Chairman's Report

C. Finance Committee Chairman's Report

D. Jefferson Parish Report

E. RTA General Counsel's Report

F. RTA Chief Executive Officer's Report

5. Chief Financial Officer's Report

[December 2021 Financials]

[22-025](#)

6. DBE Report

7. 2022 Mardi Gras Service Changes

8. Consent Agenda

Napoleon Avenue Facility Renovation and Rebuild-403 Napoleon Avenue	<u>22-010</u>
Non-Revenue Support Vehicles	<u>22-013</u>
Contract for Background Services	<u>22-015</u>
Rampart Streetcar Emergency Recovery Project: Amend AECOM's Engineering Contract	<u>22-016</u>
Katrina-Rita CDBG Grant Program	<u>22-017</u>
Facility Maintenance & Construction Support Services	<u>22-018</u>

9. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)

10. Audience Questions and Comments

11. Executive Session (2/3RDS VOTE TO Consider)

Morial Convention Center v. the Regional Transit Authority

12. Adjournment



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 22-030

Board of Commissioners

[Board Meeting Minutes - January 25, 2022]



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New Orleans, LA 70119

New Orleans Regional Transit Authority Board of Commissioners

Meeting Minutes

Tuesday, January 25, 2022

10:00 AM

Virtual

The New Orleans Regional Transit Authority's Board of Commissioners hereby certifies that it will convene a meeting on Tuesday, January 25, 2022 electronically via Zoom in accordance with the provisions of La. R.S. 42:17.1(A)(2)(a)-(c).

1. Call to Order

2. Roll Call

Commissioner Present: Commissioner Daniels, Commissioner Raymond, Commissioner Walton, Commissioner Bryan, Commissioner Sarwar, Commissioner Tillery and Commissioner Wegner

Commissioner Neal entered the meeting at 10:45 a.m. during the Presentation of Audits Completed 2024Q

3. Consideration of Meeting Minutes

[Board Meeting Minutes - December 14, 2021]

22-014

Commissioner Tillery moved and Commissioner Wegner seconded to approve the Board Minutes of December 14, 2021. The motion was approved unanimously.
adopted

4. Reports

A. RTA Chairman's Report

Commissioner Daniels stated that the Board had a great retreat in December and decisions were on improving the agency.

B. Operations & Administration Committee Chairman's Report

None.

C. Finance Committee Chairman's Report

None.

D. Jefferson Parish Report

None.

E. RTA General Counsel's Report

None.

F. RTA Chief Executive Officer's Report

Alex Wiggins reported that the RTA was working with JT Transit to come up with a Regional Monthly Pass and this pass would allow the passengers to ride transit anywhere in the region.

Alex Wiggins reported that Moody's issued a report last week maintaining RTA's A3 rating,

Alex Wiggins reported that COVID was having an impact on staff. There was approximately 70 employees that tested positive for COVID and a couple of weeks ago there was a total of 200 employees impacted with COVID and this had an impact on the system. He stated that staff was making the working environment very safe for employees and staff was also working to make sure that passengers were not impacted.

Commissioner Walton reported that our operators are front line workers and the COVID rules that the RTA has in place was for the protection of the employees.

5. Financial Statements

Gizelle Banks reported that - Ridership - November's ridership of 593K fell short of the budget by 335K passengers. This is largely due to a slower than expected pandemic recovery. Hurricane Ida and the Hard Rock Hotel collapse continue to have smaller and waning negative effects. Year-to-date comparisons to November actuals (6.4M riders through Nov) how mixed results across the spectrum - when compared to the budget (-19.6%), 2020 actuals (+5.5%) and 2019 pre-COVID actuals (-55.4%).

Gizelle Banks reported that - Operating Cost per Unlinked Passenger Trip 2021 vs. 2019 (Pre-COVID) - The cost per passenger trip for the month of November increased from October by \$1.27. The continuing recovery from Hurricane Ida accounts for the fluctuation in operating costs.

Gizelle Banks reported that - Ferry - Operating Cost per Unlinked Passenger Trip 2021 vs. 2019 (Pre-COVID) - Ferry cost per passenger trip dropped by \$18.67 to \$8.22 in November, making it another large decrease in operating costs this month. This can be attributed to the reclassification of \$254k in expenses related to Hurricane Ida.

Gizelle Banks reported that - Farebox Recovery Rates 2021 vs. 2019 (Pre-COVID) - Fare revenue continues to offset a significantly lower percentage of operating expenses as ridership struggles to rebound. November's farebox recovery decreased to 7.25% from 8.20 in the prior month.

Gizelle Banks reported that - Ferry - Farebox Recovery Rates 2021 vs. 2019 (Pre-COVID) - The increase in farebox recovery from 7.58% in October to 15.47% in November is largely due to the reclassification of expenses related to Hurricane Ida. This accounts for most of the decrease in operating expenses from \$944k in September to \$463k in November.

Gizelle Banks reported that - Operating Revenues (Budget, Actual & Prior Year) - Overall, Operating Revenues display positive results for the month when compared to the prior year due to strong Sales Tax Revenues. Passenger Fares, however, when compared to the budget, fared unfavorably by \$417k or 43.5%.

Gizelle Banks reported that - Operating Revenues Actual - Of the \$10.3m in Operating Revenues, 79% or \$8.2m is derived from General Use Sales Taxes.

Gizelle Banks reported that - Operating Expenses - Labor and Fringe Benefits, the largest expenditure at \$5.2M, comprised 69.9% of this month's actual expenses. The contrast in 2020 and current year results for Labor and Fringe Benefits and Services is directly related to the transition from the O & M contractual arrangement with Transdev to 100% in-house operations. In total, Operating Expenses for the month compared favorably with the budget with a 22.3% or \$2.1m positive variance.

Gizelle Banks reported that - Net Revenue (Before and After Government Assistance) - Net Revenue (Before Government Assistance) is \$2.5m for the month of November. This positive position is largely attributable to \$2.7m in Net Operating Revenue for the month. After applying the month's \$1.1m in Government Operating Assistance, Net Revenue increased to \$3.6m.

Gizelle Banks reported that - Operating Reserve - The strong positive variance from Net Revenue \$3.6m (After Government Assistance) was offset by \$776k in Debt Service, resulting in approximately \$2.9m in Restricted Operating/Capital Reserve.

Gizelle Banks reported that - Maritime Operations - Passenger fare revenue for ferry operations remained flat at \$72k when compared to the prior month and the prior year. November 2021 operating expenses, however, were under budget by \$111k and down by \$239k from the prior year due to the reclassification of hurricane-related expenses.

Gizelle Banks reported that year to date for Total Revenue budgeted was \$16m for sources and year to date actual collected was \$11.7m.

Gizelle Banks reported that Summary of Uses budgeted was \$11.9m and \$8.8m was spent and year to date \$133.5 m was budgeted for expenditures and spent \$114m.

In response to Commissioner Daniels, Gizelle Banks reported that the RTA will catch-up with the Capital Expenditures during 2022.

[Financial Statements]

[22-007](#)

6. DBE Report

Adonis Expose' reported that the RTA awarded a total of \$20,177,770 in contracts and \$7,321,457 was awarded to DBE Prime Contractors and \$78,902 was awarded to SBE Prime Contractors. The DBE participation was 37%.

Current DBE Projects:

CMAR - Canal Street Ferry Terminal (Construction) - 4%
DBE Consulting Services - 41%
Website Enhancement Services - 100%
Security Services - 8%
Disaster Recovery Grants Management and Administration - 11%
Riverfront Track Work & Overhead Catenary - 67%
Transit Ferry Services - 100%
East New Orleans Maintenance Building - 31%
St. Charles Streetcar Line Downtown Loop Pavement Replacement - 0%
OCS Pole Replacement - 0%
Business Intelligence & Data Management Reporting System - 0%
On Call Technical Safety Support - 0%

Upcoming DBE/SBE Projects:

Facility Maintenance & Construction Support Services - 100% SBE
Leadership & Change Management Training - 100% SBE
Classification, Compensation Health & Retirement Benefits Consultant - 100% SBE

DBE/SBE 2021 Outreach Events

April 2021

Virtual Outreach
"Doing Business with RTA" DBE & Procurement Process

August 2021

Virtual Outreach
RTA's DBE Opportunity Conference along with City of New Orleans, Ernest Morial Convention Center,
Port of New Orleans and NOLA Public Schools"

October 2021

Doing Business with RTA Live Webinar with the New Orleans Regional Black Chamber of Commerce

November 2021

DBE On-Site Opportunity Meeting for the Napoleon Facility Renovation & Upgrade

December 2021

Virtual Outreach
Urban League of Louisiana Opportunities Outlook 2022 along with RTA and a host of other agencies

7. Presentation of Audits Completed 2021 4Q

Chase Haislip reported on the following:

About the OIAC

Immediately following the RTA's transition to in-house operations in December 2020, the CEO established the Office of Internal Audit and Compliance. The objectives of the Office include: Assess and audit agency business processes, internal controls and compliance with agency policies and industry best practices

Identify and address areas of risk to the agency

Ensure transparency with the Board of Commissioners and the public

The Office is an **independent and objective assurance and consulting office within RTA**

which conducts Internal Audit, Internal Consulting, and Compliance/Reporting activities.

The Office is presenting audits completed in 4Q 2021. These are the first completed audits by the Office since its establishment by the CEO in December 2020.

OTP Process Audit Objectives

Objective 1: To determine whether RTA has effective policies, processes, and procedures for collecting data, performing calculations, and reporting metrics related to OTP.

Objective 2: To determine whether the appropriate organizational controls exist to ensure proper reporting of OTP data, and to limit conflicts of interest.

Objective 3: To determine whether RTA utilizes industry standards for analyzing and reporting OTP metrics, and whether appropriate metrics are being utilized to gauge RTA performance. This analysis will include an examination of factors that impact OTP that are within and without of RTA control, and whether they should be utilized in OTP calculations.

Objective 4: To determine whether historic reporting of OTP has been consistent with RTA's own procedures for calculating and reporting OTP.

OTP Calculation Process Audit Findings

OTP has been established as a key metric without creating guardrails around which the metric is calculated, and without including other metrics which offer necessary context for levels of service.

RTA requires formalized, documented policies or procedures for calculating and reporting OTP.

RTA's process for calculating OTP features several manual data adjustments, resulting in the potential for inconsistent monthly reporting of OTP.

Formal organizational roles and responsibilities for calculating OTP need strengthening to reduce the risk of controls issues and conflicts of interest.

RTA requires strengthened Agency-wide data integrity policies, to reduce potential risks around re-creating or backing up historic calculations.

Commissioner Daniels stated that he does appreciate this Department and this report shows higher level accountability and he appreciate the honest and earnest look at creating baselines.

Alex Wiggins reported that staff has a remediation for each of the points presented and some staffing issues were made to make sure that staff was using the technology properly for reliable data and staff was currently improving the integrity of the data.

Commissioner Daniels stated that these type of conversations can be awkward but this is the kind of accountability work that need to take place.

Commissioner Wegner stated that this subject is near and dear to her heart and she has been talking about these issues for a while and ridership comes first and On-Time Performance has been so dismal for a year and a half and the dismal state of On-Time Performance will not change until there is a plan.

SOP Baseline Overview

The OIAC met with each Department at the RTA to determine the following:

- The existing Policies and Procedures for each Department, and the last time those policies and procedures were updated

- External rules and regulations that govern the Department

- The extent to which each Department has identified missing Policies and Procedures and has developed a roadmap for updating this key documentation

- If and in what document the core roles and responsibilities for each Department are formally documented to ensure existing Policies and Procedures are aligned

SOP Baseline Findings

During the transition, most RTA Departments developed a formal list of missing policies and procedures, and have begun the process of creating new documentation

A number of formal high-level policies at RTA still require accompanying tactical processes and procedures for implementation and administration

RTA has a central repository and format for policies, but not for processes and procedures

While Departments can easily articulate core roles and responsibilities, those roles and responsibilities are often not documented in a departmental charter

Several Departments still utilize working procedures from Transdev, which require update

Commissioner Neal stated that he has been communicating with staff to change the Operations Report and would like staff to take into considerations the indicators that deals with On-Time Performance and identify the other areas that the RTA was not doing well to provide the best service.

Commissioner Daniels stated that this report looks amazing and On-Time Performance is what matters to the riders.

Commissioner Tillery stated that this update was a great report.

Alex Wiggins reported that staff was dissecting On-Time Performance to figuring out all the necessary issues hampering On-Time Performance to make it work.

OIAC Planned 2022 Audits

- Service Planning

- Inventory Management

- Procurement

- Time Tracking

8. Coordinated Fare Modernization Initiative

Chase Haislip reported on the following:

Fare Study - Major Findings

RTA Fare Modernization Roadmap Next Steps

What We Studied

Fare Policy
Fare Structure and Pricing
Organization Structure
Marketing and Access
Fare Technology
Fare Enforcement

How We Studied

Comprehensive Data and Policy Analysis for each Peer
Peer Interviews
Review of Industry Research

Who We Studied

Domestic Peers
Domestic Aspiration Peers
International Peers

Fare Policy

Major agencies both domestically and internationally are focused on **creating and updating fare policies**
Fare policies **establish the strategic direction** for fare elements, and orient decision-making around broader Agency goals and priorities
Development of fare policies allows Agencies to be **less reactive** in making critical decisions about fares
Fare innovation is an **iterative process** and is dependent on success across other Agency initiatives

Fare Structure and Pricing

Focus from transit agencies on **expanding reduced fare categories** and increasing reduced fare discounts
Simplification of structure (including regional and modal integration) to enhance ease of use for riders
More Agencies pursuing **fare capping** to ensure best possible fare price for riders
Focus on longer-term passes at steeper discounts (including annual passes)

Marketing and Fare Access

Agencies are most focused on **expanding partnerships with local retailers** given their ability to increase access at a low cost to the Agency
Deploy **“lower overhead” TVM’s** that have lower maintenance costs
Emphasis on **employer benefit programs** to drive sales
Local partnerships can drive greater participation in reduced fare programs and result in more passengers signed up for programs and passes

Organizational Change

Most agencies have created a specific **Fare Department** separate from existing Departments to establish a single point of contact for fares.

New Department manages fare technology, enforcement, infrastructure, and planning.

Establish **regular reporting requirements** for far-related initiatives and programs

Commissioner Daniels stated that it was a great idea to do away with the TVM's and to partner with more vendors in the community around the City.

Commissioner Neal stated that there are a high density of users of the TVM's and it would be great to have them located at the new Transit Hub and the service industry was a great place to offer the passes and Ride has been dealing with the service industry.

Chase Haislip reported that one thing that was reported from other agencies is not to tie farebox recovery but to establish targets and reporting requirements associated with fare revenue and farebox recovery.

Commissioner Wegner stated that her agency purchases bus passes and tokens and the Canal Facility is a perfect place to distribute passes and tokens.

Alex Wiggins reported that the RTA was currently selling passes at the Canal Facility.

Fare Technology

Diverse technology deployment with numerous purchase options

Tap Cards have become more ubiquitous in the US

Agencies are increasingly utilizing **third party mobile applications**

Increasing use of **"integrators"**

Create **open, flexible systems** that can respond to innovation and allow for cross-system collaboration

Focus on simple, **user-friendly systems**

Fare Enforcement

More and more agencies are utilizing a **proof of payment** or pre-paid fare system

Equity-led fare enforcement begins with a **thoughtful fare policy**

Most Agencies are **removing all aspects of fare enforcement from operators** to enhance on-time performance and system efficiency

Agencies are utilizing staff not simply for fare enforcement but also for **code enforcement** to improve rider experience

4Q 2021

Completed Initiatives

Fare Structure Changes

Develop Pass sales Programs

Complete Fare Study

1Q2022- 2Q2022

Immediate Term Initiatives

Develop Fare Policy

Fare Technology RFI
 Third-Party Mobile App Pilot
 Establish Pass Sales Programs
 Implement Technology Improvements
 Monthly Regional Pass
3Q20224Q - 4Q2022
 Medium-Term Initiatives
 Procure Fare Technology
 Implement 3rd Party Mobile Application
4Q2022 - 2023
Long Term Initiatives
 Establish Fare Department
 Deliver Fare Technology
 Account Based Ticketing
 Proof of Payment
1Q 2022 Initiatives
 Draft Fare Policy
 Request for Information (RFI) for Fare Technology
 Implementation of Near-Term IT Infrastructure Upgrades
 Third Party Mobile Application Pilot

Commissioner Raymond asked that this report be distributed to the Commissioners.

Commissioner Bryan stated that she looks forward to what happens this year.

9. Consent Agenda

Commissioner Raymond moved and Commissioner Wegner seconded to approve the Consent Agenda. Resolution was adopted unanimously.
 adopted

5339 Bus and Bus Facilities: Large urban Areas [21-216](#)

Commissioner Raymond moved and Commissioner Wegner seconded to adopt the 5339 Bus and Bus Facilities: Large Urban Areas. Resolution No. 22-002 was adopted unanimously.

Enactment No: 22-002

Crowd Control Change Order Canal Street Ferry [22-001](#)

Commissioner Raymond moved and Commissioner Wegner seconded to adopt the Crowd Control Change Order Canal Street Ferry. Resolution 22-003 was adopted unanimously.

Enactment No: 22-003

2022 Agency Safety Plan [22-002](#)

Commissioner Raymond moved and Commissioner Wegner seconded to adopt the 2022 Agency Safety Plan. Resolution No. 22-024 was adopted unanimously.

Enactment No: 22-004

10. Procurement Items**10a. Temporary Janitorial Services Contract**[22-006](#)

In response to Commissioner Wegner, Lona Hankins reported that this contract was going to include the cleaning of the buses and the facilities.

Commissioner Wegner moved and Commissioner Tillery seconded to adopt the Temporary Janitorial Services Contract. Resolution No. 22-005 was adopted unanimously.
adopted

Enactment No: 22-005

11. RTA & City of New Orleans 2022 Cooperative Endeavor Agreement**22-011**

Commissioner Raymond moved and Commissioner Tillery seconded to adopt the Cooperative Endeavor Agreement between the City of New Orleans and the RTA. Resolution No. 22-006 was adopted unanimously.

Enactment No: 22-006

12. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)

None.

13. Audience Questions and Comments

PLEASE NOTE: Persons wishing to submit public comments must either enter their full name in the chat sections of the Zoom meeting to provide comments during the meeting or email your comments to rtaboard@rtafoward.org to have your comments read aloud at the meeting.

Valerie Jefferson stated that Yolanda Rodriguez did give her the necessary information that she requested at the last Board Meeting.

Valerie Jefferson would like to see the public review of the Audit Report and the Coordination Fare Modernization Initiative.

14. Executive Session (2/3RDS VOTE TO Consider)

None.

15. Adjournment

Commissioner Tillery moved and Commissioner Sarwar seconded to adjourn the Board Meeting of January 25, 2021. The motion was approved unanimously.
adjourned

[January 25, 2022 RTA Board Meeting PowerPoint Presentation]

22-019



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 22-025

Finance Committee

[December 2021 Financials]

**December 2021
Analysis of Financials**

Budget	Actuals	Variances		Explanation of Variance
		Amount	%age	
<u>Passenger Revenue</u>				
9,528,536	7,110,242	(2,418,294)	(25.38%)	COVID19 continues to have significant negative impacts on ridership and revenue in the month of December. For the year, ridership is 21% below projections and the associated revenue is 30% below projections. The preceding discrepancy in percentages is primarily due to the no fare policy surrounding Hurricane Ida.
<u>Sales Tax</u>				
79,002,730	82,015,497	3,012,767	3.81%	Actual CNO sales tax collections through October have been received. These collections reflect a \$7.8m positive variance (14.5%) when compared to the budget. When compared to the same time period of 2020, these collections reflect a \$11.9m positive variance (24.2%).
<u>Labor and Fringe Benefits</u>				
78,663,313	71,134,456	7,528,857	9.57%	Labor and Fringes are below projections, \$7.5m (9.6%) through December. December was the twelfth full month post-transition for all RTA employees. The analysis continues for these two line items as some, but not all, issues have been resolved. Transactions for retirement, vacation and some other fringe benefits appear to be at the forefront of this variance.
<u>Services</u>				
11,274,722	9,806,761	1,467,961	13.02%	Most Services line items are under budget. Professional/Technical Services (data processing services, consultants, and other outside services, etc.) contributed \$1.4m to this positive variance.
<u>Materials and Supplies</u>				
10,497,230	7,318,573	3,178,657	30.28%	Diesel fuel prices for the month of December were budgeted at \$2.25/gal. (excl. \$0.21/gal. tax). Actual diesel fuel prices for December averaged \$2.31/gal. (before taxes), which was \$0.06/gal. over budget and \$0.15/gal. less than the average price for November. Diesel fuel consumption for December was 7,100 gallons under budget.
<u>Miscellaneous</u>				
532,945	270,812	262,133	49.19%	All Miscellaneous Expense line items, with the exception of Dues and Subscriptions are under budget through December. Travel and Meetings which includes not only travel but also the training budget contributed \$130k to the positive variance and Other Miscellaneous Expenses added another \$133k.

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
BUDGET TO ACTUAL COMPARISON
December 31, 2021
Unaudited**

	Current Month				Year to Date				Rev. CY2021 Annual Budget
	Budget	Actual	\$ Var.	%Var.	Budget	Actual	\$ Var.	%Var.	
Operating Revenues									
Passenger Fares	959,076	737,976	(221,100)	(23.05%)	9,528,536	7,110,242	(2,418,294)	(25.38%)	9,528,536
General Use Sales Tax	7,233,246	7,131,431	(101,815)	(1.41%)	69,616,254	70,690,807	1,074,553	1.54%	69,616,254
State Motor Vehicle Sales Tax	575,351	575,351	0	0.00%	6,056,330	6,056,330	0	0.00%	6,056,330
Hotel/Motel Sales Tax	316,364	572,156	255,792	80.85%	3,330,146	5,268,360	1,938,214	58.20%	3,330,146
Other Revenue	140,111	231,539	91,428	65.25%	1,574,550	1,767,237	192,687	12.24%	1,574,550
Total Operating Revenues	9,224,148	9,248,452	24,304	0.26%	90,105,816	90,892,976	787,159	0.87%	90,105,816
Operating Expenses									
Labor and Fringe Benefits	7,758,489	5,559,684	2,198,805	28.34%	78,663,313	71,134,456	7,528,857	9.57%	78,663,313
Services	1,027,334	1,083,397	(56,063)	(5.46%)	11,274,722	9,806,761	1,467,961	13.02%	11,274,722
Materials and Supplies	1,032,706	496,984	535,722	51.88%	10,497,230	7,318,573	3,178,657	30.28%	10,497,230
Utilities	130,910	103,310	27,600	21.08%	1,491,098	1,392,786	98,312	6.59%	1,491,098
Casualty & Liability	639,750	659,218	(19,468)	(3.04%)	7,774,400	7,655,532	118,868	1.53%	7,774,400
Taxes	38,543	26,343	12,200	31.65%	439,880	336,358	103,522	23.53%	439,880
Miscellaneous	37,470	29,325	8,145	21.74%	532,945	270,812	262,133	49.19%	532,945
Leases and Rentals	23,569	31,288	(7,719)	(32.75%)	223,268	213,773	9,495	4.25%	223,268
Total Operating Expenses (excl. Depr.)	10,688,771	7,989,548	2,699,223	25.25%	110,896,856	98,129,052	12,767,804	11.51%	110,896,856
Net Operating Revenue	(1,464,623)	1,258,905	2,723,528	(185.95%)	(20,791,040)	(7,236,077)	13,554,963	(65.20%)	(20,791,040)
TMSEL Legacy Costs									
TMSEL Pension Costs	0	0	0	0.00%	0	0	0	0.00%	0
TMSEL Health Benefit Costs	114,750	127,192	(12,442)	(10.84%)	1,379,000	1,403,071	(24,071)	(1.75%)	1,379,000
TMSEL Workers' Compensation Costs	17,500	146,193	(128,693)	(735.39%)	210,000	1,573,160	(1,363,160)	(649.12%)	210,000
TMSEL All Other Costs	45,100	42,134	2,966	6.58%	540,000	516,209	23,791	4.41%	540,000
Total TMSEL Legacy Costs	177,350	315,519	(138,169)	(77.91%)	2,129,000	3,492,440	(1,363,440)	(64.04%)	2,129,000
Net Revenue (Before Gov't. Asst.)	(1,641,973)	943,385	2,585,358	(157.45%)	(22,920,040)	(10,728,517)	12,191,523	(53.19%)	(22,920,040)
Maritime Operations									
Passenger Fares	49,918	77,226	27,308	54.71%	651,232	960,111	308,879	47.43%	651,232
Labor and Fringe Benefits	(28,319)	(17,508)	(10,811)	38.18%	(368,088)	(227,036)	(141,052)	38.32%	(368,088)
Services	(321,458)	(732,584)	411,126	(127.89%)	(4,074,842)	(8,791,003)	4,716,161	(115.74%)	(4,074,842)
Materials and Supplies	(81,240)	(59,625)	(21,615)	26.61%	(1,049,865)	(233,706)	(816,159)	77.74%	(1,049,865)
Casualty and Liability	(105,977)	0	(105,977)	100.00%	(1,271,823)	0	(1,271,823)	100.00%	(1,271,823)
Other Operating Expenses	(31)	(1,940)	1,909	(6157.74%)	(382)	(7,662)	7,280	(1905.68%)	(382)
Grant Expenses	(930,759)	(1,377,551)	446,792	(48.00%)	(11,139,306)	(11,819,096)	679,790	(6.10%)	(11,139,306)
Preventive Maintenance	0	0	0	0.00%	0	435,784	435,784	0.00%	0
Grant Revenues	715,285	866,650	151,365	21.16%	8,559,739	7,284,118	(1,275,621)	(14.90%)	8,559,739
State Subsidy	702,581	1,245,331	542,750	77.25%	8,693,335	12,398,491	3,705,156	42.62%	8,693,335
Total Maritime Operations	0	0	0	0.00%	0	0	0	0.00%	0
Government Operating Assistance									
Preventive Maintenance	1,026,925	1,063,544	36,619	3.57%	12,922,523	13,363,788	441,265	3.41%	12,922,523
State Parish Transportation	162,798	162,798	0	0.00%	1,953,576	1,953,576	0	0.00%	1,953,576
COVID Funding - RTA	5,031,981	0	(5,031,981)	(100.00%)	36,798,771	8,309,183	(28,489,588)	(77.42%)	36,798,771
COVID Funding - Ferries	0	0	0	0.00%	0	5,707,949	5,707,949	(100.00%)	0
Total Government Operating Assistance	6,221,704	1,226,342	(4,995,362)	(80.29%)	51,674,870	29,334,496	(22,340,374)	(43.23%)	51,674,870
Net Revenue (After Gov't. Asst.)	4,579,731	2,169,727	(2,410,004)	(52.62%)	28,754,830	18,605,980	(10,148,850)	(35.29%)	28,754,830

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
BUDGET TO ACTUAL COMPARISON
December 31, 2021
Unaudited**

	Current Month				Year to Date				CY2021 Annual Budget
	Budget	Actual	\$ Var.	%Var.	Budget	Actual	\$ Var.	%Var.	
Net Revenue (After Gov't. Asst.)	4,579,731	2,169,727	(2,410,004)	-52.62%	28,754,830	18,605,980	(10,148,850)	-35.29%	28,754,830
Government Non-Operating Rev. (Exp.)									
Federal - Capital	6,306,199	6,143,238	(162,961)	(2.58%)	23,355,419	16,127,105	(7,228,314)	(30.95%)	23,355,419
Local - Capital	3,576,000	1,560,681	(2,015,319)	(56.36%)	9,541,233	4,134,565	(5,406,668)	(56.67%)	9,541,233
Capital Expenditures	(9,882,199)	(7,703,918)	2,178,281	(22.04%)	(32,896,652)	(20,261,669)	12,634,983	(38.41%)	(32,896,652)
FEMA Project Worksheets	122,552	0	(122,552)	(100.00%)	1,058,160	226,306	(831,854)	(78.61%)	1,058,160
FEMA Project Worksheet Expenditures	(127,566)	0	127,566	(100.00%)	(1,073,200)	(226,307)	846,893	(78.91%)	(1,073,200)
Loss on Valuation of Assets	0	0	0	0	0	(482,842)	(482,842)	(100.00%)	0
Total Gov't. Non-Operating Rev. (Exp.)	(5,014)	0	5,014	(100.00%)	(15,040)	(482,842)	(467,802)	3110.39%	(15,040)
Total Revenues (Expenses) Before Capital Expenditures and Debt	4,574,717	2,169,727	(2,404,990)	(52.57%)	28,739,790	18,123,137	(10,616,653)	(36.94%)	28,739,790
Capital Expenditures									
Interest Income - Capital (bonds)	4,000	3,065	(935)	(23.39%)	24,000	45,141	21,141	88.09%	24,000
Debt Service	(671,770)	(776,700)	(104,930)	(15.62%)	(8,061,240)	(8,659,391)	(598,151)	(7.42%)	(8,061,240)
Total Capital Expenditures	(667,770)	(773,635)	(105,865)	(15.85%)	(8,037,240)	(8,614,250)	(577,010)	(7.18%)	(8,037,240)
Net Revenue less Capital Expenditures and Principal on Long Term Debt	3,906,947	1,396,092	(2,510,855)	64.27%	20,702,550	9,508,887	(11,193,663)	54.07%	20,702,550
Other Funding Sources									
Restricted Operating / Capital Reserve	(3,906,947)	(1,396,092)	(2,510,855)	64.27%	(20,702,550)	(9,508,887)	(11,193,663)	54.07%	(20,702,550)
Total Other Funding	(3,906,947)	(1,396,092)	(2,510,855)	64.27%	(20,702,550)	(9,508,887)	(11,193,663)	54.07%	(20,702,550)
Net Revenue / Expense	0	0	0	0.00%	0	0	0	0.00%	0
Prior Year CARES Act Funding	0	0	0	0.00%	0	6,370,005	6,370,005	100.00%	0
Depreciation - Local	110,000	94,172	15,828	14.39%	1,320,000	1,036,815	283,185	21.45%	1,320,000
Depreciation - Federal	1,850,000	1,781,397	68,603	3.71%	22,200,000	19,515,681	2,684,319	12.09%	22,200,000
Total Depreciation	1,960,000	1,875,569	84,431	4.31%	23,520,000	20,552,496	2,967,504	12.62%	23,520,000

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
ACTUAL TO ACTUAL COMPARISON
December 31, 2021
Unaudited**

	Current Month				Year to Date			
	Prior Yr.	Current Yr.	\$ Var.	%Var.	Prior Yr.	Current Yr.	\$ Var.	%Var.
Operating Revenues								
Passenger Fares	480,938	737,976	257,038	53.45%	6,798,322	7,110,242	311,920	4.59%
General Use Sales Tax	5,792,507	7,131,431	1,339,924	23.11%	57,914,235	70,690,807	12,776,572	22.06%
State Motor Vehicle Sales Tax	464,059	575,351	111,292	23.98%	5,383,882	6,056,330	672,448	12.49%
Hotel/Motel Sales Tax	136,004	572,156	436,152	320.69%	2,967,939	5,268,360	2,300,421	77.51%
Other Revenue	139,249	231,539	92,290	66.28%	2,153,216	1,767,237	(385,980)	(17.93%)
Total Operating Revenues	7,012,757	9,248,452	2,235,695	31.88%	75,217,594	90,892,975	15,675,381	20.84%
Operating Expenses								
Labor and Fringe Benefits	2,909,998	5,559,684	(2,649,686)	(91.05%)	10,351,041	71,134,456	(60,783,415)	(587.22%)
Services	4,525,612	1,083,397	3,442,215	76.06%	84,736,883	9,806,761	74,930,122	88.43%
Materials and Supplies	353,918	496,984	(143,065)	(40.42%)	2,989,303	7,318,573	(4,329,270)	(144.83%)
Utilities	143,852	103,310	40,543	28.18%	1,354,857	1,392,786	(37,929)	(2.80%)
Casualty & Liability	2,833,627	659,218	2,174,409	76.74%	9,817,670	7,655,532	2,162,138	22.02%
Taxes	37,711	26,343	11,368	30.14%	414,021	336,358	77,663	18.76%
Miscellaneous	34,326	29,325	5,001	14.57%	146,936	270,812	(123,876)	(84.31%)
Leases and Rentals	9,490	31,288	(21,798)	(229.69%)	126,799	213,773	(86,974)	(68.59%)
Total Operating Expenses (excl. Depr.)	10,848,534	7,989,548	2,858,986	26.35%	109,937,511	98,129,052	11,808,459	10.74%
Net Operating Revenue	(3,835,777)	1,258,905	5,094,681	(132.82%)	(34,719,916)	(7,236,077)	27,483,839	(79.16%)
TMSEL Legacy Costs								
TMSEL Pension Costs	(18,197,673)	0	18,197,673	0.00%	(18,197,673)	0	18,197,673	0.00%
TMSEL Health Benefit Costs	(716,764)	127,192	843,956	(117.75%)	544,105	1,403,071	858,966	157.87%
TMSEL Workers' Compensation Costs	109,988	146,193	36,205	32.92%	296,939	1,573,180	1,276,222	429.79%
TMSEL All Other Costs	(463,710)	42,134	505,844	(109.09%)	6,424	516,209	509,785	7935.68%
Total TMSEL Legacy Costs	(19,268,159)	315,619	19,583,678	(101.64%)	(17,350,206)	3,492,440	20,842,646	(120.13%)
Net Revenue (Before Gov't. Asst.)	15,432,382	943,385	(14,488,997)	(93.89%)	(17,369,710)	(10,728,517)	6,641,194	(38.23%)
Maritime Operations								
Passenger Fares	65,593	77,226	11,633	17.73%	538,855	960,111	421,256	78.18%
Labor and Fringe Benefits	(41,950)	(17,508)	24,442	(58.27%)	(150,763)	(227,036)	(76,273)	50.59%
Services	(1,479,516)	(732,584)	746,933	(50.48%)	(10,460,751)	(8,791,003)	1,669,748	(15.96%)
Materials and Supplies	(124,329)	(59,625)	64,704	(52.04%)	(330,636)	(233,706)	96,930	(29.32%)
Casualty and Liability	0	0	0	0.00%	0	0	0	0.00%
Other Operating Expenses	(35)	(1,940)	(1,905)	5444.16%	(25,323)	(7,662)	17,662	(69.74%)
Grant Expenses	(780,542)	(1,377,551)	(597,009)	76.49%	(3,720,562)	(11,819,096)	(8,098,535)	217.67%
Preventive Maintenance	0	0	0	0.00%	485,000	435,784	(49,216)	(10.15%)
Grant Revenues	512,728	866,650	353,922	69.03%	1,930,940	7,284,118	5,353,178	277.23%
State Subsidy	1,848,051	1,245,331	(602,720)	(32.61%)	11,733,240	12,398,491	665,250	5.67%
Total Maritime Operations	0	0	0	0.00%	0	0	0	0.00%
Government Operating Assistance								
Preventive Maintenance	748,163	1,063,544	315,380	42.15%	13,157,738	13,363,788	206,050	1.57%
State Parish Transportation	129,984	162,798	32,814	25.24%	1,927,905	1,953,576	25,671	1.33%
COVID Funding - RTA	6,482,631	0	(6,482,631)	0.00%	41,209,632	8,309,183	(32,900,449)	(79.84%)
COVID Funding - Ferries	0	0	0	0.00%	0	5,707,949	5,707,949	100.00%
Total Government Operating Assistance	7,360,778	1,226,342	(6,134,436)	(83.34%)	56,295,275	29,334,496	(26,960,779)	(47.89%)
Net Revenue (After Gov't. Asst.)	22,793,160	2,169,727	(20,623,433)	(90.48%)	38,925,565	18,605,980	(20,319,585)	(52.20%)

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
ACTUAL TO ACTUAL COMPARISON
December 31, 2021
Unaudited**

	Current Month				Year to Date			
	Prior Yr.	Current Yr.	\$ Var.	%Var.	Prior Yr.	Current Yr.	\$ Var.	%Var.
Net Revenue (After Gov't. Asst.)	22,793,160	2,169,727	(20,623,433)	-90.48%	38,925,565	18,605,980	(20,319,585)	-52.20%
Government Non-Operating Rev. (Exp.)								
Federal - Capital	672,822	6,143,238	5,470,415	813.05%	8,565,156	16,127,105	7,561,949	88.29%
Local - Capital	201,146	1,560,681	1,359,535	675.89%	2,247,779	4,134,565	1,886,785	83.94%
Capital Expenditures	(873,968)	(7,703,918)	(6,829,950)	781.49%	(10,812,935)	(20,261,669)	(9,448,734)	87.38%
FEMA Project Worksheets	0	0	0	100.00%	(259,960)	226,306	486,266	(187.05%)
FEMA Project Worksheets Expenditures	0	0	0	100.00%	259,960	(226,307)	(486,267)	(187.05%)
Loss on Valuation of Assets	0	0	0	0.00%	0	(482,842)	(482,842)	100.00%
Total Gov't. Non-Operating Rev. (Exp.)	0	0	0	0.00%	1	(482,842)	(482,843)	0.00%
Total Revenues (Expenses) Before Capital Expenditures and Debt	22,793,160	2,169,727	(20,623,433)	(90.48%)	38,925,565	18,123,137	(20,802,428)	(53.44%)
Capital Expenditures								
Interest Income - Capital (bonds)	144,616	3,065	(141,552)	(97.88%)	249,543	45,141	(204,402)	(81.91%)
Debt Service	(1,210,208)	(776,700)	433,508	(35.82%)	(9,617,445)	(8,659,391)	(958,054)	9.96%
Total Capital Expenditures	(1,065,591)	(773,635)	291,956	(27.40%)	(9,367,902)	(8,614,250)	753,652	(8.05%)
Net Revenue less Capital Expenditures and Principal on Long Term Debt	21,727,569	1,396,092	(20,331,477)	93.57%	29,557,664	9,508,887	(20,048,776)	67.83%
Other Funding Sources								
Restricted Operating / Capital Reserve	(21,727,569)	(1,396,092)	20,331,477	(93.57%)	(29,557,664)	(9,508,887)	20,048,776	(67.83%)
Total Other Funding	(21,727,569)	(1,396,092)	20,331,477	(93.57%)	(29,557,664)	(9,508,887)	20,048,776	(67.83%)
Net Revenue / Expense	0	0	0	0.00%	0	0	0	0.00%
Prior Year CARES Act Funding	0	0	0	0.00%	0	6,370,005	6,370,005	100.00%
Depreciation - Local	94,288	94,171.78	116	0.12%	1,131,451	1,036,815	94,636	8.36%
Depreciation - Federal	1,736,694	1,781,397.25	(44,704)	(2.57%)	21,390,685	19,515,681	1,875,004	8.77%
Total Depreciation Expense	1,830,981	1,875,569.03	(44,588)	(2.44%)	22,522,136	20,552,496	1,969,641	8.75%

REGIONAL TRANSIT AUTHORITY
STATEMENT OF NET POSITION
AS OF DECEMBER 31, 2021 AND 2020

	2021	2020
ASSETS AND DEFERRED OUTFLOW OF RESOURCES		
CURRENT ASSETS:		
Cash	\$ 46,084,791	43,188,198
Accounts Receivable (net)	47,051,141	46,467,445
Prepaid Expenses and other assets	3,320,499	3,775,816
Inventory	696,575	841,419
Total Current Assets	97,153,006	94,272,878
Restricted assets, cash and investments		
Ferry Operating Subsidy	0	
1991 series bond trustee accounts	0	0
2020 series bond trustee accounts	10,443,950	6,541,054
2000 series bond trustee accounts	0	
2010 series bond trustee accounts	396,045	396,017
Self-Insurance Reserve	1,415,000	1,415,000
Total restricted assets	12,254,994	8,352,072
Net Pension Assets	7,541,497	8,144,429
Net OPEB Assets	0	0
Property, buildings and equipment, net	286,791,568	276,271,863
Total noncurrent assets	294,333,065	284,416,292
TOTAL ASSETS	403,741,066	387,041,242
DEFERRED OUTFLOW OF RESOURCES		
Deferred charges - prepaid bond	364,588	346,701
Pension deferrals	131,355	131,355
OPEB deferrals	1,079,252	1,079,252
Total Deferred Outflows of Resources	1,575,195	1,557,308
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 405,316,261	\$ 388,598,550

REGIONAL TRANSIT AUTHORITY
STATEMENT OF NET POSITION
AS OF DECEMBER 31, 2021 AND 2020

	2021	2020
LIABILITIES, DEFERRED INFLOW OF RESOURCES AND NET POSITION		
CURRENT LIABILITIES (PAYABLE FROM CURRENT ASSETS)		
Accounts payable, accrued expenses, and deferred credits	\$ 34,746,711	28,266,274
Current portion of legal and small claims	2,772,120	2,772,120
Current portion of OPEB Liability	1,207,351	1,207,351
Due to Transdev	235,614	
	<u>38,961,796</u>	<u>32,245,745</u>
Total Current Liabilities (payable from current assets)	38,961,796	32,245,745
CURRENT LIABILITIES (PAYABLE FROM RESTRICTED ASSETS)		
Current portion of accrued bond interest	1,653,120	1,031,132
Current portion of bonds payable net	4,755,000	3,993,320
Current portion of debt service assistance fund loan		
	<u>6,408,120</u>	<u>5,024,452</u>
Total Current Liabilities (payable from restricted assets)	6,408,120	5,024,452
LONG-TERM LIABILITIES		
Accrued bond interest less current portion	-	0
Legal and small claims less current portion	15,003,257	16,027,593
Bonds-Payable less current portion net	95,662,379	97,269,480
Net Pension Liability		602,932
Total OPEB Liability	5,783,026	5,783,026
Debt service assistance fund loan less current portion	-	
	<u>116,448,662</u>	<u>119,683,031</u>
Total long-term liabilities	116,448,662	119,683,031
TOTAL LIABILITIES	161,818,578	154,434,909
DEFERRED INFLOW OF RESOURCES		
Pension Deferrals	11,196,614	11,196,614
OPEB Deferrals	186,423	186,423
Deferred Refunding Gain	2,627,278	2,627,278
TOTAL DEFERRED INFLOWS OF RESOURCES	14,010,315	14,010,315
NET POSITION		
Invested in capital assets, net of related debt	184,721,069	175,009,063
Restricted for Debt Service	12,254,994	8,268,941
Unrestricted	32,511,305	36,875,323
	<u>229,487,368</u>	<u>220,153,327</u>
Total net position	229,487,368	220,153,327
TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES, AND NET POSITION	\$ 405,316,261	\$ 388,598,550

Regional Transit Authority
 Financial Performance Indicators
 December 31, 2021
 (Excludes Ferry Operations)

	Company-wide		Fixed Route Bus		Streetcar		Paratransit	
	Current Mo.	Year-to-date	Current Mo.	Year-to-date	Current Mo.	Year-to-date	Current Mo.	Year-to-date
Ridership (Unlinked Trips)	617,238	7,052,854	400,378	4,516,486	203,479	2,393,558	13,381	142,810
Total Platform Hours	61,161	744,922	40,824	479,827	11,448	147,547	8,889	117,547
Passenger Revenue	737,976	7,110,241	500,399	4,477,995	218,540	2,412,325	19,037	219,922
Operating Expenses	7,989,548	98,129,052	4,742,518	55,447,544	2,091,901	26,655,230	1,155,128	16,026,277
Operating Cost Per Platform Hour	130.63	131.73	116.17	115.56	182.73	180.66	129.95	136.34
Annual Budgeted Cost Per Platform Hour		140.47		132.69		185.29		119.88
Farebox Recovery Rate	9.24%	7.25%	10.55%	8.08%	10.45%	9.05%	1.65%	1.37%
Operating Cost Per Unlinked Trip	12.94	13.91	11.85	12.28	10.28	11.14	86.33	112.22
Passenger Revenue Per Unlinked Trip	1.20	1.01	1.25	0.99	1.07	1.01	1.42	1.54
Subsidy per Unlinked Trip	11.74	12.90	10.60	11.29	9.21	10.13	84.91	110.68

**Regional Transit Authority
Financial Performance Indicators
Current to Prior Year Comparison**

REPORT FOR THE MONTH

	Company-wide			Fixed Route Bus			Streetcar			Paratransit		
	For the Month Ended December 31, 2021	2020	Variance	For the Month Ended December 31, 2021	2020	Variance	For the Month Ended December 31, 2021	2020	Variance	For the Month Ended December 31, 2021	2020	Variance
Ridership (Unlinked Trips)	617,238	540,535	76,703	400,378	373,474	26,904	203,479	156,678	46,801	13,381	10,383	2,998
Total Platform Hours	61,161	64,150	(2,989)	40,824	38,745	2,079	11,448	15,620	(4,172)	8,889	9,785	(896)
Passenger Revenue	737,976	481,129	256,848	500,399	323,410	176,989	218,540	140,393	78,147	19,037	17,326	1,711
Operating Expenses	7,989,548	7,220,379	769,169	4,742,518	4,273,000	469,519	2,091,901	2,002,938	88,963	1,155,128	944,441	210,687
Operating Cost Per Platform Hour	130.63	112.55	18.08	116.17	110.28	5.89	182.73	128.23	54.50	129.95	96.52	33.43
Annual Budgeted Cost Per Plat. Hour	140.47	123.38	17.09	132.69	123.89	8.80	185.29	137.82	47.47	119.88	100.14	19.74
Farebox Recovery Rate	9.24%	6.66%	2.57%	10.55%	7.57%	2.98%	10.45%	7.01%	3.44%	1.65%	1.83%	-0.19%
Operating Cost Per Unlinked Trip	12.94	13.36	(0.42)	11.85	11.44	0.41	10.28	12.78	(2.50)	86.33	90.96	(4.63)
Passenger Revenue Per Unlinked Trip	1.20	0.89	0.31	1.25	0.87	0.38	1.07	0.90	0.17	1.42	1.67	(0.25)
Subsidy per Unlinked Trip	11.74	12.47	(0.73)	10.60	10.57	0.03	9.21	11.88	(2.67)	84.91	89.29	(4.38)

**Regional Transit Authority
Financial Performance Indicators
Current to Prior Year Comparison**

YEAR-TO-DATE REPORT

	Company-wide			Fixed Route Bus			Streetcar			Paratransit		
	For 12 Months Ending December 31, 2021	2020	Variance	For 12 Months Ending December 31, 2021	2020	Variance	For 12 Months Ending December 31, 2021	2020	Variance	For 12 Months Ending December 31, 2021	2020	Variance
Ridership (Unlinked Trips)	7,052,854	6,639,670	413,184	4,516,486	4,444,687	71,799	2,393,558	2,060,271	333,287	142,810	134,712	8,098
Total Platform Hours	744,922	776,948	(32,027)	479,827	487,224	(7,396)	147,547	171,684	(24,136)	117,547	118,041	(494)
Passenger Revenue	7,110,241	6,798,510	311,731	4,477,995	4,522,014	(44,019)	2,412,325	2,059,061	353,264	219,922	217,435	2,486
Operating Expenses	98,129,052	103,719,313	(5,590,261)	55,447,544	63,562,863	(8,115,319)	26,655,230	25,761,632	893,599	16,026,277	14,394,819	1,631,459
Operating Cost Per Platform Hour	131.73	133.50	(1.77)	115.56	130.46	(14.90)	180.66	150.05	30.61	136.34	121.95	14.39
Annual Budgeted Cost Per Plat. Hour	140.47	123.38	17.09	132.69	123.89	8.80	185.29	137.82	47.47	119.88	100.14	19.74
Farebox Recovery Rate	7.25%	6.55%	0.69%	8.08%	7.11%	0.96%	9.05%	7.99%	1.06%	1.37%	1.51%	-0.14%
Operating Cost Per Unlinked Trip	13.91	15.62	(1.71)	12.28	14.30	(2.02)	11.14	12.50	(1.36)	112.22	106.86	5.36
Passenger Revenue Per Unlinked Trip	1.01	1.02	(0.01)	0.99	1.02	(0.03)	1.01	1.00	0.01	1.54	1.61	(0.07)
Subsidy per Unlinked Trip	12.90	14.60	(1.70)	11.29	13.28	(1.99)	10.13	11.50	(1.37)	110.68	105.25	5.43



Board Report and Staff Summary

File #: 22-010

Board of Commissioners

Napoleon Avenue Facility Renovation and Rebuild-403 Napoleon Avenue

DESCRIPTION: Stabilization of building to prevent further damage and degradation	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive Officer to award a contract to CDW Services, LLC in the amount of \$4,742,000.00 for the Scope of Work designated as Base Bid and Alternate 1 items in the Louisiana Uniform Public Bid Form.

ISSUE/BACKGROUND:

The Napoleon Avenue Facility is a historic building that was built in 1892 as a power station for the historic St. Charles Streetcar Line. It was later used as a training and storage facility. In 2005 the building was severely damaged during Hurricane Katrina, which triggered the need to plan for repairs and renovation of the facility. This project is to bring the building to a warm, safe dry status, limited to structural, mechanical, and electrical services to prevent further damage and degradation. This project has been closely coordinated with FTA, SHPO and FEMA.

DISCUSSION:

An engineering package which details the scope of work has been completed by Landmark Consulting. The drawings and specifications were the documents provided to potential bidders by way of the RTA ProcureWare System. The funding available will be sufficient for items designated as base bid and alternate 1 as per the Engineering Package.

FINANCIAL IMPACT:

The construction funding is being made available by the following sources: LA04-0038 in the amount of \$2,121,152.00, FEMA PW #4159 in the amount of \$686,117.00 and 2022 fiscal year local budget in the amount of \$1,934,731.00. Total from all three sources is \$4,742,000.00.

NEXT STEPS:

Upon RTA Board approval, an award letter will be issued to CDW Services, LLC and a purchase order will be requested.

ATTACHMENTS:

1. Resolution

2. CDW Services, LLC Base Bid Description of Work
3. Landmark Consulting Estimate of Probable Cost

Prepared By: Rose Quezergue, rquezergue@rtforward.org
Title: Project Manager II

Reviewed By: Lona Edwards-Hankins, lhankins@rtforward.org
Title: Deputy CEO of Planning, Infrastructure and Information Technology

Reviewed By: Gizelle Johnson Banks
Title: Chief Financial Officer



2/2/2022

Alex Wiggins
Chief Executive Officer

Date



RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

**REQUEST AUTHORIZATION TO AWARD CONTRACT TO CDW SERVICES, LLC FOR
NAPOLEON AVENUE FACILITY STABILIZATION PROJECT**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, the Napoleon Avenue Facility is a historic building that was built in 1892 as a power station for the historic St. Charles Streetcar Line; and

WHEREAS, it was later used as a training, and storage facility. In 2005 the building was severely damaged during Hurricane Katrina which triggered the need to plan for repairs and renovation of the facility; and

WHEREAS, this project is to bring the building to a warm, safe dry status, limited to structural, mechanical, and electrical services to prevent further damage and degradation. This project has been closely coordinated with FTA, SHPO and FEMA; and

WHEREAS, an engineering package which details the scope of work has been completed by Landmark Consulting. The drawings and specifications were the documents provided to potential bidders by way of the RTA ProcureWare System; and

WHEREAS, the funding available will be sufficient for items designated as base bid and alternate 1 as per the Engineering Package; and



RESOLUTION NO. _____

Page 2

WHEREAS, the construction funding is being made available by the following sources: LA04-0038 in the amount of \$2,121,152.00, FEMA PW #4159 in the amount of \$686,117.00 and 2022 fiscal year local budget in the amount of \$1,934,731.00. Total from all three sources is \$4,742,000.00; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority (RTA) that the Chairman of the Board, or his designee, authorization to award CDW Services, LLC contract for Napoleon Avenue Facility Renovation and Rebuild of 403 Napoleon Avenue.

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: _____
NAYS: _____
ABSTAIN: _____
ABSENT: _____

AND THE RESOLUTION WAS ADOPTED ON THE 22TH DAY OF FEBRUARY, 2022.

FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: New Orleans Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119
ATTN: Procurement Department
(Owner to provide name and address of owner)

BID FOR: Napoleon Facility Renovation and Upgrade
IFB 2021-031

(Owner to provide name of project and other identifying information)

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: Regional Transit Authority and dated: October 22, 2021
(Owner to provide name of entity preparing bidding documents.)

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) 1, 2.

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:
Three Million Eight Hundred Seventy Thousand Dollars (\$ 3,870,000)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:

New asphalt shingle roof to be installed over plywood sheathing on 8" insulated metal panels Dollars (\$ 872,000.⁰⁰/₁₀₀)
Eight Hundred Seventy Two Thousand Dollars

Alternate No. 2 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:

New asphalt shingle roof to be installed over plywood sheathing on 2x6" T&G wood deck boards Dollars (\$ 659,000.⁰⁰/₁₀₀)
Six Hundred Fifty Nine Thousand Dollars

Alternate No. 3 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:

Dollars (\$ _____)

NAME OF BIDDER: C.D.W. SERVICES LLC

ADDRESS OF BIDDER: 3500 N CAUSEWAY BLVD, STE 1208, METAIRIE, LA 70002

LOUISIANA CONTRACTOR'S LICENSE NUMBER: 45228

NAME OF AUTHORIZED SIGNATORY OF BIDDER: Christopher Walker

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: Managing Member

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **: 

DATE: 12/14/2021

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** If someone other than a corporate officer signs for the Bidder/Contractor, a copy of a corporate resolution or other signature authorization shall be required for submission of bid. Failure to include a copy of the appropriate signature authorization, if required, may result in the rejection of the bid unless bidder has complied with La. R.S. 38:2212(A)(1)(c) or RS 38:2212(O).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA RS 38: 2218.A is attached to and made a part of this bid.

**LOUISIANA UNIFORM PUBLIC WORK BID FORM
UNIT PRICE FORM**

TO: New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

BID FOR: IFB 2021-031

Napoleon Facility Renovation and Upgrade

(Owner to provide name of project and other identifying information)

UNIT PRICES: This form shall be used for any and all work required by the Bidding Documents and described as unit prices. Amounts shall be stated in figures and only in figures.

DESCRIPTION:	<input checked="" type="checkbox"/> Base Bid or <input type="checkbox"/> Alt. # _____	UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
REF. NO. Napoleon Facility Renovation and Upgrade	QUANTITY: 1	UNIT OF MEASURE: LUMP SUM	
DESCRIPTION: <input type="checkbox"/> Base Bid or <input type="checkbox"/> Alt. # _____		UNIT PRICE	UNIT PRICE EXTENSION (Quantity times Unit Price)
REF. NO.	QUANTITY:	UNIT OF MEASURE:	

\$3,870,000.00

\$ 3,870,000.00

Warning for "DESCRIPTION" is to be provided by the Owner.
All quantities are estimated. The contractor will be paid based upon actual quantities as verified by the Owner



AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
CDW Services, LLC

**3500 N Causeway Blvd, Ste 1208
Metairie, LA 70002**

OWNER:
(Name, legal status and address)

**New Orleans Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119
BOND AMOUNT: 5% of Amount Bid**

SURETY:
(Name, legal status and principal place of business)

**Merchants National Bonding, Inc
P.O. Box 14498
Des Moines, IA 50306**

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

PROJECT:
(Name, location or address, and Project number, if any)

Napoleon Ave Building Facility Building Renovation & Upgrade IFB #2021-031

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **14th** day of **December** **2021**


(Witness)

CDW Services, LLC
(Principal) _____ *(Seal)*
(Title) Managing Member


(Witness)

Merchants National Bonding, Inc
(Surety) _____ *(Seal)*
(Title) LaKala Carter, Attorney-in-Fact

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.



MERCHANTS BONDING COMPANY™

POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Adam Harris; Benjamin P Dycus; Brian L Sewell; Kenneth Albert; LaKala Carter; Melissa Propst; Steven M Baas

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 11th day of February, 2020

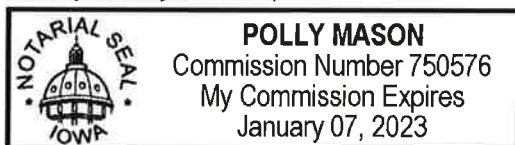


MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 11th day of February 2020, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Polly Mason
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 14th day of Dec. 2021



William Warner Jr.
Secretary



BUY AMERICA

CERTIFICATE OF COMPLIANCE WITH SECTION 165(a)

The bidder or proposer hereby certifies that it will comply with the requirements of section 165(a) of the Surface Transportation Assistance Act of 1982, as amended, and the applicable regulations in 49 CFR part 661.

Date 12/14/2021

Signature



Company Name C.D.W .SERVICES LLC

Title Managing Member

RTA Project No. IFB #2021-031

**CERTIFICATION ON PRIMARY PARTICIPANT
REGARDING DEBARMENT, SUSPENSION, AND
OTHER RESPONSIBILITY MATTERS**

The Primary Participant (Potential Contractor for a major third party contract), certifies to the best of its knowledge and belief, that it and its principles:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency;
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, State, or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(If the primary participant is unable to certify to any of the statements in this certification, the participants shall attach an explanation to this certification.)

THE PRIMARY PARTICIPANT, (POTENTIAL CONTRACTOR FOR A MAJOR THIRD PARTY CONTRACT, CERTIFIES OR AFFIRMS THAT TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTION 3801 ET SEQ ARE APPLICABLE HERETO.

COMPANY C.D.W .SERVICES LLC

ADDRESS 3500 N Causeway Blvd, Ste 1208, Metairie, LA 70002

DATE 12/14/2021



Signature of Offeror's Authorized Representative

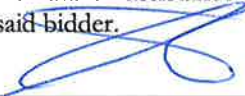
NON-COLLUSION AFFIDAVIT

STATE OF LOUISIANA

PARISH OF ORLEANS

Christopher Walker, being first duly sworn, deposes and says that:

- (1) He is (Owner) (Partner) (Officer) (Representative) or (Agent), of C.D.W.SERVICES LLC, the Contractor that has submitted the attached bid;
- (2) Such Bid is genuine and is not a collusive or sham Bid.
- (3) The attached bid is not made in the interest of or on behalf of any undisclosed person, partnership, company association, organization or corporation; that such bid is genuine and not collusive or sham; that said bidder has not, directly or indirectly, induced or solicited any other bidder to put in a false or sham bid, and has not, directly or indirectly colluded, conspired connived or agreed with any bidder or anyone else to put on a sham bid, or refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the bid price of said bidder or any other bidder, or to fix any overhead, profit, or cost element of such bid price or that of any other bidder, or to secure any advantage against RTA or anyone interested in the proposed contract; that all statements contained in such bid are true; that said bidder has not, directly or indirectly, submitted his bid price or any breakdown thereof or the contents thereof, or divulged information or data relative thereto, or paid or agreed to pay, directly or indirectly, any money or other valuable consideration for assistance or aid rendered or to be rendered in procuring or attempting to procure the contract above referred to, to any corporation, partnership, company, association, organization or to any member or agent thereof, or to any other individual; and further that said bidder will not pay or agree to pay directly or indirectly, any money or other valuable consideration to any corporation, partnership, company, association, organization or to any member or agent thereof, or to any individual, for aid or assistance in securing contract above referred to in the event the same is awarded to said bidder.

Signed: 

Title: Managing Member

Sworn to me and subscribed in my presence this 13th day of December, A.D., 2021


NOTARY PUBLIC

PATRICIA B. SCHOF
Notary Public, State of Louisiana
Notary ID # 49624
My Comm. Expires At Death



CERTIFICATION OF RESTRICTIONS ON LOBBYING

I, Christopher Walker hereby certify on
(Name and Title of Offeror Official)

behalf of C.D.W .SERVICES LLC that:
(Name of Offeror)

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influenced an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Executed this 14TH day December, 2021.

BY [Signature]

Witnesses: [Signature]
(Signature of Authorized Official)

Managing Member
(Title of Authorized Official)

Sworn to and subscribed before me on this 13th day of December 2021

Notary Public In and For Jefferson Parish/County

State of Louisiana

PATRICIA B. SCHOF
Notary Public, State of Louisiana
Notary ID # 49629
My Comm. Expires 11/2021



PARTICIPANT INFORMATION FORM

All offerors are required to submit the information contained on this form. This information is a condition of submitting an offer to the RTA. Offerors must insure that **ALL** sub-contractors, sub-contractors or others at all tiers, which are proposed to be used or used under any agreement issued by RTA have submitted an executed copy of this form. RTA is required to maintain this information by the Federal Transit Administration and it is not subject to waiver.

Firm Name C.D.W .SERVICES LLC

Firm Address 3500 N Causeway Blvd, Ste 1208, Metairie, LA 70002

Telephone Number 504.828.2061

Fax Number 504.828.2063

E-Mail Address cdwbids@cdwservices.com

Firm's status as Disadvantaged Business Enterprise (DBE) or Non- DBE DBE

Age of the firm 16 years

Annual gross receipts of the firm \$9.85M

Prime or Sub-Contractor Prime

NAICS code (s) 236220, 236210

I certify to the best of my knowledge that the above information is true and correct:

Signature  _____

Title Managing Member

Date 12/14/2021

RTA Project No. IFB #2021-031

FAILURE TO PROVIDE AN EXECUTED COPY OF THIS FORM AS STIPULATED HEREIN MAY PRECLUDE YOUR OFFER FROM CONSIDERATION FOR AWARD.



C.D.SER-01

ABROUSSARD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/27/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Ellsworth Corporation 3636 S. I-10 Service Road W. Suite 100 Metairie, LA 70001	CONTACT NAME: PHONE (A/C, No, Ext): (504) 455-4545	FAX (A/C, No): (504) 888-6645
	E-MAIL ADDRESS:	
INSURED C.D.W. Services, LLC 721 Papworth Ave. Suite 101 Metairie, LA 70005	INSURER(S) AFFORDING COVERAGE	
	INSURER A : National Fire Insurance Co of Hartford	
	INSURER B : Allied World Assurance Company Inc.	
	INSURER C :	
	INSURER D :	
	INSURER E :	
		NAIC # 19489

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			6079036423	8/30/2021	8/30/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			HSLR18-07170-02	8/30/2021	8/30/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			6079036454	8/30/2021	8/30/2022	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ Aggregate \$ 4,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below			6079036437	8/30/2021	8/30/2022	<input checked="" type="checkbox"/> PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liabil			03085908	8/30/2021	8/30/2022	2,000,000
A	Equipment Floater			6079036423	8/30/2021	8/30/2022	Rented/Leased 200,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Blanket Additional Insured on General Liability and Auto as required by written contract. Blanket Waiver of Subrogation on General Liability, Auto, and Workers Compensation as required by written contract. General Liability and Auto are primary and non-contributory as required by written contract.

CERTIFICATE HOLDER New Orleans Regional Transit Authority 2817 Canal Street New Orleans, LA 70119	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

DBE FORM 1 - CONTRACT PARTICIPATION AND DBE COMMITMENT Continuation Page

MUST BE SUBMITTED AT TIME OF SUBMISSION.

Project Title: Napoleon Facility Renovation & Upgrade

Project No.: IFB #2021-031

Project Type (Specify DBE or SLDBE): DBE

DBE Contract Goal: 30.8 %

A	B	C	D	F	G
FIRM ROLE <i>(Prime, sub-tier 2, sub-tier 3 manufacturer, supplier, etc.)</i>	FIRM NAME AND ADDRESS	PRINCIPAL CONTACT NAME AND PHONE NUMBER	WORK TO BE SUBCONTRACTED/GOODS / SERVICES TO BE PURCHASED	% VALUE OF WORK/ PURCHASES	DBE, SLDBE or non-DBE
PRIME	C.D.W. Services LLC 3500 N Causeway Blvd, Ste 1208 Metairie, LA 70002	Christopher Walker 504-828-2061	General Conditions, coordination of work, supervision, caulking, installation of ladders	48.43 %	SLDBE/DBE
SUB/TIER 2	Adam Woodlery Painting 516 Stewart Ave River Ridge, LA 70123	Adam Woodlery 504.655.5742	Painting	2.24 %	NON DBE
Sub/Tier 2	DRP masonry	504.835.1756	Masonry	21.25 %	NON DBE
Sub/Tier 2	BARNES ELECTRIC	504.835.1756	Electric	8.27 %	NON DBE
Sub/Tier 2	AUTHENTIC AIR	504.421.2647	HVAC	0.97 %	NON DBE
Sub/Tier 2	MJM Plumbing	985.649.4144	Plumbing	2.06 %	NON DBE
Sub/Tier 2	Jefferson Sprinkler	504.393.7699	Sprinkler	3.12 %	NON DBE
Sub/Tier 2	Superior Steel	225.456.1258	Steel	4.15 %	NON DBE
Sub/Tier 2	Southern Walls	504.822.8063	Glazing	9.54 %	NON DBE

TOTAL VALUE OF PARTICIPATION FROM CONTINUATION PAGES:

**Supplier/Manufacturer/Purchase/Dealer work is counted at 60% participation toward DBE goal.*

TOTAL VALUE OF PARTICIPATION:

	%	%
Enter Total Bid Amount	Total Must Equal 100%	Total DBE Participation
\$ 3,870,000	100 %	48.43 %

ff Total DBE participation is less than the goal, refer to the Good Faith Efforts section of the instructions and attach a Schedule C and all other necessary documentation. Firms must be DBE certified with an authorized agent of the LAUCP to count participation towards the goal.

The undersigned prime firm will enter into a formal written agreement with the subcontractors / consultants/ vendors identified herein for work and/or goods and services as shown in this schedule, conditioned upon the execution of a contract with the RTA. The undersigned agrees to be contractually bound to maintain the level of DBE participation set forth above. Failure to comply with this agreement constitutes breach of contract.

Signature:  Date: 12/14/2021

Printed Name: Christopher Walker Title: Managing Member

RTA  **Regional Transit Authority**
DBE FORM 2 - DBE PARTICIPATION QUESTIONNAIRE

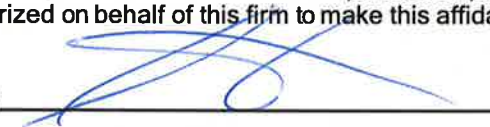
INSTRUCTIONS: Unless otherwise instructed by the Bidding Documents, this form must be submitted at time of Submission. This information is to be collected and documented for all federally funded projects as required by the Department of Transportation 49 CFR Part 26. All items requested on the form are required, if an item is not applicable, respondents shall enter *NIA*. Each prime firm participating as a joint venture should complete a separate form and indicate (Item 9) that the response is a joint venture.

1. Project name, project number and date of submittal: Napoleon Facility Renovation & Upgrade IFB #2021-031 12/14/2021	2. Official name of firm: C.D.W. Services LLC Indicate if prime or subcontractor: PRIME	3. Address of office to perform work: 3500 N Causeway Blvd, Ste 1208 Metairie, LA 70002																
4. Name of parent company, if any: N/A	Location of headquarters (city): 5. Metairie, LA	6. Age of firm: 16 years																
7. Name, title, and telephone number of principal contact: Christopher Walker Managing Member 504-828-2061	8. Indicate Special Status: Small business <input type="checkbox"/> SLDBE certified <input checked="" type="checkbox"/> Minority-owned business <input checked="" type="checkbox"/> LAUCP DBE certified* Woman-owned business <input type="checkbox"/> SBE certified* *A firm participating as a DBE or SBE must be certified by the Louisiana Unified Certification Program (LAUCP) by the date of submittal. Current letter of certification shall be attached.																	
9. Is this submittal a joint venture (JV)? <input type="radio"/> Yes <input checked="" type="radio"/> No	10. Summary of firm's annual revenues, insert index number: Last Year 2 Years ago 3 Years ago 6 6 6																	
If so, has the JV worked together before? <input type="radio"/> Yes <input type="radio"/> No	Ranges of annual revenues received: <table border="0"> <tr> <td>Index</td> <td></td> <td>Index</td> <td></td> </tr> <tr> <td>1</td> <td>less than \$500,000</td> <td>4</td> <td>\$2,000,000 to \$4,000,000</td> </tr> <tr> <td>2</td> <td>\$4,000,000 to \$5,000,000</td> <td>5</td> <td>\$5,000,000 to \$6,000,000</td> </tr> <tr> <td>3</td> <td>\$5,000,000 to \$6,000,000</td> <td>6</td> <td>\$6,000,000 or greater</td> </tr> </table>		Index		Index		1	less than \$500,000	4	\$2,000,000 to \$4,000,000	2	\$4,000,000 to \$5,000,000	5	\$5,000,000 to \$6,000,000	3	\$5,000,000 to \$6,000,000	6	\$6,000,000 or greater
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AFFIRMATIONS:

D I have reviewed the attached DBE Form I Schedule of Contract Participation and DBE Commitment and confirm that the scope and price described was fairly negotiated. I further affirm that my firm is ready, willing, and able to perform the work as described and according to the requirements of the bid specifications.

D I do solemnly declare and affirm under the penalties of perjury that the contents of this document are true and correct, and that I am authorized on behalf of this firm to make this affidavit.

Signature:  Date: 12/14/2021
 Printed Name: Christopher Walker Title: Managing Member

PARTICIPANT INFORMATION FORM

All offerors are required to submit the information contained on this form. This information is a condition of submitting an offer to the RTA. Offerors must insure that **ALL** sub-contractors, sub-contractors or others at all tiers, which are proposed to be used or used under any agreement issued by RTA have submitted an executed copy of this form. RTA is required to maintain this information by the Federal Transit Administration and it is not subject to waiver.

Firm Name Adam Woolery Painting, LLC
Firm Address 516 Stewart Ave., River Ridge, LA 70123
Telephone Number 504-655-5742
Fax Number N/A
E-Mail Address woolerypainting@yahoo.com
Firm's status as Disadvantaged Business Enterprise (DBE) or Non-DBE Non DBE
Age of the firm 11 yrs
Annual gross receipts of the firm 1,750,000.00
Prime or Sub-Contractor Sub-Contractor
NAICS code (s) 238320
I certify to the best of my knowledge that the above information is true and correct:
Signature Adam Woolery
Title Owner
Date 12-14-21
RTA Project No. 2021-031

FAILURE TO PROVIDE AN EXECUTED COPY OF THIS FORM AS STIPULATED HEREIN MAY PRECLUDE YOUR OFFER FROM CONSIDERATION FOR AWARD.

RTA  **Regional Transit Authority**
DBE FORM 2 - DBE PARTICIPATION QUESTIONNAIRE

INSTRUCTIONS: Unless otherwise instructed by the Bidding Documents, this form must be submitted at time of Submission. This information is to be collected and documented for all Federally funded projects as required by the Department of Transportation 49 CFR Part 26. All items requested on the form are required, if an item is not applicable, respondents shall enter *N/A*. Each prime firm participating as a joint venture should complete a separate form and indicate (Item 9) that the response is a joint venture.

1. Project name, project number and date of submittal: Napoleon Facility Renovation upgrade #2021-031 12/14/21	2. Official name of firm: Adam Woolery Painting, LLC Indicate if prime or subcontractor: Subcontractor	3. Address of office to perform work: 403 Napoleon Ave. New Orleans, LA 70130																		
4. Name of parent company, if any: N/A	5. Location of headquarters (city): 516 Stewart Ave. River Ridge, LA 70123	6. Age of firm: 11 years																		
7. Name, title, and telephone number of principal contact: Adam Woolery - Owner (504) 655-5742	8. Indicate Special Status: <input type="checkbox"/> Small business <input checked="" type="checkbox"/> Minority-owned business <input type="checkbox"/> Woman-owned business <input type="checkbox"/> SLDBE certified <input type="checkbox"/> LAUCP DBE certified* <input type="checkbox"/> SBE certified* <small>*A firm participating as a DBE or SBE must be certified by the Louisiana Unified Certification Program (LAUCP) by the date of submittal. Current letter of certification shall be attached.</small>																			
9. Is this submittal a joint venture (JV)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	10. Summary of firm's annual revenues, insert index number: Last Year 2 Years ago 3 Years ago																			
If so, has the JV worked together before? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3">Ranges of annual revenues received:</th> </tr> <tr> <th style="text-align: left;">Index</th> <th style="text-align: left;">Index</th> <th></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>less than \$500,000</td> <td>4 \$2,000,000 to</td> </tr> <tr> <td></td> <td>\$4,000,000</td> <td>2 \$500,000-\$1,000,000</td> </tr> <tr> <td></td> <td>3 \$5,000,000 to \$6,000,000</td> <td>5</td> </tr> <tr> <td></td> <td>3 \$1,000,000 to \$2,000,000</td> <td>6 \$6,000,000 or greater</td> </tr> </tbody> </table>		Ranges of annual revenues received:			Index	Index		1	less than \$500,000	4 \$2,000,000 to		\$4,000,000	2 \$500,000-\$1,000,000		3 \$5,000,000 to \$6,000,000	5		3 \$1,000,000 to \$2,000,000	6 \$6,000,000 or greater
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AFFIRMATIONS:

- D** I have reviewed the attached DBE Form I Schedule of Contract Participation and DBE Commitment and confirm that the scope and price described was fairly negotiated. I further affirm that my firm is ready, willing, and able to perform the work as described and according to the requirements of the bid specifications.
- D** I do solemnly declare and affirm under the penalties of perjury that the contents of this document are true and correct, and that I am authorized on behalf of this firm to make this affidavit.

Signature: Adam Woolery Date: 12-14-21
 Printed Name: Adam Woolery Title: Owner

RTA Regional Transit Authority DBE FORM 2 - DBE PARTICIPATION QUESTIONNAIRE

INSTRUCTIONS: Unless otherwise instructed by the Bidding Documents, this form must be submitted at time of Submission. This information is to be collected and documented for all Federally funded projects as required by the Department of Transportation 49 CFR Part 26. All items requested on the form are required, if an item is not applicable, respondents shall enter *N/A*. Each prime firm participating as a joint venture should complete a separate form and indicate (Item 9) that the response is a joint venture.

1. Project name, project number and date of submittal: RTA NAPOLEON FACILITY RENOVATION & UPGRADE IFB # 2021-031	2. Official name of firm: WALDO BROTHERS INC Indicate if prime or subcontractor: MATERIAL SUPPLIER ONLY	3. Address of office to perform work: 3621 RIDGELAKE DRIVE #302 METAIRIE LA 70002												
4. Name of parent company, if any: 	Location of headquarters (city): 5. METAIRIE	6. Age of firm: 82												
7. Name, title, and telephone number of principal contact: MARY KAY COWEN PRESIDENT 504-834-8456	8. Indicate Special Status: <input checked="" type="checkbox"/> Small business <input checked="" type="checkbox"/> Minority-owned business <input checked="" type="checkbox"/> Woman-owned business <input checked="" type="checkbox"/> SLDBE certified <input checked="" type="checkbox"/> LAUCP DBE certified* <input type="checkbox"/> SBE certified* <small>*A firm participating as a DBE or SBE must be certified by the Louisiana Unified Certification Program (LAUCP) by the date of submittal. Current letter of certification shall be attached.</small>													
9. Is this submittal a joint venture (JV)? D Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	10. Summary of firm's annual revenues, insert index number: <div style="text-align: center;"> Last Year 2 Years ago 3 Years ago <u> 1 </u> <u> 1 </u> <u> 1 </u> </div>													
If so, has the JV worked together before? D Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Ranges of annual revenues received: <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 33%;">Index</th> <th style="width: 33%;">Index</th> <th style="width: 33%;"></th> </tr> </thead> <tbody> <tr> <td>1 less than \$500,000</td> <td>4 \$2,000,000 to \$4,000,000</td> <td></td> </tr> <tr> <td>2 \$5,000,000 to \$6,000,000</td> <td>5 \$6,000,000 to \$1,000,000</td> <td></td> </tr> <tr> <td>3 \$1,000,000 to \$2,000,000</td> <td>6 \$6,000,000 or greater</td> <td></td> </tr> </tbody> </table>		Index	Index		1 less than \$500,000	4 \$2,000,000 to \$4,000,000		2 \$5,000,000 to \$6,000,000	5 \$6,000,000 to \$1,000,000		3 \$1,000,000 to \$2,000,000	6 \$6,000,000 or greater	
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AFFIRMATIONS:

- D I have reviewed the attached DBE Form I Schedule of Contract Participation and DBE Commitment and confirm that the scope and price described was fairly negotiated. I further affirm that my firm is ready, willing, and able to perform the work as described and according to the requirements of the bid specifications. - **WARRANTIES TO BE MANUFACTURERS' STANDARD TERMS.**
- D I do solemnly declare and affirm under the penalties of perjury that the contents of this document are true and correct, and that I am authorized on behalf of this firm to make this affidavit.

Signature: Mary Kay Cowen Date: 12/13/2021
 Printed Name: MARY KAY COWEN Title: PRESIDENT

Revised December 14, 2018. Previous versions obsolete.

PARTICIPANT INFORMATION FORM

All offerors are required to submit the information contained on this form. This information is a condition of submitting an offer to the RTA. Offerors must insure that **ALL** sub-contractors, sub-contractors or others at all tiers, which are proposed to be used or used under any agreement issued by RTA have submitted an executed copy of this form. RTA is required to maintain this information by the Federal Transit Administration and it is not subject to waiver.

Firm Name WALDO BROTHERS INC
Firm Address 3621 RIDGELAKE DR #302
METAIRIE LA 70002

Telephone Number 504-834-8456

Fax Number 504-832-0125

E-Mail Address MARYKAY@WALDOBROTHERS.COM

Firm's status as Disadvantaged Business Enterprise (DBE) or Non-DBE DBE

Age of the firm 82

Annual gross receipts of the firm \$350,000⁰⁰

Prime or Sub-Contractor VENDOR/MATERIAL SUPPLIER ONLY

NAICS code (s) 423390, 425120

I certify to the best of my knowledge that the above information is true and correct:

Signature Mary Kay Cowen

Title PRESIDENT

Date 12-13-2021

RTA Project No. 2021-031

FAILURE TO PROVIDE AN EXECUTED COPY OF THIS FORM AS STIPULATED HEREIN MAY PRECLUDE YOUR OFFER FROM CONSIDERATION FOR AWARD.

Analysis of Engineer's Probable Cost Due to COVID 19

BASE BID	Estimate 9/20/2021	Estimate 12/12/2020
Architecture	\$ 1,349,549.00	\$ 856,818.00
Engineering :		
Electrical	\$ 336,602.40	\$ 200,000.00
Mechanical	\$ 19,600.00	\$ 15,000.00
Plumbing	\$ 68,500.00	\$ 45,000.00
Fire Protection	\$ 110,800.00	\$ 75,000.00
Structural	\$ 533,567.40	\$ 425,000.00
Enviromental Abatement	\$ 176,000.00	\$ 163,120.00
Scaffolding	\$ 12,000.00	\$ 8,400.00
Subtotal	\$ 2,606,618.80	\$ 1,788,338.00
 ALTERNATE 1 - INSULATED PANELS	 \$ 1,461,859.00	 \$ 926,827.00
20% Contengency	\$ 811,295.56	\$ -
Total Cost for Alternate 1	\$ 4,879,773.36	\$ 2,715,165.00
 ALTERNATE 2 - WOOD ROOF DECK	 \$ 1,002,431.00	 \$ 564,770.00
20% Contengency	\$ 719,409.96	\$ -
Total Cost for Alternate 2	\$ 4,328,459.76	\$ 2,353,108.00

**Percent
Increase**

58%

68%

31%

52%

48%

26%

8%

43%

46%

58%

80%

77%

84%



Board Report and Staff Summary

File #: 22-013

Board of Commissioners

Non-Revenue Support Vehicles

DESCRIPTION: Purchase of Non-revenue support vehicles	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive officer to award a contract to Courtesy Ford, for purchase of (34) thirty-four non-revenue support vehicles.

ISSUE/BACKGROUND:

RTA has non-revenue vehicles that need to be replaced, they have outlived their useful life.

DISCUSSION:

Many of our non-revenue support vehicles have outlived their useful life cycle. Grant funds are available for the procurement of new support vehicles. The vehicles included (14) fourteen road supervisor support vehicles, (11) eleven pool cars, and (9) half ton pickup trucks. Adding a new injection of vehicles into our fleet will help the RTA effectively accomplish their goals.

FINANCIAL IMPACT:

The estimated costs of the project are \$1,181,011.75 and grant funds of \$1,241,029 are available through grant numbers LA2021-021.1113.114211A, LA2021-021.1113.114211B, LA2021-021.1113.114211.C

NEXT STEPS:

Upon RTA Board approval, staff will assign a purchase order.

ATTACHMENTS:

1. Resolution
2. State of Louisiana Competitive contract
3. Routing sheet

Prepared By: Gerard Guter
Title: Interim Chief Operating Officer

Reviewed By: Gizelle Banks
Title: Chief Financial Officer



Alex Wiggins
Chief Executive Officer

2/8/2022

Date



Regional Transit Authority
State Contract Procurement Routing Sheet
For Transactions Over \$25,000

INSTRUCTION: The user department is responsible for providing all information requested below and securing the requisite signatures.

Table with 2 columns: Attachments (*Indicates Required Items) and Project Schedule/Delivery Date *. Rows include Scope of Work, Technical Specifications, DBE/SBE Goal Calculation, and Selection Criteria (RFQ/RFP Only).

A. I have reviewed this form and the attachments provided and by signing below I give authority to the below stated Department Representative to proceed as lead in the procurement process.

Ryan Moser Fleet Technology Manager 8458
Name Title Ext.

B. Name of Project, Service or Product: Support Fleet Vehicles Procurment

C. Justification of Procurement: Our support fleet has exceeded its useflule life cycle. Grant funds have come avabile for the procurment of new support fleet vehicles. The vehicles include (14) fourteen road supervisor support vehicles, (11) eleven pool cars, and (9) nine half ton pickup trucks.

D. Certification of Authorized Grant: Is this item/specification consistent with the Authorized Grant? Yes No
Signature of Ryan Moser, Director of Grants/ Federal Compliance, Date 10/1/2021

E. Safety: Include Standard Safety Provisions Only Additional Safety Requirements Attached
Signature of Safety Director, Date 10/5/21

Risk Management: Include Standard Insurance Provisions Only? Yes No
Include Additional Insurance Requirements Attached N/A
Signature of Risk Management Analyst, Date 10/5/2021



F. Funding Source: Federal State Local Other: _____

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

Total Available Funding: \$ 1,241,029.00

Projected Cost: \$ 1,181,011.75

FTA Grant No.(s) LA2021-024.1113.114211A
LA2021-024.1113.114211B
LA2021-024.1113.114211C

Line Item(s)

Operations/Department Code

Budget Code(s)

Budget Analyst Raymond Va Date 10/1/2021

G. DBE/SBE Goal: 0 % DBE 0 % Small Business

Director of Small Business Development Date 10/5/2021

DBE/NEO Compliance Manager Date 10/5/2021

H. Authorizations: I have reviewed and approved the final solicitation document.

Department Head Jacques Kelip Sr. Date 10/1/2021

Division Manager Date 10/1/2021

Director of Procurement Date 10/5/21

FOR PROCUREMENT USE ONLY Type of Procurement Requested: (circle one) IFB RFQ RFP SS SC TWO-STEP

Invitation for Bid (IFB) This competitive method of awarding contracts is used for procurements of more than \$25,000 in value. The agency knows exactly what and how many of everything it needs in the contract, as well as when and how the products and services are to be delivered. The award is generally based on price.

Request for Quote (RFQ) This type of solicitation is often used to determine current market pricing.

Request for Proposal (RFP) This approach to contracting occurs when the agency isn't certain about what it wants and is looking to you to develop a solution and cost estimate.

Sole Source (SS) this procurement can be defined as any contract entered into without a competitive process, based on a justification that only one known source exists or that only one single supplier can fulfill the requirements.

State Contract (SC) this procurement is via a State competitive procurement

Two-step Procurement - request for qualifications step-one used in the formal process of procuring a product or service, It is typically used as a screening step to establish a pool of vendors that are then qualified, and thus eligible to submit responses to a request for price proposal (RFP). In this two-step process, the response to the RFQ will describe the



company or individual's general qualifications to perform a service or supply a product, and RFP will describe specific details or price proposals.





Chief Financial Officer

10/17/21

Date



Chief Executive Officer

10/16/21

Date

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number:

Date of Estimate:

Description of Goods/Services:

Support Vehicles Procurement

- New Procurement
- Contract Modification (Change Order)
- Exercise of Option

Method of Obtaining Estimate:

Attach additional documentation such as previous pricing, documentation, emails, internet screen shots, estimates on letterhead, etc.

- Published Price List (attach source and date)
- Historical Pricing (attach copy of documentation from previous PO/Contract)
- Comparable Purchases by Other Agencies (attach email correspondence)
- Engineering or Technical Estimate (attach)
- Independent Third-Party Estimate (attach)
- Other (specify) State Contract attach documentation
- Pre-established pricing resulting from competition (Contract Modification only)

Through the method(s) stated above, it has been determined the estimated

total cost of the goods/services is \$ 1,181,011.75

The preceding independent cost estimate was prepared by:

Ryan Mose

Name

Ryan Mose

Signature



STATE OF LOUISIANA Competitive Contract

Vendor: 310010875
Company
SOUTHLAND DODGE CHRYSLER JEEP
LLC
6161 W Park Ave
HOUMA LA 70364
Phone : 9858761817
Fax : 9858729457

T Number: 90865
Version: 3
LAPS Contract: No
Fiscal Year: 2021
Min.Ord.Value: 0.00
Distributor Contract: No
PCard:No
Co-op Agreement:Yes

Contract number: 4400020873
Description: Vehicle Statewide Contract

Buyer Information
Name: AMY GOTREAU
Tel Number: 2253425476
Email: amy.gotreaux@la.gov

SEBD Vendor: No
SEHI Vendor: No
VSE Vendor: No
DVSE Vendor: No
Contract Valid Dates:
12/21/2020 - 12/20/2021

Supplier Text: This is a Statewide Contract for the State of Louisiana to furnish vehicles. This contract is effective for a period beginning December 21, 2020 and ending December 20, 2021 with an option to renew for two (2) additional twelve (12) month periods.

Contract Documents Include:

- Attachment A – Special Terms & Conditions – Pages 1-5
- Attachment B – Specifications – Pages 1-7
- Attachment C – Vehicle Information – Page 1

Please visit our website at <http://fleet.la.gov> to view all vehicles on State contract. The most current vehicle pricing, order sheets, and ordering instructions can be found there.

This contract has been designated as a cooperative purchasing opportunity. Quasi State Agencies or other Political Subdivisions of the State, agencies of the United States government, and other buying organizations not located in this state which, if located in this state, would qualify as a public procurement unit may utilize this contract.

Notice to Vendor:

Recommending Approval: _____	Approved by: _____
------------------------------	--------------------

Contract number: 4400020873
T Number: 90865

Vendor: 310010875
Distributor Contract: NO

Page
2 of 4

Line	Material No.	Description	Prod. Cat.	UOM	Net Price	Discount
	Supplier Part No.					
1		Vehicles	25101500	EA	0.00000	

Standard Terms and Conditions

1. THIS IS NOT AN ORDER TO SHIP (OR BEGIN SERVICE). A CONTRACT RELEASE OR PURCHASE ORDER MUST BE ISSUED BEFORE YOU ARE AUTHORIZED TO SHIP (OR BEGIN SERVICE).
2. THIS IS NOTICE THAT THE CONTRACT REFERENCED ABOVE HAS BEEN AWARDED TO YOU BASED ON THE BID (OR PROPOSAL) SUBMITTED. ALL TERMS, CONDITIONS, AND SPECIFICATIONS OF THE SOLICITATION WILL APPLY TO ALL ORDERS.
3. ANY AGENCY AUTHORIZED TO PURCHASE FROM THIS CONTRACT MUST ISSUE AN ORDER AND REFERENCE THE CONTRACT NUMBER, LINE NUMBER AND COMMODITY ITEM NUMBER FOR EACH ITEM.
4. CHANGES IN ITEMS TO BE FURNISHED ARE NOT PERMITTED (UNLESS APPROVED BY THE ISSUING AGENCY PRIOR TO DELIVERY). PRIOR APPROVAL MUST ALSO BE OBTAINED BEFORE DISTRIBUTORS CAN BE ADDED OR DELETED.
5. IF A DISTRIBUTOR LIST WAS SUBMITTED, CONTRACTOR MUST SEND COPIES OF THIS AWARD TO EACH DISTRIBUTOR.
6. QUANTITIES LISTED ARE ESTIMATED AND NO QUANTITIES ARE GUARANTEED (UNLESS "COMMITTED VOLUME" IS SPECIFICALLY STATED). CONTRACTOR MUST SUPPLY ACTUAL REQUIREMENTS ORDERED AT THE CONTRACT PRICE AWARDED.
7. COMPLIANCE WITH CIVIL RIGHTS LAWS.

THE CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE IV AND TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, THE FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VIETNAM ERA VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. CONTRACTOR AGREES TO NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT, WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY CONTRACTOR OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE SHALL BE GROUNDS FOR TERMINATION OF THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT.

8. IN ACCORDANCE WITH LA R.S. 39:1602.1, FOR ANY CONTRACTS WITH A VALUE OF \$100,000 OR MORE AND FOR ANY VENDOR WITH 5 OR MORE EMPLOYEES, THE VENDOR CERTIFIES THAT IT IS NOT ENGAGING IN A BOYCOTT OF ISRAEL AND IT WILL, FOR THE DURATION OF ITS CONTRACTUAL OBLIGATIONS, REFRAIN FROM A BOYCOTT OF ISRAEL.

9. CONTRACT CANCELLATION

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT IMMEDIATELY FOR ANY OF THE FOLLOWING REASONS: (A) MISREPRESENTATION BY THE CONTRACTOR; (B) CONTRACTOR'S FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE OF LOUISIANA; (C) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (D) ABUSIVE OR BELLIGERENT CONDUCT BY CONTRACTOR TOWARDS AN EMPLOYEE OR AGENT OF THE STATE; (E) CONTRACTOR'S INTENTIONAL VIOLATION OF THE PROCUREMENT CODE (LA. R.S. 39:1551 ET SEQ.) AND ITS CORRESPONDING REGULATIONS; OR, (F) ANY LISTED REASON FOR DEBARMENT UNDER LA. R.S. 39:1672.

THE STATE OF LOUISIANA MAY TERMINATE THE CONTRACT FOR CONVENIENCE AT ANY TIME (1) BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION: OR (2) BY NEGOTIATING WITH THE CONTRACTOR AN EFFECTIVE DATE. THE STATE SHALL PAY CONTRACTOR FOR, IF APPLICABLE: (A) DELIVERABLES IN PROGRESS; (B) THE PERCENTAGE THAT HAS BEEN COMPLETED SATISFACTORILY; AND, (C) FOR TRANSACTION-BASED SERVICES UP

TO THE DATE OF TERMINATION, TO THE EXTENT WORK HAS BEEN PERFORMED SATISFACTORILY.

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT FOR CAUSE BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION FOR ANY OF THE FOLLOWING NON-EXCLUSIVE REASONS: (A) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (B) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; OR, (C) ANY OTHER BREACH OF CONTRACT.



STATE OF LOUISIANA Competitive Contract

Vendor: 310010875
Company
SOUTHLAND DODGE CHRYSLER JEEP
LLC
6161 W Park Ave
HOUMA LA 70364
Phone : 9858761817
Fax : 9858729457

T Number: 90865
Version: 3
LAPS Contract: No
Fiscal Year: 2021
Min.Ord. Value: 0.00
Distributor Contract: No
PCard:No
Co-op Agreement:Yes

Contract number: 4400020873
Description: Vehicle Statewide Contract

SEBD Vendor: No
SEHI Vendor: No
VSE Vendor: No
DVSE Vendor: No
Contract Valid Dates:
12/21/2020 - 12/20/2021

Buyer Information
Name: AMY GOTREAUX
Tel Number: 2253425476
Email: amy.gotreaux@la.gov

Supplier Text: This is a Statewide Contract for the State of Louisiana to furnish vehicles. This contract is effective for a period beginning December 21, 2020 and ending December 20, 2021 with an option to renew for two (2) additional twelve (12) month periods.

Contract Documents Include:

- Attachment A – Special Terms & Conditions – Pages 1-5
- Attachment B – Specifications – Pages 1-7
- Attachment C – Vehicle Information – Page 1

Please visit our website at <http://fleet.la.gov> to view all vehicles on State contract. The most current vehicle pricing, order sheets, and ordering instructions can be found there.

This contract has been designated as a cooperative purchasing opportunity. Quasi State Agencies or other Political Subdivisions of the State, agencies of the United States government, and other buying organizations not located in this state which, if located in this state, would qualify as a public procurement unit may utilize this contract.

Notice to Vendor:

Recommending Approval: _____	Approved by: _____
------------------------------	--------------------

Line	Material No. ----- Supplier Part No.	Description	Prod. Cat.	UOM	Net Price	Discount
1		Vehicles	25101500	EA	0.00000	

Standard Terms and Conditions

1. THIS IS NOT AN ORDER TO SHIP (OR BEGIN SERVICE). A CONTRACT RELEASE OR PURCHASE ORDER MUST BE ISSUED BEFORE YOU ARE AUTHORIZED TO SHIP (OR BEGIN SERVICE).
2. THIS IS NOTICE THAT THE CONTRACT REFERENCED ABOVE HAS BEEN AWARDED TO YOU BASED ON THE BID (OR PROPOSAL) SUBMITTED. ALL TERMS, CONDITIONS, AND SPECIFICATIONS OF THE SOLICITATION WILL APPLY TO ALL ORDERS.
3. ANY AGENCY AUTHORIZED TO PURCHASE FROM THIS CONTRACT MUST ISSUE AN ORDER AND REFERENCE THE CONTRACT NUMBER, LINE NUMBER AND COMMODITY ITEM NUMBER FOR EACH ITEM.
4. CHANGES IN ITEMS TO BE FURNISHED ARE NOT PERMITTED (UNLESS APPROVED BY THE ISSUING AGENCY PRIOR TO DELIVERY). PRIOR APPROVAL MUST ALSO BE OBTAINED BEFORE DISTRIBUTORS CAN BE ADDED OR DELETED.
5. IF A DISTRIBUTOR LIST WAS SUBMITTED, CONTRACTOR MUST SEND COPIES OF THIS AWARD TO EACH DISTRIBUTOR.
6. QUANTITIES LISTED ARE ESTIMATED AND NO QUANTITIES ARE GUARANTEED (UNLESS "COMMITTED VOLUME" IS SPECIFICALLY STATED). CONTRACTOR MUST SUPPLY ACTUAL REQUIREMENTS ORDERED AT THE CONTRACT PRICE AWARDED.
7. COMPLIANCE WITH CIVIL RIGHTS LAWS.

THE CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE IV AND TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, THE FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VIETNAM ERA VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. CONTRACTOR AGREES TO NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT, WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY CONTRACTOR OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE SHALL BE GROUNDS FOR TERMINATION OF THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT.

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TO THE DATE OF TERMINATION, TO THE EXTENT WORK HAS BEEN PERFORMED SATISFACTORILY,

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This spreadsheet is not a purchase order

Order Sheet Instructions

- 1) Only one vehicle configuration may be entered on each Order Sheet. Use a separate Order Sheet for each different vehicle configuration being ordered. The listed configurations are the only configurations available. However, additional configurations may be added to the contract upon request. To request additional configurations, contact the dealer or OSP.
- 2) Enter the number of vehicles being ordered in the tan boxes under either Base Vehicle or Optional Configurations.
- 3) Under Available Exterior Colors, enter the number of vehicles in the tan boxes to the right of the desired color(s). Multiple Colors may be ordered on one Order Sheet.
- 4) Under Optional Equipment, select "Yes" in the tan box if the option is desired. Leave blank or select "No" if the option is not desired. The listed options are the only options available. However, additional options may be added to the contract upon request. To request an option be added to the contract, contact the dealer or OSP.
- 5) The cost per vehicle and total order cost will automatically calculate at the bottom of the Order Sheet.

Ford Police Interceptor Utility AWD	Contract Line	6	Delivery ARO	90-150 days
State Contract Number	4400016601	Vendor	Courtesy Ford	

Base Vehicle

Vehicle Description	Order Code	Unit Price	Quantity	Extended Price
Hybrid Engine, 3.3L V6, (Standard)	K8A -500A-99W/44B	\$ 34,727.00	25	\$ 868,175.00
Optional Configurations				
Description	Order Code	Unit Price	Quantity	Extended Price
3.3L Ti-VCT V6 Gas Engine FFV	K8A -500A-99W/44U	\$ 31,612.00		\$ -
3.0L EcoBoost V6 Engine	K8A -500A-99C/44U	\$ 35,424.00		\$ -
Warranty Term	3 yr/36,000 miles bumper-to-bumper and 5yr/60,000 mile powertrain			

Available Exterior Colors

(YZ) Oxford White	(KR) Norseia Blue Metallic			
(LN) Light Blue Metallic	(LK) Dark Blue			
(TN) Silver Grey Metallic	(LM) Royal Blue			
(JS) Iconic Silver Metallic	(UM) Agate Black	25		
(HG) Smokestone Metallic	(JT) Blue Metallic			
(UJ) Sterling Grey Metallic	(E4) Vermillion Red			
(JL) Dark Toreador Red Metallic	(E3) Arizona Beige			
(BU) Medium Brown Metallic	(J1) Kodiak Brown			
(YG) Medium Titanium Metallic				

Optional Equipment

Option Description	Option Code	Option Unit Price	Add Option	Extended Price
See Upfitters guide for further detail www.fordpoliceinterceptorupfit.com				
Daytime Running Lamps	942	\$ 42.00	Yes	\$ 1,050.00
Carpet Floor Covering 1st & 2nd row (incl. floor mats, front and rear	16C	\$ 118.00	Yes	\$ 2,950.00
Aux Air Conditioning	17A	\$ 573.00		\$ -
Red/White Dome Lamp in Cargo Area	17T	\$ 48.00		\$ -
100 Watt Siren/Speaker (incl. bracket and pigtail)	18X	\$ 296.00		\$ -
Rear Camera On-Demand	19V	\$ 216.00		\$ -
Front Warning Auxiliary Light	21L	\$ 518.00		\$ -
Dark Car - courtesy lamp disable when any door is opened	43D	\$ 24.00		\$ -
Police Engine Idle Feature	47A	\$ 245.00		\$ -
Spot Lamp Prep Kit, Driver Side				
*No spotlight included. This is pre-drilled and prepped for the spotlight installation aftermarket.	51P	\$ 131.00		\$ -
Spot Lamp - LED (Unity), Driver Side	51R	\$ 371.00		\$ -

Spot Lamp - LED (Unity), Dual Side	51S	\$	583.00	\$	-
Spot Lamp - LED (Whelen), Driver Side	51T	\$	395.00	\$	-
Spot Lamp Prep Kit, Dual Side *No spotlight included. This is pre-drilled and prepped for the spotlight installation aftermarket.	51W	\$	263.00	\$	-
Hidden Door Lock Plunger w/ Rear Door controls inoperable	52P	\$	151.00	\$	-
Remote Keyless - Entry Key FOB	55F	\$	319.00	Yes	7,975.00
Pre-Wiring for Grille LED Lights, Siren, and Speaker	60A	\$	48.00		
Rear Quarter Glass Side Marker Lights	63L	\$	540.00		
Cargo Storage Vault	63V	\$	230.00		
18 in. Painted Aluminum Wheel	64E	\$	446.00		
Wheel Covers (18 in. Full Face Wheel Cover)	65L	\$	57.00		
Tail Lamp/Police Interceptor Housing Only Package	86T	\$	57.00		
Interior Upgrade Package	65U	\$	367.00		
Front Headlamp Lighting Solution Pkg.	66A	\$	841.00		
Tail Lamp Lighting Solution Package	66B	\$	404.00		
Rear Lighting Solution Package	66C	\$	428.00		
Ready for the Road Package	67H	\$	3,379.00		
Ultimate Wiring Package	67U	\$	527.00		
Police Wire Harness Connector Kit - Front/Rear	67V	\$	174.00		
Rear Door Handles and Locks Inoperable (without 52P)	68G	\$	70.00		
Reverse Sensing System	76R	\$	258.00		
Rear Console Plate	85R	\$	42.00		
Power Passenger Seat	87P	\$	306.00		
Front Interior Windshield Warning Lights	96W	\$	1,076.00		
License Plate Bracket - Front	153		NC		
Global Lock/Unlock Feature	18D		NC		
Front Console Plate - Delete	85D		NC		
Rear Center Seat Delete	85S		NC		
Rear View Camer (mirror display)	87R		NC		
Cost for Each Vehicle Plus Options					
Additional Costs					
			0.35% Contract Administrative Fee	\$	123.22
			LA DEQ Waste Tire Fee (5 tires X \$2.25 each)	\$	11.25
			LA Safety Inspection Sticker - 2 Year	\$	20.00
			1 EA	\$	35,360.47
			25-Vehicles	\$	884,011.75
Agency Information					
Contact Name:	Jacques Robichaux Sr.		LPAA Approval No		
Phone:	504-908-3713		Agency Name	Regional Transit Authority	
Email:	jrobichaux@rtforward.org		Shopping Cart		
Vendor Information					
Courtesy Ford	Mike Solomon		Vendor No.	310062165	
	Phone: 337-332-2145				
	Email: msolomon@courtesyautomotive.com				

This spreadsheet is not a purchase order

Order Sheet Instructions

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- 5) The cost per vehicle and total order cost will automatically calculate at the bottom of the Order Sheet.

Ford F-150 Crew Cab	Contract Line	72	Delivery ARO	90-180 days
State Contract Number	4400020874	Vendor	Courtesy Ford	

Base Vehicle

Vehicle Description	Order Code	Unit Price	Quantity	Extended Price
RWD w/ 3.3L V6 FFV Engine	W1C	\$ 25,197.00		\$ -

Optional Configuration

Description	Order Code	Unit Price	Quantity	Extended Price
4WD w/3.3L V6 FFV Engine	W1E	\$ 27,730.00		\$ -
RWD w/5.0L V8 FFV Engine	W1C-995	\$ 27,013.00	9	\$ 243,117.00
4WD w/5.0L V8 FFV Engine	W1E-995	\$ 29,546.00		\$ -
RWD w/2.7L V6 Ecoboost Engine LWB	157" WB 4x2	\$ 26,443.00		\$ -
4WD w/5.0L V8 FFV Engine LWB	157" WB 4x4	\$ 30,095.00		\$ -
RWD w/5.0L V8 FFV Engine LWB	95 - 157" WB	\$ 28,259.00		\$ -

Available Exterior Colors

(UM) Agate Black		(HX) Anti-Matter Blue	
(JS) Iconic Silver	9	(M7) Carbonized Gray	
(PQ) Race Red		(YZ) Oxford White	
(D1) Stone Grey		(E7) Velocity Blue	

Optional Equipment

Option Description	Option Code	Option Unit Price	Add Option	Extended Price
Power Windows and Locks	STD	\$ -		\$ -
Carpeting and Floor Mats	168	\$ 132.00		\$ -
Skid Plates (4x4 only)	413	\$ 145.00		\$ -
Rear Window Defroster w/Privacy Glass	57Q/924	\$ 291.00		\$ -
Running Boards, Black Platform	18B	\$ 228.00		\$ -
All Weather Rubber Mats (Must select 168, deletes carpet mats)	47R	\$ 182.00		\$ -
Daytime Running Lamps	942	\$ 41.00	Yes	\$ 369.00
Cruise Control	50S	\$ 205.00	Yes	\$ 1,845.00
Spray-In Bedliner	96W	\$ 542.00	Yes	\$ 4,878.00
Reverse Sensing System	76R	\$ 251.00	Yes	\$ 2,259.00
Backup Camera (w/Pickup Box Delete)	872	\$ 377.00	Yes	\$ 3,393.00
Trailer Tow Package	53A	\$ 992.00	Yes	\$ 8,928.00
Class IV Trailer Hitch	53B	\$ 186.00		\$ -
Trailer Brake Controller	67T	\$ 251.00		\$ -
Cost for Each Vehicle Plus Options				1 EA
Additional Costs				\$ 29,421.00

	0.35% Contract Administrative Fee	\$	102.97
	LA DEQ Waste Tire Fee (5 tires X \$2.25 each)	\$	11.25
	LA Safety Inspection Sticker - 2 Year	\$	20.00
	1 EA	\$	29,555.22
	9 Vehicles	\$	265,996.98
	Agency Information		
	Contact Name: Jacques Robichaux Sr.		LPAA Approval No
	Phone: 504-908-3713		Agency Name
	Email: jrobichaux@rtaforward.org		Shopping Cart
	Vendor Information		
	Courtesy Ford Mike Solomon		Vendor No. 310062165
	Phone: 337-332-2145		
	Email: msolomon@courtesyautomotive.com		



RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO AWARD A CONTRACT TO COURTESY FORD, LLC FOR THE
PURCHASE 34 NON-REVENUE VEHICLES.**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, the Chief Executive Officer of the RTA has the need to replace 34 non-revenue support vehicles: and

WHEREAS, the purchase of these replacement vehicles, will enable the RTA to effectively carry out its day-to-day operation; and

WHEREAS, staff has evaluated and determined that purchasing through the Louisiana state contract is the most cost-effective way to replace the vehicles; and

WHEREAS, RTA's Disadvantage Business Compliance Manager determined that there was no DBE goal set for this project since there are no subcontracting opportunities; and

WHEREAS, staff evaluated all cost components submitted by vendor and determined the price to be fair and reasonable; and

RESOLUTION NO. _____



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com

WHEREAS, it is the opinion of the RTA Board of Commissioners that the purchase non-revenue support vehicles is critical to maintaining the function, reliability, and support of the revenue collection service on behalf of the Regional Transit Authority; and

WHEREAS, funding for the above stated project is made available through Grant LA2021-024.1113.1113A, LA2021-024.1113.1113B, LA2021-024.1113.1113C in the amount of ONE MILLION ONE HUNDRED EIGHTY ONE THOUSAND AND ELEVEN DOLLARS.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the RTA that the Chairman of the Board, or his designee, is authorized to execute a contract with Courtesy Ford through the Louisiana state contract.

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

AND THE RESOLUTION WAS ADOPTED ON THE ____ DAY OF _____.

FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS



Board Report and Staff Summary

File #: 22-015

Board of Commissioners

Contract for Background Services

DESCRIPTION: TruView contract for background services supporting hiring process	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Request to authorize the Chief Executive Officer to approve a contract amendment with TruView for background services, not to exceed \$110,000.00.

ISSUE/BACKGROUND:

The amount of the initial two-year contract purchase order (PO) was \$12,300.00 with TruView and the difference of \$97,700.00 is anticipated through September 2022. This contract was underestimated being solely based on transition employees and did not include the new hire processing.

DISCUSSION:

Current expenditure from October 2020 through January 2022 is \$60,963.61 and with this amendment \$49,036.39 will remain available to expend through September 2022

FINANCIAL IMPACT:

The increase of \$97,700.00 will be absorbed within human resources budget

NEXT STEPS:

Upon Board approval execute the purchase order.

ATTACHMENTS:

- 1) Resolution
- 2) Current Purchase Order
- 3) TruView Change Order Routing Sheet,
- 4) TruView Ice Form

Prepared By: Darwyn Anderson
Title: Chief Human Resources Officer

Reviewed By: Gizelle Banks
Title: Chief Financial Officer



Alex Wiggins
Chief Executive Officer

2/8/2022

Date



RESOLUTION NO. _____

STATE OF LOUISIANA
PARISH OF ORLEANS

AUTHORIZATION TO AMEND CONTRACT FOR BACKGROUND SERVICES

Introduced by Commissioner _____, seconded by Commissioner _____.

A RESOLUTION of the Board of the Regional Transit Authority (RTA) adopting an amendment for agency background services.

WHEREAS, RTA is authorized to plan, construct and permanently operate a high-capacity system of transportation infrastructure and services to meet regional public transportation needs in the New Orleans region; and

WHEREAS, adoption of the amendment for background services allows the RTA to be in compliance with local, state, and federal regulations; and

WHEREAS, prudent contract management requires agency’s accountability in its use of public funding within current organizational structures and processes; and

WHEREAS, the Board adopts any changes or amendments to contracts as required, and the CEO maintains a system, records and reports that are consistent with industry statutory requirements to align agency resources with the Board’s objectives and the agency’s mission; and

WHEREAS, RTA is committed to ensuring proper controls and complying with legal regulations for required backgrounding; and

WHEREAS, the use of background services in employment helps ensure greater public safety and health; and

WHEREAS, the rights of the individual would be better protected by ensuring that employers who choose to conduct background services do so in a fair, responsible, accurate, and equitable manner; and

WHEREAS, the use of background services assists employers in making more informed and more appropriate hiring and employment decisions; and

WHEREAS, background services on job applicants are common and increasing in practice by employers to try to protect their employees, their customers, and the public

at-large, to minimize their exposure to potential legal liability, and to protect their assets;
and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Regional Transit Authority hereby approves the attached _____.

THE FOREGOING WAS READ IN FULL; THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: _____
NAYS: _____
ABSTAIN: _____
ABSENT: _____

AND THE RESOLUTION WAS ADOPTED ON THE ___th DAY OF MONTH, 2021.

FLOZELL DANIELS, JR.
CHAIRMAN
RTA BOARD OF COMMISSIONERS

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number: TruView 8930241

Date of Estimate: January 20, 2022

Description of Goods/Services: Background Services

- New Procurement
- Contract Modification (Change Order)
- Exercise of Option

Method of Obtaining Estimate: Based on current pricing with the vendor TruView

Attach additional documentation such as previous pricing, documentation, emails, internet screen shots, estimates on letterhead, etc.

- Published Price List (attach source and date)
- Historical Pricing (attach copy of documentation from previous PO/Contract)
- Comparable Purchases by Other Agencies (attach email correspondence)
- Engineering or Technical Estimate (attach)
- Independent Third-Party Estimate (attach)
- Other (specify) _____ attach documentation
- Pre-established pricing resulting from competition (Contract Modification only)

Through the method(s) stated above, it has been determined the estimated total cost of the goods/services is \$ \$110,000.00

The preceding independent cost estimate was prepared by:

Darwyn Anderson

Name



Signature

Regional Transit Authority may, 27, 2021



Regional Transit Authority Change Order Routing Sheet

INSTRUCTION: The user department is responsible for providing the information requested below (all parts), securing the requisite signatures, attaching a justification for the change order, and providing a responsibility determination, with pertinent contact information.

A. Department Representative to participate in procurement process:

Darwyn Anderson	Chief Human Resources Officers	8409
Name	Title	Ext.

B. Contract No.: 8930241

Contract Title and PO No: TruView (Background Services) 912785-000

C. Contract History:

Original Award Value	\$ <u>12,300.00</u>
Previously Executed Change Orders Value	\$ <u>0</u>
Adjusted Contract Value (Prior to Requested Change Order)	\$ <u>12,300.00</u>
Current Change Order Value	\$ <u>97,700.00</u>
Revised Contract Value (w/current change order)	\$ <u>110,000.00</u>

D. Justification of Change Order:

Increased volume during transition of employees and new hires

E. Type of Change Requested: Administrative Supplemental Termination

F. Responsibility Determination: Price determined fair and reasonable based on current contract.

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.):

 % DBE % SLDBE % Small Business

Additional Information _____

DBE/EEO Compliance Manager

Date

H. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant?	Yes	No
Are there any amendments pending?	Yes	No



If Yes, please attach the amendment to this Routing Sheet and explain.

Director of Grants/ Federal Compliance	Date
I. Funding Source: Federal State Local Other: _____	

Funds are specifically allocated in the Department’s current fiscal year budget or in a grant to cover this expenditure as follows:

Total Funding Available	\$ _____
Previous Cost	\$ _____
Revised Projected Cost	\$ _____
FTA Grant No.(s)	_____
Line Item(s)	_____
Operations/Department Code	_____
Budget Code(s)	_____
Other	_____

Budget Analyst	Date
J. _____	_____

Safety	Date
---------------	-------------

K. Authorizations:	
Department Head	Date
Division Manager	Date
Director of Procurement	Date
Chief Financial Officer	Date
Chief Executive Officer	Date

TRUVIEW BSI LLC
 211 NEW BRIDGE ROAD
 HICKSVILLE NY 11801

SHIP REGIONAL TRANSIT AUTHORITY
 TO
 KAREN BARNES
 NEW ORLEANS LA 70119

Ordered - 10/15/20 Vendor No. 8930241
 Delivery - Default Handling By Code
 Freight - Default Handling Code
 PROMISED DELIVERY DATE - 11/15/20

Description / Supplier Item	UM	Unit Cost	Extension
COMPREHENSIVE BACKGROUND S	LS		12,300.00
SECURITY TRACE @ \$2.00 = \$1,640.00	LS		
NON EMPLOYMENT VERIFICATION FOR 3 YEARS FTA REGULATION	LS		

Terms Net 30 Tax Rt Sales Tax Total Order 12,300.00

DATE RECEIVED _____
 RECEIVED BY _____
 CHECKED BY _____
 APPROVED BY _____
 ANY CONFLICT DISPUTE LEGAL PROCEEDING SETTLEMENT OR OTHER MATTER HAVING A
 LEGAL BINDING IMPACT ON THE PART OF THE STATE OF LOUISIANA.
 THE LAWS AND JURISDICTION OF THE STATE OF LOUISIANA.

INV. DATE	INV. NUMBER	INV. AMOUNT	TAX	FREIGHT	INV. TOTAL

Handwritten signature and date:
 10/20/20



Board Report and Staff Summary

File #: 22-016

Board of Commissioners

Rampart Streetcar Emergency Recovery Project: Amend AECOM's Engineering Contract

DESCRIPTION: Requesting Board Authorization to Amend AECOM's for the Rampart Streetcar Recovery Project	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive Officer to amend AECOM's contract in the amount of \$107,923.26 to provide additional design services for the Rampart Streetcar Emergency Recovery at the Hardrock Site. The total contract cost will be \$234,603.05.

ISSUE/BACKGROUND:

The Base Contract was for the assessment of the Rampart Streetcar Line as the result of the Hard Rock collapse (but did not include design) is for \$63,889.70.

Amendment 1 added the design of the repairs for the Rampart Streetcar and Canal Streetcar lines modification from Rampart to Loyola/Elk Place. Additionally, they were tasked with assessing the grout and traction power boxes (but did not include a design), an increase of \$126,679.79.

DISCUSSION:

Amendment 2 is for design required to replace the elastomeric grout at Canal/Rampart intersection and the repair required for the traction power boxes, at a cost \$107,923.26.

FINANCIAL IMPACT:

AECOM's total not-to-exceed fee for the amended services will be \$234,603.05 and will be funded through local account 1.1510.109.

NEXT STEPS:

Upon Board approval, staff will award a Design/Engineer contract to AECOM.

ATTACHMENTS:

1. Resolution
2. Vendor Proposal-Amendment 2
3. Change Order Request

Prepared By: Darrell LaFrance, dlfrancel@rtforward.org
Title: Project Manager, III

Reviewed By: Lona Edwards-Hankins, lhankins@rtforward.org
Title: Deputy CEO of Planning, Infrastructure, and Information Technology

Reviewed By: Gizelle Johnson Banks
Title: Chief Financial Officer



2/8/2022

Alex Wiggins
Chief Executive Officer

Date



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com

RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

**REQUEST AUTHORIZATION TO AMEND AECOM'S CONTRACT FOR THE RAMPART
STREETCAR RECOVERY PROJECT**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, the Rampart Streetcar Line has sustained damage resulting from the collapse of the Hard Rock Hotel. RTA is looking to start a recovery plan to put the streetcar line back into revenue service; and

WHEREAS, the additional services are for design and changes. The services will include conditions analysis of the Overhead Catenary System (OCS), Tracks, Utilities, and other RTA capital along the Rampart Streetcar line from Canal to Elysian Fields Avenue; and

WHEREAS, the Base Contract was for the assessment of the Rampart Streetcar Line as the result of the ad Hard Rock collapse (but did not include design) is for \$63,889.70.

WHEREAS, amendment 1 added the design and modification for an increase of \$126,679.79; and

WHEREAS, amendment 2 is for the additional work to design the changes needed to replace the elastomeric and traction power boxes at a cost \$107,923.26; and



RESOLUTION NO. _____

Page 2

WHEREAS, this scope was not covered in Amendment 1 which was for added design repairs for the Rampart/Canal Streetcar line modification and to assess the grout and traction power boxes but not to design them; and

WHEREAS, AECOM’s total not-to-exceed fee for the amended services will be \$234,603.05, and will be funded through local account 1.1510.109; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority (RTA) that the Chairman of the Board, or his designee, authorization to amend AECOM’s contract for the Rampart Streetcar Recovery Project.

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

AND THE RESOLUTION WAS ADOPTED ON THE 22TH DAY OF FEBRUARY, 2022.

**FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS**

July 27, 2021

Dwight Norton
Sr. Director of Strategic Planning
New Orleans Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119

**Re: Rampart Streetcar Line Emergency Recovery Project – Phase 2
AECOM Project #60637432
Scope and Cost Proposal: Contract Amendment #2 – Additional design scope of work**

Dear Mr. Norton:

AECOM understands that the RTA would like AECOM to provide additional design work for the referenced project that would address the remediation of two components of the existing Rampart Streetcar Line infrastructure: the elastomeric grout surrounding areas of the special trackwork of the half-grand union at the intersection of Canal Street and North Rampart Street, and the structural reinforcement of the in-track traction power boxes along the Rampart Streetcar Line. During a series of telephone conversations and e-mail correspondence, the previous RTA project manager stated that these two long-standing infrastructure conditions along the Rampart Streetcar Line have created maintenance problems for several years and that the RTA would like AECOM to address their remediation as part of the on-going design of the Rampart Streetcar Emergency Recovery. AECOM's proposal for providing design and engineering field support for those elements of work is \$107,923.26, which will increase the present AECOM contract amount to \$298,492.75.

SCOPE OF SERVICES

In a January 14, 2021 letter AECOM proposed to review and assess the condition of the elastomeric grout infill areas of the half-grand union at the intersection of Canal Street and Rampart Street, and to review and assess the condition of the structural conditions of the traction power pull boxes integral with the track slabs along Rampart Street. That proposal included a clarifications that the proposals included field inspection of the existing conditions, but did not include the design or redesign of the conditions.

AECOM now proposes to provide design services to take the preliminary assessment to the next level and provide construction documents and engineering field support of the remedial work. This proposal includes the following scope of work:

Elastomeric Grout

1. Provide the updated field assessment of the elastomeric grout locations for the purposes of providing a detailed "map" of the locations requiring correction.
2. Develop design drawings and specifications, if necessary, to identify the third-party contractor work necessary to replace the failed elastomeric grout with a full-depth replacement.
3. Provide engineering field support during the initial phase of the selective demolition of the failed epoxy grout.

Traction Power Boxes

1. Provide an updated assessment of the condition and location of the existing traction power pull boxes along Rampart Street, which were installed during the original construction, to identify the proper, measured limits of the proposed selective demolition around each traction power box location.
2. Develop design drawings and specifications, if necessary, to describe the third-party contractor scope of work to remove the traction power box frame installations and replace the box frames with more robust structural supports.
3. Provide engineering support for reviewing construction phase RFIs and contractor submittals required by the contract documents.

SCHEDULE

The AECOM proposal is based on a four-week design duration that will commence with the receipt of the RTA approval of the proposal. It assumes that this work will be completed in such a manner that allows it to be used as a Bid Amendment of the remainder of the Phase 2 Rampart Streetcar Emergency Recovery Project. The proposed construction phase engineering support will be performed during the Phase 2 third party construction work. AECOM's proposal is based on completion of the work by the end of calendar 2021.

A detailed cost proposal, including Form 4400 documentation is provided herein. Should you have any questions, please contact Bill Norquist at 215-789-2115 (william.norquist@aecom.com) or AECOM's Project Director, Sam Pickard, at 215-789-2154 or 267-246-0645 (samuel.pickard@aecom.com).

Sincerely,

AECOM Technical Services, Inc.



Samuel A Pickard, PE
Vice President – Transit
Project Director



William V. Norquist, Jr., PE
Vice President - Transit/Rail
Project Manager

Project No.: 60637432
Project: RTA Rampart Streetcar Line: Reinstallation Plan
Task: Amendment No. 2: Design of traction power box repairs and elastomeric grout replacement
Date: 7/27/2021

SUMMARY OF ESTIMATED HOURS

Employee Name Description TASK Direct Labor Rate	S. Pickard Proj. Mgr.	W. Norquist Technical Mgr.	J. McDowell Task Mgr.	Varies Sr. Eng.	Varies Eng.	Varies Jr. Eng.	Varies Inspector	Varies Designer / Tech.	TBD CADD
	\$116.28	\$110.30	\$80.29	\$70.00	\$55.00	\$32.00	\$38.00	\$42.00	\$34.00
1. Evaluate existing foundations adj. to Hard Rock									
Field inspection of all Traffic Control Boxes and ground conditions		8	8	8	5		5		
2. Develop Construction Plans for Traction Control Box Repair									
Title Sheet			2			4		6	
Plan view (2 Sheets)			2	6	12	16		24	
Disposition Table			1	6				2	
Detail Sheets (4 sheets)			2	14	28	28		42	
Traffic Control			2	4	8	32		32	
Specifications			4	8	12	16			
QC	2	8							
3. Design removal and replacement of elastomeric grout									
Develop Civil Plan views (3 drawings)			6	12	24			36	
Investigate Repair Options and costs (3 alternatives and call for selection)			8	8					
Epoxy Repair Details			2	4		6		12	
Disposition Table			1		6			2	
Traffic Control			2		8	8		16	
Assemble Standard Plan and Details (10 sheets)			5		10			20	
QC	2	12	4					8	
4. Additional Construction Mgmt. and construction field support									
RFI and Submittal Review			8	8	8	8	40	16	
Inspection of Existing Epoxy Removal							80		
Coordination	8	16	8	8					
TOTAL HOURS	12	44	65	86	121	118	125	216	0
TOTAL - DIRECT LABOR (by person)	\$1,395.36	\$4,853.20	\$5,218.85	\$6,020.00	\$6,655.00	\$3,776.00	\$4,750.00	\$9,072.00	\$0.00
Direct Labor		\$41,740.41							
Overhead	1.30697	\$54,553.46							
ODCs		\$2,000.00							
Profit	10%	\$9,629.39							
ESTIMATED TOTAL		\$107,923.26							

FEDERAL AVIATION AGENCY COST AND PRICE ANALYSIS - RESEARCH AND DEVELOPMENT CONTRACTS		Form approved Budget Bureau No. 06-r120	
This form is to be used in lieu of FAA Form 3515 as provided under FAPH 2-16-260-2, it will be executed and submitted with proposals in response to "Requests for Proposals," for the procurement research and development services. If your cost accounting system does not permit analysis of costs as required, contact the purchasing office for further instructions.		PURCHASE REQUEST NUMBER	
		Request for Proposals No.	
NAME AND ADDRESS OF OFFERER AECOM Technical Services, Inc. 1555 Poydras Street, Suite 1860 New Orleans, LA 70112		TITLE OF PROJECT Rampart Streetcar Line: Recovery Project	
DETAIL DESCRIPTION Rampart Streetcar Line : Recovery Project - Amendment No. 2 Elastomeric grout and traction power boxes rehabilitation	ESTIMATED HOURS	RATE/HOUR	TOTAL ESTIMATED COST (Dollars)
1) DIRECT LABOR (Specify)			
Project Manager	12	\$116.28	\$1,395.36
Technical Manager	44	\$110.30	\$4,853.20
Task Manager	65	\$80.29	\$5,218.85
Senior Engineer	86	\$70.00	\$6,020.00
Engineer	121	\$55.00	\$6,655.00
Junior Engineer	118	\$32.00	\$3,776.00
Inspector	125	\$38.00	\$4,750.00
Designer/Technician	216	\$42.00	\$9,072.00
CADD/Drafter	0	\$34.00	\$0.00
TOTAL DIRECT LABOR		787	\$41,740.41
2) BURDEN (Overhead - Specify)		BURDEN RATE	x BASE = BURDEN (\$)
Corporate Overhead		130.70%	\$41,740.41 \$54,553.46
TOTAL BURDEN			
3) DIRECT MATERIAL			
TOTAL MATERIAL			\$0.00
4) SPECIAL TESTING (Including field work at Governmental installations)			
N/A			
TOTAL SPECIAL TESTING			
5) SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse)			
6) TRAVEL (If direct charge)			
a) TRANSPORTATION (includes all non-per diem travel)			\$1,375.00
b) PER DIEM OR SUBSISTENCE			\$625.00
TOTAL TRAVEL			\$2,000.00
7) CONSULTANTS (Identify - purpose - rate)			
TOTAL CONSULTANTS			\$0.00
8) SUBCONTRACTS (Specify in Exhibit B on reverse)			\$0.00
9) OTHER DIRECT COSTS (Specify in Exhibit B on reverse. Explain royalty costs, in any)			
10) TOTAL Direct Cost & Burden			
11) GENERAL AND ADMINISTRATIVE EXPENSE (Rates % of item nos.)			
12) TOTAL ESTIMATED COSTS			\$98,293.87
13) FIXED FEE OR PROFIT (State basis for amount in proposal) 10 % of LABOR & OVERHEAD			\$9,629.39
14) TOTAL ESTIMATED COST AND FIXED FEE OR PROFIT			\$107,923.26

15) OVERHEAD RATE AND GENERAL ADMINISTRATIVE RATE INFORMATION

A. GOVERNMENT AUDIT PERFORMED No	DATE OF AUDIT 17-Mar-21	ACCOUNTING PERIOD COVERED Fiscal Year ending October 2, 2020
--	-----------------------------------	--

B. NAME AND ADDRESS OF GOVERNMENT AGENCY MAKING AUDIT Cleary Government Services, LLC 321 N. Clark Street Suite 1200 Chicago, IL 60654	C. DO YOUR CONTRACTS PROVIDE NEGOTIATED OVERHEAD RATES YES NO (If yes, Name Agency negotiating rates)
--	---

D. (If no Government rates have been established furnish the following information)

DEPARTMENT OR COST CENTER	RATE	BASE	INDIRECT EXPENSE POOL	BASE FOR TOTAL
N/A				

16) EXHIBIT A - SUB CONSULTANT INFORMATION (If more space is needed use blank sheets, identifying item numbers)

NAME AND ADDRESS OF SUBCONTRACTOR	SUBCONTRACTED WORK	SUBCONTRACT	
		TYPE	AMOUNT
N/A			

17) EXHIBIT B - OTHER DIRECT COSTS (Specify, if more space is needed, use blank sheets, identifying item numbers)


Travel costs / Lodging	
Travel: all costs except per diem	\$1,375.00
Travel: per diem	\$625.00

CERTIFICATE

The labor rates and overhead costs are current and other estimated costs have been determined by generally accepted accounting principles. Bidder represents: (A) that he ~~has, or~~ **has not**, employed or retained any company or person (other than a full-time bona fide employee working solely for the bidder) to solicit or secure this contract, and (b) that he ~~has, or~~ **has not**, paid or agreed to pay any company or persons (other than a full-time bona fide employee working solely for the bidder) any fee, commission, percentage or brokerage fee, contingent upon or resulting from the award of this contract, and agrees to furnish information relating to (a) and (b) above, as requested by the Contracting Offices.

(For interpretation of the representation, including the term "bona fide employee," see (Code of Federal Regulations. Title 44, Part 150.)

NUMBER OF CONTRACTOR EMPLOYEES Over 1,000	STATE INCORPORATED IN California
--	--

DATE 7-21-21	SIGNATURE AND TITLE OF AUTHORIZED REPRESENTATIVE OF CONTRACTOR  Vice President - Transit
-----------------	--



Regional Transit Authority
Change Order Routing Sheet

INSTRUCTION: The user department is responsible for providing the information requested below (all parts), securing the requisite signatures, attaching a justification for the change order, and providing a responsibility determination, with pertinent contact information.

A. Department Representative to participate in procurement process:

<u>Darrell LaFrance</u>	<u>Capital Project Manager</u>	<u>8310</u>
Name	Title	Ext.

B. Contract No.: _____

Contract Title and PO No: <u>Rampart Streetcar Line: Emergency Recovery Project</u>	<u>PO 912697</u>
---	------------------

C. Contract History:

Award Value	\$	<u>63,889.70</u>
Previously Executed Change Orders	\$	<u>126,679.79</u>
Previous Contract Value Prior to Requested Change Order (Sum)	\$	<u>63,889.70</u>
Value of Current Change Order	\$	<u>107,923.26</u>
Revised Contract Value	\$	<u>298,492.75</u>

D. Justification of Change Order:

RTA awarded a contract to AECOM to develop a repair plan for the Rampart Streetcar Line as AECOM was the original Engineer of Record of the line. Amendment 2 scope is for the design to replace and repair the elastomeric grout, the traction power boxes, and the Overhead Catenary System (OCS) on Rampart from Canal Street to Elysian Fields. AECOM is providing updated field assessment of the elastomeric grout locations with a detail map of the locations of requiring correction. To provide an updated assessment of the conditions and locations of the existing traction power pull boxes and repairs that are needed. The assessment of the OCS poles, conductors, hardware, catenary system, foundation, and rail conditions with the required correction for repairs.

E. Type of Change Requested: Administrative Supplemental Termination

F. Responsibility Determination: The Infrastructure department has found the Price fair and reasonable as the hourly rates are consistent with industry standards, and hours are reasonable for the level of effort.

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.):

_____ % DBE _____ % SLDBE _____ % Small Business

Additional Information _____

DBE/EEO Compliance Manager

Date

H. Certification of Authorized Grant:



Is this item/specification consistent with the Authorized Grant? Yes No
 Are there any amendments pending? Yes No

If Yes, please attach the amendment to this Routing Sheet and explain.

Director of Grants/ Federal Compliance

Date

I. Funding Source: Federal State Local Other: _____

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

Total Amount Available	\$ _____	0.00
Projected Cost	\$ _____	298,492.75
Previous Cost	\$ _____	190,569.49
FTA Grant No.(s)	\$ _____	N/A
Line Item(s)	\$ _____	N/A
Operations/Department Code	\$ _____	N/A
Budget Code(s)	\$ _____	1.151.0109
Other	\$ _____	N/A

Budget Analyst

Date

Chief Financial Officer

Date

J. _____

Safety (If applicable)

Date

K. Authorizations:

[Signature]

Department Head

1/24/2022

Date

[Signature]

Division Manager

1/24/2022

Date

Director of Procurement

Date

CEO

Date

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number:

Date of Estimate:

Description of Goods/Services:

Canal Streetcar Line Restoration Hardrock Project

New Procurement

Contract Modification (Change Order)

Exercise of Option

Method of Obtaining Estimate:

Attach additional documentation such as previous pricing, documentation, emails, internet screen shots, estimates on letterhead, etc.

Published Price List (attach source and date)

Historical Pricing (attach copy of documentation from previous PO/Contract)

Comparable Purchases by Other Agencies (attach email correspondence)

Engineering or Technical Estimate (attach)

Independent Third-Party Estimate (attach)

Other (specify) _____ attach documentation

Pre-established pricing resulting from competition (Contract Modification only)

Through the method(s) stated above, it has been determined the estimated

total cost of the goods/services is \$ 107,923.26

The preceding independent cost estimate was prepared by:

Darrell LaFrance

Signature





AECOM
1700 Market St
Suite 1600
Philadelphia, PA 19103
www.aecom.com

215-735-0832 tel
215-735-0883 fax

July 27, 2021

Dwight Norton
Sr. Director of Strategic Planning
New Orleans Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119

**Re: Rampart Streetcar Line Emergency Recovery Project – Phase 2
AECOM Project #60637432
Scope and Cost Proposal: Contract Amendment #2 – Additional design scope of work**

Dear Mr. Norton:

AECOM understands that the RTA would like AECOM to provide additional design work for the referenced project that would address the remediation of two components of the existing Rampart Streetcar Line infrastructure: the elastomeric grout surrounding areas of the special trackwork of the half-grand union at the intersection of Canal Street and North Rampart Street, and the structural reinforcement of the in-track traction power boxes along the Rampart Streetcar Line. During a series of telephone conversations and e-mail correspondence, the previous RTA project manager stated that these two long-standing infrastructure conditions along the Rampart Streetcar Line have created maintenance problems for several years and that the RTA would like AECOM to address their remediation as part of the on-going design of the Rampart Streetcar Emergency Recovery. AECOM's proposal for providing design and engineering field support for those elements of work is \$107,923.26, which will increase the present AECOM contract amount to \$298,492.75.

SCOPE OF SERVICES

In a January 14, 2021 letter AECOM proposed to review and assess the condition of the elastomeric grout infill areas of the half-grand union at the intersection of Canal Street and Rampart Street, and to review and assess the condition of the structural conditions of the traction power pull boxes integral with the track slabs along Rampart Street. That proposal included a clarifications that the proposals included field inspection of the existing conditions, but did not include the design or redesign of the conditions.

AECOM now proposes to provide design services to take the preliminary assessment to the next level and provide construction documents and engineering field support of the remedial work. This proposal includes the following scope of work:

Elastomeric Grout

1. Provide the updated field assessment of the elastomeric grout locations for the purposes of providing a detailed "map" of the locations requiring correction.
2. Develop design drawings and specifications, if necessary, to identify the third-party contractor work necessary to replace the failed elastomeric grout with a full-depth replacement.
3. Provide engineering field support during the initial phase of the selective demolition of the failed epoxy grout.

Traction Power Boxes

1. Provide an updated assessment of the condition and location of the existing traction power pull boxes along Rampart Street, which were installed during the original construction, to identify the proper, measured limits of the proposed selective demolition around each traction power box location.
2. Develop design drawings and specifications, if necessary, to describe the third-party contractor scope of work to remove the traction power box frame installations and replace the box frames with more robust structural supports.
3. Provide engineering support for reviewing construction phase RFIs and contractor submittals required by the contract documents.

SCHEDULE

The AECOM proposal is based on a four-week design duration that will commence with the receipt of the RTA approval of the proposal. It assumes that this work will be completed in such a manner that allows it to be used as a Bid Amendment of the remainder of the Phase 2 Rampart Streetcar Emergency Recovery Project. The proposed construction phase engineering support will be performed during the Phase 2 third party construction work. AECOM's proposal is based on completion of the work by the end of calendar 2021.

A detailed cost proposal, including Form 4400 documentation is provided herein. Should you have any questions, please contact Bill Norquist at 215-789-2115 (william.norquist@aecom.com) or AECOM's Project Director, Sam Pickard, at 215-789-2154 or 267-246-0645 (samuel.pickard@aecom.com).

Sincerely,

AECOM Technical Services, Inc.



Samuel A Pickard, PE
Vice President – Transit
Project Director



William V. Norquist, Jr., PE
Vice President - Transit/Rail
Project Manager

Project No.: 60637432
 Project: RTA Rampart Streetcar Line: Reinstallation Plan
 Amendment No. 2: Design of traction power box repairs and elastomeric
 Task: grout replacement
 Date: 7/27/2021

Employee Name/ Description Direct Labor Rate	S. Pickard Proj. Mgr. \$1,116.28	W. Norquist Technical Migr. \$1,110.30	J. McDowell Task Mgr. \$80.29	SUMMARY OF ESTIMATED HOURS					Varies Inspector \$38.00	Varies Designer / Tech. \$42.00	TBD CADD \$34.00
				Varies Sr. Eng. \$70.00	Varies Eng. \$55.00	Varies Jr. Eng. \$32.00	Varies Inspector \$38.00	Varies Designer / Tech. \$42.00			
TASK											
1. Evaluate existing foundations adj. to Hard Rock Field inspection of all Traffic Control Boxes and ground conditions		8	8		5			5			
2. Develop Construction Plans for Traction Control Box Repair											
Title Sheet			2					4			
Plan View (2 Sheets)			2		12			16		6	
Disposition Table			1							24	
Detail Sheets (4 sheets)			2		28			28		42	
Traffic Control			2		8			32		32	
Specifications			4		12			16			
QC	2		8								
3. Design removal and replacement of elastomeric grout Develop Civil Plan Views (3 drawings) Investigate Repair Options and costs (3 alternatives and call for selection) Epoxy Repair Details Disposition Table											
Traffic Control			6		24					36	
Assemble Standard Plan and Details (10 sheets)			8							12	
QC			2		6			6		2	
4. Additional Construction Mgmt. and construction field support RFI and Submittal Review Inspection of Existing Epoxy Removal Coordination											
Inspection of Existing Epoxy Removal			8		8			8		40	
Coordination			8							80	
TOTAL HOURS	12	44	65	86	121	118	125	216		0	
TOTAL - DIRECT LABOR (by person)	\$1,395.36	\$4,853.20	\$5,218.85	\$6,020.00	\$6,655.00	\$3,776.00	\$4,750.00	\$9,072.00		\$0.00	
Direct Labor											
Overhead											
ODCs	1.30697	\$41,740.41									
Profit	10%	\$54,553.46									
ESTIMATED TOTAL		\$2,000.00									
		\$9,629.39									
		\$107,923.26									

FEDERAL AVIATION AGENCY COST AND PRICE ANALYSIS - RESEARCH AND DEVELOPMENT CONTRACTS		Form approved Budget Bureau No. 06-1120	
This form is to be used in lieu of FAA Form 3515 as provided under FAPH 2-16-260-2, it will be executed and submitted with proposals in response to "Requests for Proposals," for the procurement research and development services. If your cost accounting system does not permit analysis of costs as required, contact the purchasing office for further instructions.		PURCHASE REQUEST NUMBER	
		Request for Proposals No.	
NAME AND ADDRESS OF OFFERER AECOM Technical Services, Inc. 1555 Poydras Street, Suite 1860 New Orleans, LA 70112		TITLE OF PROJECT Rampart Streetcar Line: Recovery Project	
DETAIL DESCRIPTION Rampart Streetcar Line : Recovery Project - Amendment No. 2 Elastomeric grout and traction power boxes rehabilitation		ESTIMATED HOURS	TOTAL ESTIMATED COST (Dollars)
1) DIRECT LABOR (Specify)			
Project Manager		12	\$116.28 \$1,395.36
Technical Manager		44	\$110.30 \$4,853.20
Task Manager		65	\$80.29 \$5,218.85
Senior Engineer		86	\$70.00 \$6,020.00
Engineer		121	\$55.00 \$6,655.00
Junior Engineer		118	\$32.00 \$3,776.00
Inspector		125	\$38.00 \$4,750.00
Designer/Technician		216	\$42.00 \$9,072.00
CADD/Drafter		0	\$34.00 \$0.00
TOTAL DIRECT LABOR		787	\$41,740.41
2) BURDEN (Overhead - Specify)		BURDEN RATE	x BASE = BURDEN (\$)
Corporate Overhead		130.70%	\$41,740.41 \$54,553.46 \$54,553.46
TOTAL BURDEN			
3) DIRECT MATERIAL			
TOTAL MATERIAL			\$0.00
4) SPECIAL TESTING (Including field work at Governmental installations)			
N/A			
TOTAL SPECIAL TESTING			
5) SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse)			
6) TRAVEL (If direct charge)			
a) TRANSPORTATION (includes all non-per diem travel)			\$1,375.00
b) PER DIEM OR SUBSISTENCE			\$625.00
TOTAL TRAVEL			\$2,000.00
7) CONSULTANTS (Identify - purpose - rate)			
TOTAL CONSULTANTS			\$0.00
8) SUBCONTRACTS (Specify in Exhibit B on reverse)			\$0.00
9) OTHER DIRECT COSTS (Specify in Exhibit B on reverse. Explain royalty costs, in any)			
10) TOTAL Direct Cost & Burden			
11) GENERAL AND ADMINISTRATIVE EXPENSE (Rates % of item nos.)			
12) TOTAL ESTIMATED COSTS			\$98,293.87
13) FIXED FEE OR PROFIT (State basis for amount in proposal) 10 % of LABOR & OVERHEAD			\$9,629.39
14) TOTAL ESTIMATED COST AND FIXED FEE OR PROFIT			\$107,923.26

15) OVERHEAD RATE AND GENERAL ADMINISTRATIVE RATE INFORMATION

A. GOVERNMENT AUDIT PERFORMED No	DATE OF AUDIT 17-Mar-21	ACCOUNTING PERIOD COVERED Fiscal Year ending October 2, 2020
--	-----------------------------------	--

B. NAME AND ADDRESS OF GOVERNMENT AGENCY MAKING AUDIT Cleary Government Services, LLC 321 N. Clark Street Suite 1200 Chicago, IL 60654	C. DO YOUR CONTRACTS PROVIDE NEGOTIATED OVERHEAD RATES YES NO (If yes, Name Agency negotiating rates)
--	---

D. (If no Government rates have been established furnish the following information)

DEPARTMENT OR COST CENTER	RATE	BASE	INDIRECT EXPENSE POOL	BASE FOR TOTAL
N/A				

16) EXHIBIT A - SUB CONSULTANT INFORMATION (If more space is needed use blank sheets, identifying item numbers)

NAME AND ADDRESS OF SUBCONTRACTOR	SUBCONTRACTED WORK	SUBCONTRACT	
		TYPE	AMOUNT
N/A			

17) EXHIBIT B - OTHER DIRECT COSTS (Specify, if more space is needed, use blank sheets, identifying item numbers)

Travel costs / Lodging		
	Travel: all costs except per diem	\$1,375.00
	Travel: per diem	\$625.00

CERTIFICATE

The labor rates and overhead costs are current and other estimated costs have been determined by generally accepted accounting principles. Bidder represents: (A) that he ~~has~~, **has not**, employed or retained any company or person (other than a full-time bona fide employee working solely for the bidder) to solicit or secure this contract, and (b) that he ~~has~~, **has not**, paid or agreed to pay any company or persons (other than a full-time bona fide employee working solely for the bidder) any fee, commission, percentage or brokerage fee, contingent upon or resulting from the award of this contract, and agrees to furnish information relating to (a) and (b) above, as requested by the Contracting Offices.

(For interpretation of the representation, including the term "bona fide employee," see (Code of Federal Regulations. Title 44, Part 150.)

NUMBER OF CONTRACTOR EMPLOYEES Over 1,000	STATE INCORPORATED IN California
DATE 7-21-21	SIGNATURE AND TITLE OF AUTHORIZED REPRESENTATIVE OF CONTRACTOR <i>Samuel O. Richard</i> Vice President - Transit

Figure IIIC-1 (Page 2 of 2)

Regional Transit Authority
 INV. : Accounting Dept. (504) 827-8407
 TO : 2817 Canal Street
 New Orleans, Louisiana 70119

Page - 4/02/20
 Order No. - 912697-000
 Brn/Plt -

AECOM TECHNICAL SERVICE INC
 1515 PONDCHARS STREET
 SUITE 2700
 NEW ORLEANS LA 70112

SHIP REGIONAL TRANSIT AUTHORITY
 TO
 26 PONTCHARS STREET
 NEW ORLEANS, LA 70119

Ordered - 04/02/20 Vendor No. 6102379 Damage Assessment
 Delivery - 04/02/20 Taken By 103954
 Freight - Default - Handling Code PROMISED DELIVERY DATE - 07/15/20

Description / Supplier Item UM Unit Cost Extension
 Damage Assessment Survey EA 63,889.70
 with report Rampart Street
 1515 PONDCHARS STREET
 CAR LINE RECOVERY PROG.

Terms Net 30 Tax Rt Sales Tax Total Order
 63,889.70

DATE RECEIVED
 RECEIVED BY
 CHECKED BY
 APPROVED BY

ORDER NUMBER AND PERSON TO WHOM ADDRESSED MUST APPEAR ON ALL PACKAGES AND INVOICES
 REGIONAL TRANSIT AUTHORITY TAX EXEMPT
 BY MANAGER, PURCHASING DEPT.

ANY CONFLICT, DISPUTE, LEGAL PROCEEDING, SETTLEMENT OR OTHER MATTER HAVING A LEGALLY BINDING IMPACT ON THE PARTIES HERETO SHALL BE RESOLVED PURSUANT TO THE LAWS AND JURISPRUDENCE OF THE STATE OF LOUISIANA.

INV. DATE INV. NUMBER INV. AMOUNT TAX FREIGHT INV. TOTAL

INV.: Accounting Dept (504) 827-8407
 TO: 2817 Canal Street
 New Orleans, Louisiana 70119

Page - 3/31/21
 Order No. - 912697-001
 Brn/Plt

AECOM TECHNICAL SERVICE INC
 3112 PONDRAIS STREET
 NEW ORLEANS LA 70112

SHIP REGIONAL TRANSIT AUTHORITY
 TO Stephen Mitchell
 2817 CANAL STREET
 NEW ORLEANS, LA 70119

Ordered - 04/03/20 Vendor No. - 6102379 Damage Assessment
 Delivery - 03/31/21
 Freight - Default - Handling Code PROMISED DELIVERY DATE - 07/15/20

Description / Supplier Item	UM	Unit Cost	Extension
Damage Assessment Survey with report/Rampart Street	EA		63,889.70
CAR LINE RECOVERY PROG.	EA		
Change Order 1	EA		
Non Stock Inventory Purchas	EA		
Change Order 1 for AECOM to develop OCS repair package for the Rampart Streetcar Line: Emergency Recovery Project as well as provide inspections of RIA repair work performed by the Hard Rock Hotel Developer.	EA		126,679.79

Terms Net 30 Tax Rt Sales Tax Total Order
 190,569.49

DATE RECEIVED _____
 BY _____
 CHECKED _____
 APPROVED _____

REGIONAL TRANSIT AUTHORITY
 IN AGREEMENT
 BY: *[Signature]* 3/31/21
 MANAGER, PURCHASES AND INVOICES

ANY CONFLICT DISPUTE, LEGAL PROCEEDING, SETTLEMENT OR OTHER MATTER HAVING A LEGALLY BINDING IMPACT ON THE PARTIES HERETO SHALL BE RESOLVED PURSUANT TO THE LAWS AND JURISPRUDENCE OF THE STATE OF LOUISIANA.

INV. DATE	INV. NUMBER	INV. AMOUNT	TAX	FREIGHT	INV. TOTAL

CFO *[Signature]* 3/31/21
 CEO *[Signature]*



Board Report and Staff Summary

File #: 22-017

Board of Commissioners

Katrina-Rita CDBG Grant Program

DESCRIPTION: Grant Application for disaster related federal funds to purchase revenue vehicles	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive Officer to seek Katrina-Rita Disaster Related Community Development Block Grant (D-CDBG) federal funds in the amount not to exceed \$5,000,000 to purchase revenue vehicles to replace vehicles that are beyond their useful life.

Included in this request is giving the CEO authorization to approve a CEA if required.

This grant is 100% federal funds and there is no local match.

ISSUE/BACKGROUND:

In 2021 staff made a request to the Louisiana State Office of Community Development (OCD) to be an applicant for the Katrina/Rita Disaster Community Development Block Grant Funds (D-CDBG) program. This request was recently approved.

The request is flexible and scalable to help OCD spend any remaining grant funds within less than one year of any grant award.

When the RTA received final payouts because of Hurricanes Katrina/Rita, from its insurance provider and the Federal Emergency Management Agency (FEMA) it only received 35% of the amount needed to replace the fleet of buses that ran prior to Hurricane Katrina. Prior to Katrina, the RTA had a rolling stock of 372 buses compared to the 123 buses it was able to purchase with FEMA funds in 2008 and 2010. This is due primarily to how replacement value was calculated for equipment by FEMA and the insurance industry. The buses were depreciated based on the age of the vehicles then a value was determined. In 1998, 125 buses were placed into service and were seven years old at the time of the storm.

DISCUSSION:

As part of the New Links Implementation staff is determining the appropriate size and number of busses required for each route. New Links and the fleet condition assessment of the Transit Asset Management (TAM) will inform the estimate needed for the grant application.

Below is a potential scenario of the number of buses that may be requested.

Item	Quantity	Estimate	Total
35' Bus	3	\$610,000	\$1,830,000
40' Bus	2	\$700,000	\$1,400,000
Paratransit van	5	\$250,000	\$1,250,000
	10		
Subtotal			\$4,480,000
Escalation	5%		\$224,000
Project Admin/Managem ent	3%		\$134,400
Total			\$4,838,400

It is expected that more funds may become available as OCD continues to close out existing grants with eligible grantees.

FINANCIAL IMPACT:

There is no local match for this grant. There is an expectation that maintenance cost will be reduced, by retiring the older vehicles.

NEXT STEPS:

Once the grant is awarded, the actual procurement of the vehicles will require Board approval.

ATTACHMENTS:

1. Resolution
2. Applicant Request

Prepared By: Lona Edwards-Hankins, lhankins@rtaforward.org
Title: Deputy CEO of Planning, Infrastructure, and Information Technology

Reviewed By: Lona Edwards-Hankins, lhankins@rtaforward.org
Title: Deputy CEO of Planning, Infrastructure and Information Technology

Reviewed By: Gizelle Johnson Banks
Title: Chief Financial Officer



Alex Wiggins
Chief Executive Officer

2/2/2022

Date



RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO ALLOW STAFF TO SUBMIT A GRANT APPLICATION FOR
DISASTER RELATED FEDERAL FUNDS TO PURCHASE REVENUE VEHICLES**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, in 2021 staff made a request to the Louisiana State Office of Community Development (OCD) to be an applicant for the Katrina/Rita Disaster Community Development Block Grant Funds (D-CDBG) program; and

WHEREAS, this request was recently approved. The request is flexible and scalable to help OCD spend any remaining grant funds within less than one year of any grant award; and

WHEREAS, when the RTA received final payouts because of Hurricanes Katrina/Rita, from its insurance provider and the Federal Emergency Management Agency (FEMA) it only received 35% of the amount needed to replace the fleet of buses that ran prior to Hurricane Katrina; and

WHEREAS, prior to Katrina, the RTA had a rolling stock of three hundred seventy-two (372) buses compared to the one hundred twenty-three (123) buses it was able to purchase with FEMA funds in 2008 and 2010; and

WHEREAS, this is due primarily to how replacement value was calculated for equipment by FEMA and the insurance industry. The buses were depreciated based on the age of the vehicles then a value was determined; and



RESOLUTION NO. _____

Page 2

WHEREAS, in 1998, one hundred twenty-five (125) buses were placed into service and were seven years old at the time of the storm; and

WHEREAS, part of the New Links Implementation staff is determining the appropriate size and number of busses required for each route.

WHEREAS, New Links and the fleet condition assessment of the Transit Asset Management (TAM) will inform the estimate needed for the grant application; and

WHEREAS, below is a potential scenario of the number of buses that may be requested; and

Item	Quantity	Estimate	Total
35' Bus	3	\$610,000	\$1,830,000
40' Bus	2	\$700,000	\$1,400,000
Paratransit van	5	\$250,000	\$1,250,000
	10		
Subtotal			\$4,480,000
Escalation	5%		\$224,000
Project Admin/Management	3%		\$134,400
Total			\$4,838,400

WHEREAS, it is expected that more funds may become available as OCD continues to close out existing grants with eligible grantees; and

WHEREAS, this grant is 100% federal funds and there is no local match for this grant. There is an expectation that maintenance cost will be reduced, by retiring the older vehicles; and

RESOLUTION NO. _____



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com

Page 3

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority (RTA) that the Chairman of the Board, or his designee, is authorized to allow staff to submit a Grant Application for Disaster related Federal funds to purchase revenue vehicles.

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

AND THE RESOLUTION WAS ADOPTED ON THE 22nd DAY OF FEBRUARY 2022.

**FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS**

Katrina Rita Disaster Related CDBG Funds

The New Orleans Regional Transit Authority (RTA) is requesting consideration as an applicant to and for the Katrina/Rita Disaster Community Development Block Grant Funds (D-CDBG) administered by the Louisiana State Office of Community Development (OCD). The RTA has developed a specific request that is flexible and scalable to help OCD spend any remaining grant funds within less than one year of any grant award.

When the RTA received final payouts from its insurance provider and the Federal Emergency Management Agency (FEMA) it only received 35% of the amount needed to replace the fleet of buses that ran prior to Hurricane Katrina. Prior to Katrina, the RTA had a rolling stock of 372 buses compared to the 123 buses it was able to purchase with FEMA funds in 2008 and 2010. This is due primarily to how replacement value was calculated for equipment by FEMA and the insurance industry. The buses were depreciated based on the age of the vehicles then a value was determined. In 1998, 125 buses were placed into service and were seven years old at the time of the storm.

The RTA is requesting \$30,326,400 to procure (18) eighteen 35' buses, (18) eighteen 40' buses and 18 (eighteen) paratransit vehicles. Typically, increments of six can be delivered from the factory in a single shipment, within six months after receipt of a purchase order. Our formula is scalable and we can spend these funds efficiently. We have identified three options to best meet OCD's program completion goals.

Ideal Option			
Item	Quantity	Estimate	Total
35' Bus	18	\$610,000	\$10,980,000
40' Bus	18	\$700,000	\$12,600,000
Paratransit van	18	\$250,000	\$4,500,000
Subtotal			\$28,080,000
Escalation	5%		\$1,404,000
Project Admin/Management	3%		\$842,400
Total			\$30,326,400

Mid- Range Option			
Item	Quantity	Estimate	Total
35' Bus	12	\$610,000	\$7,320,000
40' Bus	12	\$700,000	\$8,400,000
Paratransit van	12	\$250,000	\$3,000,000
Subtotal			\$18,720,000
Escalation	5%		\$936,000
Project Admin/Management	3%		\$561,600
Total			\$20,217,600

Acceptable Option			
Item	Quantity	Estimate	Total
35' Bus	6	\$610,000	\$3,660,000
40' Bus	6	\$700,000	\$4,200,000
Paratransit van	6	\$250,000	\$1,500,000
Subtotal			\$9,360,000
Escalation	5%		\$468,000
Project Admin/Management	3%		\$280,800
Total			\$10,108,800

The RTA is seeking to build a dependable fleet needed to provide reliable and safe transit services to the greater New Orleans region which is now 80 percent of its pre-Katrina population. As the population continues to grow, the RTA is faced with an increased demand for service as many transit dependent communities have shifted to neighborhoods outside of the city's core like East New Orleans and the West Bank. We also have new residents who are eager to utilize public transit reducing their dependence on automobiles.

In addition to meeting the transit needs of New Orleans residents and the millions of visitors each year, the RTA is responsible for evacuating the 40,000 self-identified residents who require evacuation assistance during catastrophic weather events. Expanding and improving the reliability of our transit services is critical for the agency to meet these responsibilities as outlined in the City of New Orleans Hurricane Evacuation Plan. Even during the unprecedented COVID-19 pandemic, the City of New Orleans has continued to rely on RTA as a critical part of the City's infrastructure and response.

As the largest public transportation provider in the New Orleans-Metairie, Louisiana Metropolitan Statistical Area, the RTA operates 34 bus routes, five streetcar routes, two ferry routes, and ADA paratransit services. Bus and streetcar service include six routes with peak-service frequencies of 15 minutes or better, as well as, 10 routes that operate 24 hours/day. RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles. This service area includes major employment centers and tourist destinations such as New Orleans' French Quarter and Central Business District; major educational institutions such as Delgado Community College, Tulane University, and the University of New Orleans; major healthcare systems such as University Medical Center, the Southeast Louisiana Veterans Health Care System, Tulane Medical Center; and numerous commercial districts and shopping centers.

An award from OCD of Katrina/Rita DCDBG funds would assist both of our agencies in meeting our core mission and goals of building a more resilient community, improving economic outcomes for our citizens and helping to create a community they deserve.

###



Board Report and Staff Summary

File #: 22-018

Board of Commissioners

Facility Maintenance & Construction Support Services

DESCRIPTION: Services, materials, supervision, labor, and equipment, required to provide facilities/construction support services at all locations.	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive Officer (CEO) to award a contract to BRC Construction in the amount of \$250,000.00 for the Scope of Work designated in Facility Maintenance & Construction Support Services.

ISSUE/BACKGROUND:

Regional Transit Authority (RTA) requested to have a qualified contractor to repair/upgrade all RTA's physical structures on an as needed basis. The Request for Proposal (RFP) No. 2021-025 Public Notice was published in The Advocate. The Public Notice and the RFP 2021-025 was posted on the RTA website beginning 10/1/21. The RFP submittal deadline was 11/2/21 at 4:00 p.m.

DISCUSSION:

This will be a Task Order services contract. Staff will provide a written scope with Performance Work Statement/Statement of Work for each task. Contractor will provide pricing prior to the start of work. The Contractor will provide all services, materials, supplies, supervision, labor, and equipment, except as specified as RTA-furnished, required to provide facilities support services at all listed locations in accordance with the specifications, terms and conditions contained herein and incorporated by reference. Services shall be performed in accordance with RTA Safety and Health Requirements and applicable Federal, State, and Local laws.

FINANCIAL IMPACT:

The facilities and construction support services funding are being made available by the following sources: Budget Codes (1284399.7570.125), (1284399.7570.127), (1284399.8620.125), & (1284399.8620.127). Total from all four (4) sources is \$250,000.00.

NEXT STEPS:

Upon RTA Board approval, an award letter will be issued to BRC Construction, and a purchase order will be requested

ATTACHMENTS:

1. Board Resolution
2. RTA Procurement Summary - RFP 2021-25
3. RTA Solicitation Request Package
4. RTA Administrative Review Form

Prepared By: John DiLosa, jdilosa@rtaforward.org
Title: Director of Facilities

Reviewed By: Lona Edwards-Hankins, lhankins@rtaforward.org
Title: Deputy CEO of Planning, Infrastructure, and Information Technology

Reviewed By: Lona Edwards-Hankins, lhankins@rtaforward.org
Title: Deputy CEO of Planning, Infrastructure, and Information Technology



2/8/2022

Alex Wiggins
Chief Executive Officer

Date



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com

RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

**REQUEST AUTHORIZATION TO AWARD CONTRACT TO BRC CONSTRUCTION FOR
FACILITY MAINTENANCE & CONSTRUCTION SUPPORT SERVICES**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, the Regional Transit Authority (RTA) requested to have a qualified contractor to repair/upgrade all RTA's physical structures on an as needed basis. The Request for Proposal (RFP) No. 2021-025 Public Notice was published in The Advocate. The Public Notice and the RFP 2021-025 was posted on the RTA website beginning 10/1/21. The RFP submittal deadline was 11/2/21 at 4:00 p.m.; and

WHEREAS, this will be a Task Order services contract, staff will provide a written scope, with Performance Work Statement/Statement of Work for each task. The contractor will provide pricing prior to the start of work; and

WHEREAS, the Contractor shall provide all services, materials, supplies, supervision, labor, and equipment, except as specified as RTA- furnished, required to provide facilities support services at all listed locations in accordance with the specifications, terms and conditions contained herein and incorporated by reference; and

WHEREAS, services shall be performed in accordance with RTA Safety and Health Requirements and applicable Federal, State, and Local laws; and



RESOLUTION NO. _____

Page 2

WHEREAS, the Facilities and construction support services funding are being made available by the following sources: Budget Codes (1284399.7570.125), (1284399.7570.127), (1284399.8620.125), & (1284399.8620.127). Total from all four (4) sources is \$250,000.00; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority (RTA) that the Chairman of the Board, or his designee, authorization to award BRC Construction contract for Facility Maintenance & Construction Support Services.

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

AND THE RESOLUTION WAS ADOPTED ON THE 22ND DAY OF FEBRUARY, 2022.

**FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS**

PROCUREMENT SUMMARY-RFP 2021-025

REQUIREMENTS

A Solicit Request Routing Sheet for Facility Maintenance with attached scope of work was received by Procurement from Executive Office on July 1, 2021.

SOLICITATION

Request for Proposal (RFP) No. 2021-025 Public Notice was published in The Advocate. The Public Notice and the RFP 2021-025 was posted on the RTA website beginning 10/1/21. The RFP submittal deadline was 11/2/21 at 4:00pm.

RFP SUBMITTAL

Submittal deadline was on 11/2/21 at 4:00pm. Briana Howze handled the receipt of all submissions received. Three (3) proposals were received.

DETERMINATION

Three (3) responsive Proposals were received.

SUBMITTAL ANALYSIS

Respondents

BRC Construction

PSA Construction

Quality Support Services

Required Forms

ALL SUBMITTED

ALL SUBMITTED

ALL SUBMITTED

SUMMARY

An Administrative Review was prepared by Briana Howze.

The Technical Evaluation Committee meeting was held on Thursday, January 13, 2022 at 11:00 AM in the RTA Board Room.

The Technical Evaluation Committee was selected and authorized by Gizelle Banks and was comprised of:

John Dilosa

Korrie Mapp

Don Washington

Dwight Norton

The Technical Evaluation Committee scoring was as follows:

BRC Construction

363

PSA Construction	319
Quality Support Services	259

BRC Construction was the highest scoring firm. BCR Construction cost has been determined to be fair and reasonable and is recommended for award.



Rec'd
8/4/21

Regional Transit Authority Solicitation Request Routing Sheet

INSTRUCTION: The user department is responsible for providing all information requested below and securing the requisite signatures.

Attachments (*Indicates Required Items)	
* Scope of Work	Project Schedule/Delivery Date *
Technical Specifications	Selection Criteria (RFQ/RFP Only)
DBE/SBE Goal Calculation	

A. I have reviewed this form and the attachments provided and by signing below I give authority to the below stated Department Representative to proceed as lead in the procurement process.

John DiLosa, Jr.	Director of Facilities	8307
Name	Title	Ext.
	June 15, 2021	
Department Head Signature	Date	

B. Name of Project, Service or Product: Facility Maintenance & Construction Support Services

C. Justification of Procurement:

Regional Transit Authority (RTA) is seeking proposals for Facility Maintenance & Construction Support Services for RTA Site Management Program (RTASMP) regarding physical structures listed locations. The Contractor shall provide all services, materials, supplies, supervision, labor and equipment, except as specified as RTA-furnished, required to provide facilities support services at all listed locations in accordance with the specifications, terms and conditions contained herein and incorporated by reference. Services shall be performed in accordance with RTA Safety and Health Requirements and applicable Federal, State, and Local laws.

D. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant? Yes No

<u>NA</u>	
Director of Grants/ Federal Compliance	Date

E. Safety: Include Standard Safety Provisions Only

<u>Michael J. Smith</u>	6/21/21
Safety Director	Date

Risk Management: Include Standard Insurance Provisions Only? Yes No

Include Additional Insurance Requirements Attached N/A



Risk Management Analyst

[Signature]

6/23/2021

Date

F. Funding Source: Federal State Local Other: _____

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

Total Amount Available \$100,000.00

Projected Cost \$ _____

Previous Cost (if applicable) \$ _____

FTA Grant No.(s)

Line Item(s)

Operations/Department Code _____

Budget Code(s) – (Services - Garages) 1284399.7570.125

Budget Code(s) – (Services - Admin. Facilities) 1284399.7570.127

Budget Code(s) – (Materials/Supplies - Garages) 1284399.8620.125

Budget Code(s) – (Materials/Supplies - Admin. Facilities) 1284399.8620.127

[Signature] Budget Analyst 6/17/2021 Date

G. DBE/SBE Goal: 100 % DBE % Small Business

[Signature] Director of Small Business Development 7/1/2021 Date

[Signature] DBE/EO Compliance Manager 7/1/2021 Date

H. Authorizations: I have reviewed and approved the final solicitation document.

John DiLosa, Jr. June 15, 2021
Department Head Signature Date

Lona Edward Hankins June 15, 2021
Division Manager Date

[Signature] Director of Procurement 7/1/21 Date

FOR PROCUREMENT USE ONLY

Type of Procurement Requested: (circle one) IFB RFQ RFP SS TWO-STEP



Invitation for Bid (IFB) This competitive method of awarding contracts is used for procurements of more than \$25,000 in value. The agency knows exactly what and how many of everything it needs in the contract, as well as when and how the products and services are to be delivered. The award is generally based on price.

Request for Quote (RFQ) This type of solicitation is often used to determine current market pricing.

Request for Proposal (RFP) This approach to contracting occurs when the agency isn't certain about what it wants and is looking to you to develop a solution and cost estimate.

Sole Source (SS) this procurement can be defined as any contract entered into without a competitive process, based on a justification that only one known source exists or that only one single supplier can fulfill the requirements.

Two-step Procurement - request for qualifications step-one used in the formal process of procuring a product or service, It is typically used as a screening step to establish a pool of vendors that are then qualified, and thus eligible to submit responses to a request for price proposal (RFP). In this two-step process, the response to the RFQ will describe the company or individual's general qualifications to perform a service or supply a product, and RFP will describe specific details or price proposals.



Chief Financial Officer

7/4/21

Date



Chief Executive Officer

7/19/21

Date

Independent Cost Estimate Summary Form Back

Facility Maintenance & Construction Support Services Engineering and/or Technical Estimate

When estimating new jobs, there are several different approaches I could use within the industry. The cost of materials, production, and labor. This ICE depends on the structure and/or requirement with an accurate picture of the construction and/or damage or project in mind. According to National Flood Services, the price per square foot is broken down from 0.43sq to \$3.75sq. RTA Total sq for all below listed facilities/properties is 468,071sq.

Please Note: COMMERCIAL OFFICE BUILDING(s) - In the U.S., the cost of a single-story office building per square foot averages at low as \$0.28sq single story small facility/building, \$313sq Mid-rise office facility/buildings, \$562sq on average building/facility, and high-rise buildings are costing about \$660sq.

1. $\$0.28 \times 468,071\text{sq} = \$131,059$
2. $\$313 \times 468,071\text{sq} = \$146,506,233$
3. $\$562 \times 468,071\text{sq} = \$263,055,902$

Canal Compound: 2817 Canal Street, New Orleans, LA 70119

- Building No.1 – Canal Adm/Office = 211,660sf
- Building No. 2 – Canal Vault/Fueling = 9,020sf
- Building No. 3 – Canal Bus Wash/Tire Repair = 8,289sf
- Building No. 4 – Canal Guard Shack = 800sf
- Building No. 5 – Storage, Inspection, and service (SIS) Maintenance/Wash = 32,100sf

The Carrollton facility has one facility.

Carrollton: 8201 Willow Street, New Orleans, LA 70118

- 1) Building No. 1 – Carrollton Streetcar Barn = 93,600sf

The East New Orleans Multifacility has six (6) physical structure(s) also with multiple names in RTA's database/shared drives. I would like the building identified listed as follow(s)

East New Orleans Compound: 3900 & 3901 Desire Parkway, New Orleans, LA 70126

- Building No. 1 – ENO Guard Shack = 1,000sf
- Building No. 2 - ENO Adm/Office = 12,600sf
- Building No. 3 – ENO Maintenance = 66,500sf
- Building No. 4 – ENO Chassis Wash = 2,000sf
- Building No. 5 – ENO Bus Wash = 2,000sf
- Building No. 6 – ENO Vault/Fueling = 2,000sf

The Napoleon Facility has two (2) physical structure(s) and I would like the building identified listed as follow(s).

Napoleon Compound: 419 Napoleon Ave, New Orleans, LA 70115

- Building No. 1 – Napoleon Main = 17,402sf
- Building No. 2 – Napoleon Warehouse = 9,100sf



Request for Proposals (RFP) For Facility Maintenance & Construction Support Services

1.0 Introduction

Regional Transit Authority (RTA) is seeking proposals for Facility Maintenance & Construction Support Services (on call) as needed basis. The purpose of this Request for Proposal (RFP) is to select a qualified Contractor to repair RTA's physical structures locations listed below. The Contractor shall provide all services, materials, supplies, supervision, labor and equipment, except as specified as RTA-furnished, required to provide facilities support services at all listed locations in accordance with the specifications, terms and conditions contained herein and incorporated by reference. Services shall be performed in accordance with RTA Safety and Health Requirements and applicable Federal, State, and Local laws.

- I. Canal Compound: 2817 Canal Street, New Orleans, LA 70119
 - Building No.1 – Canal Adm/Office
 - Building No. 2 – Canal Vault/Fueling
 - Building No. 3 – Canal Bus Wash/Tire Repair
 - Building No. 4 – Canal Guard Shack
 - Building No. 5 – Streetcar Maintenance/Wash
 - Building No. 6 – Canal Main Substation
- II. Carrollton: 8201 Willow Street, New Orleans, LA 70118
 - Building No. 1 – Carrollton Streetcar Barn
- III. East New Orleans Compound: 3900 & 3901 Desire Parkway, New Orleans, LA 70126
 - Building No. 1 – ENO Guard Shack
 - Building No. 2 - ENO Adm/Office
 - Building No. 3 – ENO Maintenance
 - Building No. 4 – ENO Chassis Wash
 - Building No. 5 – ENO Bus Wash
 - Building No. 6 – ENO Vault/Fueling
- IV. Napoleon Compound: 419 Napoleon Ave, New Orleans, LA 70115
 - Building No. 1 – Napoleon Main
 - Building No. 2 – Napoleon Warehouse

2.0 Background

Federal environmental, safety and health regulations require that support services for Federal buildings and property be provided in a manner that ensures the safety and health of Federal employees and members of the public. This Statement of Work shall be the basis for determining and estimating all labor, manpower, materials and services necessary to provide general maintenance, and support services at RTA's Facilities.

2.1 Background Information/Location



Facilities support services will be provided at all listed or dispatched from RTA's Facility central command. Work under this contract will be performed at above listed locations (Buildings), transit stops, and other locations within RTA's physical structures as directed.

2.2 Physical Description

2.2.1 Real Property:

RTA properties, including all building, physical structures, and transit stops.

2.2.2 Building and Physical Structures:

Regional Transit Authority (RTA) has fifteen buildings and several other minor physical structures. Types of occupancy and usage include office buildings, warehouse, Mechanic Garages, storages, advertised and non-advertised shelters, benches, trash cans, poles and signs.

3.0 Scope

The Contractor's responsibility shall include all personnel planning, programming, incidental engineering, administration, management services, and supplies necessary to provide the services specified in this Performance Work Statement (PWS). The work shall be conducted in accordance with the contract and all applicable Federal, State and local laws, regulations, codes, or directives. The Contractor shall perform all related administration services necessary to perform the work, such as inventory reports, quality control, and maintenance of accurate and complete records, files, and libraries of documents to include Federal, State and local regulations, codes and laws. Tasks shall be performed in such a manner as to conform to the standards specified or referenced in this contract. The tasks to provide facilities support services under this contract fall into three basic categories:

3.1 Project (support) Location – The work shall be performed as listed locations and locations designated by note 1. The Following is an example of the dispersion of work at the various locations.

- a) General Maintenance
- b) Preventive Maintenance
- c) Inspection, Testing, and Certification of Equipment
- d) Repair Work
- e) Miscellaneous Construction Projects
- f) Emergency Management Responses
- g) Moving Services
- h) Control Inspection

3.2 Verification of Workload and Conditions – GC's are encouraged to visit the project site(s) during the site visit for GC's during posted hours as part of its due diligence to assess the nature of work and conditions under which work is to be performed.

4.0 Management and Administration

4.1 Management, Administration, Definitions, and acronyms.



Frequency of Service

- Annual (A). Services performed once during each 12-month period of the contract.
- Biennial (B). Services performed once during each 24-month period of the contract.
- Daily (D1). Services performed once each calendar day, Monday through Friday, including holidays unless otherwise noted.
- Daily (D2). Services performed once each calendar day, seven days per week, including weekends and holidays.
- Monthly (M). Services performed 12 times during each 12-month period of the contract.
- Quarterly (Q). Services performed four times during each 12-month period of the contract.
- Semiannual (SA). Services performed twice during each 12-month period of the contract.
- Semimonthly (SM). Services performed 24 times during each 12-month period of the contract.
- Three times weekly (3W). Services performed three times a week, such as Monday, Wednesday, and Friday.
- Twice weekly (2W). Services performed twice a week, such as Monday and Thursday or Tuesday and Friday.
- Weekly (W). Services performed 52 times during each 12-month period of the contract.

4.2 Definitions and acronyms

4.2.1 Maintenance and Repair – The preservation or restoration of a piece of equipment, system, or facility to such condition that it may be effectively used for its designated purposes. Maintenance/repair may be adjustment, overhaul, reprocessing, or replacement of constituent parts or materials that are missing or have deteriorated by action of the elements or usage, or replacement of the entire unit or system if beyond economical repair.

4.2.2 Performance Assessment - A method used by RTA to provide some measure of control over the quality of purchased goods and services received.

4.2.3 Pre-Expended Bin Material and Supplies – The minor materials and supplies that are incidental to the job, for which the total direct cost of any one material line item shown on the material estimate is \$10.00 or less. Examples of pre-expended bin materials and supplies include, but are not limited to, solder, lead, flux, electrical connectors, electrical tape, fuses, nails, screws, bolts, nuts, washers, spacers, masking tape, sandpaper, solvent, cleaners, lubricants, grease, oil, rags, mops, glue, epoxy, spackling compound, joint tape, plumbers tape and compound, clips, welding rods, and touch up paint.

4.2.4 Preventive Maintenance (PM) – The recurring day-to-day, periodic or scheduled work required to preserve or restore equipment to such a condition that it may be effectively utilized for its designated purpose. Preventive maintenance includes, but is not limited to, replacement of belts, filters, refrigerant, motor and compressor oil, paint, cleaning of coils and equipment, and minor adjustments.

4.2.5 PWS – Performance Work Statement

4.2.6 Quality Control – A method used by the Contractor to control the quality of goods and services produced.



4.2.7 Response Time – The time allowed the Contractor after initial notification of a work requirement to be physically on the premises at the work site with appropriate personnel, tools, equipment, and materials, ready to perform the work required.

4.2.8 Observed Federal Holidays – RTA observes the following holidays: New Year’s Day, Martin Luther King Jr.’s Birthday, Mardi Gras, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day After Thanksgiving Day, Christmas Eve, Christmas Day and New Year’s Eve.

4.2.9 Training for Maintenance and Operation of New and Replacement Systems and Equipment – When construction, renovation, or repair work is performed by means other than this contract, the Contractor shall attend RTA provided training, as applicable, for maintenance and operation of new and replacement systems and equipment at no additional cost to RTA.

4.2.10 Permits and Licenses – The Contractor shall obtain all required permits, licenses, and authorizations to perform work under this contract and comply with all the applicable Federal, state and local laws and regulations. The Contractor shall submit copies of permits and licenses.

4.2.11 Insurance – The Contractor shall submit a Certificate of Insurance as evidence of the existence of the following insurance coverage in amounts not less than the amounts specified below.

4.2.12 Minimum Insurance Amounts - To protect RTA against liability in connection with, or resulting from the carrying out of this contract, Contractor shall provide, before the work is commenced hereunder, and shall at all time during the life of the contract carry at the expense of the Contractor, with a reliable insurance company, and approved to do business in the State of Louisiana, all insurance required by local, state or federal laws should there be any such requirement(s). Any subcontractor employed by the Contractor shall be governed by the same insurance requirements as stated herein. The Contractor shall deliver to RTA a Certificate of Insurance.

During the term of this Agreement the Contractor shall obtain and maintain the following types and amounts of insurance. The Contractor shall furnish to RTA Certificates showing types, amounts, class of operations covered, effective dates and dates of expiration of policies:

- Worker’s Compensation Insurance as required by applicable Louisiana Law.
- Vehicle Liability Insurance in the amount of \$1,000,000.00.
- General Liability Insurance in the amount of \$1,000,000.00.

4.2.13 Protection of RTA Property – During execution of the work, the Contractor shall protect RTA property. The Contractor shall return areas damaged as a result of negligence under this contract to their original condition at no cost to RTA.

4.2.14 Labeling of Equipment – The contractor shall be responsible for maintaining or creating new labels for equipment outlined to be maintained as part of this contract. This label shall be consistent with the other equipment within the facility (IE: Air handling units, AHU). The contractor shall identify the equipment with a number if there are multiple pieces of inventory. An example, if the inventory calls out 3 chilled water pumps, but when in the field the contractor finds that they are not uniquely labeled the contractor shall identify each one, CW pump 1, CW pump 2 and CW pump 3, but following the established naming convention. The contractor is also responsible for replacing labels on equipment if they are replaced or damaged.



4.2.15 Service Interruptions - If any utilities or other services must be discontinued (even temporarily) due to scheduled contract work, the Contractor shall notify the RTA Facility Staff, within five working days prior to the interruption. If the discontinued service is due to an emergency breakdown the Contractor shall notify the RTA Facility Staff as soon as practicable.

4.2.16 Passes and badges - All Contractor employees shall obtain employee and vehicle passes as required by the RTA's Physical Security & Emergency Management Department. RTA Physical Security & Emergency Management Department will issue badges without charge. Each employee shall wear the RTA issued badge over the front of the outer clothing. When an employee leaves the Contractor's service, the employee's pass and badge shall be returned within 10 calendar days.

4.2.17 Access to Installation - All Contractor personnel shall obtain access to the installation by obtaining passes each day from RTA's Physical Security and Emergency Management Identification Office. Passes will be furnished without charge. Contractor personnel may be subject to daily mandatory vehicle inspection and will have limited access to the installation. RTA's Physical Security and Emergency Management will not be responsible for any cost or lost time associated with obtaining daily passes or added vehicle inspections.

4.2.18 Access to Buildings - The Contractor shall monitor and control access into restricted areas under their responsibility, allowing only those individuals who have been properly cleared into restricted areas or other controlled access areas. The Contractor shall comply with RTA's Physical security requirements. Contractor shall consent to a search of all persons and equipment prior to entering and exiting restricted spaces as deemed necessary by RTA personnel. Personnel with access to special areas will have the appropriate screening and/or RTA's clearance, and personnel requiring routine access to restricted areas will wear special badges authorizing access for those areas. Contractor personnel shall not enter restricted or controlled areas or installation facilities unless specifically authorized in performance of their duties. The Contractor shall secure all buildings and facilities entered during non-operational hours and will secure all building and facilities under the Contractor's cognizance at the end of each work day or shift period.

5.0 Facility Investment

5.1 General Information - The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Facility Investment services for Regional Transit Authority (RTA).

5.2 Concept of Operation - The intent of Facility Investment is to specify the requirements for the Sustainment, Restoration and Modernization (SRM) sub-functions only. The SRM requirements within this sub-annex primarily consist of infrastructure sustainment, restoration, and modernization work. Sustainment is the inspection, maintenance and repair necessary to keep an inventory of facilities and other assets in good working order. Restoration and modernization normally consist of major rehabilitation and capital improvements that is accomplished through other RTA programs. Some major repair, minor construction and stand-alone demolition may be accomplished as part of sustainment.

The Contractor shall perform maintenance, repair, alteration, demolition and minor construction for the following:



Building and Structures

- Interior and exterior finishes
- Roofing
- Foundation
- Structural Components
- Tanks (Underground & Above Ground)
- Petroleum, Oil and Lubricants (POL) System Storage & distribution

Building Systems

- HVAC
- Fire Protection
- Intrusion Detection Systems (Card Readers)
- Boilers (excluding Central Utility Plant Boilers)
- Compressed Air Systems
- Potable Water (including backflow prevention devices if applicable)
- Storm Water & Wastewater (if applicable)
- Electrical
- Lightning Arrestors and Grounding Devices
- Auxiliary Generator Systems (including emergency and portable generators)
- Uninterruptible Power Systems (UPS)
- Grease Traps
- Weight Handling Equipment (WHE)

Miscellaneous

- Signs
- Fences
- Locksmith (Keys & Card Readers)
- Drainage
- Monuments
- Flag Poles
- Unpaved Roads (gravel roads)

5.3 Facility Investment – Definitions and Acronyms

- **Control Inspection** - A scheduled examination of facilities conducted to identify and report deficiencies requiring correction now or in the foreseeable future.
- **Fire Alarm Reporting System** - Connects the Facility fire alarm control panel(s) to a constantly attended location staffed with qualified operators for the receipt and processing of emergency communications.
- **HVAC** – Heating, Ventilation, and Air Conditioning
- **Preventive Maintenance (PM)** - PM consists primarily of inspection, testing, cleaning, lubrication, adjustment, calibration, and minor part and component replacement (such as filters, batteries, belts, hoses, fluids, oil and grease) as required to verify proper system operation;

minimize malfunction, breakdown, and deterioration of systems and equipment; and maximize useful life.

- **Service Call** - Service calls are classified as emergency or routine work requests. Service calls are called into the work reception center by building occupants or generated by designated RTA Representative or Contractor representatives; are brief in scope; and do not reasonably require detailed job planning. Multiple maintenance, repair, and minor construction requirements received for the same trade in the same building or structure at the same time will be combined into one service call as long as the service call threshold is not exceeded.
- **Routine Service Call** - Service calls that are not an emergency in nature and are to be completed at the next PM planned visit, but within 60 days of contractor notification.
- **Repair** - The restoration of facilities or equipment to such a condition that it may be effectively utilized for its designated purposes by overhaul, reconstruction, or replacement of constituent parts or materials which have deteriorated by action of the elements or usage, and which have not been corrected through maintenance. This term also applies to replacement of the entire unit or system if beyond economical repair. The intent of repair is to have the equipment at normal working condition.
- **Replacement** - A distinct work element, is confined to a program of planned replacement of a facility or its components. It may be further limited to major components such as air conditioning compressors, furnaces or hot water heaters. Replacement is performed when the equipment has reached the end of its useful life; when it no longer can perform due to degradation of its internal components and repair is no longer cost effective. Included under the replacement would be the major rebuilding of any component since rebuilding also restores performance.
- **Restoration** - Restoration of real property to such a condition that it can be used for its intended purpose. Includes repair or replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident or other causes.
- **Sustainment** - Maintenance and repair activities necessary to keep a typical inventory of facilities in as well as cyclical major repairs or replacement of components that occur periodically over the expected service life of the facilities. "normal working condition". Sustainment includes regularly scheduled maintenance as well as cyclical major repairs or replacement of components that occur periodically over the expected service life of the facilities.
- **SRM** - Sustainment, Restoration, and Modernization
- **Weight Handling Equipment (WHE)** - Weight handling equipment consists of cranes (e.g., portal cranes, jib cranes), rigging gear (e.g., slings, shackles), and associated equipment (e.g., portable hoists, dynamometers). For purposes of this technical sub-annex, WHE does not include mobile or transportable truck, crawler, and railway mounted locomotive cranes.
- **Historical Preservation** - Buildings and facilities designated as historical sites shall be maintained in accordance with Federal, state, and local historical policies and regulations.

7.0 Service Requirements

Contractor will treat RTA as a priority client, and pledge to provide priority, timely services; equipment and supplies in response to a disaster or catastrophic event, and at agreed-to locked-in unit pricing.



Contractor shall perform all Remediation Services on an open work-order basis as requested services are received for the term of this awarded contract.

Contractor shall have a 24-hour emergency response number, with a guaranteed two (2) hour response to make contact and provide a preliminary assessment of the services required. After the preliminary assessment is made and the specific scope items and quantities identified and agreed upon, the Contractor must be fully mobilized and onsite with 24 hours.

In the event of non-response from the contractor within the required two (2) hour response timeframe, RTA reserves the right to contract services to the next lowest bidder in this selection process. More than one contractor may be selected as part of this selection process, however, in the event that more than one property is damaged by the event, work will be assigned to contractors in order of selection score and within the operational capacity of the selected firm.

Contractor shall perform all Covered Services in compliance with all Applicable Laws, rules and regulations, and all policy and procedural requirements of RTA. Contractor shall use its best efforts to cooperate and coordinate with RTA's personnel and other contractors who may be providing contemporaneous services.

In association with these services, Contractor must prepare notification, certification or any other documents that are required by Applicable Laws and shall also distribute and retain in its records copies of all such documents as required by Applicable Laws.

RTA will only pay the unit rates as listed on the Proposer's Cost Proposal. The specific work order scope will be determined by the owner at the pre-remediation conference, to be held prior to any work beginning. The proposed quantities for each scope item in the cost proposal will be the responsibility of the remediation contractor and will be verified with the owner to establish the overall cost of the work order prior to work beginning.

Contractor must provide a cost reasonableness demonstration for any change order work for scope not include in the contracted unit costs and must meet Federal Transit Authority FTA, FEMA, and other Federal Disaster Recovery Fund requirements and should be based on RS Means or historical data.

At the completion of work order, Contractor must provide RTA with a comprehensive final report with detailed information that summarizes all completed services provided by Contractor and in sufficient detail to satisfy FEMA and insurance company requirements to maximize payment of claims and reimbursement of expenses.

Contractor shall directly furnish and pay for all labor, permits, licenses, insurance, materials, tools, equipment and services required to provide the services described in this attachment or any additional services proposed by the contractor. All billing will be solely between RTA and the Contractor.

Contractor to provide documentary and photographic documentation of all damages prior to beginning the scope of work. This is to include, but is not limited to, all interior/exterior finishes, furnishings, interior/exterior of millwork, interior of furniture, and IT equipment within the scope of work.



8.0 Review, Approval, and Payment of Services

RTA reserves the right to accept or reject any and all proposals. RTA also reserves the right to waive any informality or irregularity in any proposals. Additionally, RTA may, for any reason, decide not to award an agreement as a result of this RFP or cancel the RFP process. RTA shall not be obligated to respond to any proposal submitted, nor be legally bound in any manner by the submission of a proposal. RTA reserves the right to negotiate project deliverables and associated costs.

All services performed by contractor under this agreement shall be subject to the review and approval of the Contract Coordinator:

The Contract Coordinator shall decide all questions that may arise as to Contractor's obligations hereunder.

RTA will pay all rates as submitted by the contractor in the Cost Schedule.

RTA will only pay the rates as listed on the Proposer's Cost Proposal (or their Standard Cost Schedule if the item in question is not part of the Remediation Services Cost Proposal). Thus, if the Contractor should rent or sub-contract any items listed on the cost proposal to perform the services, RTA will not be responsible for any difference in the rental rate and prices quoted in the cost schedules.

9.0 EVALUATION CRITERIA

Administrative Evaluation

Prior to the distribution of submittals to the Technical Evaluation Committee, the RTA shall perform an administrative evaluation of each submittal to determine completeness and responsiveness to this RFQ.

Technical Evaluation Criteria

Interested firms are encouraged to provide a high-quality narrative that compellingly articulates the firm's qualifications. Qualifications statements must be complete and concise and must be formatted in manner that clearly identifies and addresses each element of the evaluation criteria as detailed below. These criteria will be used by the Technical Committee evaluating the submissions.

1. Overall Qualifications (20) – Capability, professional competence and relevant experience. - Maximum Score 20 points.

- a) Please provide a summary of the firm's professional competence to include the number of years in business, staff size, and relevant expertise and experience.
- b) Please provide a brief description of the products/services the firm provides.
- c) Please provide a brief description of recent and relevant projects. The listing of recent and relevant projects should include the type of work performed, the products developed and/or services delivered to the client, and the duration of the project.

2. Technical Qualifications (20) – Experience, expertise and technical capability. - Maximum Score 20 points.

- a) Please provide a resume for all members of the firm that will be a part of the project team. The resumes should include educational background, professional licensure or certification, and years of



experience. The resumes should detail the experience and qualification of the project team relative to the scope of work.

- b) Briefly describe any additional technical capabilities (i.e. software, proprietary systems, publications, etc.) that add value to the project.

3. References (5) – Maximum Score 5 points.

Provide a list of references for recent and relevant projects. References should include the project name, name and address of the project owner (customer), and a contact name, telephone number and e-mail if available.

4. Small Business Enterprise (SBE) or DBE Capacity Building (20) - Maximum Score 20 Points

For a small business limited competition, all certified SBEs that have the capacity to perform the scope but have never done business with the agency, the RTA's small business policy allows 8 capacity-building points to level the playing field and better ensure diverse participation in the economic opportunity the agency affords. All qualified SBEs that have never done business with the agency are eligible to receive these points.

5. Accessibility (5) – Availability, roles and responsibilities of the firm's staff - Maximum Score 5 points.

- a) Please provide a listing of the firm's current workload to include the project name, project owner and project start and end dates.
- b) Please provide a detailed description of the roles and responsibilities of the project team members relative to the scope of work and the overall management of the project.
- c) Please provide a detailed description of the availability of the project staff relative to the role and responsibility of the staff member (i.e. part-time, on call, weekly monitoring, etc.)
- d) Please provide an organizational chart for the project team.

6. Responsiveness to the Agency's Needs (10) - Maximum Score 10 points.

- a) List the main deliverables of the scope of work provided and provide a detailed description of the firm's experience and/or expertise in meeting the agency's stated need and/or providing the stated deliverables.
- b) Briefly describe any innovative approaches that the firm will employ in responding to the scope of work.
- c) Provide any additional information or description of resources supporting the firm's capability to meet the needs defined in the project scope.

7. Financial Proposal (20) – Maximum Score 20 points

Each Respondent shall complete and submit Attachment A. The unit cost shall be for the term of the contract and shall include delivery of all services.

The cost evaluation will be based upon the total cost proposed by the Proposers. The Proposer with the lowest total estimated cost will receive a score of 20 points for the Financial Proposal category. The remaining Proposers will receive a score based upon the following formula:

- $CS = (LPC/PC \times 20 \text{ points})$
- CS = Compared cost score for proposers



- LPC = Lowest proposed cost for all proposers
- PC= Proposer's cost



Regional Transit Authority

TO: John Dilosa

FROM: Mike Smith, Chief Safety Officer *MJS*

DATE: June 21, 2020

RE: Facility Maintenance & Construction Support Services

Additional safety requirements:

In reference to the above procurement, the vendor must comply with all local, State, and Federal safety and environmental requirements including but not limited to all applicable EPA and OSHA standards and the General Duty Clause of the OSH Act, which requires employers to keep their workplace free of serious recognized hazards. Copies of certifications and safety performance shall be evaluated during the qualifications review.

The Chief Safety Officer (CSO) or designee has the authority to monitor, evaluate and halt any work if s/he determine hazards are not properly mitigated. The vendor must evaluate their work for hazards to employees, RTA employees, and RTA's patrons and provide proper mitigation.

The SOW or project work plan (as appropriate) must include the steps to take in case of spills, fires, accidents, and other emergencies as appropriate. The vendor is responsible for ensuring such emergency responses plans comply with all RTA safety, physical security, and emergency preparedness plans and policies.

**Regional Transit Authority
Administrative Review Form**

Project Name: Facility Maintenance

Type of Solicitation: RFP 2021-025 DBE/SBE Participation Goal: 100% Number of Respondents: 1

Prime, Primary Contact and Phone Number	DBE and Non-DBE Subconsultants	DBE Commitment Percentage	Price (RFP and ITB ONLY)
BCR Construction		100%	
PSA Construction		100%	
Quality Support Services		100%	

*Indicates certified DBE or SLDBE firm that will contribute to the project's participation goal

Prime Firm Name	Required Items								
	LA Uniform Public Work Bid	Non Collusion	Debarment Prime	Debarment Lower	Restrictions on Lobbying	Buy America Compliance	Participant Info	Affidavit of Fee Disposition	Addenda
BCR Construction	Y	Y	Y	Y	Y	Y	Y	Y	Y
PSA Construction	Y	Y	Y	Y	Y	Y	Y	Y	Y
Quality Support Services	Y	Y	Y	Y	Y	Y	Y	Y	Y

Review and verification of the above required forms, the below listed vendor is hereby found responsive to this procurement.

Vendor Name: BCR Construction

Certified by: Name and Title Briana Howze, Contract Administrator

Procurement Personnel Only

Prime Firm Name	Bid Bond	Insurance	Responsiveness Determination	Responsible Determination					
				Certifications /Licenses	Facilities/ Personnel	SAM.Gov	Previous Experience	Years in Business	Financial Stability
BCR Construction		Y			Y	10		Y	
PSA Construction		Y			Y	15		Y	
Quality Support Services		Y			Y	8		Y	

Review and verification of the above "checked" forms, the below listed vendor is hereby found responsible for award of this procurement.

Vendor Name: BCR Construction

Certified by: Name and Title Briana Howze, Contract Administrator