

RESOLUTION NO. 2004- 09

AUTHORIZING AN INCREASE TO THE CONTRACT WITH FRANK J. POLIVKA TO PROVIDE PROFESSIONAL SERVICES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AT A PRICE NOT TO EXCEED \$25,010 (GENERAL FUND, PROCUREMENT DEPARTMENT BUDGET)

WHEREAS, a small purchase contract was entered into under the General Manager's delegated authority with Frank J. Polivka, 1254 Erieview Drive, Madison, Ohio, 44057 to provide professional services at a price not to exceed twenty four thousand nine hundred ninety and 00/100 dollars (\$24,990); and

WHEREAS, the Greater Cleveland Regional Transit Authority requires additional services due to the reorganizational changes within the Procurement Department; and

WHEREAS, said increase will exceed the General Manager's small purchase authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

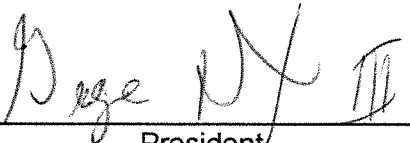
Section 1. That the General Manager be and he is hereby authorized to amend the contract with Frank J. Polivka to provide professional services in connection with the reorganization of the Procurement Department for an amount of twenty five thousand ten and 00/100 dollars (\$25,010) and extending the terms of the contract to June 30, 2004.

Section 2. That said amendment shall be payable from the General Fund, Procurement Department budget in the amount of twenty five thousand ten and 00/100 dollars (\$25,010), for a total contract price not to exceed fifty thousand and 00/100 dollars (\$50,000).

Section 3. That all other terms and conditions of said contract shall remain unchanged.

Section 4. That this resolution shall become effective immediately upon its adoption.

Adopted: _____ January 27 _____, 2004



President

Attest: 

CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

H-2

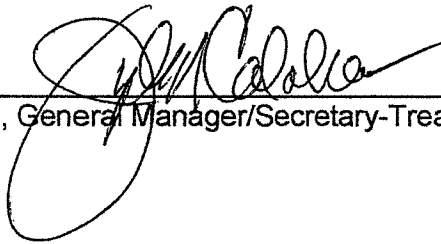
TITLE/DESCRIPTION: AUTHORIZING AN INCREASE TO THE CONTRACT WITH FRANK J. POLIVKA TO PROVIDE PROFESSIONAL SERVICES FOR THE FINANCE & ADMINISTRATION DIVISION AT A PRICE NOT TO EXCEED \$25,010 (GENERAL FUND, PROCUREMENT DEPARTMENT BUDGET)	Resolution No.: 2004-09
	Date: January 22, 2004
	Initiator: Finance & Administration
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to amend the contract with Frank J. Polivka to continue to provide professional services in connection with the reorganization of the Finance & Administration Division.
- 2.0 **DESCRIPTION/JUSTIFICATION:** Due to reorganizational changes within the Procurement Department, the General Manager has determined it would be in the best interest of the Authority to retain the services of a professional transit manager to perform the services of the Authority's Director of Procurement on an interim basis. Additional services are required to oversee and coordinate procurement processes and work force solutions recommended to improve effectiveness of the Procurement Department.
- 3.0 **PROCUREMENT BACKGROUND:** In September 2003, the Authority awarded a small purchase contract with Frank J. Polivka for professional services, at a cost not to exceed \$24,990. This action will extend the terms of the contract through June 30, 2004 and increase the contract price above the small purchase limit of \$25,000.
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This amendment shall be payable from the General Fund, Procurement Department budget in the amount of twenty five thousand ten and 00/100 dollars (\$25,010), for a total contract price not to exceed fifty thousand and 00/100 dollars (\$50,000).
- 7.0 **ALTERNATIVES:** Rejection of this amendment will leave the Authority's Finance & Administration Division without the resources to oversee and coordinate procurement processes and work force solutions recommended to improve effectiveness of the Procurement Department.

8.0 RECOMMENDATION: It is recommended that the amendment be accepted and the resolution passed authorizing the General Manager to modify the contract.

9.0 ATTACHMENTS: None

Recommended and certified as appropriate
to the availability of funds, legal form and
conformance with the Procurement requirements.



CEO, General Manager/Secretary-Treasurer