

RESOLUTION NO. 2004-86

AUTHORIZING AN INCREASE TO THE CONTRACT WITH CANDICE KINN TO PROVIDE PROFESSIONAL SERVICES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AT A PRICE NOT TO EXCEED \$25,001.00 (RTA DEVELOPMENT FUND - OFFICE OF MANAGEMENT & BUDGET).

WHEREAS, a small purchase contract was entered into under the General Manager's delegated authority with Candice Kinn, 1543 Weymouth Circle, #211, Westlake, OH 44145 to provide professional services at a price not to exceed twenty four thousand nine hundred ninety nine & 00/100 dollars (\$24,999.00); and

WHEREAS, the Greater Cleveland Regional Transit Authority requires additional services due to the continued implementation of the Oracle Enterprise Resource Planning Deployment; 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:

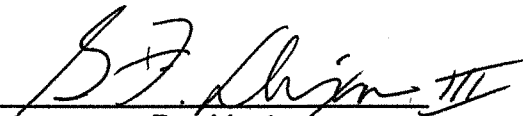
Section 1. That the General Manager be and he is hereby authorized to amend the contract with Candice Kinn to provide professional services in connection with implementation of the Oracle Enterprise Resource Planning Deployment for an amount of twenty-five thousand one & 00/100 dollars (\$25,001.00) and extending the terms of the contract to December 31, 2004.

Section 2. That said amendment shall be payable from the RTA Development Fund, Office of Management & Budget budget in the amount of twenty-five thousand one & 00/100 dollars (\$25,001.00), for a total contract price not to exceed fifty thousand & 00/100 dollars (\$50,000.00).

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: June 15, 2004


President

Attest: 
CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

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TITLE/DESCRIPTION: AUTHORIZING AN INCREASE TO THE CONTRACT WITH CANDICE KINN TO PROVIDE PROFESSIONAL SERVICES FOR THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AT A PRICE NOT TO EXCEED \$25,001.00 (RTA DEVELOPMENT FUND, OFFICE OF MANAGEMENT & BUDGET BUDGET).	Resolution No.: 2004-86
	Date: June 10, 2004
	Initiator: Office of Management & Budget
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 Candice Kinn to continue to provide professional services to the Office of Management & Budget.
- 2.0 **DESCRIPTION/JUSTIFICATION:** Due to the implementation of the Oracle Enterprise Resource Planning Deployment, the General Manager has determined it would be in the best interest of the Authority to retain the services of a Budget Management Analyst to perform the services of the aiding the Office of Management & Budget, Enterprise Resource Planning Deployment in the Oracle Implementation.
- 3.0 **PROCUREMENT BACKGROUND:** The Authority awarded a small purchase contract with Candice Kinn for professional services, at a cost not to exceed twenty four thousand nine hundred ninety nine & 00/100 dollars (\$24,999.00). This action will extend the terms of the contract through December 31, 2004 and increase the contract price above the small purchase limit of \$25,000.
- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** The Office of Business Development does not conduct Affirmative Action reviews on contracts determined to be personal services contracts.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This amendment shall be payable from the RTA Development Fund, Office of Management & Budget Department budget in the amount of twenty-five thousand one & 00/100 dollars (\$25,001.00), at an hourly rate of \$21.00 per hour, for a total contract price not to exceed fifty thousand & 00/100 dollars (\$50,000.00).
- 7.0 **ALTERNATIVES:** Rejection of this amendment will leave the Authority's Office of Management & Budget without adequate staff to accomplish day-to-day operations and aid in the implementation of the Oracle Enterprise Resource Planning Deployment significantly delaying the execution of this program.
- 8.0 **RECOMMENDATION:** It is recommended that the amendment be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer 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