

RESOLUTION 2004- 118

AUTHORIZING CONTRACT 2004-060 WITH MAXIMUS, INC. TO PROVIDE COST ALLOCATION PLAN SERVICES FOR A PERIOD OF THREE YEARS WITH TWO ONE-YEAR OPTIONS IN A TOTAL AMOUNT NOT TO EXCEED \$97,500.00 (GENERAL FUND – OFFICE OF MANAGEMENT AND BUDGET DEPARTMENT)

WHEREAS, the Authority is required by the Federal Government to ensure that Federal Grants awarded to the Authority bear their fair share of costs associated with the Grant and that these costs are allocated according to standard established procedures; and

WHEREAS, the proposal of Maximus, Inc., located at 9930 Johnnycake Ridge Road, Suite 2G, Concord Township, Ohio 44060 to provide cost allocation plan services for a period of three years with two one-year options was received on August 10, 2004; and

WHEREAS, after negotiations, the proposal of Maximus, Inc. to provide cost allocation plan services for a period of three years with two one-year options in an amount not to exceed \$57,000.00 for the base three years and in an amount not to exceed \$20,000.00 for the first option year and \$20,500.00 for the second option year was determined to be the most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the General Manager/Secretary-Treasurer deems the negotiated offer of Maximus, Inc. to be in the best interest of the Authority, price and all other factors considered, and recommends acceptance thereof by the Board of Trustees.

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

Section 1. That the offer of Maximus, Inc., as negotiated, to provide cost allocation plan services, as required, for a period of three years with two one-year options be and the same is hereby accepted.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with Maximus, Inc. to provide cost allocation services, as required, for a period of three years with two one-year options.

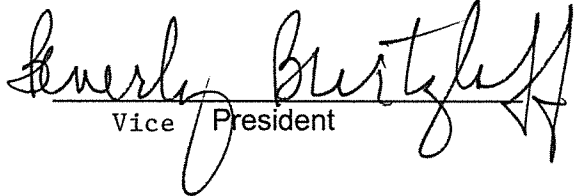
Section 3. That said contract shall be payable out of the General Fund, Office of Management and Budget Department budget, in an amount not to exceed fifty-seven thousand & 00/100 dollars (\$57,000.00) for the base three years and in an amount not to exceed twenty thousand & 00/100 dollars (\$20,000.00) for the first option year and in an amount not to exceed twenty thousand five hundred & 00/100 dollars (\$20,500.00) for the second option year.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years; compliance by the contractor to the Specifications and Addenda thereto, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2004-112; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects Maximus, Inc. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: September 21, 2004


Vice President

Attest: 
CEO, General Manager/Secretary-Treasurer



Title/Description: AUTHORIZING CONTRACT 2004-060 WITH MAXIMUS, INC. TO PROVIDE COST ALLOCATION PLAN SERVICES FOR A PERIOD OF THREE YEARS WITH TWO ONE-YEAR OPTIONS IN A TOTAL AMOUNT NOT TO EXCEED \$97,500.00 (GENERAL FUND – OFFICE OF MANAGEMENT AND BUDGET DEPARTMENT)	Resolution No.: 2004- 118
	Date: September 16, 2004
	Initiator: Office of Management and Budget Department
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 enter into a contract for providing cost allocation plan services, as required, for a period of three years with two one-year options. Cost Allocation Plans are a requirement of the Federal Government to ensure that Federal Grants awarded to the Authority bear their fair share of costs associated with the Grant and that these costs are allocated according to standard established principals.

2.0 DESCRIPTION/JUSTIFICATION: An annual cost allocation plan is a requirement of the Federal Transit Administration. The Authority does not currently have the expertise or software required in-house to complete this, therefore presenting a need for an outside consultant.

3.0 PROCUREMENT BACKGROUND: Two (2) proposals were received in response to the request for proposals. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, and after negotiations, the proposal of Maximus, Inc. to provide cost allocation plan services for a period of three years with two one-year options was selected as the most advantageous to the Authority.

Maximus, Inc. was a former service provider for the Authority. In the past, they satisfactorily provided cost allocation plan services for the Authority. Their proposal meets every required service parameter listed in the Scope of Services. Maximus, Inc. has been providing cost allocation services for the state of Ohio, local governments and special districts since January 1, 1984. Past clients include: The Northeast Ohio Regional Sewer District, The City of New York, New York, METRA (Northeast Illinois Railroad Corporation), Chicago Transit Authority, the City of Euclid, The County of Cuyahoga and The City of Cincinnati.

A cost analysis has been performed and the Procurement Department has determined that the proposal of Maximus, Inc. is fair and reasonable to the Authority.

4.0 AFFIRMATIVE ACTION/DBE BACKGROUND: All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of subcontracting opportunities.

5.0 POLICY IMPACT: Does not apply.

- 6.0 ECONOMIC IMPACT: This contract will be funded by the General Fund, Office of Management and Budget Department budget in an amount not to exceed fifty-seven thousand & 00/100 dollars (\$57,000.00) for the base three years and in an amount not to exceed twenty thousand & 00/100 dollars (\$20,000.00) for the first option year and in an amount not to exceed twenty thousand five hundred & 00/100 dollars (\$20,500.00) for the second option year. This negotiated price for the base three years is the amount budgeted for this project. Should the General Manager/Secretary-Treasurer exercise the options, funding authorization for the option terms will be through the Board approved budget for the appropriate years.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will prevent the Authority from meeting the FTA's requirement to have an annual cost allocation plan and thus jeopardize the Authority's ability to continue to receive grant funding.
- 8.0 RECOMMENDATION: It is recommended that the offer of Maximus, Inc. be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a 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