

AMENDMENT NUMBER Three (3)**CONTRACT NUMBER 30006114****FOR****Safe Routes to Schools Education Program**

Pursuant to Ordinance Number _____

This Contract was made and entered by and between The Street Trust, hereinafter called Consultant, and the City of Portland, a municipal corporation of the State of Oregon, by and through its duly authorized representatives, hereinafter called City.

1. This Contract is hereby extended through September 30, 2019.
2. Additional work is necessary as described in the Scope of Work as follows: Provide educational services thru September 30, 2019 per attached Exhibit A.
3. Additional compensation is necessary and shall not exceed \$226,957 for new contract total amount of \$483,717. The new contract amount was calculated as follows:

\$256,760	(Original Contract Amount)
+ \$226,957	(Amendment 3)
= \$483,717	(Total Not to Exceed Amount)

4. To change Project Manager from Dana Dickman to Janis McDonald.
5. All other terms and conditions shall remain unchanged and in full force and effect.

189269

CONSULTANT SIGNATURE

This Contract amendment may be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same Contract amendment.

The parties agree the City and Consultant may conduct this transaction by electronic means, including the use of electronic signatures.

Consultant Name: The Street Trust

Address: 618 NW Glisan, Suite 401

Portland OR 97209

Signature: J. Detweiler Date: 10/3/18

Name: Jillian Detweiler

Title: Executive Director

Contract Number: 30006114

Amendment Number: Three [3]

Contract Title: Safe Routes to School Education Program

CITY OF PORTLAND SIGNATURES

By: _____ Date: _____
Chief Procurement Officer

By: _____ Date: _____
Elected Official

Approved:

By: _____ Date: _____
Office of City Auditor

Approved as to Form:

By: _____ Date: _____
Office of City Attorney



August 23, 2018

Scope of Work and Cost

- Provide 10 hours school-based Bicycle Safety Education at up to 24 partner elementary and middle schools.
- Support PBOT staff in planning and delivering "train the trainer" for teachers on delivering the bicycle safety education curriculum to their students.
- Manage and maintain PBOT's Safe Routes bicycle fleet (250+ bicycles), including but not limited to the following:
 - Deliver and retrieve up to 35 bicycles and sufficient helmets to and from partner schools
 - Ensure bikes used for BSE and summer programming are in safe working condition
- Engage volunteers to support the community rides that culminates BSE and to maintain the bicycle fleet. Identify and employ strategies to increase diversity of volunteers.
- Co-create agenda and attend a monthly education staff meeting and a coordinator meeting with PBOT.
- Participate in training and teambuilding as approved by PBOT.
- Promote program accomplishments and work with instructors to provide stories, photos and material to PBOT.
- Provide monthly written invoice with report detailing number of students served, volunteer participation, bicycle fleet status and qualitative updates on school partnerships.
- Complete year-end report that summarizes The Street Trust delivery of PBOT's bicycle safety education program.
- Partner with PBOT to identify strategies to help with transition of BSE to middle school aged students.
- When specified by PBOT, research and document other contractor- and partner-provided program offerings in schools that might use delivery strategies that would be effective for mobility education

- Collaborate on development of evaluation tools for new curriculum
- Support Families for Safe Streets to attend the 2018 Vision Zero conference including providing \$3,000 for travel expenses.
- Ensure that staff performing service under this contract will be able to:
 - Pass criminal background checks required for school districts served
 - If driving for the purpose of fulfilling this contract, possess a valid State of Oregon driver's license and
 - If driving, pass the city of Portland Defensive Driver's Training

Hourly Rates

Job Classification	Hourly Rate
Executive Director	\$117.38
Education Program Director	\$64.25
Bicycle Safety Educators	\$51.40
Bike Maintenance Coordinator	\$46.26

Cost

Provide Bicycle Safety Education in up to 24 Title 1 Schools			
Personnel	Description	Hours	Billable
Bike Safety Educators	Teaching (Assumes 70 hrs/school avg)	840	\$43,176.00
Bilingual Educators	Teaching (Assumes 70 hrs/school avg)	840	\$43,176.00
Total		1,680	\$86,352.00

Maintenance & Transport			
Personnel /Item	Description	Hours/QTY	Billable
Bike Maintenance Coordinator	Bike Moves March through June (up to 8 hours each move day)	30	\$5,551.20
Bike Maintenance Coordinator	Bike Moves September through November (up to 8 hours each move day)	14	\$2,590.56
Bike Maintenance Coordinator	Fleet Maintenance (15 hrs/month)	105	\$4,857.30
Truck Rental	Assumes 4 rentals per month	28	\$3,220.00

Bike Parts			\$1,000
Total			\$17,219.06

Volunteer Engagement			
Personnel	Description	Hours	Billable
Volunteer Manager	Engage volunteers in community rides and increase racial diversity of volunteers	60	\$2,775.60
Total			\$2,775.60

Pedestrian or Bike Train the Trainers			
Personnel		Hours	Billable
Bike Safety Educators		30	\$1,542.00
Total			\$1,542.00

Program Development and Management		
Hour Calculations	Hours	Billable
Education Director	1664	\$106,912.00
ED oversight	78	\$9,155.63
Total		\$116,067.63

FFSS Travel to Vision Zero conference		\$3,000.00
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SUMMARY

TOTAL BSE	\$86,352
TOTAL FLEET	\$17,219
TOTAL TRAIN THE TRAINERS	\$1,542
TOTAL VOLUNTEER ENGAGEMENT	\$2,776
TOTAL PROGRAM DEV & MANAGEMENT	\$116,068
TOTAL FFSS	\$3,000
TOTAL	\$226,957