

AMENDMENT NO. 3

184260

CONTRACT NO. 38140

FOR

Safe Routes to School SmartTrips Education & Encouragement Professional Services

This Contract was originally made and entered into on July, 2008 by and between the Bicycle Transportation Alliance, hereinafter called Contractor, and the City of Portland, a municipal corporation of the State of Oregon, by and through its duly authorized representatives, hereinafter called City.

1. The term of this contract is hereby extended until and through June 30, 2012.
2. Additional same services are required as described in Amendment 2. All other terms and conditions described in Amendment 2 are also in effect.
3. Additional compensation is necessary and shall not exceed \$300,000 for FY11/12.

All other terms and conditions shall remain unchanged and in full force and effect.

CONTRACTOR 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 Contractor may conduct this transaction by electronic means, including the use of electronic signatures.

Bicycle Transportation Alliance

By: Rob Sadowsky Date: 10/26/2010

Name: Robert Sadowsky

Title: Executive Director

Address: P.O. Box 28289 Portland, OR 97228

Telephone: 503-226-0676 x 14

Contract No. C38140 Amendment/Change Order No. 3

Contract Title: Safe Routes to School SmartTrips Education & Encouragement Professional Services

CITY OF PORTLAND SIGNATURES:

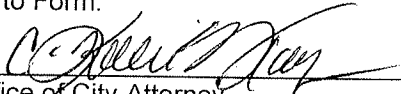
By: _____ Date: _____
Chief Procurement Officer

By: _____ Date: _____
Elected Official

Approved:

By: _____ Date: _____
Office of City Auditor

Approved as to Form:

By:  Date: 11/2/2010
Office of City Attorney

Compensation & Payment Schedule

The total amount available for payment of fees for services and deliverables for work shall not exceed \$300,000. The contractor will submit monthly bills to the City, which identify the deliverables and services provided in the preceding month. In addition, the contractor may charge for reimbursement of administrative expenses.

Of the total contract amount, direct services, listed below, shall not exceed \$300,000. The monthly compensation will be based on the provision and documentation of services provided at schools:

Encouragement (\$10,000 total)

Coordinate, plan, and promote Walk+Bike Day

Coordinate, plan, and promote Walk+Bike Challenge

The provision of bike safety and pedestrian safety education (\$228,000 total)

Bicycle Safety Education including fleet maintenance (40 schools @ \$2850/school)

Pedestrian Safety Education (40 schools @ \$2850/school)

Expenditure of materials and bike fleet maintenance (\$4,000 total)

Bike fleet parts (\$1,000)

Bike maintenance (\$2,000)

Ambassador trainings (\$1,000)

Bicycle moves and facilitation (\$15,000 total)

Staff time (\$9,000)

Truck rental (\$6,000)

Administrative expenses shall not exceed \$43,000. Administrative expenses will include:

Contract administration (\$10,000)

Staff Management (\$22,500)

Reports (\$7,000)

Meeting with city personnel (\$3,500)

Contractor Personnel

Name	Role on Contract
Robert Sadowsky	Authorized Signature of Contractor
LeeAnne Fergason	Program Manager and Volunteer Coordinator
Joel Holly	Lead Ambassador and Fleet Manager
Carl Larson	Ambassador
Jay Dean	Ambassador
Sheilagh Griffin	Ambassador
To be determined seasonally	Part-time Assistant Ambassador for fall and spring
Stephanie Noll	Walk+Bike Encouragement

Planned Task and Compensation Schedule

	Ecouragement	Education	Maintenance & Material	Bike moves	Subtotal	Administrative	Estimated to be billed by month
August	\$3,500.00		\$1,000.00		\$4,500.00	\$752.92	#NAME?
September	\$1,000.00	\$8,550.00	\$1,500.00	\$1,125.00	\$12,175.00	\$2,037.06	\$14,212.06
October		\$22,800.00		\$3,000.00	\$25,800.00	\$4,316.73	\$30,116.73
November		\$25,650.00		\$1,875.00	\$27,525.00	\$4,605.35	\$32,130.35
December		\$31,350.00			\$31,350.00	\$5,245.33	\$36,595.33
January	\$100.00	\$28,500.00			\$28,600.00	\$4,785.21	\$33,385.21
February	\$100.00	\$17,100.00	\$1,500.00		\$18,700.00	\$3,128.79	\$21,828.79
March	\$100.00	\$28,500.00		\$375.00	\$28,975.00	\$4,847.96	\$33,822.96
April	\$1,100.00	\$25,650.00		\$3,375.00	\$30,125.00	\$5,040.37	\$35,165.37
May	\$2,000.00	\$25,650.00		\$3,375.00	\$31,025.00	\$5,190.95	\$36,215.95
June	\$1,600.00	\$14,250.00		\$1,875.00	\$17,725.00	\$2,965.66	\$20,690.66
July	\$500.00				\$500.00	\$83.66	\$583.66
Totals	\$10,000.00	\$228,000.00	\$4,000.00	\$15,000.00	\$257,000.00	\$43,000.00	#NAME?

0.167315175 *this number was used to determine % of admin for each month