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Memorandum

TO: BATA Oversight Committee

DATE: September 2, 2015

FR: Executive Director

W.I. 1253

RE: Purchase Order Amendment –FasTrak® Flex Switchable Standard and Retail Toll Tags for Express Lanes: 3M Company (\$3,000,000)

This item would authorize the Executive Director or his designee to issue a purchase order amendment to 3M Company (3M), in an amount of \$3,000,000, to provide an additional 165,000 FasTrak® Flex standard and retail switchable toll tags for express lanes through December 2016, subject to the approval of the FY 2016-17 BATA budget.

Background

In February 2015, based on the results from a competitive Invitation for Bids (IFB) process, BATA issued a purchase order to 3M to purchase 110,000 standard switchable and retail toll tags for the FasTrak® Regional Customer Service Center (RCSC) project. The purchase order included an option for BATA to purchase up to 165,000 additional tags at the same unit cost of \$15.25 per tag and retail toll tags at a unit cost of \$18.25 per tag plus tax at any time after the initial quantity of toll tags had been ordered.

While the switchable toll tags have only been available since July 2015 in preparation for the forthcoming opening of the I-580 Express Lanes, staff has seen higher than anticipated demand. In order to have a continuous supply in the event all tag inventory is depleted during the start up of I-580, staff recommends authorizing the option to purchase additional tags at this time. This will allow the RCSC to have available inventory for ongoing demand and a supply of tags for converting Alameda County Transportation Commission (ACTC) I-680 to requiring carpools to have switchable toll tags and for BAIFA I-680 Express Lane startup, both expected in 2016. The requested purchase order amendment will provide a supply of Flex tags through December 2016. 3M is neither a small business nor a disadvantaged business enterprise and currently has no subcontractors.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to issue a purchase order amendment to 3M Company in an amount not to exceed \$3,000,000 to furnish 165,000 FasTrak® Flex switchable standard toll tags and retail switchable toll tags for the FasTrak® RCSC project as described herein, subject to the approval of the FY 2016-17 BATA budget.



Steve Heminger

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order Amendment

Work Item No.:	1253
Vendor:	3M Company
Work Project Title:	Electronic Toll Collection FasTrak® Flex Switchable Toll Tag Procurement
Purpose of Project:	To procure standard and retail switchable toll tags to support operations of regional express lanes.
Brief Scope of Work:	Provide 165,000 standard and retail switchable toll tags for delivery between December 2015 and December 2016 to support regional express lanes operations.
Project Cost Not to Exceed:	This amendment \$3,000,000 Current purchase order amount before this amendment – \$2,010,831 Maximum Purchase order amount after this amendment – \$5,021,831
Funding Source:	Toll Bridge Rehabilitation Program Budget
Fiscal Impact:	\$1,624,000 in funds are included in the FY 2015-16 Toll Bridge Rehabilitation Program Budget. The balance of \$1,376,000 will be included in the FY 2016-17 Toll Bridge Rehabilitation Program Budget.
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order amendment to 3M Company to provide 165,000 standard and retail switchable toll tags to support operations of the regional express lanes, as described above and in the Executive Director's memorandum dated September 2, 2015, and the Chief Financial Officer is authorized to set aside funds in the amount of \$3,000,000 for such purchase order.
BATA Oversight Committee:	<hr/> Amy Rein Worth, Chair
Approved:	September 9, 2015