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Alameda Corridor Transportation Authority

June 8, 2017

To:	Governing Board
From:	John T. Doherty, Chief Executive Officer
Subject:	<i>Amendment to Agreement No. C0337 with North American Emergency Management for Emergency Preparedness Planning (APPROVAL)</i>

Recommendation:

Approve the proposed amendment to Agreement No. C0337 with North American Emergency Management (NAEM) for emergency preparedness planning and annual field exercises in the amount of \$16,000 and extend the term through June 30, 2018 and authorize the Chief Executive Officer or Chief Financial Officer to execute said amendment. It is also recommended that the Board find that conducting a competitive selection process for these services would not be practical or advantageous to ACTA.

Discussion:

In December 1999, ACTA entered into Agreement No. C0337 with NAEM for a term of five years through December 20, 2004 in an amount not-to-exceed \$50,000. The scope of services included the development of an Emergency Response Plan (Plan), training of emergency response entities and others regarding the Plan, and the planning and conducting the annual field exercises.

Subsequent actions by the Board extended the contract through June 30, 2009 and increased the contract value to \$250,000. Based on authority delegated to the CEO by the Board in 2003, the term of the Agreement was extended by the CEO annually thereafter through June 30, 2013 with no increase in total contract value.

Since June 2013, the Board approved various amendments extending the time of the contract and increasing the contract value, bringing the contract value to \$326,000 with a term through June 30, 2017.

It is recommended that the Board approve this contract without undertaking a new competitive selection process because doing so would not be practical or advantageous to ACTA given the low annual dollar value of the agreement of approximately \$20,000 per year, along with the specialized nature of this work and the familiarity of the firm regarding the unique



characteristics of the Corridor, the multiple municipal emergency response organizations, and the railroad organizations and dispatchers required to plan and carry out the annual drill. This new amendment, if approved, will extend the term through June 30, 2018 and increase the total contract value by \$16,000 to \$342,000.

Budget Impact:

Funds are included in the FY18 Program Budget.