

AGENDA 1 G  
Consent Item

**MEMORANDUM**

**DATE:** March 2, 2017  
**TO:** El Dorado County Transit Authority  
**FROM:** Megan Wilcher, Administrative Analyst  
**SUBJECT:** Approve Addendum No. 1 to Professional Services Agreement for RTS Computer Services to increase Blanket Purchase Order B22022 for Fiscal Year 2016/17

**REQUESTED ACTION:**  
**BY MOTION,**

1. Approve Addendum No. 1 to the Professional Services Agreement (PSA) with RTS Computer Services due to increase in number of devices
2. Approve Revised Purchase Order No. B22022 for an amount not-to-exceed \$60,000.00 for Informational Technology Support for Fiscal Year 2016/17

**BACKGROUND**

Approved at the June 2, 2016 meeting, Purchase Order No. B22022 allowed RTS Computer Services (RTS) to provide Computer and Network Support services for forty one and one half (41.5) devices (workstations and servers) at a cost of \$90 per device for an amount not-to-exceed \$51,942.00.

**DISCUSSION**

Addendum No. 1 to the Professional Services Agreement shall increase the Blanket Purchase Order No. B22022 from \$51,942.00 to \$60,000.00 to cover the cost of additional devices. The additional devices were added for the following positions; Administrative Analyst, Equipment Mechanic II and Safety Coordinator. The additional positions were approved at the May 5, 2016 Board Meeting.

**FISCAL IMPACT**

Purchase Order B22022 - RTS Computer Services 5090.06	\$51,942.00	\$60,000.00
--	-------------	-------------

The increase of this Blanket Purchase Order is incorporated in the Fiscal Year 2016-17 Adopted Mid-Year Budget

**ADDENDUM NO. 1 TO AGREEMENT BETWEEN  
THE EL DORADO COUNTY TRANSIT AUTHORITY  
AND RTS COMPUTER SERVICES**

**WHEREAS**, the AGREEMENT between the El Dorado County Transit Authority, (EL DORADO TRANSIT) and RTS COMPUTER SERVICES (CONSULTANT) to provide informational technology support was entered into on July 1, 2016 ; and

**WHEREAS**, said AGREEMENT expires and terminates on June 30, 2017, and

**WHEREAS**, the AGREEMENT states EL DORADO TRANSIT will pay \$90 per seat for 41.5 seats, and

**WHEREAS**, EL DORADO TRANSIT has increased the number of seats to 44.5, and

**NOW, THEREFORE**, and in consideration of the mutual promises and agreements herein contained, it is agreed by and between the parties hereto as follows

SCOPE AND FEE

This Addendum No. 1 to the AGREEMENT shall increase the Blanket Purchase Order B22022 amount from \$51,942.00 to \$60,000.00 to cover additional seats.

All other terms and conditions of the AGREEMENT shall remain in full force and effect as though set forth herein.

**IN WITNESS THEREOF**, the parties hereto have executed this Addendum No. 1 to the AGREEMENT.

CONSULTANT

By: \_\_\_\_\_  
NAME AND TITLE

DATE: \_\_\_\_\_

EL DORADO COUNTY  
TRANSIT AUTHORITY

By: \_\_\_\_\_  
Mindy Jackson, Executive Director

DATE: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_  
Mike Tucker  
Legal Counsel, El Dorado  
County Transit Authority

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**6565 COMMERCE WAY**  
**DIAMOND SPRINGS, CA 95619-9454**  
**(530) 642-5383**

REVISED 03/02/17

**PURCHASE ORDER NO. B22022**

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

**DATE: 07/01/16**

ACCOUNT: 5090.06      CLASS: 125  
 ACCOUNT: VARIOUS      CLASS: VARIOUS

SHIP & INVOICE TO:

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**6565 COMMERCE WAY**  
**DIAMOND SPRINGS, CA 95619-9454**

TO: RTS IT INC  
 5000 WINDPLAY DRIVE SUITE 1  
 EL DORADO HILLS, CA 95762

Contact: Tony Snider

Vendor Phone No: (530) 676-2020

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 15		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		INFORMATION TECHNOLOGY SUPPORT AND MONTHLY BACK-UP SERVICE FOR FISCAL YEAR 07/01/16 THROUGH 06/30/17  PER SCOPE OF WORK ON EXHIBIT "A"  PER ADDENDUM I TO PROFESSIONAL SERVICES AGREEMENT		NOT TO EXCEED: \$60,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.  <b>PURCHASING AGENT</b>			SUBTOTAL	\$60,000.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	NTE: \$60,000.00

**PLEASE NOTE CONDITIONS ON REVERSE SIDE**

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."