NOTICE OF CONTRACT AMENDMENT

TO: FIRST TRANSIT, INC
600 VINE STREET, SUITE 1400
CINCINNATI, OH 45202

DATE ISSUED: December 4, 2014
CURRENT REFERENCE NO: 142-11LW
CONTRACT TITLE: TRANSIT PROJECTS MANAGEMENT
PRIOR REFERENCE NO: 216-10LW

THIS IS A NOTICE OF CONTRACT AMENDMENT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

The above referenced contract is amended per attached Amendment no. 4.

EMPLOYEES NOT TO BENEFIT:
NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: RICK DUNNING
VENDOR PAYMENT TERMS: Net 30 Days
VENDOR TEL. NO.: 513-684-8734
VENDOR FAX. NO.: 513-684-8852

COUNTY CONTACT: STEPHEN DEL GUIDICE
COUNTY TEL. NO.: 703-228-0090

CONTRACT AUTHORIZATION

Richard D. Warren, Jr.
Purchasing Agent

DISTRIBUTION

VENDOR: 1
BID FOLDER: 1

DATE
12/4/14
ARLINGTON COUNTY, VIRGINIA
AGREEMENT NO. 142-11LW

AMENDMENT NUMBER 4

This Amendment Number 4 ("Amendment") is made on the date of execution of the Amendment by the County and amends Agreement Number 142-11 dated May 12, 2008 ("Main Agreement"), and made between First Transit, Inc., 600 Vine Street, Suite 1400, Cincinnati, OH 45202 ("Contractor") and the County Board of Arlington County, Virginia ("County").

Whereas the County and the Contractor desire to amend the Main Agreement by adding an additional position and related hourly fee. The Contractor and the County, in consideration of the promises and other good and valuable consideration specified in this Amendment, amend the Main Agreement, as follows:

1. EXHIBIT A, SECTION D – REQUIRED POSITIONS – ADD:

8. TRANSIT CAPITAL PROJECT SENIOR CONSTRUCTION MANAGER

Contractor’s staff assigned to this position shall provide project management, technical and engineering expertise to assist with the construction of transit facilities and transit infrastructure improvements in Arlington County. This individual shall provide engineering review and advice on projects as assigned and shall be able to work effectively across disciplines, departments, agencies, and with contractors to manage and coordinate the construction of assigned projects. While this position’s primary responsibility is managing the construction phase of transit capital projects, the individual will also be involved in assisting the County’s Transit Capital Program Manager with project planning, feasibility evaluation, constructability review, construction sequencing, and cost estimating during the design phase. This individual may also be assigned to manage the design phase of selected transit capital projects for Arlington County.

Specific duties and assignments shall include but are not limited to:

1. Coordinates project logistics, staff, and resources from a variety of internal and external sources including technical, legal, and other specialty engineering fields.
2. Coordinates and facilitates project reviews and approvals within the Transit Bureau, Division of Transportation and Department of Environmental Services and with other County departments/divisions, such as the Inspections Services Division and Zoning Office, as needed.
3. Coordinates with the Washington Metropolitan Area Transit Authority (WMATA) regarding the construction of bus and rail capital improvements and complies with WMATA’s adjacent construction manual and requirements.
4. Coordinates with other public and private sector stakeholders including regional and state transportation agencies, developers, civic associations, and other public groups as needed.
5. For selected projects, manages County staff and/or consultants/contractors performing construction management, construction, scheduling, cost estimating, testing/inspections, construction administration (designer of record reviews and approvals), and project documentation. Monitors the implementation of project phases for conformance with overall project objectives and requirements. For selected projects, responsible for project management, budget control, schedule control, risk management, and quality assurance.

6. Assists with the preparation and review of RFP or IFB contract specifications for County sponsored transit capital projects; reviews proposals and bids on contracts and proposed project/contract revisions and provides technical guidance; assists in the selection of consultants and contractors; works with Arlington’s Purchasing Office and the Transit Bureau’s Contract Specialist to coordinate the proposal or bid process and contract execution.

7. Assists County staff in negotiating scope of services, costs, and schedules with selected consultants and contractors.

8. Assists County staff in negotiating project schedules and outcomes with citizen groups, utility companies, other local, state and federal organizations, and other special interest groups.

9. Prepares project status reports and presentations. Prepares, updates, and monitors project budgets and schedules.

10. Conducts quality review of project operation to ensure consistency with design integrity, contract specifications, and regulatory requirements.

11. Assists other staff in preparing required reports and funding requests to regional, state, and federal funding agencies.

12. Adheres to County’s standard procedures for project management and maintains project file documentation.

13. Coordinates with and provides technical support on projects managed by other staff or agencies as assigned.

14. Provides other duties within general scope of this contract, as assigned by the County Project Officer.

**Required Qualifications and Skills:**
Contractor’s staff assigned to this position shall possess the following qualifications and skills:

1. Bachelor’s degree in civil engineering or closely related field, and at least five (5) years of increasingly responsible managerial experience in construction of urban public transportation capital projects. Additional years of actual experience in construction management may be substituted for undergraduate degree.

2. Experience as the project manager for the construction phase of urban public transportation capital projects, particularly related to bus stations, multimodal centers, transit maintenance garages, rail station surface access improvements, and bus rapid transit facilities.

3. Experience in construction inspections of bus and rail capital projects is strongly desired. Traffic engineering and roadway construction experience are also desired.

4. Experience with traditional bid build procurements / contracts is required. Experience with design-build and alternative delivery methods is desired.
5. Proven record of coordinating project staff and resources and working with projects stakeholders to achieve a desirable project outcome.
6. Excellent written and verbal communication skills.
7. Mathematical, technical, and research skills to compile and analyze information from a variety of sources.
8. Knowledge of federal and state requirements regarding public transportation capital projects and experience working on federally funded transit capital projects.
9. Ability to effectively use computer software, especially Microsoft Office, for word processing, spreadsheets, databases, and presentations. Ability to effectively use Microsoft Project Office, Primavera or comparable software for project management and scheduling.
10. Excellent interpersonal skills and ability to work well in a team-oriented environment
11. Ability to attend evening and Saturday meetings.
12. Construction and/or project management certification such as Certified Construction Manager (CCM) or Project Manager Professional (PMP) is preferred. Also engineering license, particularly registration as a Professional Engineer in the Commonwealth of Virginia, is desired.

2. EXHIBIT B, RATES & FEES – ADD: Transit Capital Project Senior Construction Manager - Fully Burdened Hourly Rate of $94.54, no additional expenses.

All other terms and conditions of the Main Agreement, as amended shall remain in full force and effect.

WITNESS THESE SIGNATURES:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

SIGNED BY: [Signature]
PRINT NAME: RICHARD D. WARREN, JR.
AND TITLE: PURCHASING AGENT
DATE: 12/4/14

FIRST TRANSIT, INC.

SIGNED BY: [Signature]
PRINT NAME: RICK, DUNNING, SENIOR VICE PRESIDENT
AND TITLE: 
DATE: 11/26/14