



**PROPOSED FINDINGS OF FACT FOR AWARDING A CONTRACT FOR GOODS AND/OR SERVICES WITHOUT  
COMPETITION AND THROUGH A SOLE-SOURCE PROCUREMENT**

The Oregon Revised Statutes require that all contracts for goods and/or services be based upon competitive bids or proposals. An exception to this requirement is permitted when the goods or services are only available from one source. Sole-source procurements must be justified by "Findings" pursuant to Oregon law. The following are those "findings."

**The Services Required Are Available From Only One Source:**

1. **Finding: A vendor has already been selected to assist with the needs of the pilot program. With the approved extension of the pilot program to collect additional data, it is advantageous to similarly extend our vendor contract to match the duration of the pilot program. If the program continues beyond the authorized pilot program period, LTD would put this work out for public bidding.**
2. **Finding: Having multiple technology vendors during the pilot program period would potentially create duplication of services at an increased cost, with potential delays and other inefficiencies.**

**CONCLUSIONS OF LAW**

The above "Findings" show that the sole-source procurement process to retain the services of TransLoc Inc. relating to Mobility on Demand complies with the requirements of Oregon law for award of a contract for goods or services without competition.



**RESOLUTION NO. 2020-12-18-068**

**GRANTING AWARD OF A CONTRACT FOR GOODS AND/OR SERVICES WITHOUT COMPETITION  
AND THROUGH A SOLE-SOURCE PROCUREMENT**

**WHEREAS**, Lane Transit District (LTD) is authorized to enter into contractual agreements pursuant to ORS 267.200 (3)-(4);

**WHEREAS**, the Oregon Public Contracting Code and the LTD Procurement Policy require that all contracts for goods, services, or public improvement projects be based upon competitive bids or proposals, unless an exception applies;

**WHEREAS**, the LTD Board of Directors, acting as the LTD Contract Review Board, has authority to award certain contracts without competition pursuant to ORS 279B;

**WHEREAS**, for those contracts authorized by the LTD Board of Directors, the LTD Board of Directors must approve individual or cumulative contract amendments or change orders that exceed the lesser of \$150,000 or ten-percent (10%) of the initial contract;

**WHEREAS**, the Contract Review Board has authorized the LTD Finance Committee to review and recommend action on contracts, contract amendments, and change orders prior to those contracts, contract amendments, or change orders being presented to the LTD Board for review and approval;

**WHEREAS**, the Finance Committee reviewed the proposed contract between LTD and TransLoc Inc. on December 9, 2019, and recommended adoption; provided, the Board adopt findings authorizing a sole-source procurement of the contract; and,

**THE BOARD** finds as follows:

1. The Board adopts the specific "Findings of Fact" set forth above.
2. The "Findings" show that the award of the contract without competition and through a sole-source procurement complies with the requirements of Oregon law for sole-source procurements.

**NOW, THEREFORE, BE IT RESOLVED** that the Lane Transit District Board of Directors, acting as the LTD Contract Review Board, passes a Resolution as follows:

- 1) The contracts shall be in compliance with all applicable laws and regulations.
- 2) Provided that no protests to the sole-source procurement are received, or that any such protests are resolved, the General Manager, or her designee, is hereby authorized to: (a) execute a contract, through the sole-source procurement process, with TransLoc Inc. for the provision of services related to Mobility on Demand for an amount not to exceed \$180,000 over a five year period; and (b) as needed, execute amendments to the contract not to exceed a cumulative total of 10% of the initial contract price or \$150,000, whichever is less.

ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 18<sup>TH</sup> DAY OF DECEMBER, 2019.

A handwritten signature in blue ink, reading "Carl Yeh", is written over a horizontal line.

Board President, Carl Yeh