



**RESOLUTION NO. 2025-12-17-41**

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A CONTRACT AMENDMENT WITH TRANSTRACK SYSTEMS FOR THE PURPOSE OF CONTRACT RENEWAL AND PROFESSIONAL SERVICES**

**WHEREAS**, Lane Transit District (LTD) requested to go into contract with TransTrack Systems via sole source procurement, pursuant to the requirements of the Oregon Public Contracting Code, Oregon Administrative Rules Ch. 137, Divisions 46-49, and LTD's Procurement Policy, as well as any Federal Transit Administration requirements, as applicable, on November 13, 2020 for NTD Reporting Software.

**WHEREAS**, Resolution No. 2020-10-21-060 authorized the Chief Executive Officer to enter into a contract with TransTrack Systems with a Not-to-Exceed (NTE) amount of \$405,420.00 and \$40,542.00 in amendment authority;

**WHEREAS**, previous amendments include update to scope of work resulting in \$14,000.00 credit (Amendment 1); update to scope of work resulting in updated NTE value of \$449,569.00 (Amendment 2); and Amendment 3 exercising the fifth renewal term with no change in the NTE value;

**WHEREAS**, amendments are needed for Final Option Year renewal of \$70,566.00, and 30 hours of professional services for extra training and new account crosswalks for \$6,600.00, for a total of \$77,166, resulting in a new NTE value of \$526,735.00.

**WHEREAS**, OAR 137-049-0910(4) provides that LTD may amend a contract without additional competition if the amendment is within the general scope of the original Procurement, the field of competition and contractor selection would not likely have been affected by the modification, and the amendment is consistent with applicable legal requirements;

**WHEREAS**, extension of the Contract is cited in Exhibit F of Contract 2020-158, and additional training and support is within scope of work.

**WHEREAS**, pursuant to LTD resolution No. 2024-08-21-023, LTD's Board of Directors is the LTD Contract Review Board and delegated to the Chief Executive Officer the authority and responsibility to approve and execute contract amendments and change orders that do not exceed \$250,000 or 20% of the initial contract, whichever is less.

**NOW, THEREFORE, BE IT RESOLVED** by LTD's Board of Directors, acting as the LTD Contract Review Board, that the Chief Executive Officer, or designee, is hereby authorized to negotiate and enter into a contract amendment with TransTrack Systems to execute renewal terms and add professional services in the additional amount of \$77,166, resulting in a revised not-to-exceed (NTE) total of \$526,735.00; and (b) as needed, execute further amendments to the contract not to exceed a cumulative total of \$15,433.20.



**ADOPTED BY THE LANE TRANSIT DISTRICT BOARD OF DIRECTORS ON THIS 17TH DAY OF  
DECEMBER, 2025.**

  
Susan Cox 12-18, 2025 10:24:04 PST

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Susan Cox, Board President