



MEMORANDUM

DATE: 1/16/25

TO: TARTA Board of Trustees

FROM: Kattie Bond, Director of Capital Projects

CC: Laura Koprowski, Chief Executive Officer
James Karasek, Chief Financial Officer

SUBJECT: RESCINDING RESOLUTION NO. 59-24 AND AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH BOWEN & ASSOCIATES FOR ON-CALL ARCHITECTURAL & ENGINEERING SERVICES

The purpose of this resolution is to bring to the Board a request to rescind Resolution # 59-24 and to replace it with this resolution "Authorizing the Chief Executive Officer to enter into a contract with Bowen & Associates for On-Call Architectural & Engineering Services."

The "Brooks Act", a federal statutorily prescribed procurement method requires Architectural & Engineering Services to be initially procured and evaluated as qualifications-based only with rates and fees negotiated after the most qualified firm has been identified. Rates and fees are required to be audited and based upon FAR Part 31 cost principles. The procurement under Resolution #59-24 did not meet the "Brooks Act" prescribed procurement method. The "Brooks Act" procurement procedures can be found in 40 U.S.C. Chapter 11 ("Brooks Act" procedures) section 5325(b) and in the FTA Circular 4220.1F, Chapter IV, 2. h.

ONE TARTA, ONE TEAM!

TOLEDO AREA REGIONAL TRANSIT AUTHORITY

1127 West Central Avenue, P.O. Box 792
Toledo, Ohio 43697-0792
P: 419.243.7433 | F: 419.243.8588

TARTA.COM