

To: Board of Directors
From: Leanne. P. Redden, Executive Director



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Date: April 8, 2019

Re: Ordinance authorizing a contract amendment with SolidLine Media for ongoing edits to the Mobility Management video series

Action Requested

The proposed ordinance authorizes the Executive Director to execute a 24-month contract extension with SolidLine Media and add a dollar amount not to exceed \$39,040 to the existing contract value of \$127,427.50. This amendment will allow SolidLine Media to make necessary updates to content in the five (5) videos this vendor previously produced for the RTA Mobility Management Video Series.

Background

The RTA worked with SolidLine Media to create five (5) videos in a Mobility Management Video series to teach older adults and people with disabilities about accessible transportation options throughout the RTA region. The video series covers topics such as: Overview of Accessible Transit Options, How to Decide Which Transit Options Are Right for You, How to Use Accessibility Features, Accessible Trip Planning on Metra, Pace, and CTA Fixed Route, What to Expect When Riding Buses & Trains, and Community Safety & Problem Solving. When RTA or a Service Board make an update that impacts content explained within one of the RTA Mobility Management Video Series, it becomes necessary to update the video with this new information. This amendment will ensure that we can make all necessary updates to the video series to keep the series relevant for a longer period of time.

SolidLine Media has previously submitted the Authority's Vendor/Contractor Certification that discloses the names of the principals and any contracted lobbyists, certifies that entering into this contract will not create a prohibited conflict of interest, and certifies that the firm and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. The firm has agreed to update the Certification should any of the information change during the contract period.

Financial Impact

The anticipated cost of the edits to the Mobility Management Video Series is \$39,040, for a total contract value not to exceed \$166,827.50. This amount was anticipated in the 2019 agency budget; therefore, the funds are available for this project.

Prepared By: Mobility Services Department
LPR/MV/DR
Attachment.

ORDINANCE NO.

WHEREAS, the Regional Transportation Authority (“the Authority”) wishes to demonstrate its commitment to providing educational video series training on accessible transportation options for older adults and people with disabilities in Northeastern Illinois;

WHEREAS, Solidline Media produced the original RTA Mobility Management Video Series;

WHEREAS, the Authority will make necessary updates to the Mobility Management Video Series content to ensure it is up-to-date and accurate for the public at an additional cost not to exceed \$39,040;

WHEREAS, SolidLine Media is a well-established local video production company with extensive experience in providing the requested services;

WHEREAS, SolidLine Media has previously submitted the Authority’s Vendor/Contractor Certification that discloses the names of the principals and any contracted lobbyists, certifies that entering into this contract will not create a prohibited conflict of interest, and certifies that the firm and its principals have not been debarred or suspended from participating in public contracts and have not been convicted of procurement-related offenses. The firm has agreed to update the Certification should any of the information change during the contract period.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE REGIONAL TRANSPORTATION AUTHORITY that:

1. The Executive Director of the Authority is hereby authorized to execute a 24-month contract extension with SolidLine Media, to provide the necessary updates to the Mobility Management Video Series with a total contract value not to exceed \$166,827.50.
2. The Executive Director is hereby authorized and directed to take such actions as the Executive Director deems necessary or appropriate to implement, administer and enforce this ordinance and said contract.