



Professional Services - Task Order Contract

The Contractor hereby agrees to perform the work authorized herein in accordance with all the terms, conditions, and at the labor rates agreed to in the Contract referenced below. The Contractor shall furnish the necessary professional and technical personnel and materials required to complete this work. Except as expressly provided herein, this Task Order cannot be altered, modified or amended except through a fully executed written Task Order Amendment.

Contract No. S16083/25

Task Order No. 25

Contractor: RSM

SAP Requisition No. 2000220563
(Attach Purchase Requisition Form)

Description: TO#25 - Ethics Hotline Monitoring - FY2019

Term: Effective 7/1/2018 and continue in effect through 6/30/2019
Date

Compensation: (check one) T&M CPFF FFP

Task Order value: \$13,280.00

(To be completed by Contracts Administrator)

Contract value available to authorize this Task Order: \$1,189,930.00

Funding Information: (Check funding sources)

Federal Funds: FTA/Transit or FHWA/Highways State Funds
 CalTrans Local Assistance Program Measure A Measure B
 Other: Local Funds (VTA Cost Center 11500)

Scope of Services: (check one)

See details below of Scope
 See attached Scope of Services

Key Personnel: List additional Personnel authorized to provide services under this Task Order. (check one)

See details below of Personnel (Name/Classification)
 See attached List of Personnel (Name/Classification)

Rates as per Master Contract.





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Subcontractors: List additional subcontractors authorized to provide services under this Task Order. (check one)

- See details below of subcontractors (Indicate SBE/DBE status)
- See attached list of subcontractors (Indicate SBE/DBE status)

(None)

Approvals: Project Manager is required to obtain OBDP's signature prior to submitting to Contracts department.

OBDP: ^(No Subs) SBE/DBE Goal NSG % 11/6/18
 (Specifically established for this Task Order) OBDP Manager Date

[Signature] 11/5/2018 CHIEF OF STAFF 321-7526
 Project Manager Date Division Phone No.

[Signature] 11/15/18 _____
 Division Chief, Director or Deputy Dir Date Capital Projects Group Date

Carolyn Fargas 11/20/18
 Reviewed by Contracts Administrator Date

Santa Clara Valley Transportation Authority

DocuSigned by:
 By: [Signature] 11/26/2018
 3CF0BA4B0C66413... Date

Name (print): Thor vue

Title: Manager of Procurement, Contracts & Matls

Contractor

DocuSigned by:
 By: [Signature] 11/21/2018
 884CC17960E44D5... Date

Name (print): Bill Eggert

Title: Director

VTA Auditor General
 Objective, Budget and Scope for: **IO#25 - Ethics Hotline Support - FY2019**

Objectives: To provide for the ongoing monitoring of incoming calls to VTA's Ethics Hotline, including organizational facilitation of responses and periodic reporting of call results to the G&A Committee and Board.

Tasks	Estimated Hours and Budget, by level							Total
	Partner	Director	Manager	Sub-contractor	Supervisor	Senior Associate	Associate	
Prepare Ethics Hotline Report for G&A Meetings		4	6					10
Monitor calls and messages received directly by AG		6						6
Meetings with Management / Counsel on specific matters	8	8						16
Perform investigations and interviews, as needed		10						10
Total Estimated Hours	8	28	6	0	0	0	0	42
Contract Rate for Classification Level, per Exhibit D	\$350	\$325	\$230	\$200	\$190	\$170	\$130	
Time and Materials Estimate	\$2,800	\$9,100	\$1,380	\$0	\$0	\$0	\$0	\$13,280
Approved Amount								\$13,500

Notes and Assumptions:

1. Actual hours and time have exceeded these estimates in past years.
2. Hours do not include special projects, Board closed sessions meetings or legal matters.