

## CONTRACT AMENDMENT

**Project Name:** R-TRIP Agreement

**Contractor:** City of Redmond, WA

**Contract No:** 5461872

**Address:** 15670 N.E. 85<sup>th</sup> St, MS 4SPL

**Amendment Date :** 1-1-14

P.O. Box 97010

**Amendment No:** 1

Redmond, WA 98073-9710

### AMENDMENT REQUESTED BY

Market Development, KC Metro Transit

Organization

Malva Slachowitz

Name

Senior Transportation Planner

Title

### AMENDMENT EFFECTS

- Change of Scope
- Method of Payment
- Time of Performance
- Compensation
- Terms and Conditions
- Results of Services
- Other

Extend contract end date to December 31, 2014. Effective January 1, 2014, the City of Redmond and King County, Washington will follow the new Scope of Work and budget (see attached).

**IN WITNESS HEREOF, THE PARTIES HERETO HAVE CAUSED THIS AMENDMENT TO BE EXECUTED AND INSTITUTED ON THE DATE FIRST ABOVE WRITTEN.**

**King County, Washington**

By

*Malva Slachowitz*

For

Title

GM

Date

3/7/14

**Contractor**

By

*J. M. [Signature]*

Title

Deputy City Administrator

Date

1/30/14

**Exhibit 1: 2014 R-TRIP PROJECT SCOPE & BUDGET**

Program Element	City Tasks	City Budget	County Tasks	County Budget	Total
<b>R-TRIP COMMUTER INCENTIVES</b>					
R-TRIP Vanpool Incentive (RSVP)	<ul style="list-style-type: none"> <li>Administer program on behalf of the R-TRIP partnership</li> <li>Work collaboratively to form new and maintain current vanpools</li> <li>Confirm participant eligibility</li> <li>Process fulfillment</li> <li>Contribute funding toward program incentives                             <ul style="list-style-type: none"> <li>- new vanpooler</li> <li>- driver bonus</li> <li>- referral bonus</li> </ul> </li> </ul>	\$36,000 60%	<ul style="list-style-type: none"> <li>Work collaboratively to form and maintain vanpools</li> <li>Verify new vanpooler participation status (Rideshare Operations)</li> <li>Contribute funding toward program incentives                             <ul style="list-style-type: none"> <li>- new vanpooler</li> <li>- driver bonus</li> <li>- referral bonus</li> </ul> </li> </ul>	\$24,000 40%	\$60,000
R-TRIP Transit Incentives	<ul style="list-style-type: none"> <li>Administer program on behalf of the R-TRIP partnership</li> <li>Confirm participant eligibility</li> <li>Process fulfillment</li> <li>Contribute funding toward program incentives</li> </ul>	\$65,000 65%	<ul style="list-style-type: none"> <li>Continue to seek and identify options to streamline access to and distribution of incentives through ORCA pass</li> <li>Contribute funding toward program incentives</li> </ul>	\$35,000 35%	\$100,000
myRTRIP Commuter Incentive Program	<ul style="list-style-type: none"> <li>Administer program on behalf of the R-TRIP partnership</li> <li>Confirm participant eligibility</li> <li>Fulfillment</li> <li>Contribute funding toward program incentives</li> </ul>	\$72,250 85%	<ul style="list-style-type: none"> <li>Contribute funding toward program incentives</li> </ul>	\$12,750 15%	\$85,000
<b>EMPLOYER PROGRAMS AND MINI-GRANTS</b>					
Employer Innovative Program Grants	<ul style="list-style-type: none"> <li>On behalf of the R-TRIP partnership, work with businesses in Redmond to encourage them to implement new or enhanced commute option programs</li> <li>Contribute funding toward employer grants for new or enhanced commute incentive programs and products (including transit/ORCA passes and vanpool subsidies) consistent with mutually agreed upon R-TRIP funding limits (\$5,000/grant) and funding formulas for larger projects.</li> <li>Develop and implement a performance-oriented employer commute options program</li> </ul>	\$80,000 80%	<ul style="list-style-type: none"> <li>Participate in assessing the employer grant program</li> <li>Contribute funding toward employer grants</li> <li>Contribute funding toward consultant assistance for performance-oriented employer commute options program</li> </ul>	\$20,000 20%	\$100,000

<b>SCHOOL-BASED TDM PROGRAMS</b>					
R-TRIP School Demonstration Program	<ul style="list-style-type: none"> <li>Expand R-TRIP incentives for "live, work and learn" in Redmond to include students over 18 years old</li> <li>Develop and implement school-based alternate "trip" program (high school through college level)</li> <li>Recruit schools to participate in the program</li> <li>Contribute funding toward program incentives</li> </ul>	\$5,000 50%	<ul style="list-style-type: none"> <li>Review and comment on draft program and materials</li> <li>Contribute funding toward program incentives</li> </ul>	\$5,000 50%	\$10,000
<b>RESIDENTIAL TDM PROGRAM</b>					
	<ul style="list-style-type: none"> <li>Promote residential transit, bike and walk alternatives at community events and in media</li> <li>Promote shopping locally to reduce need to drive</li> <li>Participate in community events that educate and encourage the public on alternatives to driving</li> <li>Contribute funding toward program incentives</li> <li>Residential ORCA Pass demonstration program in urban center</li> </ul>	\$10,000 50%	<ul style="list-style-type: none"> <li>Contribute funding toward program incentives</li> <li>Collaborate in developing demonstration residential ORCA pass program</li> </ul>	\$10,000 50%	\$20,000
<b>MARKETING MATERIALS AND MAPS</b>					
R-TRIP Marketing Materials & Maps	<ul style="list-style-type: none"> <li>Design, revise and print core R-TRIP marketing materials (commuter incentive and program brochure, employer brochure)</li> <li>Design, develop and print marketing materials for R-TRIP program enhancements (e.g., special corridor or neighborhood maps, promotion specific materials, table tents, etc...).</li> <li>Design and print updated citywide and neighborhood /urban center transit, bike, walk, parking, services maps</li> </ul>	\$19,500 65%	<ul style="list-style-type: none"> <li>Contribute funding toward Redmond sub area maps that highlight access to transit and local bike and walk connections</li> <li>Contribute funding towards marketing materials that promote using alternatives to driving alone</li> </ul>	\$10,500 35%	\$30,000
<b>R-TRIP PARTNERSHIP AND PROGRAM ADMINISTRATION AND OUTREACH</b>					
R-TRIP Program Outreach, Administration and Implementation	<ul style="list-style-type: none"> <li>Staffing to: <ul style="list-style-type: none"> <li>Outline goals for 2014 program</li> <li>Administer R-TRIP programs and coordinate partnership activities</li> <li>Promote R-TRIP incentives to Redmond employers</li> <li>Verify incentive eligibility</li> <li>Fulfillment and distribution of R-TRIP incentives</li> <li>Conduct employer outreach on behalf of the R-TRIP partnership</li> <li>Maintain program tracking and distribute monthly goal &amp; status report</li> </ul> </li> </ul>	\$75,000 100%	<ul style="list-style-type: none"> <li>Advise on and review evaluation plan.</li> <li>Review program results to plan future efforts.</li> </ul>	\$0 0%	\$75,000

	<ul style="list-style-type: none"> <li>- Staff employment site transportation and zip to lunch events</li> <li>• Provide R-TRIP customer service support to employers, residents, students and commuters</li> <li>• Purchase and distribute promotional items</li> <li>• Create and execute an evaluation plan tracking and analyzing results of the program</li> </ul>				
<b>OTHER TDM ACTIVITIES</b>					
	Develop programs and studies, such as: <ul style="list-style-type: none"> <li>• Complete and implement Parking Strategies Project and follow on actions</li> <li>• Demonstration project for ORCA pass as alternative for paying for parking</li> <li>• Partner to conduct market research to assess preferences and motivators for using travel options</li> <li>• Alternative service support including community outreach and development of options</li> <li>• Refine and update centers TDM implementation strategy and plans</li> <li>• Collaborate with County in promoting any new and enhanced services in Redmond</li> <li>• Put in place minor capital infrastructure improvements for bike, walk and transit access</li> </ul>	\$35,000  35%	<ul style="list-style-type: none"> <li>• Participate in developing programs and studies.</li> <li>• Review and comment on draft program and materials to ensure consistency with goals and objectives</li> <li>• Partner to conduct market research to assess preferences and motivators for using travel options</li> <li>• Provide technical assistance in developing surveys and analyzing results</li> <li>• Contribute funding toward surveys and program incentives</li> <li>• Contribute funding toward bike/pedestrian way finding signage, bike lockers, and bike share</li> </ul>	\$65,000  65%	\$100,000
<b>TOTAL</b>		<b>\$397,750</b>		<b>\$182,250</b>	<b>\$580,000</b>