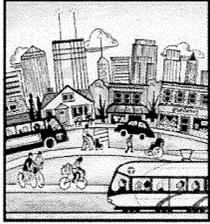
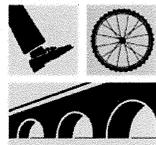


**TRANSIT** for



Livable Communities

**Bike Walk**



Twin Cities

## *Transit for Livable Communities*

626 Selby Ave St. Paul, MN 55104  
651.767.0298 [www.tlcminnesota.org](http://www.tlcminnesota.org)  
[www.bikewalktc.org](http://www.bikewalktc.org)

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**To:** John Wertjes  
Director of Traffic & Parking Services, Department of Public Works, City of  
Minneapolis

**From:** Barb Thoman *Barb Thoman*  
Executive Director, Transit for Livable Communities

**Date:** May 23, 2011

**Subject:** Request for Amendment for the Agreement between the City of Minneapolis and  
Transit for Livable Communities for the Non-motorized Transportation Pilot  
Project (MPLS agreement # C-23887)

### **Background**

Transit for Livable Communities and the City of Minneapolis have an agreement in place for work related to the Non-motorized Transportation Pilot Project (MPLS agreement # C-23887). To allow additional time to complete the work under this agreement, TLC is requesting a short term extension to the existing agreement extending the agreement through December 31, 2011.

Although TLC and the City are currently contemplating an amendment that would increase the scope of work, compensation, and term, TLC will not be ready to finalize the terms of the agreement before the current agreement terminates on June 30, 2011.

Additionally, Randy Stallkamp, Mn/DOT Office of Audit, has asked that any future amendments between TLC and the City further clarify that payment is based on a fixed hourly rate payment structure. This is consistent with the existing agreement between the City and TLC and the City's agreement with Mn/DOT for this program. TLC has previously and consistently submitted invoices using the fixed hourly rate payment structure.

### **TLC Request**

Transit for Livable Communities requests an extension to the term of the agreement and language further clarifying that the rates are fixed hourly rates. TLC respectfully requests that the city amend the agreement as follows:

NOW THEREFORE it is agreed between the parties that:

- I. Time of Performance:  
Services of the Contractor shall be amended from June 30, 2011 (paragraph 13) to December 31, 2011, or until terminated by either party as provided for in the contract.
- II. Compensation  
No change.
- III. Invoicing  
Paragraph 3 shall be amended to include the following language: Consistent with Amendment No. 2 to the Mn/DOT Agreement with the City of Minneapolis (Mn/DOT Agreement 89757) for the Non-motorized Transportation Pilot Project, TLC will submit invoices using a Fixed Hourly Rate payment structure, plus actual cost direct expenses for TLC's expenditures.

### **Next Steps**

It is my understanding the City will draft the amendment and present it to TLC for signature. If you need anything else from TLC, please contact Joan Pasiuk, TLC Program Director, at 651-767-0298 x109.