

RESOLUTION NO. 2025-72

AUTHORIZING AN INCREASE TO CONTRACT NO. 2024-065 WITH RICHARD L. BOWEN & ASSOCIATES, INC. FOR PROJECT 66D – DESIGN SERVICES FOR CENTRAL RAIL MAINTENANCE FACILITY MODIFICATIONS FOR THE NEW RAILCARS IN THE AMOUNT OF \$18,384.31, FOR A NEW TOTAL CONTRACT AMOUNT OF \$590,762.24, AND REINSTATING THE GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY IN ITS ENTIRETY (RTA DEVELOPMENT FUND, ENGINEERING & PROJECT DEVELOPMENT DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority ("Authority") deemed it necessary to procure design services under Project 66D – Design Services for Central Rail Maintenance Facility Modifications for the New Railcars; and

WHEREAS, by Resolution No. 2024-054, the Board of Trustees authorized Contract No. 2024-065 in the amount of \$472,484.95 with Richard L. Bowen & Associates, Inc. ("Bowen") located at 2019 Center Street, Suite 500, Cleveland, Ohio 44113, for the furnishing of said design services; and

WHEREAS, the Authority now requires additional design services, which are necessary for completion of the scope of services for Project 66D – Design Services for Central Rail Maintenance Facility Modifications for the New Railcars; and

WHEREAS, Bowen has offered to provide these additional design services at a total negotiated cost of \$18,384.31, resulting in a new total contract amount of \$590,762.24; and

WHEREAS, said contract increase will exceed the General Manager, Chief Executive Officer's \$100,000.00 change order signing authority; and

WHEREAS, the General Manager, Chief Executive Officer is seeking Board authority to reinstate her change order signing authority in its entirety; and

WHEREAS, the General Manager, Chief Executive Officer deems acceptance of the offer from Bowen, as negotiated, to be in the best interest of the Authority and recommends acceptance thereof.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the negotiated offer from Bowen to provide additional design services for Project 66D – Design Services for Central Rail Maintenance Facility Modifications for the New Railcars be and the same is hereby accepted.

Section 2. That the General Manager, Chief Executive Officer of the Authority be and she is hereby authorized to amend Contract No. 2024-065 with Bowen to include these additional design services.

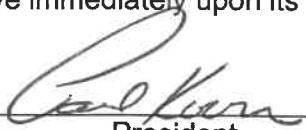
Section 3. This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to local advance funds in an amount not to exceed \$18,384.31, pending a grant amendment to OH-2024-011-337, for a new total contract amount of \$590,762.24.

Section 4. That the General Manager, Chief Executive Officer's change order signing authority is reinstated in its entirety.

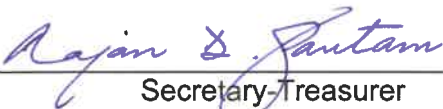
Section 5. That all other terms and conditions of said contract shall remain unchanged.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: June 17, 2025



President

Attest: 

Secretary-Treasurer



TITLE, DESCRIPTION: CONTRACT: INCREASE TO CONTRACT NO. 2024-065 FOR PROJECT 66D -- DESIGN SERVICES FOR CENTRAL RAIL MAINTENANCE FACILITY MODIFICATIONS FOR THE NEW RAILCARS VENDOR: RICHARD L. BOWEN & ASSOCIATES, INC. AMOUNT: NOT TO EXCEED \$18,384.31 AND REINSTATEMENT OF GENERAL MANAGER, CHIEF EXECUTIVE OFFICER'S CHANGE ORDER SIGNING AUTHORITY	Resolution No.: 2025-72
	Date: June 12, 2025
	Initiator: Engineering & Project Development Department
ACTION REQUEST: <input checked="" type="checkbox"/> Approval Review, Comment Information Only Other _____	

- 1.0 **PURPOSE, SCOPE:** This action will allow the Greater Cleveland Regional Transit Authority ("Authority") to increase Contract No. 2024-065, Project 66D – Design Services for Central Rail Maintenance Facility Modifications for the new railcars and reinstate the General Manager, Chief Executive Officer's change order signing authority.
- 2.0 **DESCRIPTION/JUSTIFICATION:** This change order is necessary for the redesign of the mezzanine for the transfer table and HRV rooftop equipment, OCS zone sectionalization, and additional hydraulic maintenance equipment power drops and electrical capacity analysis.
- 3.0 **PROCUREMENT BACKGROUND:** On July 30, 2024, the Board of Trustees, by Resolution No. 2024-54, authorized a contract with Richard L. Bowen & Associates, Inc. to perform design services for the Central Rail Maintenance Facility Modifications for the new railcars in the amount of \$472,484.95. Change orders to date total \$99,892.98, resulting in a current total contract amount of \$572,377.93.

The need to procure additional design services will increase the cost of the contract by \$18,384.31, which is beyond the General Manager, Chief Executive Officer \$100,000.00 change order signing authority. Approval of the change order will result in a new contract amount of \$590,762.24. This action also seeks reinstatement of the General Manager, Chief Executive Officer's change order signing authority in its entirety. A Change Order Log is attached as reference.
- 4.0 **DBE BACKGROUND:** DBE requirements have been met. A 13% DBE goal was established for this procurement. Richard L. Bowen & Associates, Inc. has committed to maintaining a 17% DBE goal utilizing its existing DBE firms.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This change order shall be payable from the RTA Development Fund, Engineering & Project Development Department budget, including but not limited to local advance funds in an amount not to exceed \$18,384.31, pending a grant amendment to OH-2024-011-337, for a new total contract amount of \$590,762.24.
- 7.0 **ALTERNATIVES:** Reject this change order. Rejecting this change order would yield an incomplete design that would not meet the needs of the Authority for maintaining the new railcar fleet.

- 8.0 RECOMMENDATION: This change order was discussed by the Board of Trustees at the June 3, 2025 Operational Planning & Infrastructure Committee meeting. It is recommended that this change order be accepted and the resolution adopted authorizing the General Manager, Chief Executive Officer to modify the contract.
- 9.0 ATTACHMENTS: Change Order Log

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



General Manager, Chief Executive Officer

CHANGE ORDER LOG
APPROVED CHANGE ORDERS
DESIGN SERVICES FOR CENTRAL RAIL MAINTENANCE FACILITY MODIFICATIONS FOR
THE NEW RAILCARS

Contract # 2024-065

Contractor: Richard L. Bowen & Associates, Inc.

Original Contract Amount: \$472,484.95

Total GM CO Authority Remaining: \$107.02

Total Change Order Amount to Date: \$99,892.98

% Change to Date: 21.14%

CO No.	CO Description	Approval Date	CO Amount	Contract Value
1	Facility Standardization	4/7/2025	\$99,892.98	\$572,377.93