

The meeting of the Contract Review Committee was called to order at 1:00 PM on September 12, 2024, by Melissa Garner.

## CRC Members In Attendance

Fariba Kassiri (Chair), CEX  
Melissa Garner, PRO  
Megan Greene, OCA  
Chris Mullin, OMB

## Procurement Staff in Attendance

Avinash Shetty  
Breanna Oland  
Breanna Stroman  
David Droddy  
Erik Haugen  
Jing Chen

Kalaria Obasi  
Karen DeLuca  
Maryamawit Wright  
Michael Rivas  
Michael Shull

Robert Norris  
Segyung Yaeger  
Sheronda Baltimore  
Virginia Tejada-Gurmendi

## Items Discussed - 4 Item(s)

### Item #1: Office of the Inspector General

**Action Type:** Amendment/Extension Beyond the Term/Price Increase/Sole Source/Non-Competitive

**Contractor:** WOLTERS KLUWER FINANCIAL SERVICES INC

**Contract:** 1130348

**Contract Desc:** To provide maintenance of Wolters Kluwar (WK) TeamMate+ Public Sector software, the existing audit management software utilized by the OIG and additional licenses/maintenance (including updates)

**Execution:** 6/10/21

**Expiration:** 6/9/25

**Contract Val:** \$160,783.00

**Cost of Action:** \$160,783.19

Francisco Da Rosa, Megan Limarzi, and Rebecca Bolat were in attendance on behalf of the Office of the Inspector General.

### Background

The TeamMate+ Public Sector software is only available from Wolters Kluwer and no other company can provide for the maintenance and support. If approved, 5% increase per license for the next 5 years.

### Motion

Melissa Garner moved to approve the extension beyond the term with Wolters Kluwer Financial Services, Inc., contract #1130348, for 1 year with four additional 1-year options. This is at an estimated value of \$160,783.19 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

### Item #2: Department of General Services

**Action Type:** Change Order/Increase Funding/Sole Source/Non-Competitive

**Contractor:** CDCI, Inc.

**Contract:** 1148882

**Contract Desc:** Design-Build for Various County Buildings - CO#2

**Execution:** 2/14/23

**Expiration:** 1/30/25

**Contract Val:** \$2,142,798.00

**Cost of Action:** \$76,500.00

Mariam Zarif was in attendance on behalf of the Department of General Services.

### Background

CO#2, new total for project would be \$2,219,298.76

## Motion

Melissa Garner moved to approve change order #2 with CDCI, Inc., contract #1148882, for 1 year with a 10-day kick-out clause. This is at an estimated value of \$76,500.00 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

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## Item #3: Department of Transportation

<b>Action Type:</b>	Change Order/Increase Funding		
<b>Contractor:</b>	D & F Construction, Inc.	<b>Contract:</b>	1129474
<b>Contract Desc:</b>	CIP Work Order		
<b>Execution:</b>	5/12/21	<b>Expiration:</b>	5/11/25
<b>Contract Val:</b>	\$44,428,017.00	<b>Cost of Action:</b>	\$600,804.51

Michelle Haley was in attendance on behalf of the Department of Transportation.

## Background

DOT Division of Transportation Engineering (DTE) requests additional funds for NPPI's in the amount of \$600,804.51 to be added to Purchase Order (PO) #1170571.

## Motion

Melissa Garner moved to approve a project price increase for project 507579 with D & F Construction, Inc., contract #1129474. This is at an estimated value of \$600,804.51 and is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

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## Item #4: Department of Transportation

<b>Action Type:</b>	Amendment/Extension Beyond the Term/Sole Source/Non-Competitive		
<b>Contractor:</b>	Via Mobility LLC	<b>Contract:</b>	1113538
<b>Contract Desc:</b>	On-demand ride sharing transit technology services for the Montgomery County residents		
<b>Execution:</b>	9/23/20	<b>Expiration:</b>	9/22/24
<b>Contract Val:</b>	\$100,000.00	<b>Cost of Action:</b>	\$22,474.99

Cyrus Behrooz, and Denise James were in attendance on behalf of the Department of Transportation.

## Background

CRC Request for Contract Extension Beyond the Term, in accordance with Section 4.1.12.13.a.2. No additional monies. Dept has enough encumbered via PO.

## Motion

Melissa Garner moved to approve the extension beyond the term with Via Mobility LLC, contract #1113538, for 1 year with a 60-day kick-out clause. This is with no additional funding. This is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. Fariba Kassiri concurred. The motion was unanimously approved.

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The meeting was adjourned at 1:18 PM.