



**BOARD BUDGET AND FINANCE COMMITTEE MEETING  
WEDNESDAY, JANUARY 14, 2015, 2:00 P.M.  
RIVERSIDE TRANSIT AGENCY BOARD ROOM  
1825 THIRD STREET  
RIVERSIDE, CA 92507**

<u>ITEM</u>	<u>RECOMMENDATION</u>
1. <u>CALL TO ORDER</u>	
2. <u>SELF-INTRODUCTIONS</u>	
3. <u>PUBLIC COMMENTS – NON-AGENDA ITEMS</u> Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; however, no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Each person’s presentation is limited to a maximum of three (3) minutes.	RECEIVE COMMENTS
4. <u>APPROVAL OF MINUTES – DECEMBER 3, 2014 COMMITTEE MEETING (P.3)</u>	APPROVE
5. <u>CASH FLOW PROJECTIONS (P.7)</u>	RECEIVE AND FILE
6. <u>AUTHORIZATION TO AMEND AGREEMENT NO. 12-001 WITH NATURAL GAS SYSTEMS INC. (NGS), FOR MAINTENANCE AND REPAIR SERVICES FOR THE AGENCY’S COMPRESSED NATURAL GAS (CNG) FUELING STATIONS (P.9)</u>	APPROVE
7. <u>AWARD AGREEMENT NO. 14-052 TO MAMCO, INC. DBA ALABBASI (ALABBASI) FOR THE HEMET CONCRETE PAVING PROJECT (P.12)</u>	APPROVE

*Any person with a disability who requires a modification or accommodation in order to participate in this meeting or any person with limited English proficiency (LEP) who requires language assistance to communicate with the RTA Board during the meeting should contact the RTA Clerk of the Board, telephone number (951) 565-5044, no fewer than two business days prior to this meeting to enable RTA to make reasonable arrangements to assure accessibility or language assistance for this meeting.*

*Agenda related writings or documents provided to the Board of Directors are available for public inspection in the office of the Clerk of the Board and at the reception desk while the meeting is in session.*

<u>ITEM</u>	<u>RECOMMENDATION</u>
8. <u>BOARD MEMBER COMMENTS AND REMARKS</u>	
9. <u>ANNOUNCEMENTS</u>	
10. <u>NEXT MEETING</u> BOARD BUDGET AND FINANCE COMMITTEE MEETING WEDNESDAY, FEBRUARY 4, 2015 2:00 P.M. RTA HEADQUARTERS 1825 THIRD STREET RIVERSIDE, CA 92507	
11. <u>ADJOURN</u>	

RTA BOARD BUDGET AND FINANCE COMMITTEE MEETING  
Minutes  
December 3, 2014

1. CALL TO ORDER

Committee Chair Frank Johnston called the Board Budget and Finance Committee meeting to order at 2:01 p.m., on December 3, 2014, in the RTA Board Room.

2. SELF-INTRODUCTIONS

Self-introductions of those in attendance took place.

Committee Members Attending

1. Director Frank Johnston, City of Jurupa Valley, Mayor
2. Director Brenda Knight, City of Beaumont, Mayor
3. Director Linda Krupa, City of Hemet, Councilmember
4. Director Berwin Hanna, City of Norco, Mayor
5. First Vice-Chairman Andrew Kotyuk, City of San Jacinto, Councilmember
6. Director Randon Lane, City of Murrieta, Councilmember
7. Alternate Ron Roberts, County of Riverside, District III, Legislative Assistant
8. Alternate Barry Busch, County of Riverside, District V, Board Assistant

Committee Members Absent

1. Chairman of the Board, Jeff Comerchero, City of Temecula, Mayor Pro Tem

RTA Staff

1. Larry Rubio, Chief Executive Officer
2. Tammi Ford, Clerk of the Board
3. Tom Franklin, Chief Operating Officer
4. Craig Fajnor, Chief Financial Officer
5. Vince Rouzaud, Chief Procurement and Logistics Officer
6. Virginia Werly, Director of Contract Operations
7. Jim Kneepkens, Director of Marketing
8. Natalie Zaragoza, Contracts Manager
9. Brad Weaver, Marketing Manager
10. Eric Ustation, Government Affairs Representative
11. Rick Kaczerowski, Director of Information Technologies
12. Joan Hepworth, Deputy Clerk of the Board

Other Attendees:

1. Donna Johnston, County of Riverside District II, Alternate-at-Large

3. PUBLIC COMMENTS – NON-AGENDA ITEMS

None.

Randon Lane arrived at the meeting at 2:03 p.m.

4. APPROVAL OF MINUTES – NOVEMBER 5, 2014 COMMITTEE MEETING

M/S/C (HANNA/KOTYUK) approving the November 5, 2014 committee meeting minutes.

The motion carried unanimously.

5. CASH FLOW PROJECTIONS

Mr. Fajnor presented the cash flow projections.

6. QUARTERLY CAPITAL STATUS REPORT

Mr. Fajnor presented the Quarterly Investment Report.

Linda Krupa arrived at the meeting at 2:04 p.m.

7. QUARTERLY NATURAL GAS PROCUREMENT STATUS REPORT

Mr. Fajnor presented the Quarterly Natural Gas Procurement Status Report.

8. AUTHORIZATION TO RENEW ANNUAL SOFTWARE LICENSING AND SUPPORT SERVICES AGREEMENT WITH INFOR PUBLIC SECTOR, INC., (INFOR) FOR INVENTORY CONTROL AND VEHICLE MAINTENANCE SOFTWARE

M/S/C (KRUPA/KOTYUK) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to renew annual software licensing and support services agreement with Infor Public Sector, Inc., for inventory control and vehicle maintenance software in an amount not to exceed \$56,541.29.

The motion carried unanimously.

9. AUTHORIZATION TO RENEW ANNUAL SOFTWARE LICENSING AND SUPPORT SERVICES AGREEMENT WITH TRAPEZE SOFTWARE GROUP, INC. (TRAPEZE) FOR INTELLIGENT TRANSPORTATION SYSTEMS (ITS) SOFTWARE

M/S/C (HANNA/ROBERTS) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to renew annual software licensing and support services agreement with Trapeze for ITS software in the amount of \$168,132.

The motion carried unanimously.

10. AUTHORIZATION TO AWARD A CONTRACT TO CREATIVE BUS SALES, INC. FOR 36 AERO ELITE 28-PASSENGER VEHICLES

M/S/C (KOTYUK/BUSCH) approving and recommending this item to the full Board of Directors for their consideration as follows:

- Authorize staff to award a contract to Creative Bus Sales, Inc., for the purchase of 36 Aero Elite vehicles under the CalACT/MBTA Cooperative Purchasing Agreement in an amount not to exceed \$5,182,207.64 which includes a 2.5 percent, or \$126,395 contingency.

The motion carried with seven affirmative votes and one abstention (LANE).

11. BOARD MEMBER COMMENTS AND REMARKS

Director Lane announced that the Murrieta City Council had their swearing in ceremony for the new council and he is happy to have been reappointed to the RTA Board of Directors. He also expressed his wishes for everyone to take time to be with their families during the holidays.

Director Krupa announced that the City of Hemet would be having their Christmas parade on December 6. She also announced that Ramona Bowl received the prestigious Book of Golden Deeds Award from the Hemet-San Jacinto Exchange Club. She stated that in 2015 the Ramona pageant will be using a new script and encouraged everyone to make plans to attend.

Director Busch wished everyone a Merry Christmas from Supervisor Ashley.

Director Kotyuk wished everyone a Merry Christmas and Happy Holidays.

Director Hanna wished everyone a Merry Christmas. He also announced that the City of Norco would be honoring Pearl Harbor Day on December 7 at the new Veteran's Memorial Plaza and said everyone is welcome to attend.

Director Roberts wished everyone Happy Holidays from County of Riverside, District III.

Director Knight wished everyone Happy Holidays. She also commented that the City of Beaumont has three new Council Members and that she is looking forward to the coming year.

Director Johnston announced that Jurupa Valley City Council will be reorganizing at their December 4 meeting and he hopes to remain on the RTA Board. He also wished everyone Happy Holidays and a Merry Christmas.

Mr. Rubio announced that the Board Executive Committee meeting in December has been canceled. He also invited all to attend a luncheon on December 18 at 11:30 a.m. to honor retiring RTA General Counsel Ken Smart.

12. OTHER BUSINESS

None.

13. NEXT MEETING

Board Budget and Finance Committee Meeting  
Wednesday, January 7, 2015  
2:00 p.m.  
RTA Headquarters  
1825 Third Street  
Riverside, CA 92507

14. MEETING ADJOURNMENT

The meeting was adjourned at 2:34 p.m.

RIVERSIDE TRANSIT AGENCY  
1825 Third Street  
Riverside, CA 92507

January 14, 2015

TO: BOARD BUDGET AND FINANCE COMMITTEE

THRU: Larry Rubio, Chief Executive Officer

FROM: Craig Fajnor, Chief Financial Officer

SUBJECT: Cash Flow Projections

Summary: The Agency develops cash flow projections for the entire fiscal year representing weekly increments. Due to the size of the report, it is difficult to portray the entire fiscal year.

The attached report represents actual cash performance through December 2014 with projections through February 2015. This reporting period covers the first eight months of FY15.

Recommendation:

Receive and file.

**Riverside Transit Agency  
FY15 Cash Flow Projection**

	<b>Actual</b>									
<b>General Account</b>	<b>1/2/2015</b>	<b>1/9/2015</b>	<b>1/16/2015</b>	<b>1/23/2015</b>	<b>1/30/2015</b>	<b>2/6/2015</b>	<b>2/13/2015</b>	<b>2/20/2015</b>	<b>2/27/2015</b>	
Est. Cash, Beg Balance (Book)	562,091	326,273	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>Receipts:</b>										
LTF Operating - recurring					2,386,512					2,386,512
LTF GASB 43/45					133,333					133,333
RIN's Credit		6,437					6,000			
LCFS			28,000							
Farebox	35,778	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Total Other Farebox	72,521	64,367	232,144	84,957	1,705	46,960	21,112	93,852	283,550	
Total Other Local	1,064	1,000	1,000	4,000	20,000	65,041	76,572	101,893	131,738	
FTA Operating	1,189	432,794				4,623	442,000			
Capital - Local, State	44,539	911,470	20,000	20,000	144,682	154,996	20,000	20,000	61,613	
Echo - FTA Capital	8,286	3,598	251,254	60,000	60,000	60,000	60,000	60,000	60,000	
Transfer from Investment to Gen Acct.		967,535	7,613	729,543	3,606,159	2,451,880		547,755		
<b>Disbursements:</b>										
Payroll = Net+Tax	(2,508)	(700,000)		(775,000)		(700,000)		(700,000)		
A/P Wires	(246,146)	(1,858,475)	(172,150)	(18,500)	(745,013)	(1,978,500)	(172,150)	(18,500)	(580,350)	
A/P Checks	(144,625)	(165,000)	(165,000)	(165,000)	(165,000)	(165,000)	(165,000)	(165,000)	(165,000)	
Capital Expenditures	(5,915)	(90,000)	(352,861)	(90,000)	(5,592,379)	(90,000)	(90,000)	(90,000)	(90,000)	
Transfer to Investment from Gen Acct.							(348,534)		(2,371,396)	
Transfer to GASB Trust Acct.										
Actual Ending Book Balance / Targeted Minimum Balance	326,273	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000

**LAIF Account:**

Beginning balance	17,500,000	17,500,000	15,622,244	15,623,569	14,894,026	16,790,246	14,338,366	14,686,900	14,139,145
Quarterly Interest Income			8,938						
Transfers to/from Gen Acct.	-	(967,535)	(7,613)	(729,543)	(3,606,159)	(2,451,880)	348,534	(547,755)	2,371,396
Transfers to/from County Pool	-	(910,220)	-	-	5,502,379	-	-	-	-
Ending balance	17,500,000	15,622,244	15,623,569	14,894,026	16,790,246	14,338,366	14,686,900	14,139,145	16,510,541

**County Pool Account:**

Beginning balance	12,369,826	12,369,826	13,280,046	13,283,767	13,283,767	7,781,388	7,781,388	7,781,388	7,781,388
Quarterly Interest Income			3,720						
Transfers to/from Gen Acct.	-	-	-	-	-	-	-	-	-
Transfers to/from LAIF	-	910,220	-	-	(5,502,379)	-	-	-	-
Ending balance	12,369,826	13,280,046	13,283,767	13,283,767	7,781,388	7,781,388	7,781,388	7,781,388	7,781,388

<i>Restricted</i>	13,169,827	14,080,047	14,083,768	14,083,768	8,714,722	8,714,722	8,714,722	8,714,722	8,848,055
<i>Available for Operating</i>	17,026,272	14,872,243	14,873,568	14,144,025	15,906,912	13,455,032	13,803,566	13,255,811	15,493,874



RIVERSIDE TRANSIT AGENCY  
1825 Third Street  
Riverside, CA 92507

January 14, 2015

TO: BOARD BUDGET AND FINANCE COMMITTEE  
THRU: Larry Rubio, Chief Executive Officer  
FROM: Vince Rouzaud, Chief Procurement and Logistics Officer  
SUBJECT: Authorization to Amend Agreement No. 12-001 with Natural Gas Systems Inc. (NGS), for Maintenance and Repair Services for the Agency's Compressed Natural Gas (CNG) Fueling Stations

Summary: In April 2012, as a result of a formal competitive procurement, the Board authorized staff to award Agreement No. 12-001 ("NGS agreement") to NGS for preventative maintenance and repair services for the Agency's compressed natural gas (CNG) fueling stations. The Agency owns and operates three CNG fueling stations that produce approximately 2.5 million therms of CNG fuel annually. The bulk of the CNG fuel is used in the Agency's fleet of 40-foot buses. The station in Hemet has a public access dispenser which is available to the general public.

CNG stations are different from those that dispense gasoline or diesel fuels. Because CNG is dispensed as a highly pressurized gas, maintaining a CNG fueling station requires specialized knowledge and training. Historically, the Agency has contracted its CNG preventative maintenance and repair services to a third party contractor that specializes in maintaining complex fueling systems. Maintenance technicians must be familiar with the equipment, its functions, and specialized maintenance practices to ensure safe and optimum performance of the station.

The NGS agreement approved by the Board was for a three-year base period with two one-year options at an annual cost of \$191,340 over the full five-year period. When the agreement was first executed the maintenance requirements were based on then existing service levels (revenue service hours and miles). At the time, no growth in service was forecasted as the economy had not yet emerged from the recession which began in 2009.

Since the agreement first went into effect on July 1, 2012, several factors have directly affected the services provided by NGS. To start, revenue service hours have increased by approximately 15 percent from 316,246 to 363,403 (FY13 through FY15). During this same period, the active revenue fleet has grown from 94 to 99 vehicles with annual miles traveled increasing from 5,296,860 to 5,798,208.

The growth in service hours and miles increases fuel demand which has a direct impact on maintenance requirements as the more the stations are used, the more resources are then needed to maintain them. Between Riverside and Hemet, the stations are operating about 20 percent more hours today than they were when the NGS agreement went into effect in FY13.

Another factor contributing to the increase in maintenance is the public access station in Hemet which has seen an even greater percentage increase in usage. From July 2012 through June 2014 operational hours at the public access station doubled from 176 hours to 352 hours. Based on usage thus far, staff projects the operational hours for this station will increase by another 45 percent this fiscal year. The public access station is open 24 hours a day, seven days a week, which combined with the relatively low cost of CNG fuel, is the likely cause contributing to the increase in public use.

The following chart shows this increase in operational hours by facility for the two-year period beginning July 2012 through June 2014, with projections for July 2014 through June 2015. It should be noted the time periods below coincide with the base term of the NGS agreement.

<i>Operational Hours</i>						
<b>Date Range</b>	<b>Riverside</b>	<b>Hemet Bus</b>	<b>Hemet Public</b>	<b>Total</b>	<b>Change % Total Hours</b>	<b>Change % Public</b>
Jul 2012 - Jun 2013	3,434	1,119	176	4,729		
Jul 2013 - Jun 2014	3,878	1,284	352	5,514	17%	100%
Jul 2014 - Jun 2015 (Projected)	3,916	1,271	509	5,696	3%	45%

Another contributor to the increase in maintenance is the age of the three facilities. The original station in Riverside was built in 1994 and the newer station in 2006. The Hemet station was completed in 2002. As is generally the case with all mechanical equipment, as equipment ages the need for additional and more frequent repairs increase.

In order to maintain the station's equipment per the original equipment manufacturer (OEM) specifications, the OEM recommends that specific preventative maintenance be done at pre-determined hourly intervals. Since the stations are operating more hours than originally anticipated, the stations require more maintenance as wear items such as controllers, dispensers, dryers, soft starts, etc. need replacement more frequently.

Based on the current service plan, staff estimates the NGS agreement will need to be amended and increased by \$65,000 for this fiscal year. In addition, as the Agency moves forward with the recommendations from the Comprehensive Operational Analysis, revenue service hours and miles are planned to increase

again in FY16 and FY17 which coincide with the remaining option years on the NGS agreement. This increase in service will create further demand for CNG fuel and the subsequent need to increase the maintenance contract as well.

The proposed service enhancements for FY16 and FY17 include additional hours and improved frequencies on several routes. In addition, plans for FY17 also include implementation of new service such as the RapidLink limited stop service along the University/Magnolia corridor and the new Perris Valley Line Metrolink service which will provide connector service to the Metrolink train stations. All told, the increases will bring the total number of annualized revenue service hours to approximately 447,247 with annual miles increasing to 6,567,697.

To accommodate the above mentioned growth, the Board approved an action in January 2014 to purchase 25 Gillig options. Eleven of the options were received last month and are scheduled to go into service with the January service change bringing the active revenue fleet to 110 vehicles. The remaining 14 options are scheduled for delivery in first quarter 2016. Delivery of these buses will increase the Agency's heavy-duty revenue fleet to 124 buses.

To keep pace with the above service projections, staff estimates the NGS agreement for FY16 and FY17 will need to be amended and increased an additional \$102,934 to cover both FY16 and FY17 requirements making the total amendment amount for the remainder of this fiscal year and the two option years \$167,934.

If service levels increase beyond those discussed above, staff will return to the Board with a request for further authorization.

#### Fiscal Impact:

There are sufficient funds to cover the \$65,000 increase for CNG maintenance and repair services in the Agency's FY15 operating budget. Funding for the option-years will be programmed in future fiscal year budgets.

#### Recommendation:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize staff to amend Agreement No. 12-001 with Natural Gas Systems, Inc. increasing the total not-to-exceed amount from \$956,700 to \$1,124,634, a difference of \$167,934 for Preventative Maintenance and Repair Services for the Agency's CNG fueling stations in Riverside and Hemet.

RIVERSIDE TRANSIT AGENCY  
1825 Third Street  
Riverside, CA 92507

January 14, 2015

TO: BOARD BUDGET AND FINANCE COMMITTEE  
THRU: Larry Rubio, Chief Executive Officer  
FROM: Vince Rouzaud, Chief Procurement and Logistics Officer  
SUBJECT: Award Agreement No. 14-052 to Mamco, Inc. dba Alabbasi (Alabbasi) for the Hemet Concrete Paving Project

Summary: Staff is seeking authorization to award Agreement No. 14-052 to Alabbasi, the lowest responsive bidder for the Hemet Concrete Paving Project.

Background

The Agency's Hemet property was purchased in 1999 and serves as an operations and maintenance facility providing service to the southeastern portion of the Agency's service area. Routes 19, 22, 27, 41, and CommuterLink Routes 206, 208, and 217 originate from this facility. This 10-acre parcel is located at 700 Scaramella Circle, Hemet, CA.

The majority of the site's parking and service area asphalt is the original asphalt dating to when the Agency first purchased the property. As asphalt ages, it erodes causing cracks to develop allowing water to seep underneath the asphalt and if left unrepaired, causes further erosion. Staff considered replacing the existing asphalt but determined that concrete would be a more cost effective alternative that would last longer and be easier to maintain.

Staff retained TKE Engineering & Planning, Inc., an architectural and engineering (A&E) firm to provide the project specifications, plans, and an independent (engineer's) cost estimate. The specifications include the construction of a reinforced concrete paving surface that will support the Agency's heavy duty transit vehicles. The work also includes the re-grading and compaction of the damaged areas, the installation of new aggregate base throughout, the replacement of damaged drainage swales and the addition of new parking lot striping.

On April 24, 2014, the Board authorized staff to enter into an agreement with National Construction and Maintenance (NCM) for the removal of existing asphalt and installation of approximately 95,000 square feet of new concrete. The award was the result of a formal competitive Invitation for Bid (IFB) process with NCM determined to be the lowest responsive bidder.

Following the Board's April 24, 2014 action, it became apparent to staff that NCM had underbid the project and could not complete the required construction activities for the amount submitted in its bid documents. As such, on July 24, 2014, the Board authorized staff to rescind Agreement No. 14-004 releasing NCM from their contractual obligations to the Agency.

Project Reprocurement

On September 23, 2014, staff issued IFB No. 14-052 as the re-bid of the Hemet Concrete Paving Project formerly released under IFB No. 14-004. The bid was publicly advertised in a newspaper of general circulation and a notice was posted on the Agency's website. The Agency also sent notices of the contracting opportunity to the local Chambers' of Commerce of those cities that are members of the JPA.

On October 24, 2014, the Agency received bids from the following vendors;

<b>Firm Name / Location</b>	<b>Bid Amount</b>
National Construction & Maintenance, Perris, CA	\$729,674.00
JBH Structural Concrete, Inc., Murrieta, CA	\$739,682.85
Mamco, Inc. dba Alabbasi, Riverside, CA	\$771,771.70
C.S. Legacy Construction, Pomona, CA	\$874,310.80
Horizons Construction Co. Int'l, Inc., Orange, CA	\$877,545.55
Southwest Construction Co., Inc., Fallbrook, CA	\$890,928.00
Roadway Engineering & Contracting, Inc., Mira Loma CA	\$893,366.45
Pave-tech, Inc., Carlsbad, CA	\$911,112.00
California Building Eval. & Con. Inc., Buena Park, CA	\$914,929.00
CLS Constructors, Grand Terrace, CA	\$965,374.52
R.J.S. General Construction, Riverside, CA	\$1,021,160.00
All American Asphalt, Corona, CA	\$1,120,000.00
Toby B. Hayward, Inc., Monrovia, CA	\$1,184,059.88

While NCM submitted a bid for this reprocurement, they have requested that they be allowed to withdraw their bid and staff has agreed. The bid package submitted by the next lowest bidder, JBH Structural Concrete, Inc. (JBH) was thoroughly reviewed and found non-responsive based on their failure to acknowledge receipt of Addendum No. 4 on their bid submittal documents. This was a specific requirement that was stated in the instructions to bidder's package. JBH was informed that their bid submittal was determined by staff to be non-responsive.

On December 15, 2014, the Agency received a bid protest from JBH protesting the award to Alabbasi. The bid protest was filed timely in accordance with the Agency's Bid Protest Procedures. Staff evaluated the bid protest and a determination was made to uphold the finding of non-responsiveness. Staff confirmed its evaluation with general counsel and advised JBH of this decision

in a letter dated December 23, 2014. Per the Agency's Bid Protest Procedures, JBH had five working days to appeal the Agency's decision. Since no further correspondence was received from JBH, no further action is required of staff.

The third lowest bid package submitted by Alabbasi, was thoroughly reviewed and references were checked. Their bid amount of \$771,771.70 is still well within the engineer's estimate of \$1,079,216 for the project. Based on this review and evaluation, staff recommends awarding a contract to Alabbasi, the lowest responsive bidder.

Staff also recommends the Board authorize a ten percent contingency amount of \$77,177.00 be added to the Project budget to be utilized in the event of unforeseen circumstances. Such use would be subject to a future change order or amendment to the proposed contract if necessary.

Fiscal Impact:

Sufficient funds to cover the award of Agreement No. 14-052 are included in the Agency's capital budget.

Recommendation:

Approve and recommend this item to the full Board of Directors for their consideration as follows:

- Authorize staff to award Agreement No. 14-052 to Mamco, Inc. dba Alabbasi for the Hemet Concrete Paving Project in the amount of \$771,771.70. Also authorize a ten percent contingency of \$77,177.00, for a total not to exceed project budget amount of \$848,948.70.