



DATE: June 25, 2020

TO: Transportation Authority of Marin Board of Commissioners

FROM: Anne Richman, Executive Director *Anne Richman*
Molly Graham, Public Outreach Coordinator

SUBJECT: Extend Contract for Photographic Services, Agenda Item No. 6g (Action)

RECOMMENDATION

Authorize the Executive Director to extend the contract with Peter Oppenheimer for Photographic Services for two more years.

BACKGROUND

TAM uses a photographer for various reasons including documenting before and after photos of funded projects, progress on construction projects, special events, meetings, and ground-breaking and ribbon-cutting ceremonies. The photographer is also used to document elements of projects that are needed for various reports, audits, presentations, and factsheets. The recent photos of empty streets during the shelter-in-place public health order are indicative of the importance of documenting our transportation system in differing conditions.

DISCUSSION

TAM had retained the service of Mr. Oppenheimer on a time and material contract with a not-to-exceed amount of \$16,000 annually based on directed work, as needed. The contract, approved on June 28, 2018, was for two years with an option to extend for an additional two years. Extending the contract allows continuity with previous assignments, before and after project photos and on-going documentation of TAM's projects and programs as well as the transportation system and environs of Marin.

Mr. Oppenheimer has developed useful relationships with our member jurisdictions and sister agencies such as Marin Transit to fulfill shared needs and access facilities to conduct his work. He knows the Marin County physical environment and key stakeholders. He has demonstrated his ability to meet the needs of TAM and he is readily available for assignments, even assignments with very short notices. His work has been valuable.

Staff is recommending continuing photographic services with Peter Oppenheimer based on a time and material contract as a two-year extension of the previous contract. The contract will have a not-to-exceed amount of \$16,000 annually.

FISCAL CONSIDERATIONS

Funding needed for this contract is included in the Proposed FY2020-21 TAM Annual Budget.

NEXT STEPS

Upon approval by the TAM Board, the existing contract with Mr. Oppenheimer will be extended for two more years.