

YAMPA VALLEY REGIONAL TRANSPORTATION AUTHORITY

REQUEST FOR PROPOSALS: PROFESSIONAL POLLING/PUBLIC OPINION RESEARCH

Article I. INTRODUCTION AND BACKGROUND

In accordance with its Procurement Policy, the Yampa Valley Regional Transportation Authority (the “**Authority**”) is issuing this request for proposals (“**RFP**”) to solicit proposals from qualified firms or consultants (“**Proposers**”) to provide polling and public opinion research. The Authority is a regional transportation authority created pursuant to Title 43, Article 4, Part 6 of the Colorado Revised Statutes, as amended (the “**RTA Act**”) and an Intergovernmental Agreement (“**IGA**”) between its constituent members: Routt County, Town of Hayden, Town of Yampa, City of Craig, Town of Oak Creek, and City of Steamboat Springs. The Authority is governed by a 6-member board of directors (the “**Authority Board**”) consisting of the following Authority Board officers: Chair, Vice Chair, Treasurer, and Secretary.

Article II. PURPOSE

The purpose of this RFP is to identify a professional polling/public opinion research firm that will partner with the Authority to conduct a public opinion survey, evaluate the probability of voter approval of a revenue raising ballot measure, and present data to provide guidance on placing a revenue measure on the ballot. The selected firm will provide comprehensive public opinion survey services, as further outlined in the scope of services attached as Appendix A (the “**Scope of Work**”).

Article III. MINIMUM QUALIFICATIONS

Proposers must demonstrate the minimum qualifications to perform the functions in the Scope of Work, including without limitation:

- Experience in the development of a survey instrument for voter opinion polls on revenue raising ballot measures
- Knowledge of the methodology to create a statistically valid sampling of registered voters
- Expertise in conducting and interpreting public opinion polls
- Strong track record of working with rural and mountain communities

Article IV. PROCEDURE FOR SUBMISSION OF RFP COMMENTS

Proposers may submit written comments, questions, and/or requests for clarification relating to the RFP (collectively, “**RFP Comments**”) via email to the individual designated herein (the “**Procurement Contact**”) at any time prior to the RFP Proposal Due Date set forth below. Proposers are responsible for ensuring the receipt of their RFP Comments by the Procurement Contact through the use of automated receipt and read message confirmations. Proposers should assume that the Authority will not consider any RFP Comments that are submitted after the RFP Comment Deadline, except reasonable logistical questions received after such deadline, the response to which may be necessary to facilitate timely and compliant delivery of Proposals.

Article V. PROCUREMENT CONTACT

Any questions about the RFP should be directed (in writing) to the following individual designated for such communications, the Procurement Contact.

- **Procurement Contact:** Sonja Macys, Authority Chair

- **Email:** smacys@co.routt.co.us

Article VI. PROCUREMENT SCHEDULE

The Authority anticipates carrying out the procurement process in accordance with the following indicative schedule (the "**Procurement Schedule**"). This Procurement Schedule is subject to modification at the discretion of the Authority. Proposers will be notified of any change by an Addendum to this RFP.

Milestone	Date/Time
Issuance of RFP	17 June 2026
Proposal Due Date	8 July 2026 (no later than 12PM MST)
Selection of Preferred Proposer and Contract Award	10 July 2026

Article VII. SUBMISSION REQUIREMENTS

Each Proposer should submit its proposal and statement of qualifications (its "**Proposal**") in accordance with the following requirements.

Section VII.01. Submission Format and Manner of Delivery

Electronic PDF submission is required. Proposals must be submitted via email to the Procurement Contact. Late Proposals will not be accepted.

Section VII.02. Submission Contents and Organization

Proposers must organize their Proposals in the order outlined below for ease of Authority Board review. While there is no word count required, brevity is preferred.

- (A) **Proposal Letter:** a cover letter to the Proposal that includes an acknowledgment of the receipt of any Addenda, Proposer assurances to comply with all RFP requirements, and identification of the Proposer’s single point of contact for the procurement (the "**Official Representative**").
- (B) **Firm Overview:** general company information, including company history and size along with relevant experience and areas of specialization.
- (C) **Relevant Experience:** information detailing Proposer’s past performance and industry experience in performing similar public opinion polling (especially for public agencies or transportation entities) along with at least three (3) references with contact information.
- (D) **Narrative Regarding Approach to Scope of Work:** a narrative description of how the Proposer will address each of the functions in the Scope of Work, including a description of the survey instrument, methodology for a statistically valid sampling, and the process of conducting and interpreting the public opinion poll.
- (E) **Project Team Structure:** information regarding key personnel assigned to the project, experience and qualifications of team members, and role of each team member.
- (F) **Project Timeline:** a proposed timeline from contract award to completing and interpreting the poll, along with key milestones and deliverables.
- (G) **Fee Structure Proposal:** a total cost proposal (fixed fee preferred), including a breakdown of fees and expenses and a description of additional costs.
- (H) **Value-Added Services Proposal:** information regarding any additional services offered.
- (I) **Form of Service Agreement:** a copy of the Proposer’s form service agreement (the "**Professional Services Agreement**") for the functions identified in the Scope of Work.

Article VIII. EVALUATION AND SELECTION PROCESS

Section VIII.01. Evaluation Process and Criteria

The Authority anticipates conducting the evaluation of Proposals as set forth herein and reserves the right to request any supplementary information it deems necessary to evaluate the Proposer's experience and qualifications or to clarify or substantiate any information contained in any Proposal. Proposals will be evaluated based on the offer most advantageous to the Authority. The Authority anticipates using the following criteria to evaluate and rank Proposals:

EVALUATION CRITERIA		% of MAXIMUM SCORE
1	Relevant experience and qualifications of the firm	25%
2	Quality, clarity and timeliness of proposed approach	25%
3	Demonstrated success in similar public opinion research	25%
4	Cost and value	15%
5	References	10%

Proposers should note that any component of a Proposal may be used for the evaluation of more than one of the evaluation criteria.

Section VIII.02. Selection Process

An advisory committee of the Authority Board will review and score all Proposals submitted by the Proposal Due Date. The highest-scoring Proposal will be accepted by the Authority. Once the final selection is made, an offer of contract (“**Notice of Intent to Award**”) will be tendered to the selected Proposer (the “**Preferred Proposer**”). Final award of the contract will be approved by the Authority Board in an open meeting. Prior to award, the Preferred Proposer may be required to enter into discussions with the Authority to resolve any contractual differences. These discussions are to be finalized, and all exceptions resolved within one (1) week from tender of the Notice of Intent to Award. If no resolution is reached, the selected Proposal may be rejected, and discussions will be initiated with the next highest-scoring Proposer(s). After a contract is fully executed by the Authority and the Preferred Proposer, the non-selected Proposers will be notified.

Article IX. CONTRACT AWARD AND FINALIZATION

The contract between the Authority and the Preferred Proposer will follow the format specified by the Authority and contain the terms and conditions set forth in the form of “**Professional Services Agreement**,” attached as Appendix C. The Authority reserves the right to negotiate provisions in addition to those contained in this RFP with the Preferred Proposer. The Authority may, in its

discretion, terminate such negotiations at any time by providing notice to the Preferred Proposer that it has been unable to reach agreement to enter into the Professional Services Agreement on terms acceptable to the Authority, at which time the Authority shall have no further obligations to the initially-identified Preferred Proposer.

Article X. GENERAL PROCUREMENT TERMS AND ETHICAL STANDARDS

Section X.01. Authority Reservation of Rights

The Authority reserves any and all of the rights available to it under applicable law, including without limitation: modifying the procurement process described in this RFP, rejecting any or all Proposals; waiving deficiencies, nonconformities, irregularities, and apparent clerical mistakes in a Proposal; selecting the Proposal that best serves the Authority’s interests; and/or canceling the procurement.

Section X.02. Addenda

The Authority may elect to amend this RFP by issuing an Addendum to this RFP. All Addenda will be posted to the applicable bidding websites on which the RFP is initially issued. It is the responsibility of the Proposer to view, obtain, or download all Addenda issued by the Authority for this RFP. Proposers are cautioned that in no event shall failure to familiarize themselves with the requirements of this solicitation or to resolve ambiguous or inconsistent terms or conditions in this RFP constitute grounds for a claim of any kind after contract award. Proposers are encouraged to carefully and completely read the RFP and raise any questions, clarifications, and requested changes as RFP Comments.

Section X.03. Ownership of RFP Submissions

The Authority will retain full title to and ownership of all Proposals and Proposer submissions made pursuant to this RFP. Such documents will not be returned to Proposers.

Section X.04. Compliance with Public Records Law

The Proposer acknowledges that any materials or documents provided to the Authority may be “public records” and subject to disclosure under the Colorado Open Records Act (the “**Public Records Law**”). Proposers are encouraged to familiarize themselves with the Public Records Law.

Section X.05. Costs

This RFP does not commit or bind the Authority to enter into a contract, to proceed with the procurement described in this RFP, or to take any other definite course of action. The Authority does not assume any obligations, responsibilities, and liabilities, fiscal or otherwise, to reimburse all or part of the costs incurred or alleged to have been incurred by parties considering a response to and/or responding to this RFP or any subsequent RFP and all such costs will be borne solely by each Proposer.

Section X.06. Ethics and Prohibited Communications

Proposers must disclose any actual or perceived conflicts of interest, including relationships with Authority Board members. The Authority prohibits any gratuities or kickbacks in connection with this solicitation. Furthermore, other than with written consent from the Procurement Contact, all Proposers, including any persons affiliated with a Proposer, are strictly prohibited from contacting any members of the Authority Board or any Authority Board personnel on any matter having to do with any aspect of this RFP during the procurement. All communications with respect to this RFP must be made through the Procurement Contact.

Section X.07. Proposal Validity Period

Any Proposal submitted will constitute an irrevocable offer, for a period of 180 Days, to sell to the Authority the services set forth therein (such period, the “**Proposal Validity Period**”). No Proposal may be withdrawn for a period of 180 Days after the Proposal Due Date. Each Proposal will remain valid for acceptance by the Authority for the duration of the Proposal Validity Period.

APPENDIX A: SCOPE OF WORK

The successful applicant will work with representation of the Authority Board to develop and implement a statistically valid survey and measure survey results by voter demographics. The selectee's proposed Work Plan and Schedule will form the basis for negotiations of a final Scope of Work for the Professional Services Agreement.

A report with an executive summary shall be issued to the Authority Board. The document shall include the summary of findings as identified in the Scope of Services. Any other documentation prepared by the consultant shall be provided to the Authority Board in electronic format.

The Scope of Work shall be more specifically defined by addressing the following items:

- Development of a statistically valid survey instrument proposed for voter opinion poll on a revenue raising ballot measure.
- Process of conducting and interpreting the public opinion poll, including the sample size based on the Authority district's demographics. Include methods used to mitigate language barriers.
- Coordination with the Authority Board to assess the results of the public opinion poll; discuss implications, related issues and alternatives.
- Final written report and presentation of results.

APPENDIX B: REQUIRED FORMS

- **Company Information and Required Disclosures Form**
 - *See separately provided fillable form.*
- **Prior Experience Form**
 - *See separately provided fillable form.*

APPENDIX C: PROFESSIONAL SERVICES AGREEMENT

Remainder of page intentionally left blank. Professional Services Agreement follows on next page.

PROFESSIONAL SERVICES AGREEMENT

Between the Yampa Valley Regional Transportation Authority and [Contractor Name]

This Professional Services Agreement ("Agreement") is entered into as of [____], 20[___] ("Effective Date"), by and between the Yampa Valley Regional Transportation Authority, a body corporate and political subdivision of the state created pursuant to C.R.S. § 43-4-601, et seq. ("Authority"), and [Contractor Name], a [state of organization] [entity type] ("Contractor"). The Authority and the Contractor may be referred to individually as a "Party" and collectively as the "Parties."

Recitals

WHEREAS, the Authority is a regional transportation authority established under Colorado law to plan, finance, and support regional transportation services; and

WHEREAS, the Authority desires to retain the Contractor to perform certain professional services, and the Contractor represents that it is qualified and willing to perform such services under the terms of this Agreement; and

WHEREAS, the Parties intend for this Agreement to establish the general terms governing the Contractor's services, with the specific scope, schedule, and any project-specific requirements to be set forth in Exhibit A or, if used, one or more Service Schedules.

NOW, THEREFORE, in consideration of the mutual covenants set forth below, the Parties agree as follows:

Section 1. Services

1.1 Scope of Services. The Contractor shall perform the services described in Exhibit A and any executed Service Schedule issued under this Agreement (collectively, the "Services"). The Contractor shall perform the Services in a timely, professional, and workmanlike manner, consistent with generally accepted professional standards.

1.2 Standard of Care. The Contractor shall furnish all labor, supervision, expertise, materials, and incidental items necessary to perform the Services unless this Agreement or the applicable exhibit or Service Schedule expressly provides otherwise.

1.3 Authority Representative. The Authority designates [_____] as its representative for administration of this Agreement. The Contractor designates [_____] as its representative for administration of this Agreement. Either Party may change its representative by written notice to the other Party.

1.4 Non-Exclusivity. Unless otherwise expressly stated in Exhibit A or an applicable Service Schedule, this Agreement is non-exclusive, and the Authority may retain other consultants or contractors to perform the same or similar services.

Section 2. Term

2.1 **Agreement Term.** This Agreement commences on the Effective Date and continues until [_____], unless earlier terminated in accordance with this Agreement.

2.2 **No Automatic Renewal.** Any renewal or extension must be in writing and signed by both Parties.

Section 3. Compensation and Invoicing

3.1 **Compensation.** The Authority shall pay the Contractor in accordance with this Agreement and any applicable Service Schedule. The maximum compensation payable under this Agreement shall not exceed \$[_____], unless increased by written amendment or Change Order signed by both Parties. The fee structure shall be as follows: [insert fixed fee, hourly rates, unit prices, milestone payments, or other compensation terms]. The Contractor shall proceed at its own risk for work performed or costs incurred above the authorized amount or outside the approved scope unless the Authority approves the additional work in writing.

3.2 **Invoices.** Unless this Agreement or an applicable Service Schedule provides otherwise, the Contractor shall submit invoices monthly for Services performed during the preceding billing period. Each invoice shall include, at a minimum, the following: [description of Services performed], [dates or billing period], [amount billed], [itemized reimbursable expenses with receipts, if required], and [any additional backup reasonably requested by the Authority]. The Contractor shall also include its taxpayer identification number or other information reasonably required for payment processing.

3.3 **Payment Timing.** The Authority shall pay all undisputed amounts due under a properly submitted invoice within thirty (30) days after receipt of the invoice and any reasonably requested supporting documentation, unless this Agreement or an applicable Service Schedule states otherwise.

3.4 **Reimbursable Expenses.** Reimbursable expenses are limited to the following, if approved in advance or otherwise expressly authorized: [travel], [printing], [postage or delivery], [permits or third-party fees], and [other approved out-of-pocket expenses]. The Authority is not required to reimburse any expense not expressly authorized.

3.5 **Withholding and Setoff.** The Authority may withhold payment for a disputed charge and may set off any undisputed amount the Contractor owes the Authority against amounts otherwise due under this Agreement.

Section 4. Annual Appropriation

Nothing in this Agreement shall be construed to create any multiple-fiscal-year direct or indirect debt or other financial obligation of the Authority in violation of Article X, Section 20 of the Colorado Constitution or C.R.S. § 29-1-110. The Authority's payment obligations are subject to annual appropriation of funds lawfully made for this purpose. If funds are not appropriated, this Agreement shall terminate without penalty to the Authority, and such termination shall not constitute a breach of this Agreement.

Section 5. Independent Contractor

The Contractor is an independent contractor and not an employee, partner, agent, or joint venturer of the Authority. The Contractor is solely responsible for the means and methods of performing the Services and for payment of all wages, taxes, benefits, and other obligations owed to its employees, agents, or subcontractors.

Section 6. Personnel and Subcontracting

6.1 Personnel. The Contractor shall provide qualified personnel to perform the Services.

6.2 Subcontracting. The Contractor may not subcontract a material portion of the Services without the Authority's prior written consent. No subcontract shall relieve the Contractor of responsibility for performance of the Services or compliance with this Agreement and any approved subcontractor's contract shall contain the same terms and conditions as the prime Contractor.

Section 7. Changes

The Authority may request changes to the Services, schedule, or compensation. No change is effective unless memorialized in a written amendment, Change Order, or Service Schedule signed by both Parties. Until such written amendment, Change Order, or Service Schedule is executed, the Contractor shall continue to perform the Services in accordance with the existing terms.

Section 8. Records; Ownership of Work Product; Audit

8.1 Records. The Contractor shall maintain records sufficient to document its performance and all amounts invoiced under this Agreement for at least seven (7) years after final payment, or for any longer period required by law.

8.2 Work Product. All reports, studies, drawings, data, memoranda, and other deliverables prepared for the Authority under this Agreement shall become the property of the Authority upon payment, except for the Contractor's preexisting proprietary materials. To the extent any Contractor proprietary materials are embedded in the deliverables, the Contractor grants the Authority a perpetual, nonexclusive, royalty-free license to use them for the Authority's internal and governmental purposes.

8.3 Audit Rights. Upon reasonable notice, the Authority or its authorized representatives may examine and copy records directly relating to this Agreement, subject to applicable confidentiality and privacy laws.

Section 9. Compliance with Law

The Contractor shall comply with all applicable federal, state, and local laws, regulations, codes, and orders in connection with the performance of the Services, including any requirements applicable to public contracting in Colorado.

Section 10. Non-Discrimination

In connection with the performance of this Agreement, the Contractor shall not unlawfully discriminate against any employee or applicant for employment and shall include this requirement in all permitted subcontracts.

Section 11. Insurance

11.1 Insurance Requirements. Before commencing the Services, the Contractor shall procure and maintain insurance with carriers authorized to do business in Colorado and shall provide certificates of insurance and any required endorsements to the Authority. Unless otherwise stated in a Service Schedule, the required coverages and minimum limits are as follows: [commercial general liability—\$_____ each occurrence / \$_____ aggregate]; [automobile liability—\$_____ combined single limit]; [workers' compensation—statutory limits and employer's liability—\$_____]; [professional liability, if applicable—\$_____ per claim / \$_____ aggregate]; and [umbrella or excess liability, if applicable—\$_____]. The Contractor shall provide prompt written notice of any cancellation, nonrenewal, or material reduction in coverage.

11.2 No Limitation of Liability. The insurance coverages and limits stated in this Agreement are minimum requirements and do not limit the Contractor's liability. The Contractor may maintain additional insurance at its own expense.

Section 12. Indemnification

To the fullest extent permitted by law, the Contractor shall defend, indemnify, and hold harmless the Authority and its officers, employees, and agents from and against any claims, damages, losses, liabilities, and expenses, including reasonable attorneys' fees, to the extent resulting from the negligent acts, errors, omissions, or willful misconduct of the Contractor, its employees, agents, or subcontractors in connection with this Agreement. Nothing in this Agreement waives or limits any immunity, defense, or protection available to the Authority under the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq.

Section 13. Confidentiality and Colorado Open Records Act

13.1 Confidential Information. Each Party shall use reasonable care to protect confidential information disclosed in connection with this Agreement; provided, however, that the Authority's obligations are subject to the Colorado Open Records Act, C.R.S. § 24-72-201, et seq. If the Contractor claims any submitted material is confidential, it shall clearly mark the material accordingly.

13.2 Records Requests. If the Authority receives a request for records that includes material marked confidential by the Contractor, the Authority may provide notice to the Contractor and allow a reasonable opportunity for the Contractor to seek protection. The Authority has no obligation to assert or litigate the Contractor's confidentiality claims on the Contractor's behalf.

Section 14. Data Security and Personally Identifiable Information

If the Contractor receives, stores, or accesses personally identifiable information in connection with the Services, the Contractor shall implement reasonable administrative, technical, and physical safeguards to protect such information. The Contractor shall notify the Authority promptly upon discovery of any unauthorized access, use, or disclosure, in accordance with applicable law.

Section 15. Termination

15.1 For Cause. Either Party may terminate this Agreement for material breach if the breaching Party fails to cure the breach within thirty (30) days after written notice, provided that if the breach is not reasonably curable within such period, the breaching Party must commence cure within that period and diligently pursue completion of the cure.

15.2 For Convenience. The Authority may terminate this Agreement upon thirty days' written notice to the Contractor. The Authority shall pay the Contractor for Services performed through the date of termination.

15.3 Transition and Completion of Work in Progress. Upon expiration or termination of this Agreement, the Contractor shall promptly deliver all Authority property and all completed or partially completed work product to the Authority and shall reasonably cooperate in transitioning the Services. If requested in writing by the Authority, the Contractor shall complete specifically identified work in progress that was authorized before the effective date of expiration or termination, subject to the compensation terms of this Agreement.

Section 16. Dispute Resolution; Governing Law; Venue

The Parties shall attempt in good faith to resolve disputes arising out of this Agreement through informal negotiations between their designated representatives before initiating litigation. This Agreement is governed by Colorado law. Venue for any action arising out of this Agreement shall lie in the appropriate state court in Routt County, Colorado, unless otherwise required by law.

Section 17. General Provisions

17.1 Notices. All notices under this Agreement shall be in writing and delivered personally, by certified mail, by nationally recognized overnight courier, or by email with confirmation of receipt, to the addresses designated by the Parties.

17.2 Assignment. Neither Party may assign this Agreement without the prior written consent of the other Party; provided, however, that the Authority may assign this Agreement to a successor public entity by operation of law.

17.3 Severability. If any provision of this Agreement is held invalid or unenforceable, the remaining provisions shall remain in full force and effect.

17.4 Entire Agreement. This Agreement, together with its exhibits and any executed Service Schedules, constitutes the entire agreement between the Parties regarding its subject matter and supersedes prior negotiations and understandings relating to that subject matter.

17.5 **Amendments.** This Agreement may be amended only by a written instrument signed by authorized representatives of both Parties.

17.6 **Waiver.** A waiver of any breach shall not constitute a waiver of any other or subsequent breach.

17.7 **Force Majeure.** Neither Party shall be liable for delay caused by events beyond its reasonable control, provided that the affected Party gives prompt notice and uses reasonable efforts to mitigate the delay.

17.8 **Counterparts and Electronic Signatures.** This Agreement may be executed in counterparts and by electronic signatures, each of which is deemed an original, and all of which together constitute one instrument.

17.9 **Third-Party Beneficiaries.** This Agreement is for the sole benefit of the Parties and creates no rights in any third party.

Signatures

IN WITNESS WHEREOF, the Parties have executed this Professional Services Agreement as of the Effective Date.

**YAMPA VALLEY REGIONAL
TRANSPORTATION AUTHORITY**

By:

Name:

Title:

Date:

[CONTRACTOR NAME]

By:

Name:

Title:

Date:

EXHIBIT A – SCOPE OF SERVICES

This Exhibit A is attached to and incorporated into the Professional Services Agreement between the Yampa Valley Regional Transportation Authority ("Authority") and [Contractor Name] ("Contractor"). This Exhibit A describes the Services to be performed by the Contractor.

Section 1. Services

[Describe the services the Contractor will perform.]

Section 2. Deliverables

[Identify the deliverables, work product, or other outputs to be provided by the Contractor.]

[Include any required format, review process, or acceptance requirements for deliverables.]

Section 3. Schedule and Milestones

[Insert the project schedule, major milestones, interim deadlines, and any completion date requirements.]

Section 4. Assumptions and Authority Responsibilities

[List any assumptions, Authority-provided information, approvals, coordination obligations, or other items on which the Services depend.]

Section 5. Reporting Requirements

[Describe any required status reports, meetings, presentations, or other reporting obligations.]

EXHIBIT B – OPTIONAL SERVICE SCHEDULE FORM

Use this exhibit only if the Authority intends this Agreement to function as a master agreement with one or more project-specific Service Schedules. Complete the fields below for each service schedule and attach any additional scope, budget, or insurance detail as needed.

SERVICE SCHEDULE NO. [__]

This Service Schedule is entered into pursuant to the Professional Services Agreement between the Yampa Valley Regional Transportation Authority ("Authority") and [Contractor Name] ("Contractor"). Capitalized terms not defined in this Service Schedule have the meanings given in the Agreement.

Section 1. Services

[Describe the services, deliverables, milestones, assumptions, and performance standards.]

Section 2. Term

This Service Schedule begins on [_____] and expires on [_____], unless earlier terminated in accordance with the Agreement.

Any renewal or extension must be in writing and signed by both Parties.

Section 3. Compensation

Maximum Compensation. The maximum compensation payable under this Service Schedule is \$[_____].

Rate Schedule / Fee Structure. [_____]

Reimbursable Expenses. [_____]

Invoice Timing / Special Payment Terms. [_____]

Section 4. Insurance

[Insert any insurance requirements specific to this Service Schedule, if different from the Agreement.]

Section 5. Representatives

Authority Representative. [Name / Title / Contact Information]

Contractor Representative. [Name / Title / Contact Information]

Section 6. Additional Terms

[Insert any project-specific terms, including any express changes to the Agreement applicable only to this Service Schedule.]

Signatures

IN WITNESS WHEREOF, the Parties have executed this Service Schedule as of the dates written below.

**YAMPA VALLEY REGIONAL
TRANSPORTATION AUTHORITY**

By:

Name:

Title:

Date:

[CONTRACTOR NAME]

By:

Name:

Title:

Date:
