



Thomas Jefferson Planning District Commission
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**RESOLUTION AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS
for Consultant Services to Develop Marketing Materials for Rideshare/TDM**

WHEREAS, pursuant to the Thomas Jefferson Planning District Commission's (TJPD) Procedures Governing Purchases approved by the Commission September 6, 2007, any purchases greater than \$10,000 require approval from the Commission; and,

WHEREAS, the TJPD will seek proposals from consultants to develop a marketing content library for use in post-pandemic marketing and programing, to include both digital and print materials, at a cost greater than \$10,000; and,

WHEREAS, the Rideshare/TDM program budget includes funding for advertising, as approved by the Department of Rail and Public Transportation for FY21; and,

WHEREAS, the TJPD Commission was presented with a copy of the Request for Proposals for review; and,

WHEREAS, the TJPD staff will review all proposals in accordance with the TJPD's Bylaws and approved Procedures Governing Purchases; and,

NOW, THEREFORE BE IT RESOLVED that the Thomas Jefferson Planning District Commission hereby authorizes the Interim Executive Director to distribute the Request for Proposals for a consultant in accordance with the provisions of the Commission Bylaws and approved Procedures Governing Purchases; and,

BE IT FURTHER RESOLVED that the Thomas Jefferson Planning District Commission hereby authorizes the Interim Executive Director to take all other actions consistent with the Commission Bylaws and approved Procedures Governing Purchases to procure and facilitate the services of a consultant to develop marketing materials for the Rideshare/TDM program.

Adopted this 6th day of May, 2021.

Christine Jacobs, Interim Executive Director
Thomas Jefferson Planning District Commission

Dale Herring, Commission Chair
Thomas Jefferson Planning District Commission

Date

Date