

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 9/24/2025

Staff Report No. 25-320

TO: AC Transit Board of Directors
FROM: Salvador Llamas, General Manager/Chief Executive Officer
SUBJECT: Report on Active Contracts

BRIEFING ITEM

AGENDA PLANNING REQUEST: ☐

RECOMMENDED ACTION(S):

Consider receiving the Annual Report on Active Contracts over \$250,000.

Staff Contact:
Chris Andrichak, Chief Financial Officer

STRATEGIC IMPORTANCE:

Goal - Financial Stability and Resiliency
Initiative - Financial Efficiency and Revenue Maximization

This report provides a detailed accounting of contract spending for all active contracts throughout the District over \$250,000. Additionally, it provides an effective tool for staff and the Board to monitor contract activity.

BUDGETARY/FISCAL IMPACT:

There is no budgetary impact associated with this report. Any budget impact was previously addressed at the time of each contract award or purchase order issuance.

BACKGROUND/RATIONALE:

Board Policy 465 requires that the Board of Directors review the status of all contracts over \$250,000 awarded by the District on an annual basis. This point-in-time report contains accounting information of all active contracts during Fiscal Year 2024-25, including the purpose, effective and expiration dates, contract value, and the amounts paid.

ADVANTAGES/DISADVANTAGES:

This report allows Executives, Department Directors and Project Managers to effectively monitor spending and to take steps to improve their contract administration activities where appropriate.

ALTERNATIVES ANALYSIS:

This report is provided for informational purposes and fulfills the reporting requirements established under

Board Policy 465.

PRIOR RELEVANT BOARD ACTION/POLICIES:

Board Policy 465-Procurement Policy

ATTACHMENTS:

1. Contracts Spend Report FY24-25

Prepared by:

Fred Walls, Procurement and Materials Director

Approved/Reviewed by:

Chris Andrichak, Chief Financial Officer

Aimee L. Steele, General Counsel/Chief Legal Officer