

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 9/10/2025

Staff Report No. 25-398

TO: AC Transit Board of Directors
FROM: Salvador Llamas, General Manager/Chief Executive Officer
SUBJECT: Board Policy 466 - Small and Small Local Business Enterprise Policy

ACTION ITEM

AGENDA PLANNING REQUEST: ☐

RECOMMENDED ACTION(S):

Consider review of Board Policy 466 - Small and Small Local Business Enterprise Policy with no recommended changes.

Staff Contact:
Phillip Halley, Interim Director of Civil Rights & Compliance

STRATEGIC IMPORTANCE:

Goal - Strong Public and Policymaker Support
Initiative - Financial Efficiency and Revenue Maximization

The purpose of this policy is to provide guidance to District staff in outlining and establishing opportunities and utilization goals for small and local businesses on District contracts.

BUDGETARY/FISCAL IMPACT:

There is no budgetary or fiscal impact associated with this report.

BACKGROUND/RATIONALE:

Per Board Policy 100 - Board policies contained in Section 400 shall be reviewed as-needed or at a minimum of every five years, except for Procurement and Materials policies, which are to be reviewed every two years. Staff have reviewed the existing policy and determined that there are no substantive changes necessary at this time. The existing language is consistent with current District practices and continues to comply with the U.S. Department of Transportation and Federal Transit Administration Disadvantaged Business Enterprise (DBE) Program requirements.

ADVANTAGES/DISADVANTAGES:

The advantage of reviewing and maintaining the current policy is that it ensures staff evaluates and aligns the contracting needs of the District with those of local service area business community.

There are no disadvantages to maintaining the current language.

ALTERNATIVES ANALYSIS:

There are no alternatives to the recommended course of action.

PRIOR RELEVANT BOARD ACTION/POLICIES:

21-396 Small Local Business Contracting Goal

19-198a Amendments to Board Policies 460 and 466

ATTACHMENTS:

1. Board Policy 466 - Small and Small Local Business Enterprise Policy

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