

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 11/10/2021

Staff Report No. 21-483

TO: AC Transit Board of Directors
FROM: Michael A. Hursh, General Manager
SUBJECT: Active Contracts Spend Report

BRIEFING ITEM

RECOMMENDED ACTION(S):

Consider receiving the Quarterly Report on the Status of Active Contracts and Spending Amounts over \$250,000.

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 a quarterly basis. This report contains a point-in-time accounting information of all active contracts during the first quarter of Fiscal Year 2022 (Q1 FY22), including the purpose, effective and expiration dates, contract value, and the amounts paid through Q1 FY22.

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

Prepared by:

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Approved/Reviewed by:

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Chris Andrichak, Chief Financial Officer

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