

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 9/14/2022

Staff Report No. 22-455

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

BRIEFING ITEM

AGENDA PLANNING REQUEST: ☐

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 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 administered by the District on a quarterly basis. This point-in-time report contains accounting information of all active contracts during the fourth quarter of Fiscal Year 2021-22 (Q4 FY22), including the purpose, effective, and expiration dates, contract value, and the amounts paid through the Q4 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. Active Contracts Spend Report Over \$250k Q4 FY2022

Prepared by:

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Approved/Reviewed by:

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