

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT



STAFF REPORT

MEETING DATE: 5/27/2020

Staff Report No. 20-210

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 more detailed accounting of contract spend for all active contracts throughout the District. Additionally, it provides a more 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 on a quarterly basis the status of all contracts over \$250,000 awarded by the District. This report contains a more detailed accounting of all active contracts, including the purpose, effective and expiration dates, contract value, as well as the amounts paid to date.

ADVANTAGES/DISADVANTAGES:

This report allows Executives, Department Directors and Project Managers to more effectively monitor spending and 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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