



ITEM ID: 2023-358-0

TRANSMITTAL DATE: January 19, 2024

MEETING DATE: January 26, 2024

TO: Board of Directors

FROM: Arnold Hackett, Chief Financial Officer

SUBJECT: Quarterly Report of Contracts Awarded and Third-Party Agreements Executed Under the Chief Executive Officer's Authority

Issue

The Board of Directors approved the Authority's revised Procurement and Contracting Policies (Revised Policies) on November 8, 2019. Section 3 of the Revised Policies requires the Chief Executive Officer (CEO) to provide a quarterly report to the Board with a list of contracts awarded above \$250,000 and under the CEO's contract award authority of \$500,000.

On July 26, 2019, the Board authorized the CEO to execute Third-Party Agreements (TPAs) with other public agencies up to \$500,000, and to provide a quarterly report to the Board with a list of applicable executed TPAs between \$250,000 and \$500,000.

This report meets these Board report requirements for the first quarter of FY 2024, which covers July 1, 2023, through September 30, 2023.

Recommendation

Receive and file.

Strategic Commitment

This report aligns with the strategic Business Plan commitment of:

- **Modernizing Business Practices:** We will improve our operational efficiency through transparency, objective metrics and streamlined governance, reducing over-reliance on

subsidy while bringing our system into a state of good repair and investing in the development of our employees. Increasing the CEO's authority to \$500,000 has allowed for the expedited award of contracts and TPAs.

Background

Upon its approval of the Revised Policies the Board also requested that the CEO provide a quarterly report to the Board with a list of contracts awarded under the CEO's new authority level. This requirement is included in Section 3 of the Revised Policies.

Similarly, the Authority had committed to providing the Board with a list of quarterly TPAs executed by the CEO between \$250,000 and \$500,000.

This report meets these Board report requirements for the first quarter of FY '24, which covers July 1, 2023, through September 30, 2023.

Discussion

In the reporting period, the CEO awarded one contract valued between \$250,000 and \$500,000.

Contract Number	Vendor	Award Amount	Term	Requesting Department	Brief Synopsis	Award Date	DBE Goal
SP602-24	Alstom Transportation, Inc.	\$466,000	Two Years	Equipment Maintenance	4Atmos Technologies condition based maintenance services	8/19/2023	N/A

In the first quarter FY24, there was one TPA executed by the CEO valued between \$250,000 and \$500,000.

Project Number	Project Name	Award Number	Award Short Name	Award Type	Budget
820026	BNSF - Orange/Olive Sub	994016	TPA, FY24 BNSF 820026 Orange/Olive Sub	Third Party	\$297,488.80

Next Steps

In February staff will present the FY24 second quarter report covering contracts awarded and TPAs executed by the CEO from October 1, 2023, through December 31, 2023.

Prepared by: Roberta Urtasun, Sr. Administrative Assistant

Approved by: Arnold Hackett, Chief Financial Officer

Attachment(s)

[Presentation - Quarterly Report of Contracts Awarded and TPAs](#)