



ITEM ID: 2025-203-0

TRANSMITTAL DATE: May 16, 2025

MEETING DATE: May 23, 2025

TO: Board of Directors

FROM: Tom Schamber, Interim 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.

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

On July 26, 2019, the Board authorized the CEO to execute Third-Party Agreements (TPAs)

with other public agencies and Contracts with third parties up to \$500,000. 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 and between \$250,000 and \$500,000. This requirement is included in Section 3 of the Revised Policies.

This report meets these Board report requirements for the third quarter of FY 2025, which covers January 1, 2025, through March 31, 2025.

Discussion

In the reporting period, the CEO awarded the following contracts valued between \$250,000 and \$500,000:

A. Contracts

- PO980-25 - Grainger - MRO and Industrial Supplies - MSF - \$370,000 - 1/23/25
- PO986-25 - Winchester - Electrical and Junction Box Purchases - \$264,000 - 3/13/25
- PO990-25 - Dayton Phoenix - F125 Grid Resistor Spare Purchases - \$295,000 - 3/26/25

B. TPAs - None.

Next Steps

In September, staff will present the FY25 fourth quarter report covering contracts awarded and TPAs executed by the CEO from April 1, 2025, through July 31, 2025.

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Approved by: Tom Schamber, Interim Chief Financial Officer

Attachment(s)

[Presentation - TPAs and CEO Contracts Q3](#)