



**ITEM ID:** 2024-329-0

**TRANSMITTAL DATE:** December 6, 2024

**MEETING DATE:** December 13, 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.

**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 first quarter of FY2025, which covers July 1 to September 30, 2024.

### **Discussion**

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

#### A. Contracts

- No entries

#### B. TPAs

- BNSF - San Gabriel Subdivision (Project 820024) - \$252,403.16
- BNSF - Orange/Olive Subdivision (Project 820026) - \$329,115.41

### **Next Steps**

In February staff will present the report for the 2nd quarter of FY25 covering contracts awarded and TPAs executed by the CEO from October 1, 2024, through December 30, 2024.

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