



ITEM ID: 2024-199-0

TRANSMITTAL DATE: May 3, 2024

MEETING DATE: May 10, 2024

TO: Contracts, Operations, Maintenance, and Safety Committee

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 second and third quarters of FY 2024, which covers October 1, 2023, through March 31, 2024.

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 second and third quarters of FY24, which covers October 1, 2023, through March 31, 2024.

Discussion

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

Contract Number	Vendor	Award Amount	Term	Requesting Department	Brief Synopsis	Award Date	DBE Goal
SP605-24	CDW GOVERNMENT, INC.	\$297,000.05	One-Time Procurement (Cooperative Agreement)	Information Technology	IBM QRadar SIEM and SOAR Security Solution Software	12/26/2023	N/A
PO946-24	CDW GOVERNMENT, INC.	\$315,765.37	1/23/2024-6/30/2024	Information Technology and Materials Management	Specialized Equipment for Communication System - Cooperative Agreement	1/23/2024	N/A

In the second and third quarters of 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
861051	Caltrans MMBI Proj - Plan Rev	994154	5222RRC00001,CALTRANS	State	\$284,625.00

Next Steps

In July staff will present the FY24 fourth quarter report covering contracts awarded and TPAs executed by the CEO from April 1, 2024, through June 30, 2024.

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Approved by: Arnold Hackett, Chief Financial Officer