



Finance and Administration Committee (FAC) Meeting Agenda Monday, November 18, 2024, 9:30 AM

The Commission and its Standing Committees will meet in the Mary V. King Conference Room at Alameda CTC's offices at 1111 Broadway, Suite 800, Oakland, CA 94607. The live stream of each Alameda CTC Commission and Standing Committee meeting is available for public viewing at www.alamedactc.org/all-meetings by clicking on **View Event** next to the meeting in the list of Upcoming Events.

Members of the public may submit public comments that are addressed to the Commission or Committee members on topics germane to the jurisdiction of the Alameda CTC in person by attending the meeting in Alameda CTC's offices. Alameda CTC conducts orderly meetings to fulfill its mandate. Discriminatory statements or conduct that would potentially violate the federal Civil Rights Act of 1964 and/or the California Fair Employment and Housing Act, California Penal Code sections 403 or 415 is per se disruptive to a meeting and will not be tolerated. Please see [Alameda CTC's Meeting Code of Conduct](#) for more information.

Additionally, comments may be submitted by email sent to the Clerk of the Commission at clerk@alamedactc.org, including the words "Public Comment" and the meeting to which it pertains in the email's subject line. Public comments received by 5:00 p.m. the day before the scheduled meeting will be distributed to Commissioners or Committee members before the meeting and posted on the Alameda CTC website; comments submitted after that time will be distributed to Commissioners or Committee members and posted as soon as possible. Comments submitted will be read aloud or summarized, as specified by the Chair, to the Commission or Committee and those listening telephonically or electronically.

As a convenience, members of the public may also make comments remotely during the meeting by accessing the Zoom link listed below, using the "Raise Hand" feature on their phone, tablet or other device during the relevant agenda item, and waiting to be recognized by the Chair. If calling into the meeting from a telephone, you can press the star key (*) and then the number 9 (*9) to raise/lower your hand. Comments made in person or via Zoom will generally be limited to three minutes in length, or as specified by the Chair. Alameda CTC cannot guarantee that the public's access to Zoom via phone or other device will be uninterrupted, and technical difficulties may occur from time to time. Unless required by the Brown Act, the meeting will continue despite technical difficulties for participants using the Zoom option.

Committee Chair:	Jen Cavanaugh	Executive Director:	Tess Lengyel
Vice Chair:	Elisa Márquez	Staff Liaison:	Patricia Reavey
Members:	John J. Bauters Luis Freitas David Haubert Juan González III Michael McCorriston	Acting Clerk of the Commission:	Angie Ayers

Location Information:

Alameda County Transportation Commission
Mary V. King Conference Room
1111 Broadway, Suite 800
Oakland, CA 94607

Alameda County Fairgrounds
Heritage House
4501 Pleasanton Drive
Pleasanton, CA 94566

Hotel Dana
303 Cordova St
Pasadena CA 91101

Zoom Link:

<https://us06web.zoom.us/j/87601740888?pwd=OEFrRzYoVUpmVHh1TU1YYjJWVGdaZz09>

Dial-in Information: 1 (669) 900 6833
Webinar ID: 876 0174 0888
Password: 435122

Meeting Agenda

1. Call to Order

2. Roll Call

3. Public Comment

4. Consent Calendar

- 4.1 Approve the September 9, 2024 FAC Meeting Minutes

Approve

[4.1_FAC_Minutes_20240909.pdf](#)

- 4.2 FY2024-25 First Quarter Report of Claims Acted Upon Under the Government Claims Act Update

Information

[4.2_FAC_Government_Claims_Act_FY2024-25_1st_Qtr_Report_20241118.pdf](#)

- 4.3 Annual Local Business Contract Equity Program Utilization Report for Payments Processed from July 1, 2023 to June 30, 2024

Information

[4.3_FAC_FY2023-24_CE_Utilization_FAC_Report_20241118.pdf](#)

- 4.4 Approve the Alameda CTC FY2024-25 First Quarter Consolidated Financial Report

Approve

[4.4_FAC_FY24-25_1st_Qtr_Financial_Report_20241118.pdf](#)

5. Regular Matters

- 5.1 Approve the Alameda CTC Draft Audited Annual Comprehensive Financial Report for the Year Ended June 30, 2024

Approve

[5.1_FAC_ACTC_FY2023-24_Draft_Audited_ACFR_20241118.pdf](#)

- 5.2 Approve the Alameda CTC Staff and Retiree Benefits for Calendar Year 2025 and Classification Ranges for FY2025-26

Approve

[5.2_FAC_Staff-Retiree_Benefits_2025_20241118.pdf](#)

- 5.3 Approve the Professional Services Contracts Plan

Approve

[5.3_FAC_Prof_Svcs_Contracts_Plan_20241118.pdf](#)

6. Committee Member Reports

7. Staff Reports

8. Adjournment

Next Meeting:

TBD

Notes:

- All items on the agenda are subject to action and/or change by the Commission/Committee.
- To comment on an item not on the agenda, submit a speaker card to the clerk or follow remote instructions listed in the agenda preamble.
- Meeting agendas and staff reports are available on the [website calendar](#).
- Alameda CTC is located near 12th St. Oakland City Center BART station and AC Transit bus lines. [Directions and parking information](#) are available online.
- For language assistance, please call (510) 208-7475. We request at least five working days' notice to accommodate your request.
 - Para obtener asistencia de idioma, comuníquese al (510) 208-7475. Para hacer lugar a su pedido, solicitamos que nos avise con una anticipación mínima de cinco días hábiles.
 - 如需语言协助, 请致电 (510) 208-7475. 请至少提前五个工作日通知, 以便满足您的要求。
 - Para sa tulong sa wika, tumawag sa (510) 208-7475. Mag-abiso nang limang araw na may pasok o mas maaga para mapagbigyan ang inyong kahilingan.
 - Để được hỗ trợ ngôn ngữ, vui lòng gọi (510) 208-7475. Chúng tôi yêu cầu quý vị thông báo ít nhất năm ngày làm việc để có thể đáp ứng được yêu cầu của quý vị.
- Call (510) 208-7450 (Voice) or 1(800) 855-7100 (TTY) five days in advance of the meeting to request a sign-language interpreter.
- Call (510) 208-7400 48 hours in advance to request other accommodations or assistance at this meeting.



Finance and Administration Committee
Meeting Minutes
Monday, September 9, 2024, 9:30 a.m.

4.1

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

1. Call to Order

2. Roll Call

A roll call was conducted. All members were present with the exception of Commissioners Cavanaugh, González and Haubert.

3. Public Comment

There were no public comments.

4. Consent Calendar

4.1. Approve the May 13, 2024 Finance and Administration Committee (FAC) Meeting Minutes

4.2. Receive the Final Sunol Smart Carpool Lane Joint Powers Authority Audited Annual Financial Report for the Period Ended May 31, 2024

4.3. FY2023-24 Fourth Quarter Report of Claims Acted Upon Under the Government Claims Act Update

4.4. Approve an Update to the Alameda CTC Investment Policy

Commissioner McCorriston moved to approve the Consent Calendar. Commissioner Bauters seconded the motion. The motion passed with the following votes:

Yes: Bauters, Freitas, McCorriston, Márquez

No: None

Abstain: None

Absent: Cavanaugh, González, Haubert

5. Closed Session

5.1. Pursuant to Government Code Section 54957: Public Employee Performance Evaluation: Executive Director

5.2. Pursuant to Government Code section 54957: Public Employee Title: Executive Director

5.3. Report on Closed Session

Alameda CTC legal counsel Amara Morrison reported that the Committee did not take any action during the Closed Session.

6. Executive Director Performance Evaluation and Salary Adjustment

6.1. Conduct the Executive Director Performance Evaluation for 2024 Pursuant to the Executive Director's Contract and Alameda CTC's Administrative Code

Commissioner Bauters noted that the FAC waived the presentation for this item, congratulated Executive Director Tess Lengyel on her upcoming retirement and expressed gratitude for her many years of service to Alameda CTC. He also stated that the FAC conducted their performance evaluation and reviewed the Executive Director's objectives for 2025 in Closed Session, and the Commission Chair and Vice Chair will meet with her prior to the September 26, 2024 Commission meeting to

consider a salary adjustment and will include any recommended adjustment in the Commission packet for the September meeting.

7. Committee Member Reports

There were no member reports.

8. Staff Reports

There were no staff reports.

9. Adjournment

The next meeting is November 18, 2024 at 9:30 a.m. in the Alameda CTC offices at 1111 Broadway, Suite 800, Oakland, CA 94607.



Memorandum

4.2

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DATE: November 12, 2024

TO: Finance and Administration Committee

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration

SUBJECT: FY2024-25 First Quarter Report of Claims Acted Upon Under the Government Claims Act Update

Recommendation

This item is to provide the Commission with an update on the FY2024-25 First Quarter Report of Claims Acted upon under the Government Claims Act. This item is for information only.

Summary

The Report of Claims Acted Upon by Staff Under the Government Claims Act during the first quarter of FY2024-25 is attached as Attachment A.

Background

Tort claims against Alameda CTC and other California government entities are governed by the Government Claims Act (Act). The Act allows the Commission to delegate authority to an agency employee to review, reject, allow, settle, or compromise tort claims pursuant to a resolution adopted by the Commission. If the authority is delegated to an employee, that employee can only reject claims or allow, settle, or compromise claims \$50,000 or less. The decision to allow, settle, or compromise claims over \$50,000 must go before the Commission for review and approval.

California Government Code section 935.4 states:

“A charter provision, or a local public entity by ordinance or resolution, may authorize an employee of the local public entity to perform those functions of the governing body of the public entity under this part that are prescribed by the local public entity, but only a charter provision may authorize that employee to allow, compromise, or settle a claim against the local public entity

if the amount to be paid pursuant to the allowance, compromise or settlement exceeds fifty thousand dollars (\$50,000). A Charter provision, ordinance, or resolution may provide that, upon the written order of that employee, the auditor or other fiscal officer of the local public entity shall cause a warrant to be issued upon the treasury of the local public entity in the amount for which a claim has been allowed, compromised, or settled.”

On June 30, 2016, the Commission adopted a resolution which authorized the Executive Director to reject claims of any amount, or to allow, settle, or compromise claims up to and including \$50,000.

There have only been a handful of small claims filed against Alameda CTC and its predecessors over the years, and many of these claims were erroneously filed, and should have been filed with other agencies. As staff moves forward with the implementation of Measure BB, Alameda CTC may experience an increase in claims against the agency as Alameda CTC puts more projects on the streets and highways of Alameda County and as Alameda CTC’s name is recognized as a funding agency on these projects. Staff works directly with the agency’s insurance provider, the Special District Risk Management Authority (SDRMA), when claims are received so that responsibility may be determined promptly and they might be resolved expediently or referred to the appropriate agency. This saves Alameda CTC money because when working with the SDRMA directly, much of the legal costs to address these claims are covered by insurance.

Fiscal Impact: There is no fiscal impact. This is an information item only.

Attachment:

- A. Report of Claims Acted Upon by Staff Under the Government Claims Act from July 1, 2024 – August 30, 2024

**Report of Claims Acted Upon by Staff Under the Government Claims Act
July 1, 2024 - August 30, 2024**

Claimant	Submitted By	Received Date	Amount	Action Taken	Date of Accident/Loss	Internal Notes
David and Vera Franklin	Kevin Davis-Burn@ Clerkin, Sinclair & Mahfouz, LLP	6/4/2024	\$3,374.41	Claim Rejected on 7/18/24 The claim received indicates that the claimant's vehicle was "hit (or struck) by a County Wide Transportation vehicle". This is not possible since Alameda CTC does not own or operate any vehicles.	3/15/2024	Rejected with notice and warning given pursuant to Government Code Section 913



Memorandum

4.3

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DATE: November 12, 2024

TO: Finance and Administration Committee

FROM: Seung Cho, Director of Contract Services and Operations
Erika Cheng, Assistant Director of Procurement and IT
Valerie Vijil, Senior Administrative Analyst

SUBJECT: Annual Local Business Contract Equity Program Utilization Report for Payments Processed from July 1, 2023 to June 30, 2024

Recommendation

This item provides the Commission with the Annual Local Business Contract Equity (LBCE) Program Utilization Report for payments processed from July 1, 2023 to June 30, 2024. This item is for information only.

Summary

Alameda CTC established the LBCE Program to create economic growth and jobs within the county by requiring local contracting that supports residents and businesses in Alameda County. The LBCE Program helps to identify and engage the participation of Local Business Enterprise (LBE), Small Local Business Enterprise (SLBE), and Very Small Local Business Enterprise (VSLBE) firms located in Alameda County on contracts which are (i) administered by Alameda CTC or related to, or in support of, a sponsor agency-administered capital project and (ii) funded either in whole by Measure BB, Measure B, and/or Vehicle Registration Fee funds or in part by such funds in combination with other local funds. The LBCE Program goals do not apply to contracts that include federal, state, or non-local funds.

This report provides an update of business utilization based on payments processed during Fiscal Year (FY) 2023-24 for active professional services and construction contracts that are administered by Alameda CTC or that are under project funding agreements administered by sponsor agencies. Utilization data is included for contracts that are locally funded and subject to the LBCE Program as well as those that are exempt from the LBCE Program due to having federal, state, or non-local funds. Additionally, an

update on the LBCE Program certification activities within the same timeframe is provided.

As of June 30, 2024, Alameda CTC administered contracts included 41 professional services contracts that included LBCE Program goals with payments totaling \$149.1M, of which \$122.9M (82%) went to LBE firms, \$48.4M (32%) went to SLBE firms, and \$14.0M (<1%) went to VSLBE firms, exceeding the program goals included in these contracts. There were no construction contracts administered by Alameda CTC that included LBCE Program goals. This information is shown in Table 1 below.

TABLE 1 – Alameda CTC Contracts with LBCE Program Goals						
Contract Type	LBCE Program Goals	Number of Contracts	Payment Amount	LBE	SLBE	VSLBE
Professional Services	70% LBE and 30% SLBE	41	\$149,056,356	82%	32%	<1%
				\$122,877,583	\$48,426,598	\$13,952,103
Construction	60% LBE and 20% SLBE	-	-	-	-	-
				-	-	-
TOTAL		41	\$149,056,356	82%	32%	<1%
				\$122,877,583	\$48,426,598	\$13,952,103

As of June 30, 2024, sponsor agencies administered 23 professional services contracts and 3 construction contracts that included LBCE Program goals with payments totaling \$58.5M, of which \$50.4M (86.1%) went to LBE firms and \$11.4M (19.5%) went to SLBE firms. There were no VSLBE firms included on sponsor agency administered contracts. Sponsor agency professional services and construction contracts exceeded the LBE goals of 70% and 60%, respectively, whereas they fell slightly short of program goals in the SLBE category; however, the sponsor agencies made significant progress in increasing these amounts and getting closer to the SLBE goals during the reporting period compared to the previous year. The expectation is that sponsor agencies will meet the goals as intended over the life of these contracts. The efforts that Alameda CTC staff put forth during the reporting period to increase program participation on sponsor agency contracts, such as conducting annual workshops, coordinating with ACTAC members and sponsor agency liaisons, and providing technical assistance, have helped support LBCE Program participation. Staff intends to continue these efforts to highlight the program and has prepared a new LBCE Program Sponsor Reference Guide to assist sponsor agencies in their efforts to ensure program compliance on all Alameda CTC-funded contracts.

As of June 30, 2024, there were 118 active Alameda CTC and sponsor agency contracts exempt from the LBCE Program in the reporting period: 93 in the professional services category, 21 in the construction category, and 4 California Department of Transportation (Caltrans) Cooperative Agreements. Payment on such exempt contracts totaled \$540.5M, of which \$234.5M (43%) went to LBE firms, \$64.8M (12%) went to SLBE firms, and \$3.3M (<1%) went to VSLBE firms. This information is shown in Table 2 below.

TABLE 2 – Contracts Exempt from LBCE Program Goals¹

Contract Type	Number of Contracts	Payment Amount	LBE	SLBE	VSLBE
Professional Services	93	\$234,054,951	44%	20%	1%
			\$128,458,174	\$47,122,258	\$3,329,455
Construction	21	\$184,690,207	57%	10%	-
			\$106,073,598	\$17,705,057	-
Caltrans Cooperative Agreements	4	\$121,800,995	-	-	-
			-	-	-
TOTAL	118	\$540,546,043	43%	12%	<1%
			\$234,531,772	\$64,827,315	\$3,329,455

¹ Includes contracts not subject to the LBCE Program, such as those that have state and/or federal funding.

Reporting Process

Staff generated the LBCE Program Contract Equity Utilization Report from the agency database to reflect the total payment amounts on all active contracts during the reporting period of July 1, 2023 to June 30, 2024. Utilization of local dollars is based on collected financial data relative to the amounts paid to LBE, SLBE, and VSLBE firms. There are three contract categories:

- Professional Services – This category includes Alameda CTC and sponsor agency professional service contracts, such as Alameda CTC contracts that support Alameda CTC’s projects and programs, as well as architectural and engineering services contracts to assist Alameda CTC in the development and delivery of its capital program.
- Construction – This category includes Alameda CTC and sponsor agency construction contracts awarded to suppliers and builders of facilities and improvements, such as roadway and transit improvements.
- Caltrans Cooperative Agreements – These are contracts between Caltrans and Alameda CTC to plan, design, and/or construct projects in accordance with authorizing documentation.

The participation data and statistics, which serve as a basis for this report, have been independently reviewed and verified by GCAP Services, Inc. (GCAP). As stated in the Letter of Independent Review issued by GCAP (Attachment B), this report was found to be materially accurate and complete.

LBCE Program Certification Update

Table 3 shows the firms certified in this reporting period by service and certification types. Of the 87 total firms that were certified in this reporting period, 11 of the firms are new to Alameda CTC's LBCE Program. Alameda CTC actively conducts outreach to invite and encourage LBE, SLBE, and VSLBE firms to become certified, and provides assistance to such firms through the certification process to increase program participation.

TABLE 3 – LBCE Program Certified Firms by Service Types				
Service Type	Firms Certified this Reporting Period	LBE¹	SLBE²	VSLBE
Professional Services	60	60	43	22
Construction	27	27	14	7
TOTAL	87	87	57	29

¹ Includes LBE, SLBE and VSLBE firms.

² Includes SLBE and VSLBE firms.

Fiscal Impact: There is no fiscal impact. This is an information item only.

Attachments:

- A. FY 2023-24 LBCE Program Contract Equity Utilization Report
- B. FY 2023-24 Letter of Independent Review of Alameda CTC's Contract Equity Annual Utilization Report



Contract Equity Utilization Report

2023-2024

Reporting Period Start Date: 7/1/2023 End Date: 6/30/2024

Contract Number/Company Name	Contract Amount	Total Payment to Date	Total Payment for Reporting Period	Reporting Period:								Cumulative:							
				LBE %	LBE \$	SLBE %	SLBE \$	VSLBE %	VSLBE \$	DBE%	DBE \$	LBE %	LBE \$	SLBE %	SLBE \$	VSLBE %	VSLBE \$	DBE%	DBE \$
Alameda CTC Contracts with LBCE Program Goals																			
Alameda CTC Professional Services Agreement - Goals for LBCE (70% for LBE and 30% for SLBE)																			
A05-0004 - URS Corporation	\$16,760,000.00	\$14,526,682.71	\$28,373.01	2.10%	\$595.83	2.10%	\$595.83	0.00%	\$0.00	0.00%	\$0.00	28.30%	\$4,111,051.21	28.27%	\$4,106,693.20	0.00%	\$0.00	0.00%	\$0.00
A16-0027 - Nelson/Nygaard Consulting Associates	\$2,712,215.22	\$2,436,963.09	\$77,606.52	100.00%	\$77,606.52	4.68%	\$3,631.99	0.00%	\$0.00	4.41%	\$3,422.45	99.50%	\$2,424,778.27	13.89%	\$338,494.17	0.00%	\$0.00	13.61%	\$331,670.68
A16-0075 - HNTB	\$2,445,000.00	\$2,405,766.55	\$35,442.99	100.00%	\$35,442.99	100.00%	\$35,442.99	0.00%	\$0.00	100.00%	\$35,442.99	100.00%	\$2,405,766.55	2.68%	\$64,474.54	0.00%	\$0.00	2.68%	\$64,474.54
A17-0004 - Jacobs Engineering Group, Inc.	\$22,562,019.01	\$18,049,471.29	\$138,519.10	100.00%	\$138,519.10	27.01%	\$37,414.01	0.00%	\$0.00	27.01%	\$37,414.01	98.56%	\$17,789,558.90	23.20%	\$4,187,477.34	0.00%	\$0.00	7.36%	\$1,328,441.09
A17-0010 - H.T. Harvey & Associates	\$237,617.00	\$199,211.00	\$15,542.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	15.42%	\$30,718.34	15.42%	\$30,718.34	0.00%	\$0.00	0.00%	\$0.00
A17-0021 - Novani, LLC	\$2,098,615.00	\$1,874,222.10	\$98,400.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$98,400.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$1,874,222.10
A17-0073 - Kimley-Horn and Associates, Inc.	\$15,816,364.00	\$9,400,353.95	\$2,703,867.10	96.97%	\$2,621,939.93	21.47%	\$580,520.27	0.00%	\$0.00	1.40%	\$37,854.14	94.74%	\$8,905,895.33	27.67%	\$2,601,077.94	0.00%	\$0.00	2.96%	\$278,250.48
A18-0024 - Kittelson & Associates, Inc.	\$4,378,000.00	\$3,765,697.77	\$425,381.23	99.88%	\$424,870.77	34.56%	\$147,011.75	9.53%	\$40,538.83	9.53%	\$40,538.83	95.55%	\$3,598,124.22	31.38%	\$1,181,675.96	16.32%	\$614,561.88	16.32%	\$614,561.88
A18-0028 - T.Y. Lin International/CCS	\$15,600,000.00	\$8,609,126.03	\$1,729,770.74	94.10%	\$1,627,714.27	31.37%	\$542,629.08	0.00%	\$0.00	17.61%	\$304,612.63	94.32%	\$8,120,127.67	33.81%	\$2,910,745.51	0.00%	\$0.00	14.57%	\$1,254,349.66
A18-0030 - WMH Corporation	\$19,900,000.00	\$18,340,393.11	\$614,316.43	100.00%	\$614,316.43	81.71%	\$501,957.95	0.00%	\$0.00	0.00%	\$0.00	99.07%	\$18,169,827.45	64.06%	\$11,748,855.83	0.00%	\$0.00	0.00%	\$0.00
A18-0035 - WMH Corporation	\$595,000.00	\$455,745.45	\$31,310.92	94.35%	\$29,541.85	94.35%	\$29,541.85	51.63%	\$16,165.83	51.63%	\$16,165.83	94.95%	\$432,730.30	94.95%	\$432,730.30	28.48%	\$129,796.30	32.67%	\$148,892.04
A18-0040 - Oberkammer Associates	\$310,800.00	\$305,607.50	\$36,550.30	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A18-0043 - Public Trust Advisors, LLC	\$900,000.00	\$760,787.76	\$41,944.24	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A18-0047 - Platinum Advisors, LLC	\$315,000.00	\$315,000.00	\$5,250.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A18-0048 - Kimley-Horn and Associates, Inc.	\$4,000,000.00	\$3,928,581.38	\$214,121.21	99.54%	\$213,136.25	25.40%	\$54,386.79	0.00%	\$0.00	0.00%	\$0.00	96.49%	\$3,790,688.17	31.65%	\$1,243,396.01	0.00%	\$0.00	9.57%	\$375,965.24
A18-0060 - CJ Lake, LLC	\$345,000.00	\$332,880.54	\$11,058.77	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0007 - VSCE, Inc.	\$5,197,500.00	\$5,142,312.46	\$137,404.12	100.00%	\$137,404.12	84.70%	\$116,381.29	0.00%	\$0.00	84.70%	\$116,381.29	100.00%	\$5,142,312.46	81.37%	\$4,184,299.65	0.00%	\$0.00	81.37%	\$4,184,299.65
A19-0014 - Maze and Associates	\$541,004.00	\$531,845.00	\$93,915.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A20-0003 - Iteris, Inc.	\$789,889.73	\$753,405.68	\$3,702.33	100.00%	\$3,702.33	100.00%	\$3,702.33	0.00%	\$0.00	100.00%	\$3,702.33	82.96%	\$625,025.35	30.03%	\$226,247.73	0.00%	\$0.00	47.07%	\$354,628.05
A20-0004 - WMH Corporation	\$18,645,727.00	\$14,997,207.14	\$442,215.49	100.00%	\$442,215.49	89.84%	\$397,286.40	0.00%	\$0.00	0.00%	\$0.00	97.75%	\$14,659,769.98	66.06%	\$9,907,155.04	0.00%	\$0.00	0.00%	\$0.00
A20-0013 - T.Y. Lin International	\$2,630,000.00	\$1,969,289.31	\$684,504.88	100.00%	\$684,504.88	24.82%	\$169,894.11	0.00%	\$0.00	24.82%	\$169,894.11	99.22%	\$1,953,928.85	23.35%	\$459,829.05	0.00%	\$0.00	23.35%	\$459,829.05
A20-0014 - Kimley-Horn and Associates, Inc.	\$5,650,000.00	\$4,010,375.06	\$1,277,016.52	94.86%	\$1,211,377.87	33.62%	\$429,332.95	0.00%	\$0.00	0.00%	\$0.00	94.59%	\$3,793,413.77	39.11%	\$1,568,457.69	0.00%	\$0.00	0.00%	\$0.00
A20-0015 - Koff & Associates	\$530,913.60	\$145,882.00	\$12,181.15	100.00%	\$12,181.15	100.00%	\$12,181.15	0.00%	\$0.00	0.00%	\$0.00	93.90%	\$136,983.20	93.90%	\$136,983.20	0.00%	\$0.00	0.00%	\$0.00
A21-0025 - Nelson/Nygaard Consulting Associates	\$1,306,361.00	\$680,692.08	\$232,469.07	100.00%	\$232,469.07	22.60%	\$52,538.01	0.00%	\$0.00	22.60%	\$52,538.01	100.00%	\$680,692.08	20.48%	\$139,405.74	0.00%	\$0.00	20.48%	\$139,405.74
A21-0033 - GCAP Services, Inc.	\$4,294,689.16	\$677,891.62	\$195,217.66	3.61%	\$7,047.36	3.61%	\$7,047.36	0.00%	\$0.00	100.00%	\$195,217.66	1.84%	\$12,473.21	1.84%	\$12,473.21	0.00%	\$0.00	100.00%	\$677,891.62
A22-0002 - ETC - Electronic Transaction Consultants	\$10,077,028.00	\$6,704,718.13	\$4,220,615.18	2.61%	\$110,158.06	0.00%	\$0.00	0.00%	\$0.00	1.97%	\$83,146.12	3.97%	\$266,177.31	0.00%	\$0.00	0.00%	\$0.00	2.43%	\$162,924.65
A22-0057 - Fehr & Peers	\$1,500,000.00	\$1,266,039.26	\$275,893.36	94.42%	\$260,498.51	43.63%	\$120,372.27	0.00%	\$0.00	21.26%	\$58,654.93	97.77%	\$1,237,806.58	22.12%	\$280,047.88	0.00%	\$0.00	17.42%	\$220,544.04
A22-0066 - Novani, LLC	\$1,742,355.00	\$582,986.00	\$277,705.36	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$277,705.36	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$582,986.00
A22-0067 - Mark Thomas & Company	\$12,021,204.00	\$5,346,620.85	\$3,229,734.92	91.18%	\$2,944,872.30	17.68%	\$571,017.13	0.00%	\$0.00	12.88%	\$415,989.86	88.88%	\$4,752,076.61	21.35%	\$1,141,503.55	0.00%	\$0.00	16.81%	\$898,766.96
A22-0069 - Hanson Bridgett LLP	\$300,000.00	\$24,722.00	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0070 - Meyers Nave	\$2,293,079.00	\$781,314.20	\$423,614.98	100.00%	\$423,614.98	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$781,314.20	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0071 - Fenemore LLP	\$5,394,085.00	\$1,302,883.03	\$634,419.49	100.00%	\$634,419.49	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$1,302,883.03	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A23-0002 - ETC - Electronic Transaction Consultants	\$60,000,000.00	\$10,334,510.45	\$8,481,612.35	100.00%	\$8,481,612.35	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$10,334,510.45	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A23-0003 - Mark Thomas & Company	\$10,500,000.00	\$5,578,141.30	\$3,488,714.49	95.30%	\$3,324,744.91	17.36%	\$605,640.84	0.00%	\$0.00	0.00%	\$0.00	92.99%	\$5,187,113.59	14.84%	\$827,796.17	0.00%	\$0.00	0.00%	\$0.00
A23-0013 - Nelson/Nygaard Consulting Associates	\$1,338,847.00	\$606,629.40	\$413,351.42	100.00%	\$413,351.42	26.27%	\$108,587.42	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$606,629.40	27.05%	\$164,093.25	0.00%	\$0.00	0.00%	\$0.00
A23-0015 - Fehr & Peers	\$4,325,000.00	\$1,230,929.38	\$865,715.35	92.24%	\$798,535.84	20.33%	\$175,999.93	0.00%	\$0.00	0.00%	\$0.00	94.54%	\$1,163,720.64	18.10%	\$222,798.22	0.00%	\$0.00	0.00%	\$0.00
A23-0018 - Chandler Asset Management	\$750,000.00	\$271,988.89	\$207,588.17	100.00%	\$207,588.17	100.00%	\$207,588.17	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$271,988.89	100.00%	\$271,988.89	0.00%	\$0.00	0.00%	\$0.00
A23-0019 - Platinum Advisors, LLC	\$344,000.00	\$84,999.90	\$62,333.26	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A23-0020 - Husch Blackwell Strategies	\$464,589.00	\$100,520.72	\$79,520.72	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A23-0023 - Kittelson & Associates, Inc.	\$521,000.00	\$189,496.69	\$71,824.67	100.00%	\$71,824.67	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$189,496.69	19.62%	\$37,179.25	0.00%	\$0.00	0.00%	\$0.00
A24-0008 - Redwood Public Law	\$1,195,088.00	\$34,466.72	\$8,916.92	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Total Alameda CTC Professional Services Agreement - Goals for LBCE (70% for LBE and 30% for SLBE)				81.75%	\$26,185,806.91	15.33%	\$4,910,701.87	0.18%	\$56,704.66	6.08%	\$1,947,080.54	82.44%	\$122,877,582.72	32.49%	\$48,426,597.65	0.50%	\$744,358.18	9.36%	\$13,952,103.47
Sponsor Agency Contracts with LBCE Program Goals																			
Project Funding Agreement - Professional Services Agreement - Goals for LBCE (70% for LBE and 30% for SLBE)																			
A12-0024 - City of Newark - Quincy Engineering	\$3,488,000.00	\$3,138,135.52	\$559,204.17	96.80%	\$541,309.64	8.27%	\$46,246.18	0.00%	\$0.00	3.04%	\$16,999.81	96.07%	\$3,014,806.79	20.45%	\$641,748.71	0.00%	\$0.00	4.25%	\$133,370.76
A16-0087 - City of Fremont - MNS Engineers, Inc.	\$2,850,980.68	\$2,850,980.68	\$262,070.76	100.00%	\$262,070.76	0.45%	\$1,179.32	0.00%	\$0.00	0.45%	\$1,179.32	99.93%	\$2,848,984.99	12.80%	\$364,925.53	0.00%	\$0.00	12.69%	\$361,789.45
A17-0114 - City of Oakland - Kimley-Horn and Associates, Inc.	\$280,749.00																		



Contract Equity Utilization Report

2023-2024

Reporting Period Start Date: 7/1/2023 End Date: 6/30/2024

Contract Number/Company Name	Contract Amount	Total Payment to Date	Total Payment for Reporting Period	Reporting Period:								Cumulative:											
				LBE %	LBE \$	SLBE %	SLBE \$	VSLBE %	VSLBE \$	DBE%	DBE \$	LBE %	LBE \$	SLBE %	SLBE \$	VSLBE %	VSLBE \$	DBE%	DBE \$				
A22-0026 - City of Dublin - Kimley-Horn and Associates, Inc.	\$128,603.22	\$99,971.70	\$99,971.70	82.68%	\$82,656.60	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	82.68%	\$82,656.60	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0037 - San Joaquin Regional Rail Commission - Rail Surveyors & Engineers (RSE)	\$984,863.84	\$585,039.35	\$495,242.94	100.00%	\$495,242.94	93.27%	\$461,913.09	0.00%	\$0.00	93.27%	\$461,913.09	100.00%	\$585,039.35	94.30%	\$551,692.11	0.00%	\$0.00	94.30%	\$551,692.11	0.00%	\$0.00	0.00%	\$0.00
A22-0053 - City of Union City - Mark Thomas & Company	\$4,200,000.00	\$4,686,678.24	\$3,247,676.99	73.14%	\$2,375,350.95	29.54%	\$959,363.78	0.00%	\$0.00	5.30%	\$172,126.88	81.39%	\$3,814,487.42	20.47%	\$959,363.04	0.00%	\$0.00	3.67%	\$172,001.09	0.00%	\$0.00	0.00%	\$0.00
A22-0073 - City of Hayward - Kimley-Horn and Associates, Inc.	\$575,557.04	\$553,155.02	\$398,470.10	100.00%	\$398,470.10	43.53%	\$173,454.03	0.00%	\$0.00	29.32%	\$116,831.43	100.00%	\$553,155.02	31.36%	\$173,469.41	0.00%	\$0.00	21.12%	\$116,826.34	0.00%	\$0.00	0.00%	\$0.00
A23-0031 - City of Alameda - Parisi Transportation Consulting	\$1,021,259.73	\$308,109.34	\$245,625.32	93.63%	\$229,978.99	93.63%	\$229,978.99	0.00%	\$0.00	0.00%	\$0.00	94.93%	\$292,488.20	94.93%	\$292,488.20	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Total Project Funding Agreement - Professional Services Agreement - Goals for LBCE (70% for LBE and 30% for SLBE)	\$23,606,225.54	\$19,409,452.47	\$8,253,182.79	83.95%	\$6,928,900.94	28.11%	\$2,320,009.80	0.00%	\$0.00	14.28%	\$1,178,318.31	91.93%	\$17,843,326.26	20.78%	\$4,034,161.50	0.00%	\$0.00	10.86%	\$2,107,493.37	0.00%	\$0.00	0.00%	\$0.00
Project Funding Agreement - Construction Contract - Goals for LBCE (60% for LBE and 20% for SLBE)																							
A16-0087 - City of Fremont - Shimmick Construction Company, Inc.	\$24,089,984.21	\$23,585,485.00	\$8,270,267.72	53.91%	\$4,458,501.33	70.11%	\$5,798,284.70	0.00%	\$0.00	4.12%	\$340,735.03	83.84%	\$19,774,070.62	24.59%	\$5,799,670.76	0.00%	\$0.00	1.44%	\$339,630.98	0.00%	\$0.00	0.00%	\$0.00
A18-0019 - City of Hayward - DeSilva Gates Construction	\$13,485,985.16	\$3,487,709.35	\$3,487,709.35	54.77%	\$1,910,218.41	9.58%	\$334,122.56	0.00%	\$0.00	0.00%	\$0.00	54.77%	\$1,910,218.41	9.58%	\$334,122.56	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A20-0024 - City of Pleasanton - Ghilotti Construction Company	\$20,707,537.37	\$11,941,275.59	\$10,209,632.58	88.46%	\$9,031,440.98	11.91%	\$1,215,967.24	0.00%	\$0.00	11.91%	\$1,215,967.24	90.14%	\$10,763,865.82	10.18%	\$1,215,621.86	0.00%	\$0.00	10.18%	\$1,215,621.86	0.00%	\$0.00	0.00%	\$0.00
Total Project Funding Agreement - Construction Contract - Goals for LBCE (60% for LBE and 20% for SLBE)	\$58,283,506.74	\$39,014,469.94	\$21,967,609.65	70.10%	\$15,400,160.72	33.45%	\$7,348,374.49	0.00%	\$0.00	7.09%	\$1,556,702.27	83.17%	\$32,448,154.85	18.84%	\$7,349,415.17	0.00%	\$0.00	3.99%	\$1,555,252.84	0.00%	\$0.00	0.00%	\$0.00
Total Sponsor Agency Contracts with LBCE Program Goals	\$81,889,732.28	\$58,423,922.41	\$30,220,792.44	73.89%	\$22,329,061.66	31.99%	\$9,668,384.30	0.00%	\$0.00	9.05%	\$2,735,020.58	86.08%	\$50,291,481.11	19.48%	\$11,383,576.67	0.00%	\$0.00	6.27%	\$3,662,746.21	0.00%	\$0.00	0.00%	\$0.00
Total All Professional Services, Construction, and Caltrans Cooperative Agreements with LBCE Program Goals	\$284,934,215.26	\$168,465,809.97	\$40,285,874.21	82.20%	\$33,114,707.84	17.95%	\$7,230,711.68	0.14%	\$56,704.66	7.76%	\$3,125,398.85	83.53%	\$140,720,908.98	31.14%	\$52,460,759.15	0.44%	\$744,358.18	9.53%	\$16,059,596.84	0.00%	\$0.00	0.00%	\$0.00
Contracts Exempt from LBCE Program Goals																							
Alameda CTC Professional Services Agreement - Exempt from LBCE Program Goals																							
A10-013 - Michael Baker International*	\$11,349,000.00	\$11,311,093.28	\$7,015.26	100.00%	\$7,015.26	22.94%	\$1,609.30	0.00%	\$0.00	18.39%	\$1,290.11	99.26%	\$11,227,391.19	40.55%	\$4,586,648.33	28.13%	\$3,181,810.54	8.78%	\$993,113.99	0.00%	\$0.00	0.00%	\$0.00
A15-0030 - HNTB*	\$8,852,633.00	\$5,795,397.62	\$821,545.20	91.74%	\$753,685.57	18.28%	\$150,178.46	0.00%	\$0.00	15.41%	\$126,600.12	88.52%	\$5,130,085.97	19.81%	\$1,148,068.27	0.00%	\$0.00	10.43%	\$604,459.97	0.00%	\$0.00	0.00%	\$0.00
A15-0034 - Parsons Transportation Group Inc.*	\$13,943,215.61	\$13,317,810.31	\$407,601.91	9.36%	\$38,151.54	9.36%	\$38,151.54	0.00%	\$0.00	6.38%	\$26,005.00	17.82%	\$2,373,233.80	15.68%	\$2,088,232.66	0.00%	\$0.00	18.96%	\$2,525,056.83	0.00%	\$0.00	0.00%	\$0.00
A15-0035 - WMH Corporation	\$12,775,405.00	\$10,501,195.33	\$2,801.21	100.00%	\$2,801.21	100.00%	\$2,801.21	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$10,501,195.33	89.36%	\$9,383,868.15	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A17-0070 - ETC - Electronic Transaction Consultants	\$17,500,000.00	\$12,337,083.92	\$2,214,335.98	2.53%	\$56,022.70	0.00%	\$0.00	0.00%	\$0.00	2.53%	\$56,022.70	1.39%	\$171,485.47	0.00%	\$0.00	0.00%	\$0.00	1.39%	\$171,485.47	0.00%	\$0.00	0.00%	\$0.00
A17-0075 - Alta Planning + Design, Inc.*	\$3,142,001.72	\$5,433,362.51	\$482,237.35	61.13%	\$294,791.69	32.05%	\$154,557.07	0.00%	\$0.00	4.23%	\$20,398.64	54.13%	\$2,941,079.13	36.35%	\$1,975,027.27	0.00%	\$0.00	6.11%	\$331,978.45	0.00%	\$0.00	0.00%	\$0.00
A17-0076 - Alta Planning + Design, Inc.*	\$2,494,547.26	\$2,415,001.38	\$166,063.35	100.00%	\$166,063.35	7.79%	\$12,936.33	0.00%	\$0.00	7.79%	\$12,936.33	100.00%	\$2,415,001.38	3.75%	\$90,562.55	0.00%	\$0.00	3.75%	\$90,562.55	0.00%	\$0.00	0.00%	\$0.00
A17-0077 - Toole Design Group, LLC*	\$6,324,120.13	\$6,491,215.98	\$694,685.95	100.00%	\$694,685.95	71.26%	\$495,033.21	0.00%	\$0.00	28.74%	\$199,652.74	100.00%	\$6,491,215.98	67.46%	\$4,378,974.30	0.00%	\$0.00	32.54%	\$2,112,241.68	0.00%	\$0.00	0.00%	\$0.00
A18-0049 - HDR Engineering, Inc.	\$17,500,000.00	\$13,443,393.67	\$1,175,761.24	91.83%	\$1,079,701.55	16.39%	\$192,707.27	0.00%	\$0.00	0.00%	\$0.00	94.77%	\$12,740,304.18	15.55%	\$2,090,447.72	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A18-0052 - HDR Engineering, Inc.	\$4,089,378.00	\$4,317,083.94	\$62,074.62	100.00%	\$62,074.62	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	84.04%	\$3,628,077.34	7.71%	\$332,847.17	3.42%	\$147,644.27	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0001 - HNTB	\$7,500,000.00	\$4,776,908.00	\$1,169,784.27	100.00%	\$1,169,784.27	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$4,776,908.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0024 - Next Steps Marketing, Inc.	\$3,615,436.96	\$2,200,674.79	\$424,304.10	36.26%	\$153,852.67	11.66%	\$49,473.86	0.00%	\$0.00	64.65%	\$274,312.60	16.14%	\$355,188.91	7.74%	\$170,332.23	0.00%	\$0.00	73.61%	\$1,619,916.71	0.00%	\$0.00	0.00%	\$0.00
A20-0007 - WSP USA, Inc.	\$20,749,796.00	\$4,611,831.76	\$2,747,003.96	100.00%	\$2,747,003.96	4.83%	\$132,680.29	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$4,611,831.76	4.93%	\$227,363.31	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A20-0011 - Parsons Transportation Group Inc.*	\$5,425,000.00	\$3,924,648.00	\$1,227,276.00	14.93%	\$183,232.31	14.93%	\$183,232.31	0.00%	\$0.00	14.93%	\$183,232.31	10.53%	\$413,265.43	10.53%	\$413,265.43	0.00%	\$0.00	10.53%	\$413,265.43	0.00%	\$0.00	0.00%	\$0.00
A21-0001 - BKF Engineers*	\$3,894,000.00	\$3,707,179.65	\$1,243,231.68	94.45%	\$1,174,232.32	3.09%	\$38,415.86	0.00%	\$0.00	5.55%	\$68,999.36	94.31%	\$3,496,241.13	9.93%	\$368,122.94	0.00%	\$0.00	11.32%	\$419,652.74	0.00%	\$0.00	0.00%	\$0.00
A21-0010 - Acumen Building Enterprise, Inc.*	\$28,772,890.00	\$14,790,937.08	\$5,012,584.42	57.93%	\$2,903,790.15	41.35%	\$2,072,703.66	0.00%	\$0.00	41.06%	\$2,058,167.16	57.19%	\$8,458,936.92	41.46%	\$6,132,322.51	0.00%	\$0.00	41.36%	\$6,117,531.58	0.00%	\$0.00	0.00%	\$0.00
A21-0042 - Kimley-Horn and Associates, Inc.	\$8,300,000.00	\$2,078,273.16	\$616,035.13	95.69%	\$589,484.02	13.18%	\$81,193.43	0.00%	\$0.00	3.97%	\$24,456.59	96.63%	\$2,008,235.35	17.87%	\$371,387.41	0.00%	\$0.00	5.93%	\$123,241.60	0.00%	\$0.00	0.00%	\$0.00
A22-0058 - Parsons Transportation Group Inc.	\$10,000,000.00	\$9,185,850.22	\$3,771,749.09	23.74%	\$895,413.23	19.34%	\$729,456.27	0.00%	\$0.00	6.69%	\$252,330.01	27.48%	\$2,524,271.64	22.42%	\$2,059,467.62	0.00%	\$0.00	5.89%	\$541,046.58	0.00%	\$0.00	0.00%	\$0.00
A23-0009 - Toole Design Group, LLC*	\$4,047,533.21	\$1,560,467.23	\$1,031,336.72	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	8.77%	\$90,448.23	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	8.84%	\$137,945.30	0.00%	\$0.00	0.00%	\$0.00
A23-0010 - Alta Planning + Design, Inc.*	\$5,452,313.00	\$1,782,789.83	\$1,124,530.65	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	11.73%	\$131,907.45	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	11.49%	\$204,842.55	0.00%	\$0.00	0.00%	\$0.00
Total Alameda CTC Professional Services Agreement - Exempt from LBCE Program Goals	\$195,727,269.89	\$133,982,197.66	\$24,401,958.09	53.16%	\$12,971,786.36	17.77%	\$4,335,130.07	0.00%	\$0.00	14.45%	\$3,526,759.35	62.89%	\$84,263,948.91	26.73%	\$35,816,937.86	2.48%	\$3,329,454.81	12.25%	\$16,406,341.43	0.00%	\$0.00	0.00%	\$0.00
<i>*Contract is subject to the Federal Disadvantaged Business Enterprise Program.</i>																							
Sponsor Agency Professional Services Agreement - Exempt from LBCE Program Goals																							
A17-0049 - City of Oakland - Alta Planning + Design, Inc.	\$859,527.00	\$745,086.40	\$90,996.68	65.42%	\$59,530.03	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	95.78%	\$713,643.75	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A17-0060 - City of Fremont - Kimley-Horn and Associates, Inc.	\$67,400.00	\$67,394.43	\$6,393.94	100.00%	\$6,393.94	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$67,394.43	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A17-0080 - Alameda Contra Costa Transit District - DKS Associates	\$71,673.39	\$94																					



Contract Equity Utilization Report

2023-2024

Reporting Period Start Date: 7/1/2023 End Date: 6/30/2024

Contract Number/Company Name	Contract Amount	Total Payment to Date	Total Payment for Reporting Period	Reporting Period:								Cumulative:							
				LBE %	LBE \$	SLBE %	SLBE \$	VSLBE %	VSLBE \$	DBE%	DBE \$	LBE %	LBE \$	SLBE %	SLBE \$	VSLBE %	VSLBE \$	DBE%	DBE \$
A18-0034 - Bay Area Rapid Transit - Nelson/Nygaard Consulting Associates	\$668,033.01	\$668,032.87	\$309,641.23	33.98%	\$105,216.09	61.66%	\$190,924.78	0.00%	\$0.00	61.66%	\$190,924.78	69.40%	\$463,614.81	28.58%	\$190,923.79	0.00%	\$0.00	28.58%	\$190,923.79
A18-0046 - City of Union City - Mark Thomas & Company	\$2,087,600.00	\$1,511,080.43	\$1,316,491.32	96.92%	\$1,275,943.39	33.68%	\$443,394.28	0.00%	\$0.00	22.53%	\$296,605.49	97.32%	\$1,470,583.47	29.34%	\$443,351.00	0.00%	\$0.00	19.63%	\$296,625.09
A18-0058 - City of Alameda - Kittelson & Associates, Inc.	\$1,228,899.00	\$706,609.91	\$589,217.80	90.20%	\$531,474.46	43.80%	\$258,077.40	0.00%	\$0.00	0.00%	\$0.00	91.83%	\$648,879.88	36.52%	\$258,053.94	0.00%	\$0.00	0.00%	\$0.00
A18-0058 - City of Alameda - Terraphase Engineering, Inc.	\$200,000.00	\$159,189.71	\$16,962.58	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A18-0059 - City of Fremont - T.Y. Lin International/CCS	\$5,520,000.00	\$5,973,721.60	\$2,120,447.13	19.40%	\$411,366.74	19.41%	\$411,578.79	0.00%	\$0.00	12.62%	\$267,600.43	16.56%	\$989,248.30	13.61%	\$813,023.51	0.00%	\$0.00	9.33%	\$557,348.23
A19-0002 - East Bay Regional Park District - Ghirardelli Associates, Inc.	\$1,416,545.00	\$1,269,793.84	\$1,247,164.19	95.48%	\$1,190,792.37	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	95.56%	\$1,213,414.99	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0002 - East Bay Regional Park District - Gray-Bowen and Co., Inc.	\$5,709.50	\$5,709.50	\$4,773.50	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0003 - City of Emeryville - Zephyr UAS, Inc.	\$1,146,859.84	\$1,018,272.76	\$809,510.44	84.39%	\$683,145.86	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	75.79%	\$771,748.92	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0012 - City of Emeryville - Econolite	\$679,349.00	\$679,349.00	\$679,349.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0019 - Bay Area Rapid Transit - AECOM Technical Services, Inc.	\$16,399.00	\$7,228.00	\$4,255.00	100.00%	\$4,255.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	41.13%	\$2,972.88	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0019 - Bay Area Rapid Transit - ECS Engineering Construction Services Corp	\$93,611.20	\$83,948.96	\$83,948.96	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0019 - Bay Area Rapid Transit - ERM-West, Inc.	\$85,388.00	\$81,381.00	\$5,199.14	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0019 - Bay Area Rapid Transit - Garavaglia Architecture, Inc.	\$49,748.40	\$41,840.07	\$41,840.07	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0019 - Bay Area Rapid Transit - Nelson/Nygaard Consulting Associates	\$20,025.00	\$12,346.00	\$0.14	100.00%	\$0.14	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$12,346.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0019 - Bay Area Rapid Transit - PGH Wong Engineering, Inc.	\$7,740,894.10	\$15,528,904.97	\$4,453,481.87	22.34%	\$994,907.85	18.68%	\$831,910.41	0.00%	\$0.00	76.39%	\$3,402,014.80	9.51%	\$1,476,798.86	6.92%	\$1,074,600.22	0.00%	\$0.00	26.75%	\$4,153,982.08
A19-0019 - Bay Area Rapid Transit - Rebecca Mendez	\$84,000.00	\$79,000.00	\$15,000.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0019 - Bay Area Rapid Transit - Regina Almaguer	\$25,122.00	\$26,247.00	\$25,122.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0028 - City of Oakland - Arup North America, Ltd.	\$101,880.00	\$99,135.00	\$21,482.23	100.00%	\$21,482.23	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$99,135.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0028 - City of Oakland - Diablo Engineering Group	\$270,709.00	\$247,770.00	\$20,562.75	100.00%	\$20,562.75	100.00%	\$20,562.75	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$247,770.00	100.00%	\$247,770.00	0.00%	\$0.00	0.00%	\$0.00
A19-0028 - City of Oakland - Kimley-Horn and Associates, Inc.	\$91,588.54	\$84,156.49	\$3,856.60	100.00%	\$3,856.60	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$84,156.49	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0049 - Bay Area Rapid Transit - ACUMEN-PARSONS JOINT VENTURE	\$410,775.83	\$316,895.75	\$236,643.21	21.17%	\$50,097.37	21.17%	\$50,097.37	0.00%	\$0.00	-3.73%	-\$8,826.79	40.81%	\$129,325.16	40.81%	\$129,325.16	0.00%	\$0.00	21.36%	\$67,688.93
A19-0049 - Bay Area Rapid Transit - HNTB-FMG JOINT VENTURE	\$2,594,132.61	\$2,514,791.88	\$2,228,354.66	12.87%	\$286,789.24	12.87%	\$286,789.24	0.00%	\$0.00	-0.91%	-\$20,278.03	12.18%	\$306,301.65	12.18%	\$306,301.65	0.00%	\$0.00	0.00%	\$0.00
A19-0049 - Bay Area Rapid Transit - PGH Wong Engineering, Inc.	\$771,150.00	\$643,545.05	\$643,545.05	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	12.56%	\$80,829.34	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	12.59%	\$81,948.95
A19-0049 - Bay Area Rapid Transit - ProVen Management, Inc.	\$36,241,071.00	\$34,370,162.44	\$27,114,060.37	39.88%	\$10,813,087.28	13.60%	\$3,687,512.21	0.00%	\$0.00	9.16%	\$2,483,647.93	52.57%	\$18,068,394.39	10.73%	\$3,687,918.43	0.00%	\$0.00	7.22%	\$2,481,525.73
A19-0049 - Bay Area Rapid Transit - The Allen Group, LLC	\$3,784,307.57	\$3,255,305.86	\$3,255,305.86	2.65%	\$86,265.61	2.65%	\$86,265.61	0.00%	\$0.00	2.65%	\$86,265.61	2.65%	\$86,265.61	2.65%	\$86,265.61	0.00%	\$0.00	2.65%	\$86,265.61
A19-0049 - Bay Area Rapid Transit - THE ALLEN GROUP, LLC AND VALI COOPER	\$2,447,455.00	\$2,396,488.00	\$1,285,288.12	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0049 - Bay Area Rapid Transit - TRC Engineers, Inc.	\$1,992,677.00	\$1,606,986.54	\$1,284,057.94	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0055 - City of Fremont - BKF Engineers	\$1,870,000.00	\$5,714.19	\$5,401.91	100.00%	\$5,401.91	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$205,714.19	15.87%	\$32,646.84	0.00%	\$0.00	0.28%	\$576.00
A19-0058 - City of Fremont - Alta Planning + Design, Inc.	\$1,834,604.00	\$1,468,045.35	\$435,410.26	93.77%	\$408,284.20	0.00%	\$0.00	0.00%	\$0.00	1.21%	\$5,268.46	94.63%	\$1,389,211.31	0.00%	\$0.00	0.00%	\$0.00	1.03%	\$15,120.87
A19-0059 - County of Alameda - CSW/Stuber-Stroeh Engineering Group Inc.	\$1,299,498.00	\$748,644.81	\$391,170.53	47.40%	\$185,414.83	32.12%	\$125,643.97	0.00%	\$0.00	0.00%	\$0.00	72.51%	\$542,842.35	64.53%	\$483,100.50	0.00%	\$0.00	0.00%	\$0.00
A19-0060 - LAVTA - Nelson/Nygaard Consulting Associates	\$487,140.00	\$345,982.69	\$270,315.82	100.00%	\$270,315.82	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$345,982.69	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A20-0018 - Metropolitan Transportation Commission - HDR Engineering, Inc.	\$755,159.00	\$1,438,547.94	\$1,000,203.69	100.00%	\$1,000,203.69	6.14%	\$61,412.51	0.00%	\$0.00	6.14%	\$61,412.51	100.00%	\$1,438,547.94	7.03%	\$101,129.92	0.00%	\$0.00	7.03%	\$101,129.92
A21-0006 - Alameda Contra Costa Transit District - GHD, Inc.	\$331,633.60	\$448,769.02	\$321,986.52	100.00%	\$321,986.52	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$448,769.02	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A21-0006 - Alameda Contra Costa Transit District - Iteris, Inc.	\$761,501.57	\$813,317.33	\$168,920.53	100.00%	\$168,920.53	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$813,317.33	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A21-0035 - City of Dublin - WSP USA, Inc.	\$252,994.26	\$188,989.50	\$188,989.50	85.90%	\$162,341.98	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	85.90%	\$162,341.98	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0012 - City of Hayward - DKS Associates	\$47,295.00	\$44,444.75	\$44,444.75	100.00%	\$44,444.75	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$44,444.75	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0012 - City of Hayward - W. Bradley Electric	\$280,833.00	\$210,129.41	\$210,129.41	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0013 - City of Livermore - Terracon Consultants, Inc.	\$251,239.40	\$243,941.25	\$243,941.25	100.00%	\$243,941.25	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$243,941.25	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0013 - City of Livermore - TJKM	\$55,000.00	\$26,269.50	\$26,269.50	100.00%	\$26,269.50	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$26,269.50	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0014 - City of Newark - Sposeto Engineering	\$179,871.00	\$254,854.35	\$254,854.35	72.59%	\$184,998.77	72.59%	\$184,998.77	0.00%	\$0.00	0.00%	\$0.00	72.59%	\$184,998.77	72.59%	\$184,998.77	0.00%	\$0.00	0.00%	\$0.00
A22-0022 - City of Albany - Zoon Engineering	\$234,225.00	\$150,166.90	\$150,166.90	100.64%	\$151,127.97	100.64%	\$151,127.97	0.00%	\$0.00	0.00%	\$0.00	100.64%	\$151,127.97	100.64%	\$151,127.97	0.00%	\$0.00	0.00%	\$0.00
A22-0029 - City of Emeryville - Diablo Engineering Group	\$2,198,806.84	\$1,637,133.94	\$1,296,429.84	96.79%	\$1,254,814.44	59.23%	\$767,875.39	0.00%	\$0.00	37.65%	\$488,105.83	97.05%	\$1,588,838.49	57.43%	\$940,206.02	0.00%	\$0.00	37.62%	\$615,889.79
A22-0031 - City of Livermore - Terracon Consultants, Inc.	\$325,731.94	\$325,731.94	\$287,553.67	100.00%	\$287,553.67	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$325,731.94	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0031 - City of Livermore - TJKM	\$99,198.46	\$42,616.50	\$42,616.50	100.00%	\$42,616.50	100.00%	\$42,616.50	0.00%	\$0.00	100.00%	\$42,616.50	100.00%	\$42,616.50	100.00%	\$42,616.50	0.00%	\$0.00	100.00%	\$42,616.50
A22-0044 - Center for Independent Living - Priority One Group	\$32,772.00	\$73,152.00	\$73,152.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0062 - City of Oakland - BKF Engineers	\$1,970,944.03	\$2,220,725.70	\$630,619.62	100.00%	\$630,619.62	43.24%	\$272,679.92	0.00%	\$0.00	25.48%	\$160,681.88	100.00%	\$2,220,725.70	24.56%	\$545,410.23	0.00%	\$0.00	1	



Contract Equity Utilization Report

2023-2024

Reporting Period Start Date: 7/1/2023 End Date: 6/30/2024

Contract Number/Company Name	Contract Amount	Total Payment to Date	Total Payment for Reporting Period	Reporting Period:								Cumulative:							
				LBE %	LBE \$	SLBE %	SLBE \$	VSLBE %	VSLBE \$	DBE%	DBE \$	LBE %	LBE \$	SLBE %	SLBE \$	VSLBE %	VSLBE \$	DBE%	DBE \$
<i>*Contract is subject to the Federal Disadvantaged Business Enterprise Program.</i>																			
Sponsor Agency Construction Contract - Exempt from LBCE Program Goals																			
A17-0081 - Alameda Contra Costa Transit District - Bear Electrical Solutions	\$1,050,612.30	\$995,130.46	\$995,130.46	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A17-0101 - City of Fremont - Bear Electrical Solutions	\$9,464,318.25	\$9,104,852.54	\$1,657,016.93	0.43%	\$7,125.17	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.08%	\$7,283.88	0.00%	\$0.00	0.00%	\$0.00
A18-0019 - City of Hayward - DeSilva Gates Construction	\$10,600,000.01	\$10,600,000.01	\$824,476.16	100.00%	\$824,476.16	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	49.08%	\$5,202,480.00	0.00%	\$0.00	0.00%	\$0.00
A18-0054 - County of Alameda - Ghilotti Construction Company	\$26,576,835.10	\$24,015,516.97	\$17,863,794.65	89.99%	\$16,075,628.81	34.38%	\$6,141,572.60	0.00%	\$0.00	34.38%	\$6,141,572.60	92.56%	\$22,228,762.51	25.57%	\$6,140,767.69	0.00%	\$0.00	25.57%	\$6,140,767.69
A19-0002 - East Bay Regional Park District - McGuire & Hester	\$6,605,957.05	\$6,250,916.04	\$5,738,964.57	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0003 - City of Emeryville - Bay Cities Paving & Grading	\$2,924,577.01	\$2,904,956.04	\$2,904,956.04	86.12%	\$2,501,748.14	0.00%	\$0.00	0.00%	\$0.00	86.12%	\$2,501,748.14	86.12%	\$2,501,748.14	0.00%	\$0.00	0.00%	\$0.00	86.12%	\$2,501,748.14
A19-0017 - County of Alameda - DeSilva Gates Construction	\$18,974,281.64	\$17,436,979.74	\$10,142,566.37	59.11%	\$5,995,270.98	57.42%	\$5,823,861.61	0.00%	\$0.00	32.52%	\$3,298,362.58	76.21%	\$13,288,722.26	33.40%	\$5,823,951.23	0.00%	\$0.00	18.92%	\$3,299,076.57
A19-0061 - City of Oakland - Redgwick Construction	\$10,243,723.90	\$2,109,754.12	\$1,957,270.38	100.00%	\$1,957,270.38	100.00%	\$1,957,270.38	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$2,109,754.12	100.00%	\$2,109,754.12	0.00%	\$0.00	0.00%	\$0.00
A19-0064 - City of Dublin - Goodfellow Sequoia A JV	\$7,238,590.95	\$8,362,375.20	\$2,610,451.36	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A19-0069 - City of San Leandro - Bay Cities Paving & Grading	\$5,285,306.07	\$4,915,892.17	\$3,524,001.46	8.02%	\$282,624.92	8.02%	\$282,624.92	0.00%	\$0.00	8.02%	\$282,624.92	5.75%	\$282,663.80	5.75%	\$282,663.80	0.00%	\$0.00	5.75%	\$282,663.80
A19-0069 - City of San Leandro - DeSilva Gates Construction	\$10,312,182.58	\$12,082,826.31	\$2,916,581.00	24.83%	\$724,187.06	16.80%	\$489,985.61	0.00%	\$0.00	25.75%	\$751,019.61	76.42%	\$9,233,695.87	5.73%	\$692,345.95	0.00%	\$0.00	12.09%	\$1,460,813.70
A22-0008 - County of Alameda - JJR Construction	\$956,555.70	\$954,273.78	\$818,273.78	6.45%	\$52,778.66	6.45%	\$52,778.66	0.00%	\$0.00	6.45%	\$52,778.66	5.53%	\$52,771.34	5.53%	\$52,771.34	0.00%	\$0.00	5.53%	\$52,771.34
A22-0011 - City of Fremont - GradeTech Inc.	\$1,595,577.72	\$180,951.06	\$180,951.06	64.52%	\$116,749.62	0.00%	\$0.00	0.00%	\$0.00	64.52%	\$116,749.62	64.52%	\$116,749.62	0.00%	\$0.00	0.00%	\$0.00	64.52%	\$116,749.62
A22-0015 - City of Oakland - Teichert Construction	\$325,000.00	\$325,000.00	\$325,000.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0022 - City of Albany - Bay Construction Company	\$1,360,000.00	\$1,949,863.82	\$1,123,863.82	100.00%	\$1,123,863.82	100.00%	\$1,123,863.82	0.00%	\$0.00	0.00%	\$0.00	100.00%	\$1,949,863.82	100.00%	\$1,949,863.82	0.00%	\$0.00	0.00%	\$0.00
A22-0032 - City of Newark - VSS International, Inc.	\$1,630,303.32	\$2,490,708.51	\$2,490,708.51	1.51%	\$37,609.70	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	1.51%	\$37,609.70	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
A22-0062 - City of Oakland - McGuire & Hester	\$15,581,766.59	\$2,204,976.74	\$2,195,946.47	76.11%	\$1,671,334.86	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	76.21%	\$1,680,412.77	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Total Project Funding Agreement - Construction Contract - Exempt from LBCE Program Goals																			
	\$130,725,588.19	\$106,884,973.51	\$58,269,953.02	53.84%	\$31,370,668.28	27.24%	\$15,871,957.59	0.00%	\$0.00	22.56%	\$13,144,856.13	54.91%	\$58,692,517.84	15.95%	\$17,052,117.95	0.00%	\$0.00	13.35%	\$14,269,050.86
Total All Construction Contracts - Exempt from LBCE Program Goals																			
	\$349,694,354.11	\$184,690,206.53	\$94,179,130.70	63.75%	\$60,041,086.49	16.94%	\$15,953,946.54	0.00%	\$0.00	14.10%	\$13,281,375.47	57.43%	\$106,073,597.88	9.59%	\$17,705,057.11	0.00%	\$0.00	8.92%	\$16,477,810.89
Caltrans Cooperative Agreement - Exempt from LBCE Program Goals																			
Ala 580 PM R7.8/R21.5 - Caltrans	\$305,527.29	\$255,527.29	\$87,010.89	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
04-2632 - Caltrans	\$114,360,000.00	\$90,950,876.74	\$16,365.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
04-2695 - Caltrans	\$450,000.00	\$363,315.25	\$4,641.84	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
4-2138 - Caltrans	\$31,666,610.00	\$30,231,165.97	\$4,169.76	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Total Caltrans Cooperative Agreement - Cooperative Agreement - Exempt from LBCE Program Goals																			
	\$146,782,137.29	\$121,800,885.25	\$112,187.49	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Total All Cooperative Agreements - Exempt from LBCE Program Goals																			
	\$146,782,137.29	\$121,800,885.25	\$112,187.49	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
Total All Professional Services, Construction, and Cooperative Agreements - Exempt from LBCE Program Goals																			
	\$792,674,838.98	\$540,546,042.50	\$184,359,739.69	53.74%	\$99,077,952.41	15.75%	\$29,034,474.50	0.00%	\$0.00	13.49%	\$24,871,488.23	43.39%	\$234,531,772.04	11.99%	\$64,827,315.17	0.62%	\$3,329,454.81	7.86%	\$42,494,739.01
Total for All Contracts																			
	\$1,135,892,560.98	\$748,026,322.41	\$246,613,223.55	59.85%	\$147,592,820.97	17.69%	\$43,613,560.67	0.02%	\$56,704.66	11.98%	\$29,553,589.35	54.50%	\$407,700,835.87	16.66%	\$124,637,489.49	0.54%	\$4,073,812.99	8.04%	\$60,109,588.68

DATE: October 7, 2024

TO: Seung Cho, Director of Contract Services and Operations, Alameda CTC

FROM: Edward Salcedo, Jr., GCAP Services, Inc.
Sarah Mee, GCAP Services, Inc.
Nicole Chang, GCAP Services, Inc.

CC: Patricia Reavey, Deputy Executive Director Finance & Administration, Alameda CTC
Erika Cheng, Assistant Director of Procurement and Information Technology,
Alameda CTC

RE: Independent Review of Alameda County Transportation Commission's Contract
Equity Annual Utilization Report for the July 1, 2023 through June 30, 2024

GCAP Services, Inc. (GCAP) has reviewed Alameda County Transportation Commission's (Alameda CTC) vendor payments for the reporting period July 1, 2023 through June 30, 2024.

GCAP staff was given full access to the Project Control System (PCS) database, contract/agreement files, payment invoices and responses to the vendor surveys. GCAP utilized these resources to perform quality control and to ensure the integrity of all payments made during the reporting period to vendors and sponsor agencies on contracts fully or partially funded by Alameda CTC. Additionally, GCAP answered questions received and resolved issues from responsive vendors and sponsor agencies.

Having completed the review process, GCAP found no material defects in the Alameda CTC Contract Equity Annual Utilization Report for the reporting period July 1, 2023 through June 30, 2024.



Edward Salcedo, Jr. Esq.





Memorandum

4.4

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: November 12, 2024

TO: Finance and Administration Committee

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration
Yoana Navarro, Accounting Manager

SUBJECT: Approve the Alameda CTC FY2024-25 First Quarter Consolidated Financial Report

Recommendation

It is recommended that the Commission approve the Alameda CTC FY2024-25 First Quarter Consolidated Financial Report.

Summary

Alameda CTC’s expenditures through September 30, 2024 are within year-to-date budget authority per the currently adopted budget. The agency remains in a strong financial position compared to budget through the first quarter of FY2024-25.

The attached FY2024-25 First Quarter Financial Report has been prepared on a consolidated basis and is compared to the currently adopted budget on a year-to-date basis. This report provides a summary of FY2024-25 actual revenues and expenditures through September 30, 2024. Variances from the year-to-date budget are demonstrated as a percentage of the budget used by line item as well as stating either a favorable or unfavorable variance in dollars. Percentages over 100 percent indicate that actual revenue or expenditure items are more than 25 percent of the total annual budget through the first quarter of the fiscal year, and percentages under 100 percent indicate that actual revenue or expenditure items are less than 25 percent of the total annual budget through the first quarter of the fiscal year. As of September 30, 2024, Alameda CTC activity for the fiscal year results in a net increase in fund balance in the amount of \$54.9 million. While various funds showed an increase to their fund balance, the most significant contributors were the Measure BB Special Revenue Fund and the Measure BB Capital Projects Fund which collected sales tax revenues that outpaced expenditures through the first quarter.

Background

The following are highlights of actual revenues and expenditures compared to budget as of September 30, 2024 by major category:

Revenues

Sales tax revenues are under budget by \$1.1 million, or 1.1 percent, investment income is over budget by \$6.6 million or 139.2 percent due to changing market conditions, and grant revenues are under budget by \$7.0 million mostly related to timing on capital projects. Grant revenues are recognized on a reimbursement basis and, therefore, correlate directly with related expenditures. Consequently, capital and other project expenditures are also under budget.

Salaries and Benefits

Salaries and benefits are under budget by \$0.1 million, or 3.6 percent, as of September 30, 2024.

Administration

Costs for overall administration are under budget by \$0.5 million, or 10.7 percent, mostly due to actual expenses for professional services, such as legal and media consultant services, were less than anticipated during the first quarter.

Freeway Operations

Freeway Operations expenditures are under budget by \$0.3 million, or 9.6 percent, primarily related to operating costs coming in lower than budgeted during the first quarter.

Planning

Planning expenditures are under budget by \$0.7 million, or 53.4 percent, mostly related to timing on planning projects and lower than anticipated support services utilized through the first quarter as new planning efforts ramp up.

Programs

Programs expenditures are under budget by \$10.6 million, or 16.1 percent, mainly due to delayed expenditures for various discretionary programs and projects funded in the Comprehensive Investment Plan for which the budget amount through the first quarter is calculated on a straight-line basis of the total budget for the fiscal year.

Capital Projects

Capital Projects expenditures are under budget by \$70.7 million, or 76.0 percent, partially due to timing of the receipt of invoices for the following major construction projects: Interstate 680 Express Lane – Southbound Gap Closure, the State Route 84 Widening and State Route 84/Interstate 680 Interchange, and Interstate 80 Gilman Interchange Phase 2. Alameda CTC utilizes a rolling capital budget system in which any unused approved budget from prior years is available to pay for costs in subsequent fiscal years. Additional budget authority is requested by project only as needed in accordance with the budget process. The year-to-date budget amounts used for comparison is a straight-line amortization of the total approved project budget including unspent budget authority rolled over from the prior year. Expenditures planned through September 30, 2024 in the budget process generally will

differ from the straight-line budgeted amount used for this financial statement comparison. However, presenting the information with this comparison helps financial report users, project managers, and the project control team review year-to-date expenditures to give them an idea of how projects are progressing as compared to the approved budget. There are currently no budget issues on capital projects.

Limitations Calculations

Staff has completed the limitation calculations required in the 2014 Measure BB Transportation Expenditure Plan related to salaries and benefits and administration costs, and Alameda CTC is compliant with all limitation requirements.

Fiscal Impact: There is no fiscal impact associated with the requested action.

Attachment:

- A. Alameda CTC Consolidated Revenues/Expenditures as of September 30, 2024

ALAMEDA COUNTY TRANSPORTATION COMMISSION
Consolidated Revenues/Expenditures
September 30, 2024

	<u>Total Consolidated</u>			<u>Favorable/ (Unfavorable) Variance</u>
	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>% Used</u>	
REVENUES				
Sales Tax Revenue	\$ 101,375,401	\$ 102,500,000	98.90	\$ (1,124,599)
Investment Income	11,356,752	4,747,500	239.22	6,609,252
Member Agency Fees	423,533	423,533	100.00	-
VRF Funds	3,128,711	3,000,000	104.29	128,711
TFCA Funds	469,117	469,117	100.00	-
Toll Revenues	5,104,187	5,452,500	93.61	(348,313)
Toll Violation and Penalty Revenues	1,103,876	925,000	119.34	178,876
Other Revenues	-	-	-	-
Regional/State/Federal Grants	17,487,598	23,162,852	75.50	(5,675,254)
Local and Other Grants	26,702	1,396,374	1.91	(1,369,672)
Total Revenues	<u>\$ 140,475,877</u>	<u>\$ 142,076,876</u>	<u>98.87</u>	<u>\$ (1,600,999)</u>
EXPENDITURES				
<u>Administration</u>				
Salaries and Benefits ⁽¹⁾	\$ 1,060,901	\$ 927,269	114.41	\$ (133,632)
General Office Expenses	257,848	659,679	39.09	401,831
Travel Expense	13,196	21,100	62.54	7,904
Debt Service ⁽²⁾	2,904,000	2,262,000	128.38	(642,000)
Professional Services	303,761	1,060,431	28.65	756,670
Commission and Community Support	25,992	59,231	43.88	33,239
Contingency	-	125,000	-	125,000
Subtotal	<u>4,565,698</u>	<u>5,114,710</u>	<u>89.27</u>	<u>549,012</u>
<u>Freeway Operations</u>				
Salaries and Benefits ⁽¹⁾	102,417	112,071	91.39	9,654
Operating Expenditures	2,616,591	2,894,250	90.41	277,659
Subtotal	<u>2,719,008</u>	<u>3,006,321</u>	<u>90.44</u>	<u>287,313</u>
<u>Planning</u>				
Salaries and Benefits ⁽¹⁾	300,093	392,014	76.55	91,921
Transportation Planning	324,901	950,000	34.20	625,099
Subtotal	<u>624,994</u>	<u>1,342,014</u>	<u>46.57</u>	<u>717,020</u>
<u>Programs</u>				
Salaries and Benefits ⁽¹⁾	845,222	837,905	100.87	(7,317)
Programs Management and Support	257,581	667,950	38.56	410,369
Safe Routes to School Program	343,130	795,173	43.15	452,043
VRF Programming	2,186,414	4,216,750	51.85	2,030,336
Measure BB Direct Local Distribution	51,530,077	52,166,268	98.78	636,191
Grant Awards	60,611	6,514,367	0.93	6,453,756
TFCA Programming	111,370	727,750	15.30	616,380
Exchange Fund Programming	-	50,000	-	50,000
Subtotal	<u>55,334,405</u>	<u>65,976,163</u>	<u>83.87</u>	<u>10,641,758</u>
<u>Capital Projects</u>				
Salaries and Benefits ⁽¹⁾	253,812	390,198	65.05	136,386
Capital Project Expenditures	22,084,603	92,616,430	23.85	70,531,827
Subtotal	<u>22,338,415</u>	<u>93,006,628</u>	<u>24.02</u>	<u>70,668,213</u>
Total Expenditures	<u>\$ 85,582,520</u>	<u>\$ 168,445,836</u>	<u>50.81</u>	<u>\$ 82,863,316</u>
Net Change in Fund Balance	\$ 54,893,357	\$ (26,368,960)		
Beginning Fund Balance	<u>1,054,501,998</u>	<u>1,054,501,998</u>		
Ending Fund Balance	<u>\$ 1,109,395,355</u>	<u>\$ 1,028,133,038</u>		

(1) Salaries and benefits are under budget by \$97,012 or 3.6% as of September 30, 2024.

(2) Debt service cost are required to be recorded when incurred per government accounting standards and will equal budget by year end.



Memorandum

5.1

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: November 12, 2024

TO: Finance and Administration Committee

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration
Lily Balinton, Director of Finance

SUBJECT: Approve the Alameda CTC Draft Audited Annual Comprehensive Financial Report for the Year Ended June 30, 2024

Recommendation

It is recommended that the Commission approve the Alameda CTC Draft Audited Annual Comprehensive Financial Report for the Year Ended June 30, 2024 (Draft Audited ACFR).

Summary

Pursuant to the Joint Powers Agreement of the Alameda County Transportation Commission, California Public Utilities Code Section 180105, the Joint Powers Agreement of the Alameda County Congestion Management Program and the California Government Code Section 6505, an independent audit was conducted for the fiscal year ended June 30, 2024 by Maze & Associates Accountancy Corporation (Maze & Associates). Financial statements are the responsibility of management. The auditor's responsibility is to express an opinion on the financial statements based on their audit. As demonstrated in the Independent Auditor's Report on page one of the Draft Audited ACFR, the Alameda CTC's auditors have reported what is considered to be an unmodified, or clean, audit opinion.

“In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Alameda CTC as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.”

The Alameda CTC Audit Committee met with the Partner on the agency's audit from Maze & Associates on October 24, 2024 to discuss required audit communications regarding internal controls, significant audit findings, and other matters and to review the Draft Audited ACFR for the year ended June 30, 2024.

Financial Highlights:

- The assets and deferred outflows of resources of Alameda CTC exceeded its liabilities and deferred inflows of resources at the end of fiscal year 2023-24 by \$968.1 million (net position). Of this amount, \$142.8 million represents unrestricted net position, which may be used to meet ongoing obligations.
- Alameda CTC's total net position increased \$206.8 million or 27.2 percent over the prior fiscal year-end mostly due to an increase in assets, specifically cash and investments, related to sales tax revenues outpacing expenditures primarily in the 2014 Measure BB Special Revenue Fund and 2014 Measure BB Capital Fund, and an increase in other receivables in the 2014 Measure BB Capital Projects Fund, related to several grant-funded projects being fully emerged in the construction phase of the projects.
- As of June 30, 2024, Alameda CTC's governmental funds reported combined fund balances of \$1,054.5 million, an increase of \$187.3 million compared to June 30, 2023. This increase is mostly attributed to an increase in project revenues as several of the grant-funded 2014 MBB capital projects are deep into the construction phase of the projects.
- Total assets and deferred outflows of resources of Alameda CTC increased by \$201.9 million from \$1,047.5 million to \$1,249.3 million as of June 30, 2024 compared to June 30, 2023 mostly due to an increase in cash and investments related to sales tax revenues outpacing expenditures in the 2014 Measure BB Special Revenue Fund and 2014 Measure BB Capital Projects Fund and an increase in other receivables in the 2014 Measure BB Capital Projects Fund related to several grant-funded projects being fully emerged in the construction phase of the project. Cash and investments comprised 78.5 percent of the total assets and deferred outflows of resources as of June 30, 2024.
- Revenues totaled \$633.4 million for the fiscal year ended June 30, 2024. This is an increase of \$152.2 million or 31.6 percent over the fiscal year ended June 30, 2023 primarily due to an increase in project revenues as several of the grant-funded capital projects in the 2014 MBB Capital Projects Fund are deep into the construction phase of the projects, and an increase in investment income as interest rates remained relatively higher than the prior year throughout fiscal year 2023-24.
- Total liabilities and deferred inflows of resources decreased by \$4.9 million or 1.7 percent from \$286.1 million as of June 30, 2023 compared to \$281.2 million as of June 30, 2024. This decrease is related to a decrease in unearned revenue, as this funding was utilized and recognized for work completed on capital projects, and long-term obligations associated with the Series 2022 Sales Tax Revenues Bonds, as payments are made reducing the outstanding principal each year.
- Expenses totaled \$426.6 million for the fiscal year ended June 30, 2024. This is an increase of \$9.5 million or 2.3 percent over the fiscal year ended June 30, 2023. This increase is mostly related to an increase in congestion management-related project expenditures.

Background

In planning and performing their audit of the basic financial statements as of June 30, 2024, in accordance with auditing standards generally accepted in the United States of America, Maze & Associates considered Alameda CTC's internal control over financial reporting as a basis for designing their auditing procedures that are appropriate in the circumstances for the purpose of expressing their opinions on the financial statements. They have not expressed an opinion on the effectiveness of the Alameda CTC's internal controls; however, Maze & Associates' Memorandum on Internal Control states, "... we did not identify any deficiencies in internal control that we consider to be material weaknesses."

In addition, Maze & Associates audited the calculation of the limitations ratios required by the 2014 Transportation Expenditure Plan (TEP) which requires that the total Measure BB salaries and benefits costs for administrative employees not exceed 1.0 percent of sales tax revenues, and expenditures for administration do not exceed 4.0 percent of sales tax revenues. The Measure BB ratios for the fiscal year ended June 30, 2024 are 0.54 percent for salaries and benefits as a percent of sales tax revenues, and 1.12 percent for total administration costs as a percent of sales tax proceeds which are compliant with the requirements set forth in the TEP.

Maze & Associates also performed a Single Audit for the fiscal year ended June 30, 2024. Per the *Office of Management and Budget (OMB) Compliance Supplement*, a single audit is required when a grantee spends \$750,000 or more in federal funds in the fiscal year to provide assurance to the federal government as to the management and use of these funds. Alameda CTC's federal expenditures were well over the threshold at \$3.8 million during the fiscal year ended June 30, 2024, therefore, a Single Audit was required. As demonstrated in the Independent Auditor's Report beginning on page 131 of the Draft Audited ACFR, Alameda CTC's auditors have reported the following:

"In our opinion, Alameda CTC complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024."

The Alameda CTC's Annual Comprehensive Financial Report (ACFR) has been drafted to meet all Government Finance Officers Association (GFOA) requirements for an award for excellence in financial reporting and will be submitted to the GFOA for consideration of this award once the ACFR is approved by the Commission. Alameda CTC has been awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting for its ACFRs for the past 11 years since the agency first produced its financial statements in the form of an ACFR for the fiscal year ended June 30, 2013. A copy of the June 30, 2023 award has been included in the ACFR for the year ended June 30, 2024, as required by the GFOA, on page xv.

Similar to Alameda CTC's previous ACFRs, this ACFR was designed to provide detailed financial information by function so that interested parties can review agency financials as a whole or at a more detailed functional level. For example, for the benefit of the Independent Watchdog Committee whose purview is limited to the 2000 Measure B and 2014 Measure BB programs, these funds have been broken out in separate columns whenever possible in the fund

financial statements beginning on page 20 of the Draft Audited ACFR except in the General Fund, the 2000 Measure B Special Revenue Fund, and the Debt Service Fund. There can only be one General Fund; however, Alameda CTC's financial system was designed to distinguish costs related to the administration of each of the individual sales tax measures as well as all administration costs related to non-sales tax functions separately. Therefore, a breakout of financial information for the General Fund has been provided as supplemental information beginning on page 70 of the Draft Audited ACFR, and a breakout of financial information for the Nonmajor Governmental Funds, which are those funds that contain less than 10 percent of the total governmental funds' assets, liabilities, revenues or expenditures, and includes the 2000 Measure B Special Revenue Fund and the Debt Service Fund, which also has been provided as supplemental information beginning on page 72.

In addition, within the Supplemental Information section, a breakout of the 2000 Measure B and the 2014 Measure BB Special Revenue Funds' financial information by sub-fund has been provided beginning on pages 84 and 88, respectively, of the Draft Audited ACFR.

Fiscal Impact: There is no fiscal impact associated with the requested action.

Attachment:

- A. [Alameda County Transportation Commission Draft Audited Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2024](#)



Memorandum

5.2

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: November 12, 2024

TO: Finance and Administration Committee

FROM: Lily Balinton, Director of Finance
Angelica Khan, Principal Financial Analyst

SUBJECT: Approve the Alameda CTC Staff and Retiree Benefits for Calendar Year 2025 and Classification Ranges for FY2025-26

Recommendation

The Administrative Code calls for the Executive Director to submit an annual benefits plan and classification ranges to the Commission for approval. This memorandum seeks the Commission’s approval of Alameda CTC staff and retiree benefits for calendar year 2025 and Alameda CTC Job Classifications and Range Schedules for Fiscal Year 2025-26, as outlined in Resolution 24-012 (Attachment A).

The calendar year 2025 benefits outlined in Resolution 24-012 includes holidays, vacation and sick leave policies, health insurance, and other benefits for staff members. The calendar year 2025 benefits generally remain unchanged from Resolution 23-015, which was approved by the Commission in December 2023. Changes to benefits for the next calendar year include:

1. The Cafeteria Plan monthly benefit allowance of \$3,214 for active employees, an increase of \$223, or 7.5 percent, over 2024 related to changes in CalPERS medical premium rates as all other benefit rates remain the same;
2. The Public Employees’ Medical and Hospital Care Act (PEMHCA) monthly minimum required contribution of \$158, an increase of \$1, or 0.6 percent, over 2024; and
3. The Health Reimbursement Arrangement (HRA) monthly benefit of \$2,183 for retirees, an increase of \$172, or 8.6 percent, over 2024.

Alameda CTC currently has 43 employees in 45 approved full-time equivalent positions, and there are no changes recommended to the number of approved positions. Alameda CTC also has 39 approved classifications. Staff proposes to add a Chief Deputy Executive Director classification in the range of 68 as recommended by Gallagher (formerly Koff and Associates) based on comparable positions in other similar agencies in the Bay Area region, bringing the

total number of classifications to 40. Adding this classification does not increase the number of approved full-time equivalent positions. Staff also proposes to update one classification title to better align the position with the agency's work plan and objectives. The proposed change is to rename the classification of Director of Project Delivery to Director of Project Delivery and Construction.

Alameda CTC does not provide automatic pay increases or pay grade step increases, nor do the recommendations approved by the Commission constitute automatic pay increases. Alameda CTC displays the pay scale for each position in the form of an allowable range. Salary adjustments for employees within the ranges are based on job performance, expansion of duties and/or responsibilities and other factors. While salary ranges are not included in Alameda CTC's annual operating budget, the projected salaries and benefits (by functional area) for the entire agency are included in the budget based on the projected number of actual employees. Therefore, approval of the classification ranges does not have a direct fiscal impact on the budget. However, it will allow for actual salaries to be adjusted within the approved ranges by the Executive Director and for any new hires to be placed within the Commission adopted classifications and ranges.

Background

The attached Resolution No. 24-012 (Attachment A) is consistent with the Public Employees' Pension Reform Act of 2013 (AB 340), as it pertains to the agency. The details of the agency's retirement system are contained in the agency's pension plan. The most significant changes from AB 340 apply to new employees who established CalPERS membership on or after January 1, 2013. For employees who established CalPERS membership prior to January 1, 2013 (Classic Members), the major features of the agency's pension plan include a "2.5%@55" benefit and employer paid member contribution cost sharing of 5% by the agency and 3% by the employee. For employees who established CalPERS membership on or after January 1, 2013 (New members), the major features of the agency's pension plan include a "2%@62" benefit but does not include cost sharing of the required employee contribution as it is not allowed per AB 340 which is effective for New Members. The plan does not include any optional features, payout conversions or optional benefits that have been characterized as "spiking" of the pension benefit.

Alameda CTC Retiree Health Benefit Amount for the 2025 calendar year is reimbursed to retirees through the HRA Plan. The HRA Plan is a premium-only reimbursement plan for retiree health care premiums. Alameda CTC will contribute only the required minimum contribution amount directly to CalPERS for retirees (\$158 per month in 2025). CalPERS requires that the remaining premium costs for medical coverage be deducted directly from the retiree's monthly retirement check under the CalPERS pension plan. Once CalPERS takes this deduction, Alameda CTC's HRA Plan administrator will reimburse each retiree, upon request, for the CalPERS deduction and other qualifying health care premiums, up to the annually approved amount. The maximum HRA contribution amount recommended for 2025 is \$2,183 per retiree per month, which is the median amount for all CalPERS plans available to staff and

retirees in Alameda County for 2025 at the Employee +1 Rate of \$2,341, less \$158 PEMHCA-required minimum contribution. Similar to active employees, if a retiree's elected health coverage costs exceed the amount approved by the Commission, the retiree will be required to pay for the additional amount from their own funds.

Fiscal Impact: Approval of staff's recommendation will not have a significant fiscal impact on the budget. Total salaries and benefits for all functions account for about 1.6% of budgeted expenditures for the agency.

Attachment :

- A. Resolution No. 24-012 Fiscal Year 2025-26 and Calendar Year 2025 Benefits for Staff Members



Commission Chair
Councilmember John J. Bauters
City of Emeryville

Commission Vice Chair
Supervisor David Haubert, District 1

Alameda County
Supervisor Elisa Márquez, District 2
Supervisor Lena Tam, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

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Director Rebecca Saltzman

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City of Albany
Councilmember Preston Jordan

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City of Union City
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Executive Director
Tess Lengyel

ALAMEDA COUNTY TRANSPORTATION COMMISSION

RESOLUTION 24-012

**Fiscal Year 2025-26 Salaries and
Calendar Year 2025 Benefits for Staff Members**

WHEREAS, Alameda County Transportation Commission, hereinafter referred to as Alameda CTC, was created pursuant to a joint powers agreement (“Joint Powers Agreement”) entered into among the 14 cities in Alameda County, the County of Alameda, the Bay Area Rapid Transit District, the Alameda-Contra Costa Transit District, the Alameda County Transportation Improvement Authority (“ACTIA”), and the Alameda County Congestion Management Agency (“ACCMA”);

WHEREAS, Alameda CTC is empowered by the Joint Powers Agreement to carry out numerous transportation planning, programming and construction functions and responsibilities, including all historical functions and powers of ACTIA and ACCMA;

WHEREAS, Alameda CTC is authorized under Sections 11 and 13 of the Joint Powers Agreement to appoint and retain staff as necessary to fulfill its powers, duties and responsibilities;

WHEREAS, Alameda CTC previously adopted Resolution23-015, thereby establishing a consistent set of benefits and leave policies, and this Resolution is intended to supersede and replace such Resolution 23-015; and

NOW, THEREFORE, BE IT RESOLVED that Alameda CTC staff classifications and ranges for July 1, 2025 through June 30, 2026 and employment benefits for January 1, 2025 through December 31, 2025, are hereby adopted, and are herein set forth.

1. Salaries

1.1 An employee shall be compensated at a rate set between or equal to the minimum (min) and maximum (max) of the range specified in Attachment A for their respective position classification.

1.2 The duties and responsibilities of the position classification identified in Paragraph 1.1 above shall be described in an Alameda CTC job specification approved by the Executive Director.

- 1.3 The classification ranges for the employees described in Paragraph 1.1 shall not include steps and/or provision for any automatic or tenure-based increases.
- 1.4 Starting compensation, including salary, for new employees shall be set by the Executive Director consistent with the prescribed classification ranges for the position identified in Paragraph 1.1.

2. Appointment and Performance Management

- 2.1 Original appointments of new employees shall be tentative and subject to a probationary period of one (1) year of actual service.
 - 2.1.1 Every six (6) months during the probationary period new employees may meet with their supervisor to discuss performance to date. At the time of the discussion the supervisor may complete a written evaluation for the employee’s personnel records.
 - 2.1.2 Upon completion of the probationary period, the employee shall be given a written evaluation. If this evaluation shows that the employee has satisfactorily demonstrated the qualifications for the position, the employee shall gain regular status, and shall be so informed.
 - 2.1.3 At any time during the probationary period, a probationary employee may be terminated with or without cause and with or without notice. Employee shall be notified in writing by the Executive Director or their designee of such termination.
 - 2.1.4 The probationary period may be extended once by the Executive Director at their sole discretion in order to further evaluate the performance of the probationary employee.
 - 2.1.5 The probationary period is automatically extended by a period of time equal to the time the employee is absent due to any type of leave, including time absent while receiving workers’ compensation benefits.
- 2.2 Following successful completion of the probationary period, written performance reviews for employees shall be conducted at least once a year by the employee’s supervisor and reviewed and approved by the Executive Director or their designee. In addition, a review of an employee’s progress in meeting annual goals and objectives may be conducted at the end of six months by the employee and their supervisor.
- 2.3 On the basis of the performance reviews, increases or decreases in compensation may be granted at that time by the Executive Director at their sole discretion consistent with the Board approved annual budget.

3. Holidays

- 3.1 The following eleven (11) paid holidays shall be observed by Alameda CTC:

New Year’s Day	-	January 1, 2025, Wednesday
Martin Luther King Jr. Day	-	January 20, 2025, Monday
Presidents’ Day	-	February 17, 2025, Monday
Memorial Day	-	May 26, 2025, Monday
Independence Day	-	July 4, 2025, Friday
Labor Day	-	September 1, 2025, Monday
Veterans Day	-	November 11, 2025, Tuesday
Thanksgiving Day	-	November 27, 2025, Thursday
Day after Thanksgiving	-	November 28, 2025, Friday
Day before Christmas	-	December 24, 2025, Wednesday
Christmas Day	-	December 25, 2025, Thursday

- 3.2 **Holiday Policy.** When a holiday falls on a Sunday, the following Monday shall be observed as the holiday date. When a holiday falls on a Saturday, the preceding Friday shall be observed.
- 3.3 **Floating Holidays.** Regular full-time employees receive up to three (3) floating holidays per fiscal year. Employees shall be granted such holidays at the beginning of each fiscal year (i.e., effective on July 1 of each year). Floating Holidays are not accruable and those unused at the end of the fiscal year will be eliminated from the employee’s available leave bank.
- 3.4 **Holiday Time.** Regular full-time employees shall receive eight (8) hours of holiday pay for each of the above holidays at their regular base rate. Regular part-time employees shall receive paid holiday time prorated based on actual hours worked should their regular work schedule fall on one of the above listed holidays.
- 3.5 **Administrative Procedure.** The Executive Director shall establish holiday procedures governing employees of Alameda CTC.

4. Leaves of Absence

4.1 Vacation

- 4.1.1 **Accrual Rates.** Alameda CTC shall provide vacation leave with pay for regular employees (including probationary employees) based on accrual guidelines shown in the table below. Vacation leave earned shall accrue each pay period based on years of service as outlined in the table below.

Accrual Rates Based on Years of Service:

Years of Service	Vacation Days Accrued Per Year	Maximum Hours Accrued
0-3 Years	10 Days	120 Hours
3.1-10 Years	15 Days	240 Hours
10.1-15 Years	20 Days	320 Hours
15.1+ Years	25 Days	400 Hours

Part-time employees shall earn vacation leave on a pro rata basis based on actual hours worked. The maximum accrual will also be prorated.

As a recruitment, negotiating, and/or retention tool, at the sole discretion of the Executive Director, Alameda CTC may determine the “Years of Service” tier at which an employee at the Principal level or above may accrue vacation time.

- 4.1.2 **Maximum Vacation Benefits.** Once an employee reaches the maximum accrual, the employee will cease accruing any additional vacation leave until such time as vacation leave hours fall below the maximum.
- 4.1.3 **Payment of Vacation upon Separation.** Accrued vacation time that has not been used will be paid at the time of resignation or termination. An employee terminating employment with Alameda CTC for reasons other than paid retirement from Alameda CTC shall be paid at such employee's current rate of pay for all unused accrued vacation up to the maximum amount of permissible accumulated vacation time as set forth above, in one (1) lump sum less applicable taxes. An employee separating from service with Alameda CTC for paid retirement will be paid at the employee’s current rate of pay for vacation up to the ceiling amount as set forth above, in one (1) lump sum less applicable taxes. At the Executive Director’s discretion, Alameda CTC may allow an

employee separating from service with Alameda CTC for paid retirement to elect to take time off for vacation prior to the employee's date of retirement.

4.2 **Management Leave.** Regular full-time exempt employees may receive paid management leave at the sole discretion of the Executive Director. The leave is intended to compensate exempt employees who are required to attend to work-related matters outside of normal working hours. The amount of leave will be determined by the Executive Director based on each employee's function and the number of off-hour matters to which they are required to attend. Use of Management Leave shall be at the discretion of the Executive Director or their designee.

4.3 **Sick Leave.** Regular employees (including probationary employees) shall receive sick leave, accumulating at the rate of one (1) day per calendar month up to four hundred eighty (480) hours (prorated for part-time employees based on actual hours worked). Up to sixty (60) days of accrued but unused sick leave may be used toward service credit for CalPERS retirement benefits. Sick leave is available for the actual illness, injury or reasonably perceived or actual threat of physical injury or death of an employee or to allow the employee to care for a "family member", as defined by the City of Oakland's 2014 Measure FF.

Temporary employees paid directly from Alameda CTC are eligible to utilize accrued sick leave ninety (90) days after their first day of employment. Sick leave will accumulate at the rate of one (1) hour for every thirty (30) hours worked up to a maximum accrual of eighty (80) hours and can be used for actual illness, injury, preventive care and other purposes, as defined in Measure FF, of an employee or "family member" as defined in Measure FF.

4.4 **Family and Medical Leave.** Alameda CTC shall comply with the California Family Rights Act (CFRA). Regular employees (including probationary employees) may take up to twelve (12) workweeks of time off in a 12-month period (whether paid or unpaid) for the employee's own serious health condition or to allow the employee to care for a "family member" as defined in the CFRA, if they have a serious health condition, or for baby/child bonding after the birth, adoption, or foster care placement of an employee's child. Employees must have worked at least 1,250 hours in the preceding 12-month period.

Employees may exhaust any accrued vacation time and/or sick leave (if the leave is due to the employee's own serious health condition or to care for the serious health condition of a "family member" as defined in the CFRA) while on unpaid leave. Employees taking family/medical leave due to the birth of a child to that employee's spouse or registered domestic partner, or the adoption or foster placement of a child, or to care for such child, may utilize accrued sick leave and/or vacation time during such leave. Such use of accrued vacation time and/or sick leave is the only pay such employee will receive from Alameda CTC while on family/medical leave.

4.5 **Leave Due to Pregnancy, Childbirth or Related Conditions.** Alameda CTC shall comply with California's Pregnancy Disability Leave Law. Employees may, but are not required to, utilize accrued vacation and sick leave during any pregnancy leave so as to receive pay during some or all of such leave.

4.6 **Paid Family Leave.** Alameda CTC shall comply with California's Paid Family Leave Law. Employees are entitled to up to twelve (12) workweeks of time off in a 12-month period to care for an employee's seriously ill spouse, registered domestic partner, child,

child of a registered domestic partner, parent, grandparent, grandchild, or sibling, or to bond with a newborn child within one year of the birth or placement of the child in connection with foster care or adoption.

Employees may exhaust any accrued vacation time and/or sick leave (if the employee's leave is due to the care of a serious health condition of a covered family member as described above) while on unpaid leave. Employees taking California's Paid Family Leave due to the birth of a child to that employee's spouse or registered domestic partner, or the adoption or foster placement of a child, or to care for such child, may utilize accrued sick leave and/or vacation time during such leave. Such use of accrued vacation time and/or sick leave is the only pay such employee will receive from Alameda CTC while utilizing California's Paid Family Leave Law.

4.7 **Bereavement Leave.** In the event of the death of a "family member" as defined in the CFRA, a regular full-time employee will receive up to five (5) days of bereavement leave. Paid leave not chargeable to sick or vacation leave will be granted for a period up to three (3) scheduled work days. Employees may take up to an additional two (2) unpaid scheduled work days. Employees may, but are not required to, utilize accrued vacation and/or sick leave to be paid for these two additional days of bereavement leave. In the event of the death of a friend or relative not considered to be a family member, employees shall receive one (1) day paid leave not chargeable to sick or vacation leave to attend a funeral.

4.8 **Reproductive Loss Leave.** In the event of a reproductive loss, a regular full-time employee is entitled to a minimum of five (5) days of unpaid leave. Employees may, but are not required to, utilize accrued vacation and/or sick leave to be paid for reproductive loss leave. Employees can, but are not required to, take their leave days consecutively as long as their leave is completed within three (3) months of the reproductive loss event. Employees must have worked at least thirty (30) days before taking leave to be eligible.

4.9 **Jury and Witness Duty Leave.** All regular full-time employees will be granted a leave of absence with pay for all or any part of the time required for jury duty in the manner prescribed by law. The employee must return to work on the same day they are excused from service. The employee shall be paid the difference between their full salary and any payment received for such duty, except travel pay. All regular full-time employees will be granted a leave of absence with pay for their appearance as a witness in a civil or criminal proceeding (other than as an accused) for any appearance that is solely attributable to the employee's work for Alameda CTC.

4.10 **Military Leave.** Military leave shall be granted in accordance with federal and state law.

4.11 **Administrative Procedure.** The Executive Director shall establish specific guidelines and procedures to implement all leave policies and will comply with any laws mandated by the federal, state and local jurisdictions.

5. **Health Insurance and Other Benefits**

5.1 **Cafeteria Plan.** Alameda CTC provides a Cafeteria Plan for its eligible employees, into which Alameda CTC will pay \$3,214 per month per employee. This amount is in addition to the Public Employees' Medical and Hospital Care Act (PEMHCA) minimum required contribution of \$158. With these funds, each participating employee is able to choose the following coverage:

- Health Insurance (through the State of California’s Public Employees’ Retirement System (CalPERS));
- Dental Insurance;
- Vision Care Insurance;
- Life Insurance;
- Dependent Life Insurance;
- Accidental Death and Dismemberment Insurance;
- Long-term Disability Insurance; and
- Short-term Disability Insurance.

When an employee is required to work on a less than full-time basis due to medical or other valid reasons, the accrual for the cafeteria plan contribution amount may be prorated by dividing the actual hours worked plus any accrued sick/vacation hours used during the pay period, by the fulltime equivalent hours in the same pay period.

Regular full-time employees who elect not to use the CalPERS health care benefit and can prove alternate coverage shall receive \$400 per month which will be paid with each paycheck (\$200 per pay-period) and is subject to all applicable payroll taxes.

Regular part-time employees will receive a prorated amount of the monthly contribution based on actual hours worked.

6. Additional Benefits Programs

6.1 **Transit Subsidy.** All regular full-time employees of Alameda CTC are eligible to receive up to the federally approved transit benefit amount for 2025 (if elected by the employee).

6.2 **Tuition Assistance.** Following completion of their probationary period, regular full-time employees are eligible for reimbursement of 90% of tuition fees for job-related courses, subject to budget availability up to \$500 per academic year at an accredited institution each fiscal year, at the sole discretion of the Executive Director.

7. **Other benefits.** Alameda CTC will also provide: (1) A Flexible Spending Account (FSA) program which will be administered through the cafeteria plan for both dependent care expenses up to \$5,000 per calendar year and medical expenses up to the maximum amount allowed consistent with the IRS limit for 2025. To participate in and receive benefits in the form of reimbursements for dependent and/or medical care expenses from the FSA, an employee can elect to pay their contribution for FSA benefits on a pre-tax salary reduction basis; and (2) an optional deferred compensation program, CalPERS 457 Supplemental Income Plan.

8. **Administrative Procedure.** The Executive Director shall establish specific guidelines and procedures to implement all benefit policies.

9. **Retirement.** All employees of Alameda CTC shall be entitled to membership with the California Public Employees’ Retirement System (CalPERS) according to the guidelines established in the CalPERS Retirement Benefits Policy and the applicable contract with CalPERS. Alameda CTC shall contribute to CalPERS each pay period 5%

of the 8% employee contribution on behalf of all “Classic” employees (Classic employees are those who established CalPERS membership before January 1, 2013). Such contribution shall be reported to CalPERS as “employee contribution being made by the contracting agency” and shall not be deemed to be “compensation” reportable to CalPERS. This same benefit is not provided for employees who established CalPERS membership on or after January 1, 2013 per the requirements of the Public Employees’ Pension Reform Act of 2013 (AB340).

- 10. Reimbursement of Expenses.** Alameda CTC will reimburse employees of the Agency for reasonable and normal expenses associated with Alameda CTC business approved by the Executive Director or their designee. An employee may be offered a fixed taxable monthly allowance in lieu of actual expenses, which may be adjusted annually by the Executive Director.
- 11. Office Hours.** The offices of Alameda CTC shall be open to the public between 8:30 a.m. and 5:00 p.m. on Monday, Tuesday, Thursday and Friday of each week, with Wednesday as a fully remote work day, except on Alameda CTC holidays as defined in Paragraph 3.1. At a minimum, staff will fulfill 8 hours on work days regardless of working in the office or remotely.
- 12.** All provisions of this Resolution shall be effective and pertain to all employees of Alameda CTC as of the date of hire of the employee, or January 1, 2025, whichever is later, unless otherwise provided.
- 13.** The Executive Director is authorized to execute the necessary contracts for the benefits and insurance coverages described herein.
- 14.** This resolution is intended to and shall replace and supersede in its entirety that certain Resolution 23-015 adopted by the Commission on December 7, 2023.

Duly passed and adopted by the Alameda CTC at the regular meeting of the Commission held on Thursday, December 5, 2024, in Oakland, California by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

SIGNED:

ATTEST:

John J. Bauters,
Chairperson, Alameda CTC

Angie Ayers,
Acting Clerk of the Commission

Attachment A

Alameda County Transportation Commission Job Classifications Effective July 1, 2025

Job Classifications	FLSA¹	Range
Executive Director ²	E	76
Chief Deputy Executive Director ²	E	68
<u>Deputy Executive Directors</u>		
Deputy Executive Director of Finance and Administration ²	E	66
Deputy Executive Director of Planning and Policy ²	E	66
Deputy Executive Director Projects ²	E	66
<u>Directors</u>		
Director of Contract Services and Operations	E	52
Director of Express Lane Operations	E	57
Director of Finance	E	52
Director of Planning	E	54
Director of Policy and Government Affairs	E	52
Director of Programming and Project Controls	E	57
Director of Project Delivery and Construction	E	57
<u>Assistant Directors</u>		
Assistant Director of Administration	E	48
Assistant Director of Express Lane Operations	E	53
Assistant Director of Finance	E	48
Assistant Director of Planning	E	50
Assistant Director of Policy and Government Affairs	E	48
Assistant Director of Procurement and Information Technology	E	48
Assistant Director of Programming and Project Controls	E	50
Assistant Director of Project Delivery	E	53
<u>Principals</u>		
Principal Administrative Analyst	E	44
Principal Financial Analyst	E	44
Principal Program Analyst	E	46
Principal Transportation Engineer	E	50
Principal Transportation Planner	E	46
<u>Seniors</u>		
Senior Administrative Analyst	E	38
Senior Financial Analyst	E	38
Senior Program Analyst	E	40
Senior Transportation Engineer	E	44
Senior Transportation Planner	E	40

**Alameda County Transportation Commission
Job Classifications
Effective July 1, 2025**

Job Classification	FLSA¹	Range
<u>Associates</u>		
Associate Administrative Analyst	E	32
Associate Financial Analyst	N	32
Associate Program Analyst	E	34
Associate Transportation Engineer	E	38
Associate Transportation Planner	E	34
<u>Assistants</u>		
Assistant Administrative Analyst	N	28
Assistant Financial Analyst	N	28
Assistant Program Analyst	N	30
Assistant Transportation Engineer	N	34
Assistant Transportation Planner	N	30

¹ Fair Labor Standards Act (E-Exempt; N-Non-exempt)

² Local Agency Executive

**Alameda County Transportation Commission
Monthly Classification Range Schedule
Effective July 1, 2025**

Salary Range	Monthly Salary Range		
	Min	Midpt	Max
1	\$ 4,116	\$ 4,734	\$ 5,351
2	4,220	4,852	5,486
3	4,325	4,974	5,623
4	4,433	5,099	5,763
5	4,543	5,226	5,906
6	4,658	5,356	6,055
7	4,774	5,490	6,206
8	4,894	5,627	6,361
9	5,015	5,769	6,520
10	5,142	5,912	6,684
11	5,269	6,059	6,851
12	5,401	6,212	7,022
13	5,536	6,366	7,197
14	5,675	6,526	7,378
15	5,816	6,689	7,562
16	5,962	6,857	7,751
17	6,112	7,028	7,944
18	6,263	7,203	8,143
19	6,420	7,383	8,347
20	6,581	7,568	8,555
21	6,745	7,757	8,768
22	6,914	7,951	8,988
23	7,087	8,150	9,212
24	7,264	8,353	9,443
25	7,445	8,562	9,680
26	7,632	8,777	9,921
27	7,822	8,996	10,169
28	8,019	9,222	10,425
29	8,218	9,451	10,684
30	8,424	9,687	10,952
31	8,634	9,930	11,225
32	8,851	10,178	11,506
33	9,071	10,433	11,794
34	9,299	10,693	12,088
35	9,531	10,960	12,390
36	9,770	11,234	12,700
37	10,014	11,515	13,017
38	10,264	11,804	13,344

Salary Range	Monthly Salary Range		
	Min	Midpt	Max
39	\$ 10,520	\$ 12,098	\$ 13,677
40	10,783	12,401	14,018
41	11,054	12,711	14,370
42	11,329	13,028	14,729
43	11,613	13,355	15,096
44	11,904	13,689	15,474
45	12,200	14,031	15,861
46	12,505	14,381	16,256
47	12,818	14,741	16,663
48	13,139	15,110	17,080
49	13,466	15,487	17,507
50	13,804	15,873	17,946
51	14,149	16,272	18,393
52	14,502	16,678	18,853
53	14,866	17,095	19,325
54	15,237	17,522	19,807
55	15,618	17,960	20,303
56	16,008	18,410	20,810
57	16,409	18,869	21,330
58	16,819	19,342	21,864
59	17,239	19,825	22,411
60	17,671	20,321	22,971
61	18,112	20,829	23,545
62	18,564	21,350	24,134
63	19,029	21,883	24,738
64	19,504	22,429	25,356
65	19,992	22,991	25,990
66	20,492	23,565	26,639
67	21,004	24,155	27,305
68	21,529	24,758	27,988
69	22,068	25,377	28,688
70	22,620	26,013	29,405
71	23,184	26,663	30,140
72	23,764	27,329	30,894
73	24,358	28,012	31,666
74	24,968	28,713	32,458
75	25,592	29,431	33,269
76	26,643	30,372	34,101

**Alameda County Transportation Commission
Annual Classification Range Schedule
Effective July 1, 2025**

Salary Range	Annual Salary Range		
	Min	Midpt	Max
1	\$ 49,399	\$ 56,809	\$ 64,218
2	50,634	58,228	65,823
3	51,900	59,684	67,468
4	53,196	61,176	69,155
5	54,526	62,705	70,885
6	55,890	64,273	72,656
7	57,288	65,879	74,473
8	58,719	67,527	76,334
9	60,187	69,216	78,243
10	61,692	70,945	80,200
11	63,235	72,719	82,204
12	64,815	74,537	84,259
13	66,435	76,400	86,366
14	68,095	78,311	88,524
15	69,798	80,268	90,738
16	71,543	82,274	93,006
17	73,333	84,332	95,332
18	75,165	86,440	97,714
19	77,044	88,602	100,158
20	78,970	90,816	102,662
21	80,945	93,086	105,229
22	82,968	95,413	107,859
23	85,042	97,799	110,555
24	87,169	100,245	113,319
25	89,348	102,751	116,152
26	91,581	105,319	119,057
27	93,871	107,952	122,032
28	96,217	110,652	125,083
29	98,624	113,416	128,210
30	101,088	116,253	131,416
31	103,617	119,159	134,700
32	106,206	122,138	138,068
33	108,862	125,191	141,521
34	111,583	128,320	145,058
35	114,373	131,529	148,686
36	117,232	134,817	152,402
37	120,163	138,187	156,212
38	123,166	141,641	160,118

Salary Range	Annual Salary Range		
	Min	Midpt	Max
39	\$ 126,246	\$ 145,183	\$ 164,121
40	129,402	148,812	168,224
41	132,638	152,534	172,429
42	135,954	156,347	176,740
43	139,353	160,256	181,158
44	142,836	164,261	185,686
45	146,407	168,369	190,330
46	150,068	172,578	195,087
47	153,819	176,891	199,964
48	157,664	181,314	204,964
49	161,606	185,847	210,087
50	165,646	190,493	215,340
51	169,787	195,255	220,724
52	174,032	200,136	226,242
53	178,383	205,139	231,897
54	182,843	210,268	237,695
55	187,413	215,526	243,637
56	192,098	220,913	249,728
57	196,901	226,436	255,971
58	201,824	232,097	262,371
59	206,869	237,900	268,930
60	212,041	243,847	275,654
61	217,342	249,942	282,544
62	222,776	256,192	289,608
63	228,346	262,596	296,848
64	234,054	269,162	304,270
65	239,905	275,891	311,876
66	245,902	282,788	319,673
67	252,050	289,857	327,666
68	258,352	297,105	335,857
69	264,810	304,533	344,254
70	271,430	312,145	352,859
71	278,216	319,949	361,680
72	285,171	327,948	370,724
73	292,301	336,147	379,992
74	299,608	344,550	389,492
75	307,100	353,165	399,230
76	319,712	364,461	409,211



Memorandum

5.3

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

DATE: November 12, 2024

TO: Finance and Administration Committee

FROM: Seung Cho, Director of Contract Services and Operations
Erika Cheng, Assistant Director of Procurement and IT

SUBJECT: Approve the Professional Services Contracts Plan

Recommendation

Alameda CTC recommends that the Commission approve the Professional Services Contracts Plan.

Summary

Alameda CTC contracts for certain professional services in areas where factors such as cost, work volume, or the degree of specialization required would not justify the use of permanent in-house staff, including, but not limited to, services such as project management, project controls, and legal counsel services. Partnership with the private sector continues to be critical to the success of Alameda CTC and its work in delivering transportation programs and projects in Alameda County.

Approval of the staff recommendation will:

- A. Authorize the Executive Director or designee to negotiate and execute professional services contract amendments with the existing firms for the following:
 - a. Student Transit Pass Program Management and Coordination Services
- B. Authorize the Executive Director to issue Requests for Qualifications (RFQs) and/or Requests for Proposals (RFPs), negotiate, and execute professional services contracts with the top-ranked firms for the following:
 - a. Project Management and/or Project Controls Services
 - b. Paratransit Coordination Services
 - c. Contract Compliance and Equity Support Services
 - d. Human Resources Consulting and Support Services

Background

Alameda CTC contracts with a number of consultant firms to support and supplement staff resources to administer and deliver its projects and programs. Each year, staff outlines the proposed action plan for upcoming fiscal years and seeks Commission authorization to continue existing contracts or to initiate a competitive process to consider new firms to provide specific services. Typically, the initial term of these professional services contracts is one to three years in length, with the option to extend for additional years for a term totaling five years. This practice of seeking the Commission's approval of its professional services contracts plan is intended to ensure high performance from quality consultants and continued accountability from Alameda CTC.

The background and recommendation for professional services contract amendments are discussed below and summarized in Table 1:

A. Contract Amendment Execution

1. **Student Transit Pass Program** – These services include project management and administration; program evaluation; program communications; outreach and promotion; and technical assistance. Alameda CTC's Student Transit Pass Program (STPP) provides free youth Clipper cards to eligible middle and high school students in Alameda County which can be used for unlimited free bus rides in their area (on AC Transit, Union City Transit, or LAVTA Wheels), as well as a 50 percent discount on BART trips and youth discounts on other transit systems. The program makes it easier to travel to and from school and school-related programs, jobs and job opportunities, and other activities, expanding transportation options for Alameda County's middle and high school students. Nelson/Nygaard Consulting Associates, an Alameda CTC-certified LBE firm with an office in Oakland, California, is currently providing these services after being awarded the contract through a competitive procurement process in 2022. The value of the current contract, which covers the period from July 1, 2023, to June 30, 2025, is \$1,338,847. Staff recommends authorization to execute an amendment with Nelson/Nygaard Consulting Associates to extend the term by 36 months from June 30, 2025 to June 30, 2028, with a budget increase of \$2,000,000.

B. Procurement and Contract Execution

1. **Project Management and Project Controls Services** – These services include project management and monitoring; project controls; utility coordination; right-of-way services; administrative support services; and other related project activities. Involvement of the private sector continues to be critical to the success of Alameda CTC and its effort to deliver high quality transportation programs and projects in Alameda County. To ensure the efficient, effective, and successful delivery of Alameda CTC's capital projects and grant programs, Alameda CTC contracts on a periodic basis with a number of professional services consultant firms. Staff recommends the issuance of one or more RFQs and/or RFPs and authorization to negotiate and execute professional services contract(s) with the top-ranked firm(s) for anticipated initial contract term(s) of up to three years beginning April 1, 2026, including options to exercise additional years if any, totaling no more than five years.

2. **Paratransit Coordination Services** – These services include project management; meeting administration; program management and review; discretionary fund administration; research and development of new countywide initiatives; public outreach and partner agency coordination; mobility management coordination; and technical information and support. Staff recommends the issuance of an RFQ and/or RFP and authorization to negotiate and execute a professional services contract with the top-ranked firm for an anticipated initial contract term of up to three years beginning July 1, 2026, including options to exercise additional years if any, totaling no more than five years.
3. **Contract Compliance and Equity Support Services** – These services include coordination and administration of Alameda CTC’s Local Business Contract Equity Program, such as processing of Local Business Enterprise, Small Local Business Enterprise, and Very Small Local Business Enterprise applications for certification; assistance with determining contract-specific participation goals; providing independent review of contract payment data for compliance with the LBCE Program; providing outreach, labor compliance, and contract compliance and monitoring services; and providing as-needed technical support. Staff recommends the issuance of an RFQ and/or RFP and authorization to negotiate and execute a professional services contract with the top-ranked firm for an anticipated initial contract term of up to three years beginning May 1, 2026, including options to exercise additional years if any, totaling no more than five years.
4. **Human Resources Consulting and Support Services** – These services include human resource administration and employee relations services; staff recruiting and onboarding support; job classification and compensation support; employee engagement; and other services necessary and required of human resources professionals. Staff recommends the issuance of an RFQ and/or RFP and authorization to negotiate and execute professional services contracts with the top-ranked firm for an anticipated initial contract term of up to three years beginning July 1, 2025, including options to exercise additional years if any, totaling no more than five years.

Table 1 – Summary of the Professional Services Contracts Plan

Services	Current Firm	Last Procurement Issuance	Recommended Action
Student Transit Pass Program	Nelson\Nygaard Consulting Associates	2022	Execute amendment for 36 months and \$2,000,000
Project Management and Project Controls	Acumen Building Enterprise, Inc.	2020	RFQ and/or RFP Issuance
Paratransit Coordination Services	Nelson\Nygaard Consulting Associates	2020	RFQ and/or RFP Issuance
Contract Compliance and Equity Support Services	GCAP Services, Inc.	2020	RFQ and/or RFP Issuance
Human Resources Consulting and Support Services	Koff & Associates, Inc.	2020	RFQ and/or RFP Issuance

Levine Act Statement: Nelson/Nygaard Consulting Associates did not report a conflict in accordance with the Levine Act.

Fiscal Impact: The fiscal impact for contracts, including amendments, which are executed as a result of approving this item, will be included in agency fiscal budgets and updates scheduled for Commission approval beginning in Spring 2025.