

**Metropolitan Transportation Commission  
Administration Committee**

May 13, 2026

Agenda Item 2d-26-0465

**Contract – Leadership Coaching and Development: Ace-Up, Inc. (\$950,000)**

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**Subject:**

Request for authorization to negotiate and execute a three-year contract with Ace-Up, Inc., in an amount not to exceed \$950,000, to continue providing coaching that supports the development of MTC leadership.

**Background:**

MTC recognizes it is crucial that leaders be skilled at leading in a changing environment, keeping their team members engaged, breaking down silos, and fostering diversity of people and opinions across the agency. In 2020, MTC began its partnership with Ace-Up, Inc. who was procured using Exception No. 2 to MTC's Executive Director's Management Memorandum No. 352 for Agency Sponsored Training and Professional Development to create a Leadership Development Cohort. MTC established a coaching and development program for the entire leadership and executive team, offering coaching to over 100 leaders between 2023 through 2026.

MTC is proposing to continue that opportunity for the entire leadership and executive teams and select high potential MTC staff. This program seeks to continue integration with current MTC Strategic Framework, initiatives (regional and internal/operational), and to have a powerful impact on creating a workforce that is ready to lead its people in service to the region.

Under this proposed agreement select Supervisors, all Assistant Directors, Section Directors, and Executive staff, would have the opportunity to participate in a 6-12-month program, that includes access to one-on-one coaches and group coaching delivered via virtual environment. In addition, participants receive a 360-degree leadership assessment to focus the intention of their coaching sessions. Ace-Up, Inc. and its subcontractors are not small or disadvantaged business enterprises.

**Issues :**

None identified.

**Recommendations:**

Staff recommends that the Committee authorize the Executive Director or designee to negotiate and enter into a contract with Ace-Up, Inc. in an amount not to exceed \$950,000 for a three year contract term.

**Attachments:**

- Attachment A – Small Business Enterprise status
- Request for Committee Approval – Summary of Proposed Contract



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Andrew B. Fremier

**Attachment A**  
**Small Business Enterprise Status**

Prime Contractor

<b>Firm Name</b>	<b>Role on Project</b>	<b>SBE* Yes / No</b>	<b>If SBE Yes, List #</b>
Ace-Up, Inc.	Provide one-on-one and group coaching to MTC's entire leadership and executive teams.	No	

\*Denotes certification by the State of California.

**Request for Committee Approval**

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**Summary of Proposed Contract**

Work Item No.: 1153

Consultant: Ace-Up, Inc.  
Boston, MA

Work Project Title: Leadership Coaching and Development

Purpose of Project: Continuation of leadership coaching program that supports the development of MTC leadership.

Brief Scope of Work: Ace-Up, Inc. will partner with MTC Human Resources and the MTC Executive Team to continue its Leadership Coaching and Development program and deliver said program to an estimated 60 employees per year over a 3-year period.

Project Cost Not to Exceed: \$950,000.

Funding Source: General Fund

Fiscal Impact: \$308,160 in FY 2026-27, \$319,560 in FY 2027-28, and \$319,560 for FY 2028-29.

Motion by Committee: That the Executive Director or designee is authorized to negotiate and enter into a contract with Ace-Up, Inc. in an amount not to exceed \$950,000 for the Leadership Coaching and Development described above and in the Administration Committee Summary Sheet, and that the Chief Financial Officer is authorized to set aside funds, for such, subject to future annual budget approvals.

Administration Committee:

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Gina Papan, Chair

Approved: May 13, 2026