

**ASSOCIATION OF BAY AREA GOVERNMENTS
EXECUTIVE BOARD**

RESOLUTION NO. 18-2020

Executive Director's Purchasing and Contracting Authority

WHEREAS, the Association of Bay Area Governments (ABAG) is the regional Council of Governments for the San Francisco Bay Area; and

WHEREAS, ABAG has an Executive Director who, subject to the direction of the Executive Board, is charged with administering the affairs of the Executive Board; and

WHEREAS, the Executive Director, among other things, enters into contracts and purchase orders for goods and services necessary to carry out the statutory purposes of ABAG and funding agreements with other public agencies for the distribution and receipt of funds; and

WHEREAS, funds for such purchase orders, contracts, and funding agreements are programmed through the adoption of the annual ABAG Budget and Work Plan for each fiscal year and are approved via the appropriate ABAG committee(s) and the General Assembly; and

WHEREAS, in order to efficiently administer contracts, purchase orders, and funding agreements, the Executive Board has authorized the Executive Director to execute certain agreements without prior approval by the Executive Board; and

WHEREAS, the Executive Board last amended its contract authorization procedures on January 21, 2010 when it granted the Executive Director contracting authority up to \$50,000 without prior approval by the ABAG Finance Committee and Executive Board; and

WHEREAS, under the Metropolitan Transportation Commission (MTC) procedures the Executive Director or a designated Deputy Executive Director is authorized to sign contracts and/or amendments to contracts up to \$200,000, without prior approval by an appropriate MTC standing committee(s) or the Commission; and

WHEREAS, adopting consistent Executive Director contracting authority procedures for both MTC and ABAG would significantly reduce staff work, streamline the contracting process for cities and grant recipients, and create greater overall efficiency.

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NOW, THEREFORE, BE IT RESOLVED, that the Executive Board of the Association of Bay Area Governments hereby authorizes the Executive Director of the Metropolitan Transportation Commission, or her designee, on behalf of the Association of Bay Area Governments, to approve purchasing, contracts, and amendments to contracts totaling up to \$200,000 without prior approval of the ABAG Executive Board provided the things to be purchased or the work to be done are included in the annual ABAG Budget and Work Plan; and be it further

RESOLVED, that any action taken by the Executive Director, or her designee, approving purchasing, contracts, and amendments to contracts up to \$200,000 shall be reported at the next ABAG Finance Committee and ABAG Executive Board meetings as part of the regular monthly financial reporting procedure.

The foregoing was adopted by the Executive Board this 17th of September, 2020.

Jesse Arreguin
President

Certification of Executive Board Approval

I, the undersigned, the appointed and qualified Clerk of the Board of the Association of Bay Area Governments (Association), do hereby certify that the foregoing resolution was adopted by the Executive Board of the Association at a duly called and noticed meeting held in San Francisco, California, and at other remote locations, on the 17th day of September, 2020.

Frederick Castro
Clerk of the Board