

MINUTES OF A SPECIAL MEETING OF THE ALAMEDA CORRIDOR TRANSPORTATION AUTHORITY GOVERNING BOARD HELD VIA TELECONFERENCE IN ACCORDANCE WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20, ON OCTOBER 29, 2020 AT 9:30 A.M.

Members participating via teleconference:

Janice Hahn, Los Angeles County Metropolitan Transportation Authority
Frank Colonna, Port of Long Beach
Edward Renwick, Port of Los Angeles

Alternate Members participating via teleconference:

Tony Gioiello, Port of Los Angeles
Duane Kenagy, Port of Long Beach

Members absent:

Joe Buscaino, City of Los Angeles
Suzie Price, City of Long Beach

Also participating via teleconference:

Michael Leue, ACTA, Chief Executive Officer
Kevin Scott, ACTA, Chief Financial Officer
Heather McCloskey, ACTA, Co-General Counsel
Lauren Misajon, ACTA, Co-General Counsel
Maria Melendres, ACTA, Governing Board Secretary

SUPERVISOR HAHN PRESIDED AS CHAIR.

The meeting was called to order at 9:32 a.m. Roll call was taken.

1. MINUTES - ACTA GOVERNING BOARD REGULAR MEETING OF SEPTEMBER 10, 2020 – RECEIVED AND FILED.

Minutes of the Regular Meeting of September 10, 2020 of the Governing Board of the Alameda Corridor Transportation Authority were presented to the Governing Board.

Board Member Colonna motioned, seconded by Board Member Renwick that Item No. 1 be received and filed. Roll call was taken and carried by the following vote:

AYES: Colonna, Gioiello, Hahn, Kenagy, Renwick
NOES: None
ABSENT: Buscaino, Price

2. MOSS ADAMS LLP – FOURTH AMENDMENT TO AGREEMENT NO. C0855 – INDEPENDENT AUDIT SERVICES – APPROVED

Communication from Kevin L. Scott, Chief Financial Officer, dated October 29, 2020, recommending the approval of the Fourth Amendment to Agreement No. C0855 with Moss Adams LLP, for independent audit services, to add scope for consulting services related to the implementation of a new ERP-based accounting software system; add \$60,000 to the contract value; and authorize the Chief Executive Officer or Chief Financial Officer to execute said amendment, was presented to the Governing Board.

Board Member Colonna motioned, seconded by Board Member Renwick that Item No. 2 be approved as recommended. Roll call was taken and carried by the following vote:

AYES: Colonna, Gioiello, Hahn, Kenagy, Renwick

NOES: None

ABSENT: Buscaino, Price

3. ARCTIC INFORMATION TECHNOLOGY, INC. – AGREEMENT NO. C0894 – APPROVED.

Communication from Kevin L. Scott, Chief Financial Officer, dated October 29, 2020, recommending the approval of Agreement No. C0894 with Arctic Information Technology, Inc. in an amount not-to-exceed \$402,180 for a five-year period term with one five-year option to renew; and authorize the Chief Executive Officer or Chief Financial Officer to execute said agreement, was presented to the Governing Board.

Board Member Renwick asked whether there was a potential for a higher contract amount at the five-year renewal period and whether staff was concerned with the implementation of a new system. Mr. Scott responded that it's uncertain what would happen at the end of the contract; however, the proposed system is priced at a much lower cost compared to the current system. He stated that the current cost of the system is approximately \$200,000 per year compared to the proposed \$50,000 per year (CFO mistakenly said per month). He added that he does not anticipate the rates to increase to current costs. In response to Board Member Renwick's second question, Mr. Scott stated that with the eight weeks that staff has to implement the system, it is anticipated to be an intense implementation, which is why Moss Adams LLP is being utilized to provide consulting support. Mr. Scott stated that the proposed vendor understands the time constraints and is competent and capable of implementing the system.

Chair Hahn stated that ACTA seems to replace or renew vendors late. She asked why the system replacement was not implemented in a timelier manner. Mr. Scott responded that the former Chief Financial Officer opted to wait until the hiring of the new Chief Financial Officer, which caused the timing issue. He stated that ACTA would be timelier in the future.

Board Member Colonna stated that he looked at Arctic's experience and found that they have good credentials. Chair Hahn added that they were the firm with the highest score in the RFP process.

Board Member Colonna asked Mr. Scott to provide the Board an update on the system implementation semi-annually. Mr. Scott stated that he would.

Chair Hahn asked if a contingency plan was in place in the event that the system was not complete by December 31, 2020. Mr. Scott stated that there was a contingency plan in place that would require staff to operate manually for the first part of the year.

Board Member Colonna motioned, seconded by Board Member Kenagy that Item No. 3 be approved as recommended. Roll call was taken and carried by the following vote:

AYES: Colonna, Gioiello, Hahn, Kenagy, Renwick

NOES: None

ABSENT: Buscaino, Price

4. PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no requests by the public to address the Governing Board.

5. ADJOURNMENT

At 9:45 a.m., the meeting was adjourned sine die.