


# M · E · M · O

## Alameda Corridor Transportation Authority

June 10, 2021

<b>To:</b>	Governing Board
<b>From:</b>	Kevin L. Scott, Chief Financial Officer 
<b>Subject:</b>	<i>Approve the Fifth Amendment to Agreement No. C0855 with Moss Adams LLP for Independent Audit and Support Services (APPROVAL)</i>

**Recommendation:**

Approve the proposed Fifth Amendment to Agreement No. C0855 with Moss Adams LLP (Moss Adams) to add \$30,000 to the contract value and authorize the Chief Executive Officer or Chief Financial Officer to execute said amendment.

**Discussion:**

On December 12, 2019, the Governing Board approved additional scope of work for Moss Adams to assist in the selection of a new accounting system for ACTA. ACTA's accounting software in use at the time, the Integrated Financial Accounting System (IFAS), had been used by ACTA since 1997 and the vendor ceased supporting the system as of December 31, 2020.

Moss Adams began working with ACTA on a Request for Proposals (RFP) process in February 2020 to select a new accounting software system. Their services were valuable throughout the RFP process, including assistance in preparing the RFP, technical review of the proposals received, and participation in the software demonstration process. Due to ACTA's accelerated two-month initial software implementation schedule in late 2020 and a phased implementation during the Spring 2021, Moss Adams' services were critical to supporting ACTA in successfully implementing the change-over from the old to the new accounting software system.

ACTA has successfully implemented most of the accounting system. Due to ACTA staff retirements, implementation of the budgeting portion of the system was postponed until the Fall 2021 by which time new staff are expected to be hired. In the fall, new and existing staff will benefit from Moss Adams' expertise and experience to assist in working with the software vendor and implementing the budget portions of the software system.



The request for additional consulting services will increase the contract value by \$30,000, bringing the total not-to-exceed value to \$876,735. The consulting services are billed on a time and materials basis, as directed by ACTA for needed services.

The contract term is set to expire April 30, 2023.

**Budget Impact:**

The additional budget of \$30,000 for software implementation consulting services are included in the FY21-22 Program and Operating Budget.

**Co-General Counsel Review:**

ACTA's Co-General Counsel has reviewed and approved the proposed Amendment as to form.

Transmittal:

Transmittal 1 - Fifth Amendment to Moss Adams Agreement No. C0855