

STAFF REPORT

DATE: August 8, 2022
TO: Sacramento Regional Transit Board of Directors
FROM: Shelly Valenton, VP, Integrated Services and Strategic Initiatives/
Chief of Staff
SUBJ: APPROVING THE SECOND AMENDMENT TO THE CONTRACT
FOR EXECUTIVE SUPPORT SERVICES WITH CARTER
EXECUTIVE CONSULTING, INC.

RECOMMENDATION

Motion to Approve.

RESULT OF RECOMMENDED ACTION

Adoption of the attached Resolution will approve the second amendment to the contract with Carter Executive Consulting, Inc. and provide continued executive consulting support for Sacramento Regional Transit District's (SacRT) Executive Management Team (EMT).

FISCAL IMPACT

This contract amendment will increase the not to exceed amount by \$150,000 for the next three fiscal years for a total contract amount of \$300,000 for the six years of the contract term. There is sufficient budget in FY 2023 to cover the portion of the contract amount that will be used in the current fiscal year, which is estimated to be under \$50,000. The remaining amount will be included in the next two fiscal years' budget as needed.

DISCUSSION

On July 23, 2018, SacRT entered into a contract with Carter Executive Consulting, Inc. to provide executive consulting services for SacRT's leadership team. The services included advisory support on various strategic areas, organizational structure review, strategic planning workshops, coaching and mentoring for leadership team members, and participation in recruitment interviews for executive level positions.

As SacRT continues to grow and advance its strategic priorities, there is an ongoing need for executive support for its leadership team as they navigate a wide variety of complex issues and critical tasks. This contract amendment will allow Carter Executive Consulting, Inc. to continue to provide strategic guidance and advice based on industry best practices and effective leadership principles. Mr. Doug Carter, the executive consultant representing the firm, has over 40 years of consulting experience in the transportation industry and public sector focused on enterprise transformation. He has performed work

as a leader and partner of Booz, Allen and Hamilton, Price Waterhouse Coopers, and now as an independent contractor. He has provided executive consulting services to more than 100 transit operators in the United States on strategic transformation and financial results.

The original contract was executed within the General Manger/CEO's authority and then was amended on Sept 9, 2019, to add \$50,000, increasing the total contract value to \$150,000, within the GM's authority. This contract amendment will increase the not to exceed amount by \$150,000 for the next three fiscal years for a total contract amount of \$300,000 for the six years of the contract term. This proposed second amendment exceeds GM authority and therefore requires the Board's approval.

RESOLUTION NO. 2022-08-088

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

August 8, 2022

APPROVING THE SECOND AMENDMENT TO THE CONTRACT FOR EXECUTIVE SUPPORT SERVICES WITH CARTER EXECUTIVE CONSULTING, INC.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Second Amendment to the Contract between the Sacramento Regional Transit District, therein referred to as "SacRT," and Carter Executive Consulting, Inc., therein referred to as "Consultant," whereby the Consultant agrees to continue the work identified in the original contract, and the total consideration is increased by \$150,000 from \$150,000 to \$300,000, is hereby approved.

THAT, the General Manager/CEO is hereby authorized and directed to execute the Second Amendment.

STEVE MILLER, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary