

2017

Open to Public Inspection

Form 990-EZ

Short Form

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information.

Department of the Treasury Internal Revenue Service

A For the 2017 calendar year, or tax year beginning January 1, 2017, and ending December 31, 20 17

B Check if applicable: Address change, Name change, Imbal return, Final return/terminated, Amended return, Application pending. C Name of organization: Asian Contractor Association. D Employer identification number: 74-3013185. E Telephone number: (512) 926-5400. F Group Exemption Number.

G Accounting Method: [ ] Cash [X] Accrual Other (specify) . . . . . H Check [X] if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: acta-austin.com

J Tax-exempt status (check only one) - [ ] 501(c)(3) [X] 501(c) ( 6 ) (insert no.) [ ] 4947(a)(1) or [ ] 527 (Form 990, 990-EZ, or 990-PF).

K Form of organization: [X] Corporation [ ] Trust [ ] Association [ ] Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ . . . . . \$

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I) Check if the organization used Schedule O to respond to any question in this Part I . . . . . [ ]

Table with 21 rows and 3 columns. Rows include Revenue (1-9), Expenses (10-17), and Net Assets (18-21). Values range from 0 to 100,000. Includes a 'RECEIVED' stamp dated FEB 20 2018 from OGDEN, UT.

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**Part II Balance Sheets** (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	52,368	51,283
23 Land and buildings		
24 Other assets (describe in Schedule O)		
25 Total assets	52,368	51,283
26 Total liabilities (describe in Schedule O)		
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	52,368	51,283

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose? \_\_\_\_\_  
 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

**Expenses**  
 (Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28 <b>Hold a service contract with the City of Austin, TX: Conduct outreach and consulting services to over 150 Asian contractors including engineers and specialty contractors; publish technical reference guides, newsletters and weekly bid updates; provide referral services and networking opportunities to members.</b> (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	28a
29 <b>Outreach program (60%): Guide contractors to access city resources; assist them in navigating and complying with city ordinances in certification and bidding procedures; serve as a liaison between city officials and members in contract disputes either with the city or with prime bidders; conduct workshops and trainings.</b> (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	29a
30 <b>Technical program (40%): Provide consulting services to address individual member's particular issues; Publish technical and city-procurement related documents; maintain a website that allows easy access to these documents. See additional information in Schedule O.</b> (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	30a
31 <b>Other program services (describe in Schedule O)</b> (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	31a
32 <b>Total program service expenses (add lines 28a through 31a)</b>	32

**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated—see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
LiLi, Chairwoman, 2900 S Lakeline Blvd., Unit 411, Cedar Park, TX 78613	4	0		800
Sung Cho, Vice Chairman, 3636 Executive Center Dr., #264, Austin, TX 78731	2	0		600
George Chang, Treasurer, 13401 Wyoming Valley Dr., Austin, TX 78727	8	0		600
Mahesh Naik, Director, 17013 Poncho Springs Ln., Austin, TX 78717	5	9,000		600
Thong Vo, Director, 11900 Rickem Cove., Austin, TX 78758	2	0		600
Aletta Sung, Executive Director, 9616 Copper Creek Dr., Austin, TX 78729	44	77,025		600
**The other estimated amount of other compensation is authorized by ACA Board for expenses related to ACA business.				

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Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V

		Yes	No
33	Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O . . . . .		✓
34	Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions) . . . . .		✓
35a	Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)? . . . . .		✓
b	If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O . . . . .		
35c	Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III . . . . .		
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N . . . . .		✓
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ <b>37a</b> _____		
b	Did the organization file Form 1120-POL for this year? . . . . .		✓
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return? . . . . .		✓
b	If "Yes," complete Schedule L, Part II and enter the total amount involved . . . . . <b>38b</b> _____		
39	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on line 9 . . . . . <b>39a</b> _____		
b	Gross receipts, included on line 9, for public use of club facilities . . . . . <b>39b</b> _____		
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ _____ ; section 4912 ▶ _____ ; section 4955 ▶ _____		
b	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I . . . . . <b>40b</b>		
c	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 . . . . . ▶ _____		
d	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization . . . . . ▶ _____		
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T . . . . . <b>40e</b>		
41	List the states with which a copy of this return is filed ▶ _____		
42a	The organization's books are in care of ▶ _____ Telephone no. ▶ _____ Located at ▶ _____ ZIP + 4 ▶ _____		
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: ▶ _____ See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR). . . . .	Yes	No
			✓
c	At any time during the calendar year, did the organization maintain an office outside the United States? If "Yes," enter the name of the foreign country: ▶ _____	Yes	No
			✓
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041—Check here . . . . . ▶ <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year . . . . . ▶ <b>43</b> _____		
44a	Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . .	Yes	No
			✓
b	Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ . . . . .	Yes	No
			✓
c	Did the organization receive any payments for indoor tanning services during the year? . . . . .	Yes	No
			✓
d	If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O . . . . .	Yes	No
45a	Did the organization have a controlled entity within the meaning of section 512(b)(13)? . . . . .	Yes	No
			✓
b	Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions) . . . . .	Yes	No
			✓

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I . . . . . 

46	Yes	No
		✓

**Part VI Section 501(c)(3) organizations only**

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI . . . . .

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II . . . . . 

47	Yes	No
48		
49a		
49b		

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E . . . . .

49a Did the organization make any transfers to an exempt non-charitable related organization? . . . . .

b If "Yes," was the related organization a section 527 organization? . . . . .

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

f Total number of other employees paid over \$100,000 . . . . . ▶

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

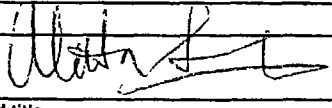
(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

d Total number of other independent contractors each receiving over \$100,000 . . . ▶

52 Did the organization complete Schedule A? Note: All section 501(c)(3) organizations must attach a completed Schedule A . . . . .  Yes  No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here**

Signature of officer  Date 2-9-18

Type or print name and title Alletta Sung Executive Director

**Paid Preparer Use Only**

Print/Type preparer's name Christopher E. [Signature] Preparer's signature [Signature] Date 2-15-18

Firm's name 1045 Kemp Rd - Prep Inc. Firm's EIN 74-2859360

Firm's address 1700 FH St, San Antonio, TX Phone 210-299-1040

Check  if self-employed PTIN 00009322

May the IRS discuss this return with the preparer shown above? See instructions 2020 . . . . .  Yes  No

**SCHEDULE O  
(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2017**

Open to Public  
Inspection

Name of the organization

Asian Contractor Association

Employer identification number

74-3013185

**Part I**

Item 1: ACA is a Section 501(c)(6) organization. It has not received individual or group contributions such as grants, gifts, and donations in 2017.

Item 2: Currently ACA has a service contract with the City of Austin (COA), TX on an annual basis. COA provides ACA with an office space at 4201 Ed Bluestein Blvd., suite 2100, Austin, TX 78721. ACA pays for phone, fax, internet services, and others, with no rent at the facility.

Item 3: Major corporation sponsorships are solicited every few years depending on service contract extensions. No solicitations this year.

Item 13:

ACA paid professional fees of \$9,000 to Mahesh Naik, the past Chairman of ACA, for special projects, in addition to his devoted services. This includes initial funding proposal, construction-related structures, organizational document preparation, and the community outreach tasks.

**Part I, Expenses, 990EZ, Item 16, Other Expenses**

(1) Translations	\$ 199
(2) Liability insurance and unemployment insurance	\$ 951
(3) Office and computer supplies and related repairs	\$ 2,302
(4) Donations to non-profits	\$ 300
(5) Website hosting, software, and cyber security subscription	\$ 638
(6) Training	\$ 175
(7) Employment taxes	\$ 6,019
(8) Tax preparation	\$ 250
(9) Networking and outreach events	\$ 952
(10) Membership dues	\$ 200
(11) Bank fees	\$ 20
<b>Total</b>	<b>\$12,006</b>

Name of the organization

Employer identification number

Asian Contractor Association

74-3013185

Part III. Statement of Program Service Accomplishments and Other Program Services:

(1) ACA reached out to 24 individuals and Asian businesses to provide information on how to become a city certified minority vendor and assisted in the certification application process.

(2) ACA provided technical consultations to 12 businesses regarding program ordinances and other bidding and business related issues.

(3) ACA hosted a networking and information session for individuals and businesses interested in doing business with the city.

(4) ACA conducted a online survey to help evaluate the city's minority procurement program and provide feedback on how ACA can better assist them in the program.

(5) ACA published three technical reference guides including: "The Process of Water Flowing through Control Structures and Treatment Facilities in a Developed Area," "How to Write a Winning Proposal," and "What is LEED?" See ACA web site, acta-austin.com

(6) ACA published quarterly newsletters that highlighted several Asian vendors and reported on the latest city bond program with minority participation, contract information sessions, networking opportunities, and other important issues such as program participation and year-end results in the last five years by procurement types, i.e. construction, professional services, non-professional, and commodity.

(7) ACA provided regular plan room services to help vendors access the latest project manuals and plans from various government entities.

(8) ACA worked with city management to improve certification process and minority participation by increasing the number of projects with participation goals.

(9) ACA helped the city with its outreach efforts for the new bond program hosting a workshop to discuss minority participation.

(10) ACA helped vendors obtain city resources including free bonding consultations to ensure compliance with city regulations and financial resources to help build capacity and business expansion.