



## AGENDA

Independent Taxpayer Oversight Committee (ITOC)

March 22, 2018 – 4:00 PM

700 H Street – Hearing Room 1 • Sacramento, California 95814

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Voting Members:	Joan Borucki, Chair Maureen Daly Pascoe Beth Tincher
Ex-Officio Members:	Robert Holderness (STA Governing Board Chair designee) Joyce Renison (Sacramento County Auditor-Controller designee) Norman Hom - STA Executive Director
Staff:	Tim Jones, STA

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1. Call to order
2. Approve minutes from January 4, 2018 ITOC meeting
3. Sacramento County will present capital projects planned for the upcoming contract cycle beginning in July 2018
4. Capital Project Status Reports for the second quarter FY 2018
5. Budget-to-actual analysis for the second quarter FY 2018
6. Review updated Ongoing Measure A Memorandum of Understanding (MOU) template
7. Draft RFP for financial audit services beginning with fiscal year ending June 30, 2018
8. Authorize spending up to \$1,000 for professional assistance in updating the ITOC website
9. Performance Standards update
10. Summary of Board Discussion
11. Comments from the public

## Agenda Item #2

# Meeting Minutes

**To:** ITOC Committee Members

**From:** Tim Jones, ITOC Staff

**Date:** March 22, 2018

**Re:** January 4, 2018 ITOC Meeting Minutes

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### Attendees:

Joan Borucki – Chair, Maureen Daly Pascoe (absent), Beth Tincher – voting members

Joyce Renison, Robert Holderness and Norman Hom – ex-officio members

Meeting called to order at 10:00 am and adjourned at 12:15 pm

### Agenda Item #2

- Reviewed and approved the November 30, 2017 meeting minutes.

### Agenda Item #3

- Audit Partner for Richardson and Company, Ingrid Sheipline led the exit conference discussion regarding the audited June 30, 2017 financial statements. The following are highlights from the discussion:
  - Unmodified opinion dated December 18, 2017
  - Issued additional reports on Internal Controls and Compliance, Governance, Appropriations Limit, and Agreed-Upon Procedures. Items noted in those reports:
    - In compliance with applicable laws and regulations
    - No difficulties in performing the audit and no unusual accounting practices
    - Two adjustments to accounting data were proposed and completed
      - Roll forward of GF fund balance from PY
      - Reverse transfers of Measure A funds to Abandoned Vehicle Fund and reduce allocations to jurisdictions for over allocations

**Agenda Item #4**

- June 30, 2017 audited financial statements approved

**Agenda Item #5**

- The Authority currently has capital construction funding agreements (contract) with the City of Sacramento for multiple projects. Those contracts were approved by the Board in August 2015 and expire in June 2018. ITOC and Authority staff are preparing for the upcoming funding cycle. The Authority will be extending the existing contracts by one –year, until June 2019, during which time the Authority will be evaluating the Capital Program Strategic Plan (Strategic Plan) as required under the Ordinance. When that effort is completed, then the Authority will develop new, multi-year, contracts based on the updated Strategic Plan. The City presented a summary comprising 5 years of expenditures through FY 2022, however the focus of our analysis below is through the period ending FY 2021 which will likely be the end of the term for the new multi-year contract discussed above.
- ITOC asked representatives from the City of Sacramento to prepare and present the projects it is planning for the upcoming contract cycle beginning in July 2018. There were four representatives:
  - Lucinda Wilcox – Program Manager
  - Greg Taylor – Supervising Architect
  - Jesse Gothan – Supervising Engineer
  - William Shunk – Senior Engineer

Capital Projects	FY 2019	FY 2020	FY 2021	Total	Remaining Allocation as of January 2018	Additional Request
Folsom Blvd (65th St - Watt Ave)			2,446,000.00	2,446,000.00	-	2,446,000.00
Richard Blvd/I-5 Interchange Upgrade	700,000.00	700,000.00	6,306,000.00	7,706,000.00	3,084,845.00	4,621,155.00
Downtown Intermodal Station (Rehabilitation)	6,300,000.00	15,900,000.00	2,000,000.00	24,200,000.00	11,736,310.00	12,463,690.00
<b>Total</b>	<b>7,000,000.00</b>	<b>16,600,000.00</b>	<b>10,752,000.00</b>	<b>34,352,000.00</b>	<b>14,821,155.00</b>	<b>19,530,845.00</b>

- City staff presented two ongoing projects – Intermodal Station and Richards Blvd/I-5 Interchange which are currently under contract - and one new project not currently under contract – Folsom Blvd (65<sup>th</sup> – Watt Ave).
  - Intermodal Station – existing contract from August 2015 is for \$19.8 million of which \$11.74 million remains unspent as of January 2018. The City said the reason all of the planned funding has not yet been expended is that the federally-funded Phase 2 of the project (Station Renovation) took a year longer than expected due to project complexities. As a result, Phase 3, the recently completed planning phase, is now ready for implementation of the priority items for continued progress in the development of additional services. However, the implementation phase will be underway soon, so the

City would like the remaining funding under the current contract to roll over to the new contract cycle. The City is requesting total project funding of \$24.2 million through FY 2021, of which \$11.74 is available under the existing contract. Therefore, the new funding request is in the amount of \$12.46 million.

- Richards Blvd/I-5 Interchange – existing contract from August 2015 is for \$1.5 million of which only \$30,000 has been spent. In addition, in December 2016 the Board approved a transfer of \$1.62 million in savings from the Consumnes Blvd/I-5 interchange project to the Richards Blvd. project. The City has identified several viable project alternatives and the Project Approval and Environmental Document ((PA&ED) phase is starting in 2018. The project was delayed while awaiting some key determinations from Caltrans regarding their plans for reconstruction/adding HOV lanes to that section of I-5. The city is asking for total Measure A funding in the amount of \$7.71 million through FY 2021, of which \$3.08 million is currently available under the current contract, including the savings transfer. Therefore, the new funding request is in the amount of \$4.62 million.
- Folsom Blvd – this project is part of the Measure A program but is not currently under contract. Environmental and design work is projected to begin in FY 2021. The total funding requested is \$2.45 million, all of which is a new funding request.

## **Agenda Item #6**

- Under the existing performance standards, each entity in the Measure A program is required to submit an accounting of its discretionary local (non-Measure A) transportation expenditures so that Authority staff and the ITOC can compare the reported amounts to the established maintenance of effort baseline threshold amounts. This requirement has not been implemented to date for several reasons. For example, discretionary (non-Measure A) funding was not defined in the ordinance or performance standards, making it difficult for entities with many sources of funding to determine which fall in the discretionary category. Additionally, the baseline amounts were established using data from FYs 2005-2009 when revenue and potential discretionary funding was much higher than the following years including the great recession. Although some entities worked with the Authority to try to comply with the requirement, because of issues like these, compliance with the requirement proved insurmountable. Therefore, Authority staff invited a representative from the City of Sacramento (Lucinda Willcox) who was a part of the earlier endeavor to comply to attend the ITOC meeting to discuss reporting alternatives that may be doable.

Since the ITOC is in the process of reviewing and updating the performance standards, this was an opportune time for the committee to consider a better alternative to the existing requirement.

## **Agenda Item #7**

- Performance Standards update discussion delayed until the next meeting – February 22.

## **Agenda Item #8**

- The Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) was established as part of the Measure A program approved by Sacramento County voters in November 2004 and implemented in April 2009. Under the Ordinance, each participating entity was required to implement the program by April 2009. The participating entities are the County and City of Sacramento, and the Cities of Galt, Elk Grove, Folsom, Rancho Cordova, and Citrus Heights. Fees are collected by each participating entity as certain types of permits are requested. The fees are remitted to the Authority semi-annually – within 60 days after June 30 and December 31. The fees are then used to reimburse approved capital claims.
- The committee requested that staff provide the Nexus study performed in anticipation of the SCTMFP to committee members.

## **Agenda Item #9**

- Authority staff updated the Memorandum of Understanding (MOU) template for ongoing Measure A programs. The Authority and each entity receiving monthly ongoing Measure A revenues have an MOU in place – namely the Cities of Sacramento, Elk Grove, Galt, Isleton, Rancho Cordova, Folsom, and Citrus Heights. In addition, the Authority has an MOU with Sacramento County, Sacramento Regional Transit District, Sacramento Air Quality Management District, and Paratransit. The MOU memorializes key responsibilities of the Authority and entity as well as key definitions.

This item was not discussed at the meeting, but will be presented at the next regular meeting scheduled for March 22.

## **Agenda Item #10**

- The Functional Guidelines have been recently updated and a draft of the updated version was presented to the Board at its December 14 meeting. The Board and members of the public provided some input regarding suggested changes. In addition, the Authority's legal counsel provided some recommended changes. The revised document, including most of the suggested changes, was brought to the ITOC for its review and approval. The ITOC approved the revised document, while the Authority Board approved it during the February 8 meeting.

## **Agenda Item #11**

- The 50 Corridor Transportation Management Association (TMA) requested that Robert Holderness, an ex-officio ITOC committee member, provide a periodic summary of key agenda items discussed by the ITOC during its regular meetings. Mr. Holderness brought this request to the committee, and all present agreed that the effort would be beneficial to the Authority, ITOC, and TMA. The first report will be presented on January 17.
  - The first report introduced the members of the ITOC, provided a copy of the ITOC's capital project status reporting template, and a list of the entities using the reporting template.

## **Agenda Item #12**

- Comments from the public – no public attendees or comments.

# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

Quarter Ended: **December 30, 2017** Fiscal Year: **2017/18** Reporting Quarter: **2**

Agency: **California Department of Transportation** Project Mgr: **N. Sutha Suthahar**  
Contact Info: **530-741-5408**

Project Name: **Interstate 5 Bus & Carpool Lanes**

Sponsor Project ID Number: **03-3C000 and 03-3C001** STA Project ID Number: **A-45-CT**

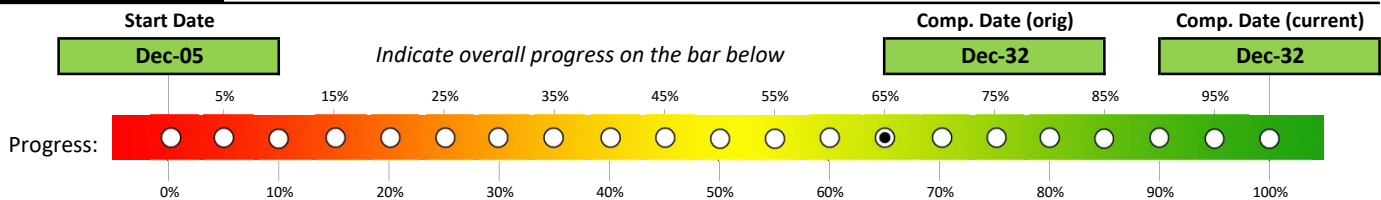
Original Est. Project Cost: \$ **188,479,000.00** Current Est. Project Cost: \$ **125,530,000.00**

## MEASURE A FUNDING

Total Measure A Funding:	\$	<b>188,479,000.00</b>	Projected Spending	3Q:	\$	
Current Contract Amount:	\$			4Q:	\$	
Total Previously Expended:	\$	<b>3,185,464.00</b>		1Q:	\$	
Expended This Quarter:	\$			2Q:	\$	
Total Remaining:	\$	<b>185,293,536.00</b>				

Measure A Funds Used for Local Match?  Yes  No

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Not Started                          | <input type="checkbox"/> Right-of-Way Acquisition    | <input type="checkbox"/> Bidding and/or Contracting |
| <input type="checkbox"/> Pending or On-Hold                   | <input type="checkbox"/> Environmental Review        | <input type="checkbox"/> Under Construction         |
| <input checked="" type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval | <input type="checkbox"/> Completed                  |

### Explanation of Activities this Quarter and Additional Notes

Sacramento Area Council of Governments (SACOG) is currently funding the design and right-of-way work using the federal Congestion Mitigation and Air Quality (CMAQ) program. The design work is expected to be completed by March 2018. A funding request was approved by STA to advance \$30 million of the future funding to construct the HOV lanes at the same time as the I-5 Rehabilitation project which is funded by State Highway Operation and Protection Program (SHOPP). By combining these two projects, the overall cost to complete the HOV lanes would be reduced and the HOV lanes can be opened years earlier. Combining the projects will also reduce the waste of tax payer resources needed for administering two separate construction contracts with similar limits of work one after the other. This combination of projects will also reduce the public perception of being in construction for a long time and provide congestion relief as early as possible.

In addition to the Measure A Funds, Caltrans District 3 has submitted funding application for State funds from the SB1 Gas/Diesel Tax programs under the Solutions for Congested Corridor Program. Measure A Funds are presented as the local match under this application. The staff recommendation for this competitive program will be released in April 2018 and adopted by CTC in May 2018.

# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

Quarter Ended: **December 30, 2017** Fiscal Year: **2017/18** Reporting Quarter: **2**

Agency: **California Department of Transportation** Project Mgr: **N. Sutha Suthahar**  
Contact Info: **530-741-5408**

Project Name: **US Highway 50 Bus & Carpool Lanes - phase 2**

Sponsor Project ID Number: **03-3F360** STA Project ID Number: **A-47-CT**

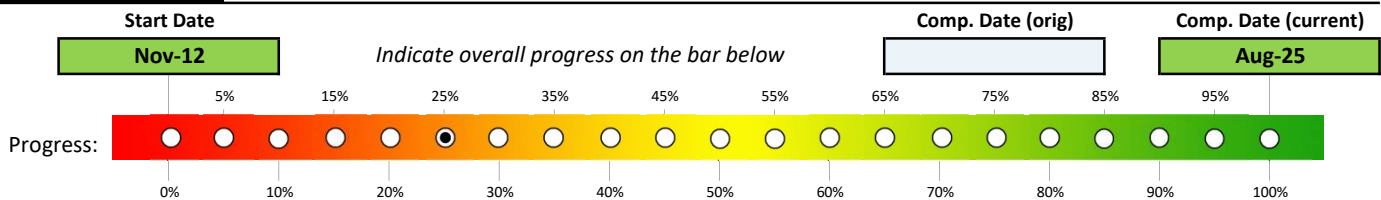
Original Est. Project Cost: \$ **68,315,000.00** Current Est. Project Cost: \$ **147,480,000.00**

## MEASURE A FUNDING

Total Measure A Funding:	\$	<b>15,945,604.00</b>	Projected Spending	3Q:	\$	<b>500,000.00</b>
Current Contract Amount:	\$	<b>12,055,031.21</b>		4Q:	\$	<b>400,000.00</b>
Total Previously Expended:	\$	<b>12,297,842.34</b>		1Q:	\$	<b>400,000.00</b>
Expended This Quarter:	\$	<b>426,375.36</b>		2Q:	\$	
Total Remaining:	\$	<b>3,221,386.30</b>				

Measure A Funds Used for Local Match?  Yes  No

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Not Started                          | <input type="checkbox"/> Right-of-Way Acquisition    | <input type="checkbox"/> Bidding and/or Contracting |
| <input type="checkbox"/> Pending or On-Hold                   | <input type="checkbox"/> Environmental Review        | <input type="checkbox"/> Under Construction         |
| <input checked="" type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval | <input type="checkbox"/> Completed                  |

## Explanation of Activities this Quarter and Additional Notes

-Coordination continued with City of Sacramento on the air lease space leased property driveway design, and lighting for the bridge widening that include safety lighting for pedestrians, bus stops, parking, and aesthetic lighting for the Southside Park Viaduct "Bright Underbelly" mural.

-Bridge, roadway and electrical design continued in this quarter.

-Coordination continued with Union Pacific Rail Road and Sacramento Regional Transit to relocate the utility conflicts identified in this project.

-Caltrans District 3 has submitted funding application for State funds from the SB1 Gas/Diesel Tax programs under the Solutions for Congested Corridor Program for construction of this HOV Lanes project. The staff recommendation for this competitive program will be released in April 2018 and adopted by CTC in May 2018. If successful, the HOV lanes will go to construction in 2020 with the Rehabilitation project that has already been funded by State Highway Operation and Protection Program (SHOPP) in 2019/2020 FY.

# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

Quarter Ended: **December 31, 2017** Fiscal Year: **2017/18** Reporting Quarter: **2**

Agency: **City of Rancho Cordova** Project Mgr: **Chris Boyer**  
Contact Info: [cboyer@cityofranhocordova.org](mailto:cboyer@cityofranhocordova.org)

Project Name: **Folsom Blvd Improvements – Bradshaw Road to Sunrise Blvd**

Sponsor Project ID Number:  STA Project ID Number: **A-14-RC**

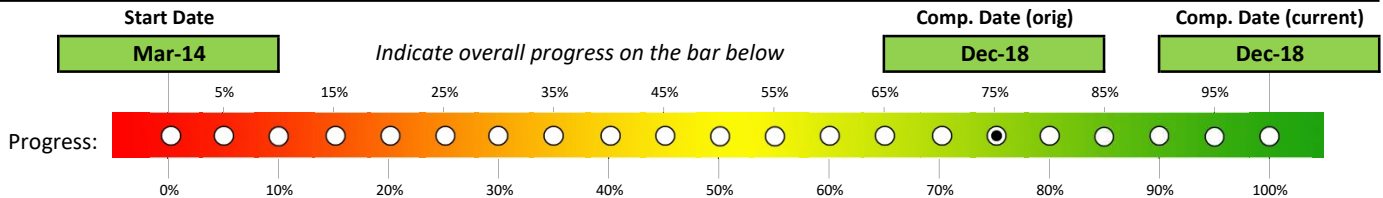
Original Est. Project Cost: \$ **10,155,200.00** Current Est. Project Cost: \$ **13,129,135.00**

## MEASURE A FUNDING

Total Measure A Funding:	\$	<b>5,270,000.00</b>	Projected Spending	3Q:	\$	<b>250,000.00</b>
Current Contract Amount:	\$	<b>5,270,000.00</b>		4Q:	\$	<b>450,000.00</b>
Total Previously Expended:	\$	<b>1,150,220.41</b>		1Q:	\$	<b>1,000,000.00</b>
Expended This Quarter:	\$	<b>115,459.20</b>		2Q:	\$	<b>1,000,000.00</b>
Total Remaining:	\$	<b>4,004,320.39</b>				

Measure A Funds Used for Local Match?  Yes  No

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- Not Started
- Pending or On-Hold
- Design and/or Engineering
- Right-of-Way Acquisition
- Environmental Review
- Planning/Financing/Approval
- Bidding and/or Contracting
- Under Construction
- Completed

### Explanation of Activities this Quarter and Additional Notes

We recieved the E-76 to start construction. Folsom 4 was advertised, however, costs came in too high and we are now rebidding the project with some modifcaitons to the plans and specs. Folsom 5 is still under design. We are working on obtaining ROW certification for the project. We expect construction to start mid 2018.



# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

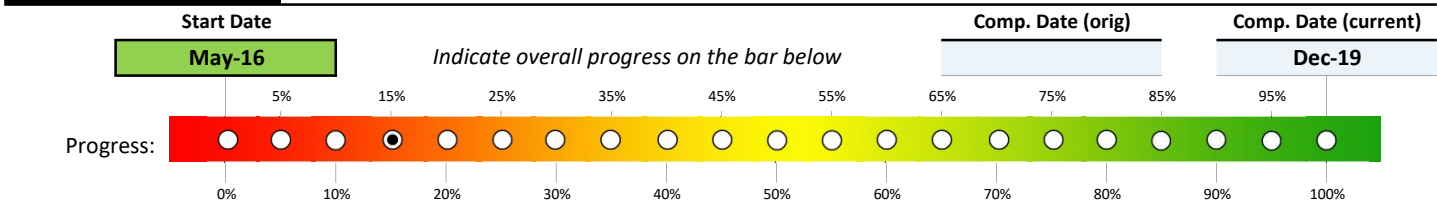
Quarter Ended:	<b>December 31, 2017</b>	Fiscal Year:	<b>2017/18</b>	Reporting Quarter:	<b>2</b>
Agency:	<b>City of Rancho Cordova</b>	Project Mgr:	<b>Ben Chan</b>		
		Contact Info:	<a href="mailto:bchan@cityofranhocordova.org">bchan@cityofranhocordova.org</a>		
Project Name:	<b>Sunrise Blvd – Gold Country Road to Jackson Road</b>				
Sponsor Project ID Number:	<b>CP15-2145</b>	STA Project ID Number:	<b>A-32-RC</b>		
Original Est. Project Cost:	\$ <b>4,035,000.00</b>	Current Est. Project Cost:	\$ <b>1,899,000.00</b>		

## MEASURE A FUNDING

Total Measure A Funding:	\$	<b>1,899,000.00</b>	Projected Spending	3Q:	\$	<b>15,000.00</b>
Current Contract Amount:	\$	<b>1,899,000.00</b>		4Q:	\$	<b>50,000.00</b>
Total Previously Expended:	\$	<b>28,670.59</b>		1Q:	\$	<b>100,000.00</b>
Expended This Quarter:	\$	<b>233.81</b>		2Q:	\$	<b>350,000.00</b>
Total Remaining:	\$	<b>1,870,095.60</b>				

Measure A Funds Used for Local Match?  Yes  No

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

<input type="checkbox"/> Not Started	<input type="checkbox"/> Right-of-Way Acquisition	<input type="checkbox"/> Bidding and/or Contracting
<input checked="" type="checkbox"/> Pending or On-Hold	<input type="checkbox"/> Environmental Review	<input type="checkbox"/> Under Construction
<input type="checkbox"/> Design and/or Engineering	<input type="checkbox"/> Planning/Financing/Approval	<input type="checkbox"/> Completed

Explanation of Activities this Quarter and Additional Notes

Project is pending currently with the project proposed to begin in the 3rd quarter of FY 2017/18.

# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

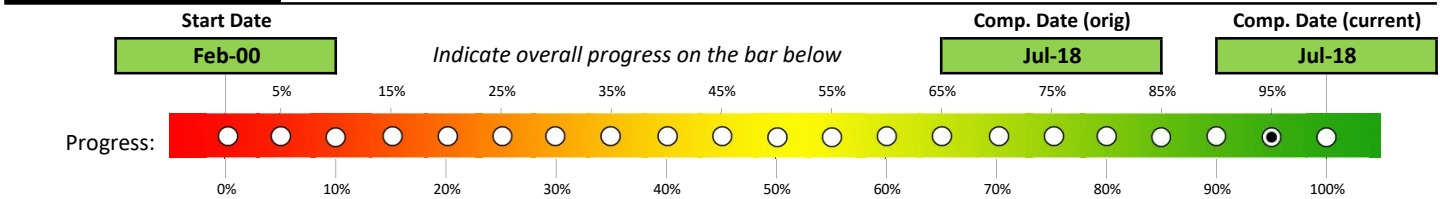
Quarter Ended:	<b>December 30, 2017</b>	Fiscal Year:	<b>2017/18</b>	Reporting Quarter:	<b>2</b>
Agency:	<b>City of Sacramento</b>	Project Mgr:	<b>Nader Kamal, Supervising Engineer</b>		
		Contact Info:	<b>916-808-7035</b>		
Project Name:	<b>Interstate 5/Consumnes River Blvd Interchange</b>				
Sponsor Project ID Number:	<b>T15018000</b>	STA Project ID Number:	<b>A-49-CS</b>		
Original Est. Project Cost:	\$ <b>10,204,000.00</b>	Current Est. Project Cost:	\$ <b>10,204,000.00</b>		

## MEASURE A FUNDING

Total Measure A Funding:	\$ <b>8,588,138.00</b>	Projected Spending	3Q:	\$
Current Contract Amount:	\$ <b>8,588,138.00</b>		4Q:	\$
Total Previously Expended:	\$ <b>8,588,138.00</b>		1Q:	\$
Expended This Quarter:	\$		2Q:	\$
Total Remaining:	\$ -			

Measure A Funds Used for Local Match?  Yes  No

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Not Started               | <input type="checkbox"/> Right-of-Way Acquisition    | <input type="checkbox"/> Bidding and/or Contracting |
| <input type="checkbox"/> Pending or On-Hold        | <input type="checkbox"/> Environmental Review        | <input type="checkbox"/> Under Construction         |
| <input type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval | <input type="checkbox"/> Completed                  |

Explanation of Activities this Quarter and Additional Notes

Working on closing this project. STA approved to move the cosumnes remaining balance \$1,615,862 to Richards project.

# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

Quarter Ended: **December 30, 2017** Fiscal Year: **2017/18** Reporting Quarter: **2**

Agency: **City of Sacramento** Project Mgr: **Greg Taylor, Supervising Architect**  
Contact Info: **916-808-5268**

Project Name: **Downtown Intermodal Facility**

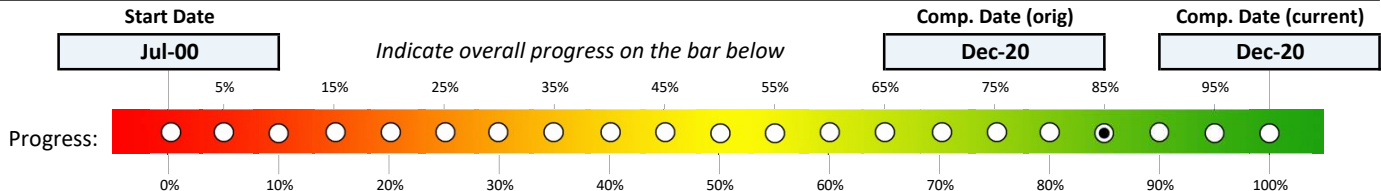
Sponsor Project ID Number: **T15029000** STA Project ID Number: **A-38-CS**

Original Est. Project Cost: \$ **200,000,000.00** Current Est. Project Cost: \$ **200,000,000.00**

## MEASURE A FUNDING

Total Measure A Funding:	\$	<b>103,940,000.00</b>	Projected Spending	3Q:	\$	<b>500,000.00</b>
Current Contract Amount:	\$	<b>19,823,000.00</b>		4Q:	\$	<b>500,000.00</b>
Total Previously Expended:	\$	<b>78,859,188.37</b>		1Q:	\$	<b>500,000.00</b>
Expended This Quarter:	\$	<b>119,451.66</b>		2Q:	\$	<b>500,000.00</b>
Total Remaining:	\$	<b>24,961,359.97</b>		Measure A Funds Used for Local Match? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- Not Started
- Pending or On-Hold
- Design and/or Engineering
- Right-of-Way Acquisition
- Environmental Review
- Planning/Financing/Approval
- Bidding and/or Contracting
- Under Construction
- Completed

## Explanation of Activities this Quarter and Additional Notes

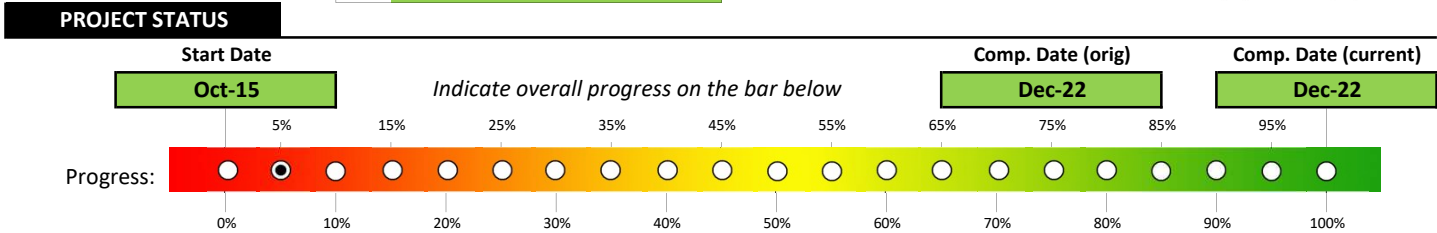
Activities: In the period of September 31 through December 31, activities for the Intermodal project included the following:  
 Consultant fees for Phase 2 Building systems commissioning, completed in this reporting period;  
 Architectural consultant fees and city management labor for common area improvements in the station to provide additional security and building operation functionality, this work completed in this reporting period;  
 Installation of Building Security and Monitoring systems, continuing into FY18 Q3;  
 Public Elevator operational improvements for security access;  
 Phase 3 Intermodal planning consultant fees and city staff administrative and management costs, continuing into FY18 Q3.  
 Planning for additional bike access to the station from F Street and from the West parking lot to improve bicycle safety and convenience, continuing into FY18 Q3.  
 Facility way-finding and informational signage, design and procurement, continuing into FY18 Q3  
 Building Envelope waterproofing of masonry that was not addressed in the Phase 2 project, as the water infiltration was discovered at the close of the project and grant timeline. This water infiltration was discovered with the heavy February-March rains of 2017, continuing into FY18 Q3.  
 EV Car Share construction, management, and administration, work completed, administration close-out continuing into FY18 Q3;  
 Overall City Management and Administration Labor for Intermodal projects continuing into FY18 Q3.  
 Note: Phase 1- Construction completed. Phase 2 - Construction completed. Phase 3 - Planning in progress, continuing into FY18 Q3. We don't expect to fully expend the current contract by June 30,2018. Contract extension may be needed.

# Measure A Capital Projects Quarterly Status Report



PROJECT INFO			
Quarter Ended:	<b>December 30, 2017</b>	Fiscal Year:	<b>2017/18</b>
		Reporting Quarter:	<b>2</b>
Agency:	<b>City of Sacramento</b>	Project Mgr:	<b>William Shunk, Senior Engineer</b>
		Contact Info:	<b>916-808-2986</b>
Project Name:	<b>Interstate 5/Richards Blvd Interchange Upgrade</b>		
Sponsor Project ID Number:	<b>T15165100</b>	STA Project ID Number:	<b>A-52-CS</b>
Original Est. Project Cost:	<b>\$ 90,000,000.00</b>	Current Est. Project Cost:	<b>\$ 90,000,000.00</b>

MEASURE A FUNDING																
Total Measure A Funding:	\$	<b>39,977,862.00</b>	<table border="1"> <tr> <td rowspan="4">Projected Spending</td> <td>3Q:</td> <td>\$</td> <td></td> </tr> <tr> <td>4Q:</td> <td>\$</td> <td></td> </tr> <tr> <td>1Q:</td> <td>\$</td> <td></td> </tr> <tr> <td>2Q:</td> <td>\$</td> <td></td> </tr> </table>	Projected Spending	3Q:	\$		4Q:	\$		1Q:	\$		2Q:	\$	
Projected Spending	3Q:	\$														
	4Q:	\$														
	1Q:	\$														
	2Q:	\$														
Current Contract Amount:	\$	<b>1,500,000.00</b>														
Total Previously Expended:	\$	<b>31,016.77</b>														
Expended This Quarter:	\$	<b>-</b>														
Total Remaining:	\$	<b>39,946,845.23</b>	Measure A Funds Used for Local Match? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No													



- Current Status (as of last day of reporting quarter; check only one):
- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Not Started               | <input type="checkbox"/> Right-of-Way Acquisition    | <input type="checkbox"/> Bidding and/or Contracting |
| <input type="checkbox"/> Pending or On-Hold        | <input type="checkbox"/> Environmental Review        | <input type="checkbox"/> Under Construction         |
| <input type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval | <input type="checkbox"/> Completed                  |

Explanation of Activities this Quarter and Additional Notes

Activities: The City has been holding monthly coordination meetings with Caltrans to make sure the I-5 Richards Boulevard Interchange is optimized with other planned improvements on Interstate 5. The limited billing for these meetings have been charged to other funding sources, but the project is moving forward. The City is planning to select a consultant to assist with the environmental clearance of the project in the beginning of 2018, with management expenses related to advertising the contract expected at the end of 2017.

Notes: 1. STA approved to move the cosumnes remaining funding balance \$1,615,862 to Richards project. However, the fund will not be allocated to Richards project until bond issued. At this time, the \$1,615,862 extra funding from Cosumnes is pending contract.

2. Current contract expired on June 30, 2018. Contract extension may be needed.

# Measure A Capital Projects Quarterly Status Report



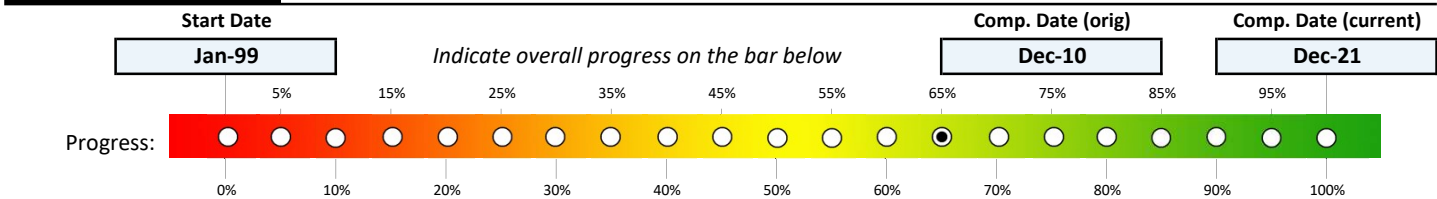
## PROJECT INFO

Quarter Ended:	<b>December 30, 2017</b>	Fiscal Year:	<b>2017/18</b>	Reporting Quarter:	<b>2</b>
Agency:	<b>County of Sacramento</b>	Project Mgr:	<b>Stephen White, Principal Civil Engineer</b>		
		Contact Info:	<b>(916) 874-6291</b>		
Project Name:	<b>Hazel Avenue Improvements, Phase 1 – US Highway 50 to Madison Avenue</b>				
Sponsor Project ID Number:	<b>ST0XCC;ST0XCJ;DV2L43;STRL43</b>	STA Project ID Number:	<b>A-22-SC</b>		
Original Est. Project Cost:	\$ <b>79,292,680.00</b>	Current Est. Project Cost:	\$ <b>110,000,000.00</b>		

## MEASURE A FUNDING

Total Measure A Funding:	\$ <b>33,999,044.23</b>	Projected Spending	3Q:	\$
Current Contract Amount:	\$ <b>3,500,000.00</b>		4Q:	\$
Total Previously Expended:	\$ <b>33,999,044.23</b>		1Q:	\$
Expended This Quarter:	\$ -		2Q:	\$
Total Remaining:	\$ -		Measure A Funds Used for Local Match?	

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

<input type="checkbox"/> Not Started	<input checked="" type="checkbox"/> Right-of-Way Acquisition	<input type="checkbox"/> Bidding and/or Contracting
<input type="checkbox"/> Pending or On-Hold	<input type="checkbox"/> Environmental Review	<input checked="" type="checkbox"/> Under Construction
<input checked="" type="checkbox"/> Design and/or Engineering	<input type="checkbox"/> Planning/Financing/Approval	<input checked="" type="checkbox"/> Completed

**Explanation of Activities this Quarter and Additional Notes**

Hazel Avenue Widening Phase 1, US 50 to Curragh Downs Drive: Construction completed in spring 2011. (Current Status: Completed)

Hazel Avenue Widening Phase 2, Curragh Downs Drive to Sunset Avenue: Construction underway. Construction completion anticipated in June 2018. (Current Status: Under Construction)

Hazel Avenue Widening Phase 3, Sunset Avenue to Madison Avenue: Currently in the right-of-way acquisition phase. Construction is tentatively scheduled to begin in December 2019 with completion in December 2021. (Current Status: Design and/or Engineering; Right-of-way Acquisition)

# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

Quarter Ended: **December 30, 2017** Fiscal Year: **2017/18** Reporting Quarter: **2**

Agency: **County of Sacramento** Project Mgr: **John Jaeger, Senior Civil Engineer**  
Contact Info: **(916) 874-6291**

Project Name: **Hazel Avenue Improvements – US Highway 50 to Folsom Blvd**

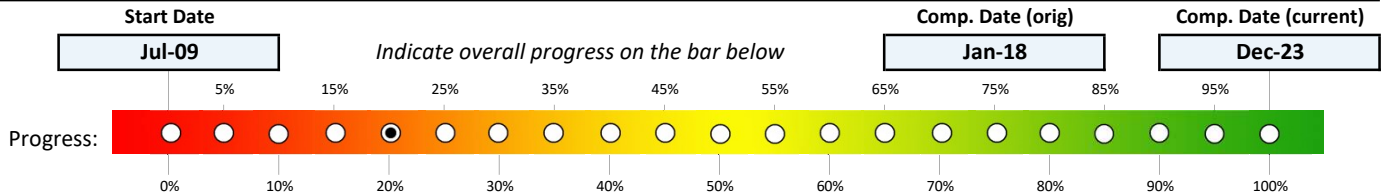
Sponsor Project ID Number: **STRL41** STA Project ID Number: **A-23-SC**

Original Est. Project Cost: \$ **61,268,182.00** Current Est. Project Cost: \$ **82,735,257.00**

## MEASURE A FUNDING

Total Measure A Funding:	\$	<b>13,486,000.00</b>	Projected Spending	3Q:	\$	<b>140,000.00</b>
Current Contract Amount:	\$	<b>3,158,702.28</b>		4Q:	\$	<b>140,000.00</b>
Total Previously Expended:	\$	<b>1,458,587.56</b>		1Q:	\$	<b>150,000.00</b>
Expended This Quarter:	\$	<b>67,933.11</b>		2Q:	\$	<b>150,000.00</b>
Total Remaining:	\$	<b>11,959,479.33</b>		Measure A Funds Used for Local Match? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- Not Started
- Pending or On-Hold
- Design and/or Engineering
- Right-of-Way Acquisition
- Environmental Review
- Planning/Financing/Approval
- Bidding and/or Contracting
- Under Construction
- Completed

Explanation of Activities this Quarter and Additional Notes

The following Technical Studies were submitted to Caltrans for environmental review:

- Revised Air Quality Study Report – Approved 9/6/2017
- Revised Natural Environment Study – Submitted 11/28/2017
- Visual Impact Assessment – Signature page revisions re-submitted 1/22/2017
- Coordinated with State Parks for Section 4(f) awaiting signature.

In addition to these Technical Studies, SacDOT will be making final revisions to the Historic Property Survey Report/Archaeological Survey Report with the current Native American consultation updates.

Draft EIR/EA and Project Report near completion and anticipate submitting Draft EIR/EA and PR for Caltrans review in March 2018.

# Measure A Capital Projects Quarterly Status Report



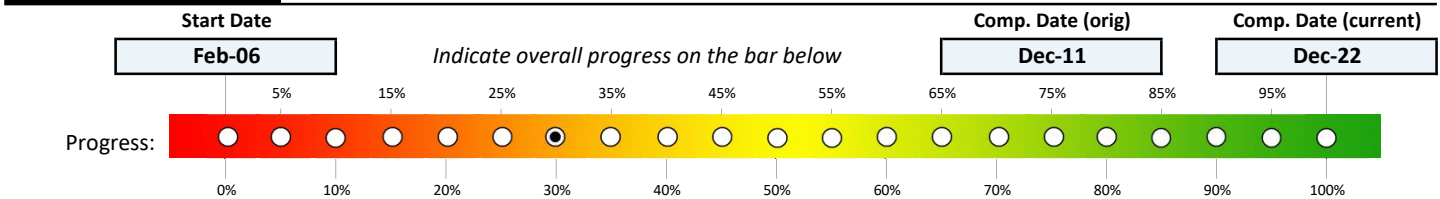
## PROJECT INFO

Quarter Ended:	<b>December 30, 2017</b>	Fiscal Year:	<b>2017/18</b>	Reporting Quarter:	<b>2</b>
Agency:	<b>County of Sacramento</b>	Project Mgr:	<b>Stephen White, Principal Civil Engineer</b>		
		Contact Info:	<b>(916)874-6291</b>		
Project Name:	<b>Madison Avenue Improvements, Phase 1 – Sunrise Blvd to Hazel Avenue</b>				
Sponsor Project ID Number:	<b>STOXAG</b>	STA Project ID Number:	<b>A-24-SC</b>		
Original Est. Project Cost:	\$ <b>19,929,143.00</b>	Current Est. Project Cost:	\$ <b>28,872,280.00</b>		

## MEASURE A FUNDING

Total Measure A Funding:	\$ <b>10,724,105.96</b>	Projected Spending	3Q:	\$ <b>50,000.00</b>
Current Contract Amount:	\$ <b>3,200,000.00</b>		4Q:	\$ <b>50,000.00</b>
Total Previously Expended:	\$ <b>1,188,403.34</b>		1Q:	\$ <b>90,000.00</b>
Expended This Quarter:	\$ <b>19,835.60</b>		2Q:	\$ <b>90,000.00</b>
Total Remaining:	\$ <b>9,515,867.02</b>		Measure A Funds Used for Local Match?	

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Not Started               | <input type="checkbox"/> Right-of-Way Acquisition        | <input type="checkbox"/> Bidding and/or Contracting |
| <input type="checkbox"/> Pending or On-Hold        | <input checked="" type="checkbox"/> Environmental Review | <input type="checkbox"/> Under Construction         |
| <input type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval     | <input type="checkbox"/> Completed                  |

### Explanation of Activities this Quarter and Additional Notes

The project is currently in the environmental review stage and evaluating design alternatives. One design alternative that is being considered for this project is widening Madison Avenue to six lanes with some portions of Madison Avenue remaining at four lanes. This type of design is referred to as a hybrid alternative and maybe the preferred altnerative due to less right-of-way and tree impacts than associated with the six lane project. The traffic study for the hybrid alternative is near completion.

# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

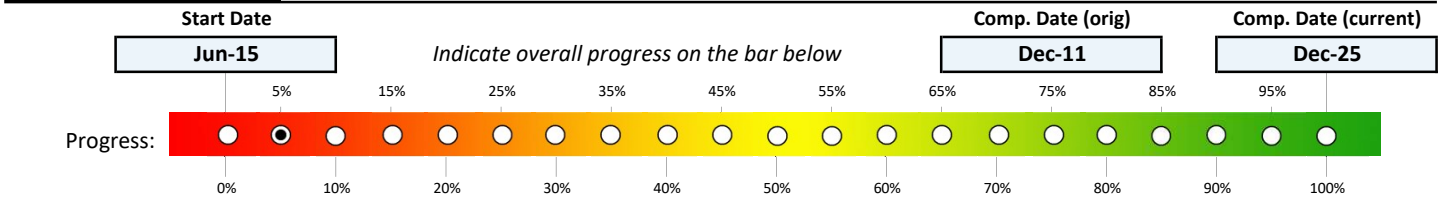
Quarter Ended:	<b>December 30, 2017</b>	Fiscal Year:	<b>2017/18</b>	Reporting Quarter:	<b>2</b>
Agency:	<b>County of Sacramento</b>	Project Mgr:	<b>John Jaeger, Senior Civil Engineer</b>		
		Contact Info:	<b>(916) 874-6291</b>		
Project Name:	<b>South Watt Avenue/Elk Grove-Florin Road Improvements, Phase 1 – Florin Road to State Route 16</b>				
Sponsor Project ID Number:	<b>STOXdG</b>	STA Project ID Number:	<b>A-27-SC</b>		
Original Est. Project Cost:	\$ <b>10,873,412.00</b>	Current Est. Project Cost:	\$ <b>30,182,360.00</b>		

## MEASURE A FUNDING

Total Measure A Funding:	\$ <b>10,208,306.96</b>	Projected Spending			3Q: \$ <b>85,000.00</b>
Current Contract Amount:	\$ <b>7,500,000.00</b>		4Q: \$ <b>85,000.00</b>		
Total Previously Expended:	\$ <b>3,016,918.72</b>		1Q: \$ <b>200,000.00</b>		
Expended This Quarter:	\$ <b>49,915.13</b>		2Q: \$ <b>200,000.00</b>		
Total Remaining:	\$ <b>7,141,473.11</b>				

Measure A Funds Used for Local Match?  Yes  No

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Not Started                          | <input type="checkbox"/> Right-of-Way Acquisition    | <input type="checkbox"/> Bidding and/or Contracting |
| <input type="checkbox"/> Pending or On-Hold                   | <input type="checkbox"/> Environmental Review        | <input type="checkbox"/> Under Construction         |
| <input checked="" type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval | <input type="checkbox"/> Completed                  |

Explanation of Activities this Quarter and Additional Notes

The project is currently in the preliminary phase of work. Roadway base survey is complete and will now start with a preliminary striping plan layout to determine potential conflicts with utilities, if any, and other roadway facilities or property impacts.



# Measure A Capital Projects Quarterly Status Report



## PROJECT INFO

Quarter Ended: **December 30, 2017** Fiscal Year: **2017/18** Reporting Quarter: **2**

Agency: **County of Sacramento** Project Mgr: **Stephen White, Principal Civil Engineer**  
Contact Info: **(916) 874-6291**

Project Name: **Watt Avenue Improvements – Antelope Road to Business Interstate 80**

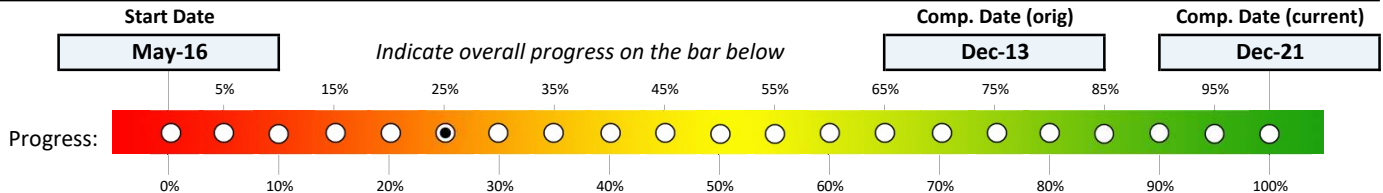
Sponsor Project ID Number: **STOXDN** STA Project ID Number: **A-37-SC**

Original Est. Project Cost: \$ **40,825,817.00** Current Est. Project Cost: \$ **40,825,817.00**

## MEASURE A FUNDING

Total Measure A Funding:	\$	<b>17,484,000.00</b>	Projected Spending	3Q:	\$	<b>40,000.00</b>
Current Contract Amount:	\$	<b>1,000,000.00</b>		4Q:	\$	<b>40,000.00</b>
Total Previously Expended:	\$	<b>233,450.06</b>		1Q:	\$	<b>225,000.00</b>
Expended This Quarter:	\$	<b>16,204.37</b>		2Q:	\$	<b>225,000.00</b>
Total Remaining:	\$	<b>17,234,345.57</b>		Measure A Funds Used for Local Match? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- Not Started
- Pending or On-Hold
- Design and/or Engineering
- Right-of-Way Acquisition
- Environmental Review
- Planning/Financing/Approval
- Bidding and/or Contracting
- Under Construction
- Completed

Explanation of Activities this Quarter and Additional Notes

Project improvements on this corridor are for a segment of Watt Avenue from Orange Grove Avenue to Roseville Road. The preliminary design for this project will evaluate and coordinate a preferred alternative for a complete streets concept that will include sidewalk infill, Americans With Disabilities Act (ADA) improvements (curb ramps and bus stops), Class II bike lanes, and streetscape enhancements. Work on the CEQA environmental review is now underway.

# Measure A Capital Projects Quarterly Status Report



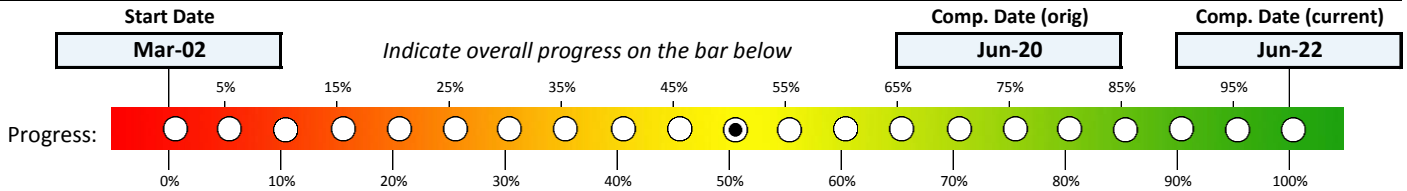
## PROJECT INFO

Quarter Ended:	<b>December 30, 2017</b>	Fiscal Year:	<b>2017/18</b>	Reporting Quarter:	<b>2</b>
Agency:	<b>Sacramento Regional Transit</b>	Project Mgr:	<b>Ed Scofield</b>		
Project Name:		<b>Light Rail Transit (LRT) Extension to the Airport - (GreenLine LR Extension)</b>			
Sponsor Project ID Number:		STA Project ID Number:	<b>A-41-RT</b>		
Original Est. Project Cost:	\$ <b>129,461,323.00</b>	Current Est. Project Cost:	\$ <b>130,362,176.00</b>		

## MEASURE A FUNDING

Total Measure A Funding:	\$ <b>46,024,034.00</b>	Projected Spending	3Q:	\$ <b>135,231.00</b>
Current Contract Amount:	\$ -		4Q:	\$ <b>135,231.00</b>
Total Previously Expended:	\$ <b>45,249,832.00</b>		1Q:	\$ <b>135,231.00</b>
Expended This Quarter:	\$		2Q:	\$ <b>135,231.00</b>
Total Remaining:	\$ <b>774,202.00</b>		Measure A Funds Used for Local Match? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Not Started               | <input type="checkbox"/> Right-of-Way Acquisition        | <input type="checkbox"/> Bidding and/or Contracting |
| <input type="checkbox"/> Pending or On-Hold        | <input checked="" type="checkbox"/> Environmental Review | <input type="checkbox"/> Under Construction         |
| <input type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval     | <input type="checkbox"/> Completed                  |

## Explanation of Activities this Quarter and Additional Notes

**SVS LOOP:** In August CTC approved an allocation of state Prop 1A funds for final design. These funds are matched by Measure A POF funds. Final design has begun and is estimated to be completed by December 2018, at which time the Measure A funds will be spent. Construction of the SVS Loop has been extended to June 2022, to synchronize with revision to the related Downtown/Riverfront/Streetcar project schedule. No POF funds will be spent on SVS Loop Construction.

**DOWNTOWN/NATOMAS/AIRPORT ENVIRONMENTAL ANALYSIS :** Continued progress on advancing the conceptual design and the ADEIS/R. Met with City of Sacramento in November and Sacramento County in December to discuss design details. The Truxel Road issue has been addressed enough to allow AECOM to advance the draft environmental document. Coordinating discussions with FTA and FAA on the connection to the SMF Airport.

# Measure A Capital Projects Quarterly Status Report



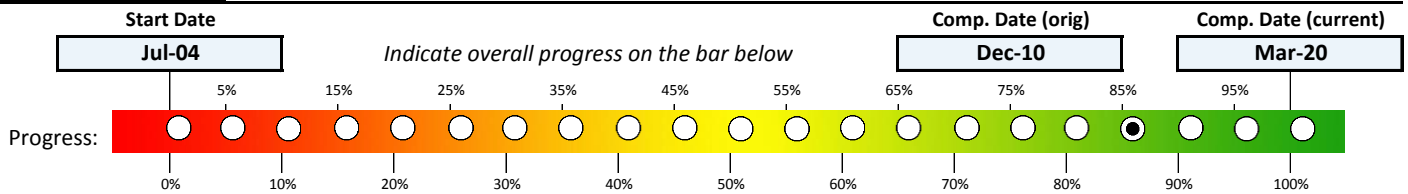
## PROJECT INFO

Quarter Ended:	<b>December 30, 2017</b>	Fiscal Year:	<b>2017/18</b>	Reporting Quarter:	<b>2</b>
Agency:	<b>Sacramento Regional Transit</b>	Project Mgr:	<b>Darryl Abansado</b>		
Project Name:		<b>Light Rail Transit (LRT) Improvements in the Interstate 80 Corridor</b>			
Sponsor Project ID Number:	<b>230</b>	STA Project ID Number:	<b>A-42-RT</b>		
Original Est. Project Cost:	\$ <b>34,500,000.00</b>	Current Est. Project Cost:	\$ <b>31,710,686.00</b>		

## MEASURE A FUNDING

Total Measure A Funding:	\$ <b>247,200.00</b>	Projected Spending	3Q:	\$
Current Contract Amount:	\$ -		4Q:	\$
Total Previously Expended:	\$ <b>247,200.00</b>		1Q:	\$
Expended This Quarter:	\$		2Q:	\$
Total Remaining:	\$ -		Measure A Funds Used for Local Match?	

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Not Started               | <input checked="" type="checkbox"/> Right-of-Way Acquisition | <input type="checkbox"/> Bidding and/or Contracting |
| <input type="checkbox"/> Pending or On-Hold        | <input type="checkbox"/> Environmental Review                | <input type="checkbox"/> Under Construction         |
| <input type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval         | <input type="checkbox"/> Completed                  |

### Explanation of Activities this Quarter and Additional Notes

All Measure A funds have been spent. The activities listed below are project related but do not involve the expenditure of Measure A funds.

SacRT is in the process of negotiating a contract for the fare vending machines and anticipate executing a contract by the end of February 2018. A notice to proceed will be issued by the end of March 2018.

SacRT is developing the Digital Messaging Signs specifications for bid solicitation. SacRT anticipates awarding a contract by the end of March 2018.

# Measure A Capital Projects Quarterly Status Report



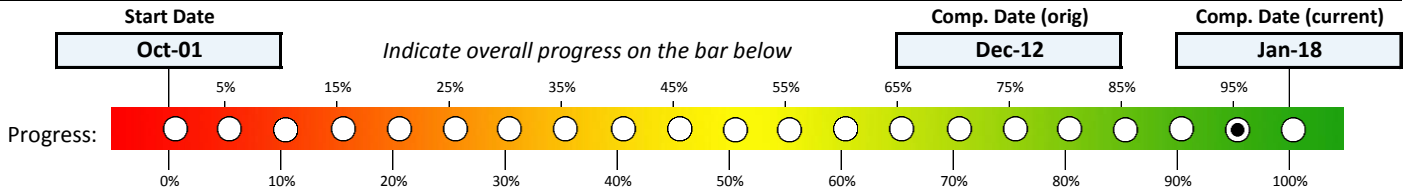
## PROJECT INFO

Quarter Ended:	<b>December 30, 2017</b>	Fiscal Year:	<b>2017/18</b>	Reporting Quarter:	<b>2</b>
Agency:	<b>Sacramento Regional Transit</b>	Project Mgr:	<b>Ed Scofield</b>		
Project Name:		<b>Light Rail Transit (LRT) Extension – Meadowview Road to River Consumnes Blvd, Phase 2</b>			
Sponsor Project ID Number:	<b>410</b>	STA Project ID Number:	<b>A-39-RT</b>		
Original Est. Project Cost:	\$ <b>270,000,000.00</b>	Current Est. Project Cost:	\$ <b>270,000,000.00</b>		

## MEASURE A FUNDING

Total Measure A Funding:	\$ <b>16,552,648.00</b>	Projected Spending	3Q:	\$
Current Contract Amount:	\$ -		4Q:	\$
Total Previously Expended:	\$ <b>16,552,648.00</b>		1Q:	\$
Expended This Quarter:	\$		2Q:	\$
Total Remaining:	\$ -		Measure A Funds Used for Local Match?	

## PROJECT STATUS



Current Status (as of last day of reporting quarter; check only one):

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Not Started               | <input type="checkbox"/> Right-of-Way Acquisition    | <input type="checkbox"/> Bidding and/or Contracting    |
| <input type="checkbox"/> Pending or On-Hold        | <input type="checkbox"/> Environmental Review        | <input checked="" type="checkbox"/> Under Construction |
| <input type="checkbox"/> Design and/or Engineering | <input type="checkbox"/> Planning/Financing/Approval | <input type="checkbox"/> Completed                     |

### Explanation of Activities this Quarter and Additional Notes

Project is progressing. Demolition, Clearing, Earthwork –Contract awarded for demolition of house at 3633 Fallis Circle. Anticipate demolition to be completed by August 2018. We are working with PG&E to finalize their easement language. SMUD relocation work cannot occur until State of CA easement is in place. Anticipate easement to be completed by the end of May 2018 and SMUD relocation to be completed by the end of December 2018. A contract for the power to the anode test station has been awarded and work is underway.

**BUDGET-TO-ACTUAL ANALYSIS**  
**Sacramento Transportation Authority (STA)**  
**FY 2018 Q1 and Q2**

Accrual Basis

	FY 18 Total Amended Budget	Expected Q1 Amounts	Expected Q2 Amounts	Actual Q1,Q2 Amounts	Expected/Actual Variance	Comments
<b>Revenue</b>						
Sales Tax	122,668,000	8,688,983	30,667,000	39,357,608	1,625	Good
						Our first semi-annual payment for this program is due by the end of February 2018 for the period ending December 31, 2017. Cash receipts are \$3.6 million, indicating revenue may come in higher than projected for the fiscal year.
Mitigation Fees	6,000,000	-	-	-	-	
Interest	1,500,000	375,000	375,000	1,077,348	327,348	Swap interest revenue trending higher than expected because of interest rate increases.
Other	-	-	-	120,853	120,853	Legal settlement
<b>Total New Revenue</b>	<b>130,168,000</b>	<b>9,063,983</b>	<b>31,042,000</b>	<b>40,555,809</b>	<b>449,826</b>	<b>See above</b>
Beginning Fund Balance	35,543,009	-	-	-	-	
<b>Total Revenue and Beginning Fund Balance</b>	<b>165,711,009</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Appropriations</b>						
Salaries and Benefits	332,849	83,212	83,212	157,666	8,759	Good
CalPERS Unfunded Liability	59,971	59,971	-	59,971	-	Good
Rent	19,071	11,834	-	11,834	-	Good
Training, Conference, and Travel	6,000	500	500	164	836	Good
Insurance	30,318	30,318	-	30,318	-	Good
Professional Services	81,120	20,280	20,280	24,817	15,743	Consulting invoices are expected in Q3 and Q4
ITOC	56,333	-	56,333	56,276	57	Good
Other Operating	21,000	5,250	5,250	10,018	482	Good
<b>Total Administration</b>	<b>606,662</b>	<b>211,365</b>	<b>165,575</b>	<b>351,064</b>	<b>25,876</b>	<b>see above</b>
<b>Ongoing Contributions to Measure A Entities</b>						
Isleton	49,067	3,476	12,267	15,743	(1)	Good
Galt	1,226,680	86,890	306,670	393,576	(16)	Good
Neighborhood Shuttle	1,000,000	83,333	250,000	333,333	-	Good
SMAQMD	1,805,884	127,729	451,471	577,974	1,226	Good
Paratransit	4,213,729	298,035	1,053,432	1,348,607	2,860	Good
CTSA set aside	1,203,923	85,153	300,981	385,316	817	Good
Sac County Regional Parks	1,000,000	83,333	250,000	333,333	-	Good
Regional Transit	41,535,327	2,937,773	10,383,832	13,293,410	28,195	Good
Traffic Control and Safety	3,611,768	255,459	902,942	1,158,449	(48)	Good
Safety Streetscaping, Pedestrian, and Bike Facilities	5,019,613	342,431	1,254,903	1,597,414	(80)	Good
Street and Road Maintenance	36,117,676	2,554,585	9,029,419	11,584,487	(482)	Good
<b>Total Ongoing Contributions</b>	<b>96,783,667</b>	<b>6,858,197</b>	<b>24,195,917</b>	<b>31,021,643</b>	<b>32,470</b>	<b>see above</b>
<b>Capital Projects</b>						
Caltrans	2,001,704	500,426	500,426	1,101,704	(100,852)	Agency reports spending will be \$900,000 in Q3 and Q4. With this expectation, spending for the fiscal year will materially equal budgeted expenditures.
Capital Southeast Connector (JPA)	9,332,179	2,333,045	2,333,045	550,501	4,115,589	Agency reports spending will be \$6 million in Q3 and Q4. With this expectation, spending for the fiscal year will be almost \$3 million less than the agency committed to spending at the beginning of the fiscal year.
Rancho Cordova	858,339	214,585	214,585	93,339	335,831	Agency reports spending will be \$765,000 in Q3 and Q4. With this expectation, spending for the fiscal year will materially equal budgeted expenditures.
Sacramento City	2,860,664	715,166	715,166	1,741,212	(310,880)	Agency reports spending will be \$1 million in Q3 and Q4. With this expectation, spending for the fiscal year will materially equal budgeted expenditures.
Sacramento County	911,243	227,811	227,811	210,154	245,468	Agency reports spending will be \$630,000 in Q3 and Q4. With this expectation, spending for the fiscal year will materially equal budgeted expenditures.
Sacramento Regional Transit District	104,919	26,230	26,230	-	52,460	Agency reports spending will be \$104,919 in Q3. With this expectation, spending for the fiscal year will materially equal budgeted expenditures.
<b>Total Capital Projects</b>	<b>16,069,048</b>	<b>4,017,262</b>	<b>4,017,262</b>	<b>3,696,910</b>	<b>4,337,614</b>	<b>see above</b>
Debt Service	19,990,000	5,731,283	5,731,283	12,522,713	(1,060,147)	Q3 and Q4 expenditures are typically less than the first two quarters - in part because a principal payment was made in October 2017.
<b>Total Appropriations</b>	<b>133,449,377</b>	<b>16,818,107</b>	<b>34,110,037</b>	<b>47,592,331</b>	<b>3,335,813</b>	<b>see above</b>
Ending Fund Balance	32,261,632	24,507,508	21,439,471	25,225,110	-	

**BUDGET TO ACTUAL ANALYSIS**  
**SacMetro Freeway Service Patrol (FSP)**  
**FY 2018 Q1 and Q2**

**Accrual Basis**

	<b>FY 18 Total Amended Budget</b>	<b>Expected Q1 Amounts</b>	<b>Expected Q2 Amounts</b>	<b>Actual Q1,Q2 Amounts</b>	<b>Expected/Actual Variance</b>	<b>Comments</b>
<b>Revenue</b>						
State Allocation	1,199,457	-	-	-	-	The state allocation amount was approved in December 2017. However, the program receives the approved funding on a reimbursement basis as it bills Caltrans (the grant administrator) for approved charges. The first payment is expected in Q3.
CVR-SAFE*	943,600	943,600	-	943,600	-	We typically receive the local contribution for the entire fiscal year by August each fiscal year.
<b>Total New Revenue</b>	<b>2,143,057</b>	<b>943,600</b>	<b>-</b>	<b>943,600</b>	<b>-</b>	See above
Beginning Fund Balance	(41,747)	-	-	-	-	
<b>Total Revenue and Beginning Fund Balance</b>	<b>2,101,310</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>See above</b>
<b>Appropriations</b>						
Contractors	1,787,170	446,793	446,793	837,621	55,964	Expenses for the second quarter are typically less than the other quarters due to the holidays. Overtime will pick up in the third and fourth quarters.
Salaries and Benefits	126,379	31,595	31,595	61,993	1,197	Good
Professional Services	130,375	-	-	-	-	Professional services provided by the CHP are typically billed in Q3 and Q4.
Communications	46,125	11,531	11,531	16,142	6,921	Good
Rent	12,000	2,888	-	2,888	-	The program did not pay rent during the transition from old to new office space. Rent expense will resume beginning in March 2018.
Other Operating Expenditures	19,925	4,981	4,981	390	9,573	Some expenses such as the awards luncheon for FSP drivers will not be incurred until later in the fiscal year. Brochure and legal expenses will also be much lower than expected.
Conferences and Travel	850	213	213	403	22	Good
<b>Total Appropriations</b>	<b>2,122,824</b>	<b>478,387</b>	<b>478,387</b>	<b>899,614</b>	<b>57,161</b>	<b>See above</b>
Ending Fund Balance	(21,514)	443,699	(34,689)	22,472	-	

**BUDGET TO ACTUAL ANALYSIS**  
**Sacramento Abandoned Vehicle Service Authority (SAVSA)**  
**FY 2018 Q1 and Q2**

**Accrual Basis**

	<b>FY 18 Total Amended Budget</b>	<b>Expected Q1 Amounts</b>	<b>Expected Q2 Amounts</b>	<b>Actual Q1,Q2 Amounts</b>	<b>Expected/Actual Variance</b>	<b>Comments</b>
<b>Revenue</b>						
Vehicle License Fees	1,174,600	-	293,650	323,481	29,831	Program revenues were higher than expected because the number of vehicle registrations are higher than projected.
Interest	400	25	175	221	21	Immaterial variance
<b>Total New Revenue</b>	<b>1,175,000</b>	<b>25</b>	<b>293,825</b>	<b>323,702</b>	<b>29,852</b>	See above
Beginning Fund Balance	-	-	-	-	-	
<b>Total Revenue and Beginning Fund Balance</b>	<b>1,175,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>See above</b>
<b>Appropriations</b>						
Contributions to SAVSA Entities	1,112,623	-	278,156	323,482	(45,326)	This is a break-even program - the expenditures trend with the revenue. When revenue is up, expenditures are up too.
Salaries and Benefits	87,219	-	-	-	-	Adminstration charges will be paid later in the fiscal year when the program has sufficient cash.
<b>Total Appropriations</b>	<b>1,199,842</b>	<b>-</b>	<b>278,156</b>	<b>323,482</b>	<b>(45,326)</b>	<b>See above</b>
Ending Fund Balance	(24,842)	(24,817)	(9,148)	(24,622)	-	

SACRAMENTO TRANSPORTATION AUTHORITY  
MEMORANDUM OF UNDERSTANDING

**MEASURE A  
ONGOING ANNUAL PROGRAMS**

This Memorandum of Understanding is made as of X, 2017 by and between the **Sacramento Transportation Authority**, a local transportation authority formed pursuant to the provisions of Public Utilities Code 180000 et seq., hereinafter called "Authority", and the **name of entity**, hereinafter called "Entity."

**THE PARTIES AGREE AS FOLLOWS:**

1. Purpose. The purpose of this Memorandum of Understanding (MOU) is to provide for the allocation by the Authority of sales tax revenue for Ongoing Annual Programs and the expenditure thereof by Entity.
2. Definitions. Unless the context otherwise requires, as used in this MOU, the following terms shall have the following meanings:
  - a. "Act" means the Local Transportation Authority and Improvement Act set forth in the provisions of the Public Utilities Code commencing with Section 180000.
  - b. "Board" means the Governing Board of the Sacramento Transportation Authority.
  - c. "Ongoing Annual Programs" means the following programs established by Measure A and included in the Measure A Expenditure Plan:
    - i. City Street and County Road Maintenance
    - ii. Traffic Control and Safety Program
    - iii. Safety, Streetscaping, Pedestrian and Bicycle Facilities
    - iv. Transit Operations and Safety
    - v. Neighborhood Shuttle System
    - vi. Transportation-Related Air Quality Program
  - d. "Distribution Factor" means the percentage of Formula-Based program sales tax revenue to be allocated to Entity, set by the Board on an annual basis based on the Ordinance requirement that funding to the County and cities for Ongoing Annual Programs be distributed based 75% on relative population and 25% on total maintained street/road mileage.
  - e. "Measure A or "Ordinance" means Sacramento Transportation Authority Ordinance No. STA 04-01.
3. Revenue Allocations. The amount of sales tax revenue allocated to each entity shall be determined annually by the Board and based on net Measure A sales tax revenue projections, requirements of the Ordinance, and, where applicable, the Distribution Factor.



4. Disbursements. Allocations of sales tax revenue for Ongoing Annual Programs shall be disbursed monthly as funds are received from the California Department of Tax and Fee Administration.
5. Entity Obligations.
  - a. Allocations for each Ongoing Annual Program shall be expended by Entity only for purposes that are consistent with this MOU and the attached Definitions of Eligible Expenditures.
  - b. Entity shall keep a separate account for each Ongoing Annual Program. Interest earned on unexpended funds in each account shall be retained in the account and expended only on qualified expenditures for that Program.
  - c. The use and expenditure of Measure A sales tax revenue by Entity shall be in full compliance with the provisions of the Act, the Ordinance, applicable resolutions of the Board, this MOU, and all other applicable contractual and legal requirements.
  - d. Entity shall file a pavement and bridge maintenance system report with the Authority on a biennial basis. The report shall be due by December 31 and summarize the progress in maintaining local streets and roads.
  - e. Entity shall file with the Authority an annually updated five-year program for expenditure of the sales tax revenue allocations. This report is due annually by March 31.
  - f. Maintenance of Effort. Entity shall file with the Authority an annual report with an accounting of discretionary local (non-Measure A) transportation expenditures. This report is due annually by December 31 for the prior fiscal year.
6. Entity Certifications
  - a. Maintenance of Effort. Entity certifies that it is currently in compliance, and will remain in compliance, with the maintenance of effort requirements set forth in the Ordinance:
    - i. Entity shall continue to make local (non-federal, non-state, non-Measure A) transportation expenditures consistent with baseline performance standards adopted by the STA Governing Board.
    - ii. Entity shall continue to impose its local (non-SCTMFP) transportation mitigation fees at rates that are not less than the local transportation mitigation fees imposed by Entity during Fiscal Year 2008-2009 unless supported by a Fee Study adopted by the City Council.
  - b. Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP). Entity certifies that it is implementing the SCTMFP in accordance with STA Resolution STA-06-0006 and the SCTMFP Agreement on Operating Protocols.

7. Reporting. Within 30 days after each calendar quarter, Entity shall submit quarterly status reports in approved STA format for each Ongoing Annual Program for which Entity receives funding. Reports shall include:
  - Amount of funds received
  - Amount of funds expended
  - Specific listing of expenditures made, including type of expenditure, quantity of work accomplished, and location of work accomplished, if applicable
  - Anticipated use of any unexpended funds and anticipated timeline for expenditure of any unexpended funds.
8. Audits. Annual audits of the Measure A program will be performed by an independent auditor and reviewed by the Independent Taxpayer Oversight Committee (ITOC). As part of that audit, Entity expenditures will also be audited. Expenditures found to be in noncompliance with this MOU shall be disqualified and an amount equal to the noncompliant expenditure(s) may be withheld from future allocations.
9. Designation of Measure A Manager. Entity shall designate a Measure A program manager who shall be the responsible Entity representative to Authority staff in connection with administration of this MOU.
10. Signs. When a *capital* project is completed and open for public use, Entity shall post reflective signage stating that the project was funded with Measure A funds. See attachment A for an example of the signage.
11. Indemnity and Hold Harmless. Entity shall indemnify and save harmless the Sacramento Transportation Authority, its officers, employees, and agents, and each and every one of them, from and against all actions, damages, costs, liability, claims, losses, and expenses of every type and description to which any or all of them may be subjected, by reason of or resulting from, directly or indirectly, the performance of this MOU by Entity whether or not caused in part by passive negligence of a party indemnified hereunder. The foregoing shall include, but not be limited to, any attorney fees reasonably incurred by Authority.
12. Noncompliance. Noncompliance by Entity with the Measure A Ordinance or the terms of this MOU may result in:
  - Withholding or suspension of future revenue allocations;
  - Requirement to repay all or a portion of a prior revenue allocation;
  - Deduction from future allocation(s) as necessary to make repayment for expenditures outside the scope of the Ordinance or this MOU.

Imposition of any of these measures must first be approved by the STA Board.

The parties promise and agree to abide by the terms of this Memorandum of Understanding as set forth above.

SACRAMENTO TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Norman K. Hom  
Executive Director

Dated: X, 2018

Entity

By: \_\_\_\_\_  
Designated Measure A Manager

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

Attachment: Definitions of Eligible Expenditures



***Sacramento Transportation Authority***

801 12th Street, 5th Floor  
Sacramento, CA 95814

(916) 323-0080 Phone  
(916) 323-0850 Fax

Email: [info@sacta.org](mailto:info@sacta.org)  
Web: [SactA.org](http://SactA.org)

SACRAMENTO TRANSPORTATION AUTHORITY  
801 12<sup>th</sup> Street Floor 5  
SACRAMENTO, CA 95814-2947  
(916) 323-0855  
[tim@sacta.org](mailto:tim@sacta.org)

**REQUEST FOR PROPOSALS  
INDEPENDENT AUDITING SERVICES**

**FOR THE FISCAL YEAR ENDING  
JUNE 30, 2018**

SACRAMENTO TRANSPORTATION AUTHORITY  
SACRAMENTO ABANDONED VEHICLE SERVICE AUTHORITY  
(SAVSA)

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## SECTION 1 - INTRODUCTION

1.1 The Sacramento Transportation Authority (hereinafter referred to as “STA”) is requesting proposals from qualified certified public accounting firms (hereinafter referred to as “Firms”) to audit its annual financial statements, and perform agreed-upon-procedures on Measure A and Sacramento Abandoned Vehicle Service Authority (SAVSA) entities for the fiscal year ending June 30, 2018.

1.2 Proposals should respond to the specific scope of services described in Section 3 below.

1.3 Evaluation of proposals and selection of qualified firms will be performed as described in section 4 below.

## SECTION 2 - GENERAL INFORMATION

### **2.1 MEASURE A TRANSPORTATION SALES TAX PROGRAM**

2.1.1 A sales tax increase of one-half of one percent for transportation improvements was approved by Sacramento County voters in 1988 upon the passage of “Measure A”. It was authorized for a period of 20 years under provisions of Division 19 of the California Public Utilities Code.

2.1.2 In November 2004 the voters approved a 30-year extension of the Measure A sales tax program, effective April 2009. This program will sunset in March 2039.

2.1.3 The Sacramento Transportation Authority oversees the collection and distribution of the sales tax in accordance with the Measure A Ordinance and Expenditure Plan (attached).

2.1.4 Using the Expenditure Plan as a strategic guide, the STA Governing Board annually adopts 5-year expenditure programs and periodically enters into contracts with “Measure A” entities for the design and construction of specific projects, operations and maintenance.

2.1.5 The recipient Measure A entities are the County of Sacramento; the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Isleton, Rancho Cordova, and Sacramento; the Sacramento Regional Transit District; Paratransit, Inc.; Sacramento Metropolitan Air Quality Management District; Caltrans; and the Capital Southeast Connector JPA.

2.1.6 To accelerate delivery and construction of Measure A capital projects, the STA issued debt in the form of variable rate sales tax revenue bonds in October 2009. These bonds mature in October 2038. In July 2012, the STA issued fixed rate sales tax bonds to further expedite capital projects. These bonds will mature in October 2027.

## 2.2 **FREEWAY SERVICE PATROL**

2.2.1 In November, 1992 the Freeway Service Patrol (FSP) began operation in Sacramento County. FSP is a partnership among the STA, Caltrans, and the California Highway Patrol. FSP contracts with towing companies that continuously patrol certain Sacramento area freeways during commute hours to improve safety and reduce congestion. The STA administers this program which is funded by Caltrans (State Highway Account) and the Capital Valley Regional Service Authority for Freeways and Expressways (SAFE).

## 2.3 **SACRAMENTO TRANSPORTATION AUTHORITY**

2.3.1 The Finance Director of the County of Sacramento (hereinafter referred to as "COUNTY") serves as the STA's Treasurer. The COUNTY invests STA funds in the COUNTY investment pool and in the State LAIF fund. The STA uses an in house accounting system for financial reporting purposes. The STA utilizes the COUNTY for certain payments such as monthly sales tax allocations and capital construction reimbursements

2.3.2 Proceeds from the Measure A bonds are invested with the California Asset Management Program (hereinafter referred to as "CAMP"). U S Bank serves as the trustee for debt service on the bonds.

2.3.3 The last independent audit was for the fiscal year ended June 30, 2017.

2.3.4 The STA Governing Board currently consists of 16 members:

- 5 representatives of the Sacramento County Board of Supervisors
- 5 representatives of the Sacramento City Council
- 1 representative of the City of Citrus Heights
- 2 representatives of the City of Elk Grove
- 1 representative of the City of Folsom
- 1 representative for the Cities of Isleton and Galt
- 1 representative of the City of Rancho Cordova

2.3.5 The STA's administrative office is located in Sacramento. The Executive Director and the office address are as follows:

Norman Hom, Executive Director  
Sacramento Transportation Authority  
801 12<sup>th</sup> Street Floor 5  
Sacramento, CA 95814-2947  
(916) 323-0894

## 2.4 SACRAMENTO ABANDONED VEHICLE SERVICE AUTHORITY

2.4.1 In 1991, legislation was passed which enabled a county to levy a \$1 registration fee on automobiles to fund an abandoned vehicle service authority and program. The STA Board serves concurrently as the governing board of the Sacramento Abandoned Vehicle Service Authority (SAVSA). The STA's Executive Director is also the SAVSA's Executive Director.

2.4.2 SAVASA contracts with STA for administrative services. The SAVSA program provides funding to the County of Sacramento and to the Cities of Citrus Heights, Rancho Cordova, Elk Grove, Folsom, Galt, and Sacramento for the abatement of abandoned vehicles.

2.4.3 The STA includes SAVSA as a special revenue fund in its Comprehensive Annual Financial Report.

### SECTION 3 - SCOPE OF SERVICES

3.1 The STA is soliciting the services of a qualified certified public accounting firm to make an examination of its financial statements for the fiscal year ending June 30, 2018. The resultant contract will include an option of extending the contract for each of the two subsequent fiscal years based on satisfactory performance as determined by the Independent Taxpayer Oversight Committee, the Executive Director and Governing Board. The examination shall be made in accordance with generally accepted auditing standards and Government Auditing Standards issued by the Comptroller General of the United States, and will include all procedures necessary for an opinion regarding the fairness of the financial statements in accordance with generally accepted accounting principles.

3.2 The examination shall also include a determination of compliance within the terms and definitions of the applicable laws, rules and/or regulations of PUC Division 19, the Measure A Ordinance & Expenditure Plan, California Vehicle Code Section 22710, and all applicable contracts.

3.3 The performance of agreed upon procedures related to Measure A entities and SAVSA entities will be made to the extent considered necessary to ensure compliance with applicable laws and contracts. The procedures will include:

3.3.1. A review of each entity's accounting system as it specifically relates to the accounting for and control over all Measure A and SAVSA receipts and expenditures.



3.3.2. Selection of a sample of the entities' Measure A and SAVSA expenditures to ensure they are appropriate and allowable.

3.4 Additionally, the STA is seeking support in maintaining the GFOA Certificate of Achievement for Excellence in Financial Reporting. As such, a review of the STA's CAFR based on the requirements for the certificate shall be included as part of the review process.

3.5 Auditors shall make the work papers available during the audit and for a period of three years thereafter to representatives of any state or local agency that provides funding to the STA and SAVSA.

3.6 Schedule of Work and Due Dates of Required Products

3.6.1 Interim audit work should begin as early as practicable, but no later than September.

3.6.2 Agreed upon procedures work shall begin in September.

3.6.3 Draft copies of the audit reports, internal control reports, management letters, and agreed-upon-procedures report are required by December 1, 2018.

3.6.4 25 copies of the final reports shall be delivered to the STA no later than the last business day of the calendar year.

3.7 STA and Entity Assistance Available to the Auditor

3.7.1 STA staff will be available to be interviewed during the course of the audit, will prepare trial balances, schedules, account analyses and data as required for an **auditor prepared** CAFR.

3.7.2 For the agreed upon procedures, auditors will coordinate all entity fieldwork schedules with STA staff.

3.7.3 Auditor will work with entity staff to schedule times to be interviewed during the course of the agreed-upon-procedures work, and provide documentation as required.

SECTION 4 - EVALUATION PROCESS

4.1 In the evaluation process, emphasis will be placed upon each Firm's qualifications and experience to perform the services and work described in Section 3 of this RFP. Proposers will be evaluated on the following criteria according to the weights assigned below. The STA reserves the right to add interview scores into the evaluation criteria or to select proposals based solely upon their written proposal.

4.2 Proposers will be evaluated on the following criteria:

4.2.1 Proposals will be evaluated for providing the best services at the lowest cost.

4.2.2 Auditors should have a variety of experience in performing similar audits with public, government, private, not-for-profit, and/or other agencies as specified in this RFP. Experience with transportation agencies is preferred. The STA's inability to obtain positive feedback during reference checks or to confirm a proposer's history of financial responsibility will affect the assessment.

4.2.3 Proposers must demonstrate the ability to carry out the project by meeting the proposal requirements identified in the RFP. High quality, clear, and complete proposals showing proposer's understanding of the project and willingness to comply with standard contract requirements will receive more favorable consideration. While proposers are required to meet the goals and deadlines for the project as described in this RFP, proposers are encouraged to demonstrate innovative, advanced and/or well-thought-out methodologies that may not be specifically set forth in this RFP.

4.2.4 Project staff qualifications should include a combination of work experience and education that includes local public agencies, particularly transportation agencies.

4.3 The ITOC, in conjunction with the Executive Director, will make a recommendation to the Board based on the best overall scoring results. Final approval will be made by the STA Governing Board.

## SECTION 5 - PROPOSAL CONTENTS

To demonstrate qualifications and ability to perform the services described in Section 3, proposers shall include the following information:

### **5.1 APPROACH**

Each proposal shall include a summary of the proposed technical and management approach to the services contemplated in this RFP, reflecting an understanding of the STA and SAVSA programs and the services required. This section should include a schedule to demonstrate how the services will be met and a management plan describing how the services will be organized among key personnel.

## 5.2 DISCUSSION OF ISSUES

Each proposal shall include a discussion of the issues outlined in Section 3 to set the context for the scope of work proposed. The discussion of issues shall be concise and shall also provide significant insight into the course of action recommended.

## 5.3 FIRM INFORMATION

Each firm shall present the information requested below, demonstrating its experience on work similar to that contemplated in this RFP. Information presented shall be brief, shall not include unnecessary promotional material, and shall be presented in the sequence listed herein.

5.3.1 Legal name of firm.

5.3.2 Location(s) and telephone number(s).

5.3.3 Date firm established.

5.3.4 Type of organization (partnership, corporation, etc.), and where incorporated, if applicable.

5.3.5 Firm organization chart.

5.3.6 Names and resumes of firm's officers, principals, and other key personnel applicable to this engagement.

5.3.7 Types of services normally provided by sub consultants.

5.3.8 A brief description of similar projects for which the Firm has provided services during the past 5 years, including the following information:

- Client name
- Project description and location
- Description of services provided
- Total value of services provided
- Budget performance
- Schedule performance
- Key personnel involved
- Sub consultants employed

5.3.9 A list of from three to five former clients (include addresses and phone numbers and a brief description of work performed) for whom the Firm has performed services similar to those described in this RFP. Samples of previous reports on closely related projects, if available, are requested as well.

5.3.10 Current and future Firm and personnel commitments to other projects in sufficient detail to confirm the Firm's ability to commit to the STA.

5.3.11 Lists of contracts terminated (partially or completely) by clients for convenience or default within the past three years. Include contract value, description of work, sponsoring organization, contract number, and name and telephone number of contracting entity.

5.3.12 A statement of the Firm's local experience in auditing a GFOA award winning CAFR and any assistance available to the STA in this endeavor.

5.3.13 A statement of the Firm's current equal opportunity policy.

5.3.14 Additional pertinent information to aid the STA in assessing the Firm's qualifications and experience.

#### 5.4 **COST PROPOSAL**

A cost proposal shall be submitted which describes the total (not to exceed) price for which the Firm will commit to complete the scope of services.

### SECTION 6 - PROPOSAL SUBMITTAL PROCEDURE

6.1 The proposal shall be transmitted with a cover letter which conforms to the following:

6.1.1 Signed by an officer authorized to bind the Firm contractually.

6.1.2 Confirms the receipt of the RFP and all addenda thereto.

6.1.3 States that the proposal is valid for a 90-day period from the due date of the proposal.

6.1.4 Provides the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the selection process.

6.1.5 Provides the name, title and telephone number of the individual who will negotiate with the STA and is authorized to contractually bind the firm.

6.2 The proposals shall be submitted as one original signed copy, plus three (3) photocopies.

6.3 The proposal shall be addressed to:

Timothy Jones, Accounting/Finance Manager  
Sacramento Transportation Authority  
801 12<sup>th</sup> Street Floor 5  
Sacramento, CA 95814-2947

6.4 The proposal shall be received at the above address **no later than 5:00 p.m. on XX, 2018**.

Comment [T1]: TBD

6.5 If interviews are to be conducted, the STA shall notify Firm of its selection for interviewing.

6.6 Any questions regarding this RFP must be received **in writing** by XX 2018. No phone questions will be taken. Responses will be sent to all proposers of record by XX 2018. A proposer of record will be any firm to whom this RFP was directly mailed by the STA and any firm specifically requesting a copy of the RFP. Questions shall be directed to *Timothy Jones* at the aforementioned address.

Comment [T2]: TBD

Comment [T3]: TBD

#### SECTION 7 - ADDITIONAL INFORMATION

##### 7.1 RIGHT TO REJECT

The STA reserves the right to reject any or all proposals submitted and to request additional information from any or all proposers.

##### 7.2 LIMITATIONS

This RFP does not commit the STA to award a contract, to pay any costs incurred in the preparation of the proposal in response to this request, or to procure or contract for services or supplies.

##### 7.3 CHANGES AND EXTRA SERVICES

The STA reserves the right to order changes on the services to be performed by the Firm. All such changes shall be incorporated in written change orders executed by the Executive Director of the STA and the Firm. Any changes to compensation will be made in the same fashion. No claim for additional compensation or extension of time shall be recognized unless contained in a duly executed change order.

##### 7.4 EQUAL EMPLOYMENT OPPORTUNITY

In connection with the carrying out of this project, the Firm shall comply with Title VI of the Civil Rights Act of 1964 (as amended) and not discriminate against any employee or applicant for employment because

of race, age, religion, sex, sexual orientation, color, or national origin, ancestry, disability, medical condition, or marital status. The Firm shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code of Regulations, Title 2, Section 7285.0 et seq.).

7.5 RIGHT TO WAIVE IRREGULARITIES

The STA reserves the right to waive irregularities in the proposal process.

7.6 PUBLIC RECORD

All proposals are deemed a public record subject to public disclosure upon request after the procurement process has concluded.

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